

CABINET MINUTES

Kalamazoo Valley Community College

Office of President

To: Cabinet, Archives
From: Patricia Niewoonder
Subject: Minutes of September 11, 2007 Cabinet Meeting
Date: September 11, 2007

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

Members Absent: Hutchins

TBO Discussion

- a. Personnel items:
 - o Several vacant part-time positions, all replacement, were authorized to move forward.
- b. A couple of reality-check items were noted.
- c. Several Kudos! were shared.
- d. Other TBO Items – no other TBO items.

Approval of Minutes

The minutes of the September 4, 2007 meeting were approved as submitted.

Other

- Noted for the record that Terry Hutchins successfully completed the Wisconsin Ironman Competition.
- Mentioned the ongoing challenge with getting students from KPS enrolled in our TRS 282 course.
- Reported that KVCC, along with WMU, is co-hosting a political science meeting.
- A draft of the museum's strategic plan was distributed – it will be discussed at next week's meeting.
- Reported that Animation World magazine will be doing a story about the nation's top community college animation programs and KVCC has been selected as one of three to be profiled in an upcoming issue.
- Mentioned that some CMOP's may need to be updated once new responsibilities and title changes have been finalized.
- The signature authority list was distributed – please get any changes to Louise.
- Noted that this fall semester is the first time we have generated more than 100,000 credit hours.
- Heard an overview of the agenda for tonight's Board meeting.

- Discussed the ongoing fiscal challenges of the state and the impact on our budget – the state has not adopted a budget for FY 2008 as yet.

Other Discussion Items

- **1st Reading of Tuition CMOP**
 - Reviewed the draft of the CMOP 6110, Tuition Waivers and Discounts. Questions were raised, including what impact would registering one week before classes start have on our course cancellation process, the need to include a clause regarding FASFA, and the elimination of the restriction for material fees for the special business tuition rates.
 - A second reading of the policy will come back next week along with the proposed wording for the changes to the senior tuition waiver that will be in the schedule.
- **2nd Reading of Archives Procedures**
 - After a brief discussion, it was **MOVED**, **SECONDED** and **CARRIED** to approve the archives guidelines as revised.
- **Travel** – the following travel items were reported for the record:
 - Linda Rzoska will attend the annual meeting of the National Association of Schools and Design in Kansas City, Missouri, October 18-20, 2007.
 - Jim Taylor and Steve Cannell will attend a MCCDEC meeting in Lansing, September 14, 2007.
- **Grants.**
 - Reported that Jim and Nancy attended a meeting in Lansing on September 10 to hear about a DOL grant – they gained some good information regarding future grant opportunities.

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