

CABINET MINUTES

Kalamazoo Valley Community College

Office of President

To: Cabinet, Archives
From: Patricia Niewoonder
Subject: Minutes of September 4, 2007 Cabinet Meeting
Date: September 4, 2007

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

TBO Discussion

- a. Personnel items:
 - o Several vacant part-time positions were authorized to move forward.
 - o Authorized the moving forward of the recommendation for the changes in staffing in the police academy per the memo dated August 12, 2007.
- b. A reality check item was shared regarding the cafeteria.
- c. One Kudo! was shared.
- d. Other TBO Items – heard a brief update on our discussions with another TBO organization regard their services and noted that three talent-based organizations will be establishing offices in the Kalamazoo area.

Approval of Minutes

The minutes of the August 21, 2007 meeting were approved as submitted.

Other

- Mentioned the high number of individuals enrolled for web-based classes with over half of them passing the pre-enrollment quiz which helps to gage possible success in web-based courses.
- Overall, fall enrollment is looking good but various areas are being monitored, including weekend classes which are a little lower when compared to last year.

Other Discussion Items

- **Senior Tuition Waiver CMOP**
 - o A draft of the proposed CMOP for tuition discounts and waivers was distributed. This will be reviewed at next week's Cabinet meeting. The new CMOP includes guidelines for tuition waivers and discounts for seniors, American Indians, military personnel, and employees of in-district companies.
 - o The draft of the paragraph which describes the senior tuition waiver will be reviewed again at next week's meeting.

- **2nd Reading of Archives Procedures**
 - Postponed until next week.
- **Travel** – the following travel items were reported for the record:
 - Kandiah Balachandran will attend the annual meeting of the Society of Exploration Geophysicists to be held in San Antonio, Texas, Sept. 23-28, 2007.
 - Sue Hollar and Lisa Winch will attend the annual Michigan Mathematical Association meeting to be held at Mott Community College, Sept. 28-29, 2007. Sheila Eisenhauer, Lee Marsh, Jeff Swigart, and JP Talwar will also attend the meeting but on Sept. 29 only.
 - Ron Welch and Terry Gillette will attend the Michigan annual basketball coaches' clinic to be held in Lansing, Michigan, October 4-6, 2007.
 - Jim Taylor will attend the national tech/prep conference in Louisville, KY, October 12-13, 2007. His expenditures will be paid by K/RESA.
 - Sue Hollar, Tim Kane, JP Talwar, Nancy Vendeville, and Cindy Wilson will attend the American Mathematical Association conference to be held in Minneapolis, MN, November 1-4, 2007.
 - Amy Louallen and Sandy Bohnet will attend a meeting on Prop 2 to be held in Grand Rapids, Sept. 14, 2007.
 - Lois Brinson will attend the MEATA conference at Delta College, Sept. 26, 2007.
 - Deb Bryant, Darrell Davies, Tim Kane, Cynthia Schauer, and Lisa Winch will attend the NSTA Regional Conference in Detroit, Oct. 19-20, 2007.
- **Grants.**
 - Reported that Jim, Nancy and Marilyn are meeting with Tim Green from Western, Ron Kitchens from SMF, and a consultant from a grant writing firm to look at the possibility of applying for a Dept. of Labor grant.
 - Authorized changes to the budget for the Student Success Center ITP grant – no change in bottom-line but realigned some positions and other expenditure items.

Next Meeting - The next Cabinet meeting is scheduled for Tuesday, September 11, 2007 at 8:30 a.m. in the Board Room.