

CABINET MINUTES

Kalamazoo Valley Community College

Office of President

To: Cabinet, Archives
From: Patricia Niewoonder
Subject: Minutes of December 4, 2007 Cabinet Meeting
Date: December 4, 2007

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

Members Absent: Cannell

Guest Present: Van Muse

TBO Discussion

- a. Personnel items:
 - o The notice to the college community was e-mailed today regarding the organizational changes, effective January 1, 2008.
 - o The director of libraries position will be posted.
- b. Reality-check item was mentioned. Watch for thefts
- c. Several “kudos” were shared.
- d. Other TBO Items –no other TBO items.

Approval of Minutes

The minutes of the November 27, 2007 meeting were approved as submitted.

Other

- Attendance at the Banner Summit needs to be discussed before the end of the year because early registration is coming up in January. Terry will bring back a recommendation before the end of the year – please get suggested names to Terry.
- Reported that more than 40% of our students are accessing the computer labs.
- The calling campaign to remind students to pay for their winter 2008 tuition is ongoing.
- The police academy graduation is scheduled for this week.
- A list of courses/programs offered at our M-TEC was distributed.
- The college’s audit for the year ended June 30, 2007 was briefly reviewed.
- Briefly reported on the annual fund drive and several nice donations.
- Mentioned the possibility of an agreement with the CTA and the High Throughput Screening Center.

Other Discussion Items

- **Plans for the Programs at the Arcadia Commons Campus**
 - Van Muse reviewed some of the proposed changes in programming and course offerings at the Arcadia Commons Campus, including efforts in the hospitality industry and for business/entrepreneurship, and at the Center for New Media.
- **Possible KVCC Projects for Student Interns**
 - Agreed that a student intern can be assigned at the Center for New Media beginning in January.
 - Mike is working with the folks from the SSC, including out internship office, and will bring back a recommendation for FY '09 after the first of the year.
- **Cost of Textbooks**
 - Briefly discussed the report on the cost of textbooks. It was agreed that a specific recommendation will be coming back to the Cabinet at a later date.
- **KVCC's Role in Working with the Under-Served Population**
 - Discussion postponed. It was reported that the "white paper" was sent to the Board for their review.
- **Travel - the following travel items were shared for the record:**
 - Keith Kroll will attend a conference at the Center for Contemplative Mind and Society, Phoenicia, New York, March 6-9, 2008.
 - Rick Ives and Larry Belen will attend the MCOLES directors meeting at Washtenaw Community College, January 4, 2008.
 - Jim DeHaven and Rob Kilkuskie will attend a meeting in Grand Rapids today related to the High Throughput Screening Center and a possible contract with the CTA for some chemical compounds.
- **Grants**
 - Authorized the submission of a grant request to the Fabricators and Manufacturers Association Foundation for our week-long manufacturing camp scheduled for summer 2008.
 - Authorized the submission of a grant request to the MCACA for a region 15 mini-grant for KAFI summer workshops.

Next Meeting - The next Cabinet meeting is scheduled for Tuesday, January 8, 2008 at 8:30 a.m. in the Board Room.