

CABINET MINUTES

Kalamazoo Valley Community College

Office of President

To: Cabinet, Archives
From: Patricia Niewoonder
Subject: Minutes of May 22, 2007 Cabinet Planning Meeting
Date: May 22, 2007

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

Planning Meeting Discussion

The Cabinet began the discussion on KVCC's future and planning for FY 2008 while focusing on our hedgehog, and becoming "good to great."

Disciplined People

- *Talent Plus Update*
All full-time employees/faculty are being profiled. The structured interviews are working. Looking at next steps, beginning to discuss succession planning and have identified a couple of key positions. Written report will be prepared for the Board's summer planning meeting.
- *Gallup Information*
Gallup is already working with a number of local companies and has ongoing discussions with some K-12s. Some of the discussions include working with the biggest feeder schools to KVCC. Gallup has surveyed the community but results are not known at this time.
- *Results and Efficiencies* – the college funding/instructional expenditure data component of the scorecard is completed and available on-line – needs to be populated with updated information for summer 2007; financial component is anticipated to be complete summer 2007. The internal processes scorecard is still under development with some components being available in June and the data available from the National Community College Benchmark project by September 2007. The customer s
- *Where do we need help?*
What are we measuring that shows our success? Do we really assess student goal attainment? Are our measurements relevant? Identified areas needing help:
 - Where we are with Talent Plus
 - Scorecards/Report Cards – customer satisfaction, culture of evidence

- Assessment of student goal attainment
- Measuring the “right stuff”
- Following through with tough decisions
- Developmental courses – what scores are too low?
- Associate degrees and certificate programs, i.e., A.A.S. and A.S. “go-to-work” programs
- Celebrating our graduates and students
- New programs and services

Disciplined Thoughts

Facing the Brutal Facts

- Where are we with Talent + and next steps?
- Scorecards – customer satisfaction, culture of evidence – do they make a difference? Need an analytic component for predictive needs.
- Do we really assess student goal attainment? Is it relevant?
- Following through on tough decisions.

The following are the top areas as “Areas for Action” and ranked in priority order as voted on by the Cabinet:

1. Repackage academic programs, i.e., academy concept
2. Consolidation of programs and services
3. Office Support Services
4. These three items were “tied” for #4 – any program with no 2nd year graduates/enrollments, Children’s Campus, and evaluation of administrative responsibilities and consolidation of services

The following are the “below the line” items suggested for elimination and/or areas for action and are in no particular order:

- Virtual Valley
- Teaching/Learning Center
- Printing Services
- Graduate and Employer follow up surveys
- Athletics/student activities/intramurals
- Alternative teaching strategies using simulation/technology (relates to #4 above)
- Special events/festivals, i.e., Artists Forum, Diversity Conference
- Police Academy
- Non-Credit
- Photography

- Second year welding and machine tool (relates to #4 above)
- Animation and Gaming
- ESL
- Tech programs
- EMT
- Publications
- “Free” services for non-students

Disciplined Action

How do we/are we sharing results and successes? Who drives the message? Where is the message given?

Need a plan for getting our message out. The Digest is really just a compendium of events and news releases. We need a different and/or a revamped “communication” medium for important college news, focusing on our goals, planning themes, and our Hedgehog. Could just have a separate link on our website for the types of events listed in the Digest.

Passion – what do we stand for and why do we exist? Resource Engine – what drives our resource engine? What are we best at and what makes us unique?

- Strong community image
- We care about our students and our people
- Our social conscience and community involvement
- Our wellness program
- Transfer programs and articulation
- Conveying our needs at the state level
- Managing our money
- Facilities
- Attracting local high school graduates
- Student technology and support services
- Partnering in community economic development initiatives

Building Greatness to Last

Are we true to our values and Hedgehog? What needs to change? What do we need to do differently?

What do we need to do in order to go from Good to Great!

- Work on top “Areas for Action” as prioritized above
- Assessment of student goal attainment
- Investment in our faculty and staff

- Be a champion for “go-to-work” programs
- New programs and services
- More flexibility in faculty workload
- Driving our message

Leadership Possibilities and Other Thoughts

- Need leaders/champions for the following initiatives:
 - SSC and consolidations of services
 - Curriculum review/revision
 - Outreach – out-county, state and federal relations, new program opportunities, K-12 and community

Additional Discussion Items on following documents:

[Cabinet Planning documents FY 2008\FOCUS ON KVCC.doc](#)

[Cabinet Planning documents FY 2008\Cabinet success diagram.ppt](#)

[Cabinet Planning documents FY 2008\Cabinet Planning for KVCC June 2007.doc](#)

[Cabinet Planning documents FY 2008\May 22 Planning Agenda.doc](#)