

## CABINET MINUTES

Kalamazoo Valley Community College

# Office of President

**To:** Cabinet, Archives  
**From:** Patricia Niewoonder  
**Subject:** Minutes of August 7, 2007 Cabinet Meeting  
**Date:** August 7, 2007

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

### TBO Discussion

- a. Personnel items:
  - o Reported that the automotive academy is fully staffed and the director of student success position is being posted for internal candidates.
  - o Looking at the second round of applicants for the open position in the Bookstore and continuing to look at profiles for a couple of part-time positions.
- b. No new reality check items were reported.
- c. A couple of Kudos! were shared.
- d. Other TBO Items – no additional items.

### Approval of Minutes

The minutes of the July 24, 2007 meeting were approved as submitted.

### Other

- Shelving in the Bookstore is being replaced this week and books will be available for fall 2007 beginning next week.
- Beginning on Monday, August 13, all new part-time faculty members will have e-mail accounts similar to full-time faculty and staff.
- The three-week summer session of TRS 282 begins today – we are hoping for 27 students – upon successful completion of the course, students will become “promise eligible.”
- Received a copy of a viewpoint article from the Traverse City Record-Eagle written by Phil Power.
- Heard an update from last week’s MCCA President’s meeting -
  - o A legislative update on funding/budget issues was shared – it is anticipated that community colleges funding will be cut again in FY 2008.
  - o The presidents discussed at length the state’s request for information about success rates for developmental education programs. It is anticipated that the state will eventually conduct audits of programs at individual colleges.

## Other Discussion Items

- **Board Planning Meeting and Next Steps**
  - Reported that the Board needs time to reflect on the materials and themes presented at last week's planning meeting and that the Board will again look at the themes in September for possible adoption.
  - At the meeting, several updates were shared on a number of topics, including our scorecard/report card, our manufacturing and career academy initiatives, the progress toward becoming a talent-based organization, a review of our "enrollment report" formerly an affirmative action report, an overview of our election costs, and our retention efforts.
  - At the meeting, the Board also agreed to send a letter to our area legislators advocating for increased funding for community colleges.
- **Travel** – the following travel items were reported for the record:
  - Mary Dey will attend the American Association of Medical Assistants national conference in Louisville, KY September 6-11, 2007.
  - Dick Shilts will attend the MCCA and NJCAA athletic directors meetings in Livonia, Michigan September 23-25, 2007.
  - Jim Dykema and Ryan Cummings will attend a training session on our new voice mail system in Irving, Texas, October 21-27, 2007.
  - Annette Arkush will attend the Ad Astra Users' conference in Kansas City, October 21-24, 2007.
- **Grants.**
  - Authorized the exploration of a grant to be submitted to the Michigan Energy Office for an alternative energy grant – the request will be up to \$30,000 and no college match is required.
  - Mentioned a federal "ready for college" grant that the Allegan ISD is looking at submitting with KVCC being one of the educational partners – the due date is August 27.

**Next Meeting** - The next Cabinet meeting is scheduled for Tuesday, August 21, 2007 at 8:30 a.m. in the Board Room.