

## CABINET MINUTES

Kalamazoo Valley Community College

# Office of President

**To:** Cabinet, Archives  
**From:** Patricia Niewoonder  
**Subject:** Minutes of April 3, 2007 Cabinet Meeting  
**Date:** April 3, 2007

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

**Members Absent:** Anderson

### TBO Discussion

- a. Personnel items:
  - o Reported on the status of a couple of vacant staff positions – a number of good applicants have been received.
- b. Reality Check:
  - o A couple of new reality checks were shared and follow ups were given for a couple of previous items.
- c. Kudos! Several kudos were noted.
- d. Other TBO Items – No other items shared.

### Approval of Minutes

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

### Other

- Reported that the individuals who attended the SCT Summit conference will be sharing their conference report on Thursday, April 5 at 2:30 p.m. in Room 4380 – the Cabinet and other interested individuals are invited to attend.
- Reported that our AITP student team, faculty and institution were recognized at the recent national conference.
- Reported that a record number of students have registered for summer classes based on the first day of open registration.
- Future agenda item – a review of handbooks and manuals. Reminded the Cabinet that updated handbooks and manuals will be shared with the Board at the annual planning meeting this summer.
- Reported that the Arcadia Committee for Cultural Understanding is hosting a talent show next week.

- Heard an update from last week's MCCA President's meeting – at the meeting, information was shared regarding the status of the state budget, executive orders, and capital outlay; on the position the MCCA is taking regarding the state's nursing shortage; and on a proposal to change in the retirement system.
- New agenda items for next week: next year's program reviews, membership in the League for Innovation.
- The Cabinet watched and then discussed the presentation (on CD) by Lou Glazer of Michigan Future, Inc. on the new agenda for Michigan. Discussed the possibility of sharing this presentation with the Board as well as the rest of the college community.

### **Other Discussion Items**

- **Discussion of the ITP Request for Developmental Math**
  - Continued the discussion on the proposal – comments included as to whether or not the proposal was innovative and that the curriculum review and development portion of the proposal is part of their regular duties. It was moved to table the decision.
- **Discussion on Classroom Utilization Rates** - Reviewed the list of courses with high demand/high utilization rates at the Texas Township Campus – most of the identified courses are offered Monday through Thursday and very few on Friday. It was suggested that more of these courses could be offered on Fridays, a low-demand and low utilization day. Agreed that this topic needs to be discussed with the TTC deans and will be back on the agenda for next week.
- **Use of Branded Phones next week** – postponed until next week.
- **Student Success Related to Pre-College Courses and Late Registration** – postponed until next week.
- **Review “Cabinet” Calendar** – copies of the updated calendar will be attached to the minutes of the meeting.
- **Schedule Date for Cabinet Planning Meeting** – Agreed to meet Tuesday, May 22 for the Cabinet planning meeting – the two main agenda items are 1) a review of board priorities for this year and 2) a discussion on KVCC's new agenda. It was suggested that everyone re-read Friedman's book, The World is Flat. Discussed the possibility of asking George Erickcek from the Upjohn Institute to attend part of our planning meeting and share his perspective on the future of our state's and local economy.
- **Budget Planning for FY 2008** – reported on the following:
  - Noted that budget discussions are on-going.
- **Travel** – the following travel items were reported for the record:
  - Sheila Rupert will attend the IDEA fitness fusion conference in Rosemont Illinois, April 19-22.
  - Robert Sutton will attend a chemistry workshop in Belmont, CA, April 13-14.
  - Larry Taylor will attend the annual meeting of the National Automotive Council of Automotive Teachers in Long Beach, CA, July 16-20.

- **Grants**
  - No additional grants presented for review.
  - Noted that the M-TEC will not be submitting a grant proposal to the MEDC for community partnerships as mentioned at last week's meeting.

### **Next Meeting**

The next Cabinet meeting is scheduled for **Tuesday, April 10, 2007, at 8:30 a.m.**