

CABINET MINUTES

Kalamazoo Valley Community College

Office of President

To: Cabinet, Archives
From: Patricia Niewoonder
Subject: Minutes of January 23, 2007 Cabinet Meeting
Date: January 23, 2007

Members Present: Anderson, Bertch, Bohnet, Cannell, Collins, DeHaven, Hutchins, Kocher, Niewoonder, Schlack and Woods

Members Absent: Lay

TBO Discussion

- a. Personnel items:
 - Reported that a number of good candidates are the pipeline for the financial services vacancy.
- b. Reality Check – a letter from an upset parent/student regarding an online course was shared – several Cabinet members will be following through on the issues raised.
- c. Kudos! One new Kudo was shared.
- d. Other TBO Items – Mentioned the discussions with Gallop for a county-wide initiative with the K-12 school districts.

Approval of Minutes

The minutes of the January 16, 2007 meeting were approved as presented.

Other

- An updated signature authority list was distributed – Cabinet members were asked to review the list for accuracy in their respective areas and report to Louise any corrections/changes.
- Reported that 109 promise eligible students are enrolled full-time with several others enrolled part-time. Overall, the number of graduates from KPS enrolling at KVCC is around the same as previous years.
- An enrollment comparison for the developmental courses was reviewed.
- Mentioned the possibility of transitioning the part-time faculty GroupWise accounts to match the full-time employee format by eliminating the last four digits of their social security number on their account. Plans are underway to resolve any duplication of e-mail addresses for people with matching surnames and first initials.
- An article from the *Christian Science Monitor* regarding of community colleges was shared.
- Announced that our area legislators will be meeting with the KVCC Board of Trustees at its February 13 meeting. Topics of discussion could be: the new initiatives at the M-TEC, such as the career academies, RFID, and/or the high throughput screening center. Other topics could be: our program in alternative fuels, the graphic arts program, the successes of our

nursing program and the 2-3 year waiting list, and our retention initiatives with the Student Success Center. This will be on the agenda for discussion next week to narrow down the list and provide more focus to the discussion with the legislators.

- Briefly discussed last week's Town Hall meeting spearheaded by the Center for Michigan. Suggested that we invite Phil Power to KVCC to share with him what we have going at KVCC.

Other Discussion Items

a. Budget Planning for FY 2008

- Continued the discussion on the budget for FY 2008.
- Heard a brief update on the NLRB ruling on classification of supervisory positions – agreed we should do a cost analysis on the impact of the ruling.
- Discussed the Allegan programs and the growth in credit and non-credit courses.
- Discussed staffing needs in Allegan and the M-TEC.
- Noted that we may reach 208,000 credit hours for FY 2007. Suggested that we budget 201,500 SCH for FY 2008.

b. Travel – the following travel items were reported for the record:

- Noted that up to 25 students, along with Ezra Bell, will attend the Multicultural Leadership Conference being held at Indiana State University, Feb. 2-5, 2007.
- Pat Norris and Paula Metzner will attend the American Association of Museums annual meeting in Chicago, May 13-17, 2007.
- Van Muse and Jeff Woods will attend the Game Developers Conference in San Francisco, March 5-9, 2007.
- Teresa Hollowell will attend the Dental Hygiene National meeting in Columbus, Ohio, January 26-28, 2007.
- Gloria Barton-Beery, Jackie Brown, Gloria Larue, and Tim Kane will attend the annual Urban Plunge in Chicago, March 23-25, 2007 with a group of 10-15 students if funding is approved from the KVCC Foundation for a mini-grant.
- Natalie Patchell and Lynne Morrison will attend the International Phi Theta Kappa Convention in Nashville, TN, April 12-14, 2007, along with four PTK students.
- Lynne Morrison will attend the Michigan Regional PTK Convention in Port Huron, Michigan, May 18-20, 2007, along with 10 PTK students.
- Louise Anderson will attend the MCCBOA meeting in Lansing, March 1-2, 2007.

c. Grants

- Authorized the submission of a mini-grant proposal to the KVCC Foundation for the above-noted Urban Plunge.

Next Meeting

The next Cabinet meeting is scheduled for **Tuesday, January 30, 2007, at 8:30 a.m.**