

CABINET MINUTES

Kalamazoo Valley Community College

Office of President

To: Cabinet, Archives
From: Patricia Niewoonder
Subject: Minutes of November 6, 2007 Cabinet Meeting
Date: November 6, 2007

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

Members Absent: Cannell and DeHaven

TBO Discussion

- a. Personnel items:
 - o Reported on three replacement, part-time positions being posted – all are in the budget.
 - o Noted that Larry Belen has accepted the full-time assistant director position in the police academy.
- b. Two new reality-check items were reported.
- c. A couple of Kudos! were shared.
- d. Other TBO Items – reported that conversations are continuing with the Gallup organization regarding their services for employees and students.

Approval of Minutes

The minutes of the October 30, 2007 meeting were approved as submitted.

Other

- Noted that open enrollment for health benefits begins today.
- Mentioned that volunteers are needed to help with the calling campaign to remind students to pay tuition before batch cancellation. A college-wide e-mail will be forthcoming.
- Reported that an activity is being held at the Museum in conjunction with the Sacred Music festival.
- Noted that there are still some dollars available to work on the blueprint conversion project – students have been identified that could work on the project. Discussed the possibility of identifying other projects on campus that could be done by student interns. This will be on the agenda for further discussion at next week's meeting.

Other Discussion Items

- **Continue Review of National Community College Benchmark Project Data**

- The comparison report for the colleges in Michigan that submitted data to the Benchmark project was distributed and reviewed. KVCC is very low in a number of categories, especially in developmental/remedial education, where we have invested a lot of money.
- The following questions were raised: Is this a priority? If so, how do we address this? This will be back on the agenda next week to discuss next steps.
- **Discuss December Board of Trustees Presentation**
 - Suggested the following possible topics: transitional education, an update on the student success center, the possibility of a plan for implementing minimum test scores for admission, or other related topics.
 - Part of the discussion was on the ongoing meetings Marilyn has been part of regarding the “Promise” and KVCC’s role in helping the under-served population and the need for a common voice to address some of the community’s issues. This will be back on the agenda for discussion at next week’s meeting. Folks were asked to look at successful middle colleges such as the KIPP School for possible ideas for KVCC.
- **Board Themes for 2007-2009 / Cabinet Assignments** – discussion postponed until next week,
- **Finalize Program Audit Summary Report** – a revised report was distributed - the changes will be discussed at next week’s meeting.
- **Travel - the following travel items were shared for the record:**
 - Rick Ives and Larry Belen will attend an MCOLES meeting in Lansing on November 30.
 - Karen Visser will attend the NCMPR meeting in Savannah, Georgia in March 2007.
- **Grants**
 - No grants presented.

Next Meeting - The next Cabinet meeting is scheduled for Tuesday, November 13, 2007 at 8:30 a.m. in the Board Room.