

CABINET MINUTES

Kalamazoo Valley Community College

Office of President

To: Cabinet, Archives
From: Patricia Niewoonder
Subject: Minutes of September 25 2007 Cabinet Meeting
Date: September 26, 2007

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

TBO Discussion

- a. Personnel items:
 - o Authorized the filling of two vacant part-time positions – both are in the budget.
- b. One new reality-check item was noted.
- c. Several Kudos! were shared.
- d. Other TBO Items – none.

Approval of Minutes

The minutes of the September 18, 2007 meeting were approved as submitted.

Other

- Reminded everyone that the external auditors are on campus, including folks from the Grand Rapids office who are doing a special audit for the Board.
- Noted that a couple of events are happening at the ACC and TTC this week – a forum for transfer students, the CNM portfolio day, and the SSC open house.
- Reported that I.T. folks are continuing to work on the firewall challenge.
- The proposals for the facilities master plan are due this week.
- Reported on the ongoing challenge with the ceiling leaks in the Commons – repairs to correct the problem will begin soon.
- Shared an article about LMC's local employer survey and on its millage efforts.
- Continued the discussion on the State's budget challenges and the impact on the college's budget. There is no guarantee that we will get our delayed August payment from the State.
- Noted for the record that the President will be paying for today's Cabinet luncheon meeting regarding TBO.

Other Discussion Items

- Board Themes for 2007-2009 / Cabinet Assignments

- Received a draft of possible next steps to address the Board themes. The next steps were accepted as presented.
- Assignments were made and folks were asked to present updates to the Cabinet on a weekly basis. First draft of time-lines are to be shared at next week's Cabinet meeting.
- Agreed that at the October Board Planning meeting, the following two reports will be shared with the Board: 1) assessment and 2) security.
- **Travel:**
 - Several travel items came forward for information. All were put on hold pending further discussion by the Cabinet. Louise agreed to prepare for next week's meeting a draft plan and an analysis of the travel budget.
- **Grants.**
 - No grants presented.

Next Meeting - The next Cabinet meeting is scheduled for Tuesday, October 2, 2007 at 8:30 a.m. in the Board Room.