

## CABINET MINUTES

Kalamazoo Valley Community College

# Office of President

**To:** Cabinet, Archives  
**From:** Patricia Niewoonder  
**Subject:** Minutes of November 27, 2007 Cabinet Meeting  
**Date:** November 27, 2007

**Members Present:** Anderson, Bertch, Bohnet, Collins, DeHaven, Hutchins, Niewoonder, Schlack

**Members Absent:** Cannell, Kocher and Woods

### TBO Discussion

- a. Personnel items:
  - o Reported on two positions that are moving forward – one is a part-time position (vacancy) at the museum and the other is for an assistant director's position at the Student Success Center which is posted for internal candidates.
- b. One new reality-check item was mentioned regarding the change in the senior tuition waiver program. It was noted that a follow-up on the cost of textbooks will be shared at next week's Cabinet meeting.
- c. General "kudos" were shared to the entire college community for the services provided.
- d. Other TBO Items –no other TBO items.

### Approval of Minutes

The minutes of the November 13, 2007 meeting were approved as submitted.

### Other

- Mentioned the availability of some software at discount prices to students and employees. An announcement will be going out college-wide after the details about the program are finalized.
- It is anticipated that the Oracle/Banner database upgrade will be finalized this weekend.
- Plans are moving forward with the development of the Welding Academy.
- Mentioned a wind energy degree program at Iowa Lakes Community College.
- Reported on the two-day workshop that is being scheduled for Strength Quest training – several folks from the Student Success Center as well as others will be participating.

### **Other Discussion Items**

- **Continue Discussion on Topics for the December Board Meeting**
  - It was agreed that an update on the Student Success Center will be presented by Laura Cosby at the December Board meeting.
- **KVCC's Role in Working with the Under-Served Population**
  - Discussed some of the challenges with developmental courses, especially with the students with the lowest level of reading and math skills. It was suggested that Dennis Bertch would draft a plan that could be shared with the Board in February.
  - Briefly discussed the "white paper" proposing the possibility of establishing an institute focusing on training to get people ready for identified entry-level jobs in our community. A couple of programs were suggested to start out with and follow-up assignments were made to research these programs.
- **Projects for Student Interns** – postponed to next week.
- **Continuing Discussion on Community College Benchmark Project** – More information is forthcoming.
- **Travel - the following travel items were shared for the record:**
  - Kelley Asta will attend the MCNEA meeting at Mid Michigan Community College, November 29-30, 2007
  - Jim Taylor will attend the MODAC meeting Wayne County Community College, December 6-7, 2007.
  - Cindy Buckley and Grace Gant will attend a MACET meeting at Lansing Community College, December 5.
- **Grants**
  - The possibility of a grant proposal being submitted for auto body training was mentioned – the deadline for the grant submission is December 7. More information will be shared with the Cabinet next week if a grant proposal will be pursued.

**Next Meeting** - The next Cabinet meeting is scheduled for Tuesday, Dec 4, 2007 at 8:30 a.m. in the Board Room.