

KALAMAZOO VALLEY COMMUNITY COLLEGE  
Interoffice Correspondence

TO: Cabinet  
FROM: N. Woods  
SUBJECT: Minutes of October 30, 2007  
DATE: October 30, 2007

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

1. TBO Items

a. Personnel Items: A student intern position at CNM and additional hours for interns in IT were approved. Funding is available in current budgets.

b. No reality checks reported.

c. Kudos to Financial Services staff for their excellent work with the audit.

d. No additional TBO items.

2. Minutes of October 23 were approved as presented.

3. Other

- Steve reported that the data files required for the remedial education audit have been submitted
- Bruce noted that the Blood Drive/Challenge went well yesterday
- Sandy reminded us to obtain our flu shots and that the open enrollment insurance packets were sent out.
- Marilyn shared an article from the Star Tribune (San Francisco).
- Briefly reviewed agenda items for the November Board meeting.
- Please read Phil Power's piece this week on The Center for Michigan web site (<http://thecenterformichigan.net>).
- Over 2,000 attended the Safe Halloween activities at the museum on Saturday
- Mike Hansen will be attending the November Board meeting and will discuss the Iowa model for issuing bonds to support employer training needs.

4. Other Discussion Items

a. Review of National Community College Benchmark Project – Discussed transitional data and implications for KVCC such as appropriate course

placement. Also discussed ideas for sharing information at the December Board meeting, with cut off scores as part of that presentation.

b. Review of Program Audit Summary Report – Some information for updating this report has been given to Patricia. Please give her any additional information and an updated report will be prepared.

c. Board Themes and Assignments – Two handouts were shared, one for enrollment projections and one for off-campus credit courses.

d. Travel – the following travel plans were shared for the record:

- Sue Newington and Joy Arra will attend the NASFAA Fall Training Workshop on December 7 at the KVCC M-TEC.
- Mike Clark will attend a softball coach's clinic at Perrysburg, Ohio, November 8-10.
- Pam Siegfried will attend the MACRAO conference in Grand Rapids on November 8. Diane Vandenberg will also be attending the conference and received a free registration.
- Sue Cutler and up to six students will be traveling to Mishawaka, IN, on November 9 to see "One Deaf Woman" show.
- Muriel Hice, Louise Anderson and Carol Mallinson will attend the MCCBOA meeting November 8-9, held in Kalamazoo.