

CABINET MINUTES

Kalamazoo Valley Community College

Office of President

To: Cabinet, Archives
From: Patricia Niewoonder
Subject: Minutes of March 20, 2007 Cabinet Meeting
Date: March 21, 2007

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

Review of Innovative Thinking Grant Proposal/Math 093-094

The Cabinet reviewed the revised proposal to form a teaching community for developmental math courses. Discussion was tabled until the budget for FY '08 can be finalized and Patricia was asked to send a memo from the Cabinet notifying the requestors.

TBO Discussion

- a. Personnel items:
 - o Reported on a couple of employee changes which included the temporary assignment of Bruce Kocher as acting vice president for academic services.
- b. Reality Check:
 - o A couple of reality checks were shared and next steps will be brought back to the Cabinet next week.
- c. Kudos! Several kudos were noted.
- d. Other TBO Items – Mentioned discussions with Talent Plus and possible next steps regarding employee evaluations.

Approval of Minutes

The minutes of the March 13, 2007 meeting were approved as submitted.

Other

- Noted that our tuition is now the 5th lowest in the State but when fees are factored in, we are the 2nd lowest as shown in the recent ACS report.
- Announced that on Thursday, March 22, the Student Success Center group will be meeting with other units and refreshments will be served.
- Reported that an Apple Training program that Lisa Blewett and Larry Sandt were to scheduled to attend in Chicago last week had been cancelled without them being notified; Apple ended up providing them with one-on-one training.

- Shared a viewpoint article from a recent Western Herald commending KVCC and community colleges.
- Reminded the Cabinet that several focused program reviews were due on March 1 and have not yet been received.
- Noted that the Board's annual planning meeting is scheduled for August 1 – reports on objectives and Board priorities will be part of the agenda.

Other Discussion Items

- **Discussion of MCCA's Request for Top Three Programs**
 - Reviewed the revised draft of the College's top three programs. Our list of top three programs will be sent to MCCA with changes as approved.
- **Discussion of the MEDC's Strategic Goals**
 - Reviewed the three goals in the MEDC's strategic plan; they may provide opportunities for KVCC, including our alternative fuel project. Cabinet members were asked to bring ideas and be prepared to discuss again next week.
- **Budget Planning for FY 2008 – reported on the following:**
 - Budget discussions with all of the vice presidents are on going.
 - A new employee classification level has been added called paraprofessional.
 - New capital equipment and the “below the line” position requests will be evaluated as the budget for FY '08 is nearing finalization.
- **Travel – the following travel items were reported for the record:**
 - A list of students who will be attending the AITP conference was distributed reviewed. In addition, it was noted that Ron Adams will also attend the conference.
 - Lisa Gruber and Gloria Norris will attend a skills path conference May 9 in Grand Rapids.
 - Natalie Patchell and Bill deDie will attend the Michigan Developmental Education Conference, April 30 at Macomb Community College.
 - Cynthia Schauer will attend the MCCB Conference, March 30 in Monroe, Michigan.
 - Cynthia Schauer will attend the National Society for Microbiology Education meeting, May 18-20 in Buffalo, New York.
 - Judy Rose will attend the SHRM/HC Coordinators conference in Las Vegas, May 2-4 – expenses are being reimbursed by SHRM.
 - Donna Odom and Elspeth Inglis will attend the Conference on Local History, April 20-21 in Detroit.
- **Grants**
 - Authorized the submission of sponsorship requests for the 2007 Cougar Connection.

Next Meeting

The next Cabinet meeting is scheduled for **Tuesday, March 27, 2007, at 8:30 a.m.**