

CABINET MINUTES

Kalamazoo Valley Community College

Office of President

To: Cabinet, Archives
From: Patricia Niewoonder
Subject: Minutes of March 6, 2007 Cabinet Meeting
Date: March 6, 2007

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

Members Absent: Lay and Schlack

TBO Discussion

- a. Personnel items:
 - o Reported that the position of director of instructional computing has been filled.
- b. Reality Check:
 - o Reported that last week's catering question was resolved.
- c. Kudos! No new kudos shared.
- d. Other TBO Items – A question was shared regarding Talent Cards.

Approval of Minutes

The minutes of the February 27, 2007 meeting were approved as submitted.

Other

- Reported that the catering for the Museum's planning meeting which was held at the M-TEC earlier this year will be paid by the college.
- Reported that an employee at the Museum has released a new CD.
- An innovative thinking grant for developmental math courses was distributed – the proposal will be discussed at next week's meeting.
- A scientist has been hired on a part-time basis to help the MHTSC with the latest rounding of assaying.
- Heard an update on the DLEG's release of information for the "no worker left behind" initiative. There are inaccuracies about KVCC's programs and Steve is working with DLEG to get our current information on the State's web-site. The site can be accessed at www.michigan.gov/nwlb
- Reported that KVCC's tuition is now the fifth lowest in the State.

- The TTC phone system will be shut down this evening for system upgrades and the Banner system will be down beginning on Friday evening ensure the changes for daylight savings time are in place.
- An e-mail to the college community will be sent out to all employees reminding them of the appropriate use of College e-mail and the Internet.
- Dennis Bertch's unit will be holding a planning meeting on May 3 and food service will be provided.

Other Discussion Items

a. Budget Planning for FY 2008

- Budget discussions with all of the vice presidents on an individual basis are ongoing.

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

- Perkins In-Service training is scheduled for March 22 in Lansing and several staff members will be attending.
- The Midwest Institute will be meeting at Kirkwood Community College in Cedar Rapids, Iowa, April 13-14 – the following individuals will be attending: Rick Bridges, Patrick Conroy, Michael Keller, Fran Kubicek, Gloria Larrieu, Helen Palleschi, Linda Rzoska, Arleigh Smyrnios, Theo Sypris, J.P. Talwar, and Jonnie Wilhite.
- Terry Sibbersen and Blake Glass will attend the Certified Pool Operator course in Ann Arbor, Michigan, March 26-27, 2007.
- Debbie Dawson will attend the HTEC conference in Troy, NY June 7-9, 2007.
- Rick Ives and Nancy Woods will be attending a meeting in Grand Rapids today and Jim DeHaven and Rob Kilkuski attended a CTA meeting in Grand Rapids yesterday.

c. Grants

- Reported that KVCC will be a partner in a “wired” grant being submitted by Kellogg Community College with Michigan Works! serving as the fiscal agent – other local community colleges will participate as well. This Federal grant initiative is designed to fund training programs in various core curricula to meet local business needs.

Next Meeting

The next Cabinet meeting is scheduled for **Tuesday, March 13, 2007, at 8:30 a.m.**