

CABINET MINUTES

Kalamazoo Valley Community College

Office of President

To: Cabinet, Archives
From: Patricia Niewoonder
Subject: Minutes of March 18, 2008 Cabinet Meeting
Date: March 18, 2008

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

TBO Discussion

- a. Personnel items:
 - o Five replacement part-time positions were authorized to move forward – three success advocates, one intern to work on our web site, and one counselor.
- b. Reality Check – no reality check items were reported.
- c. A couple of Kudos! were shared.
- d. Other TBO Items – the top strengths for all of the Cabinet members were shared.

Approval of Minutes

The minutes of the March 11, 2008 meeting were approved as presented.

Other

- Mentioned the theft of copper from a university building in the Detroit area and the amount of damage to the facility.
- Noted that community colleges have been asked to report to the State a list of “unfunded mandates.” Steve shared a list of various “unfunded” items. It was **MOVED, SECONDED and CARRIED** to accept the list as presented.
- Jason Novotny from Eckert-Wordell will be on the Texas Township Campus on March 26 to meet with faculty and staff in order to receive input on facility master planning.
- Reported that Marilyn and Mike will be going to Lansing on Thursday to testify at the appropriations committee hearing.
- Announced that a reception has been scheduled for **Friday, April 18 at 9:30 a.m.** for Cong. Fred Upton to thank him for his work on getting funding for the MHTSC. An agenda for that reception, including a tour of the M-TEC, needs to be finalized.
- An updated “Strategic Planning” document was distributed. This will be used as the starting point for discussions at the April 11 Cabinet planning meeting.
- Mentioned that college-wide meetings are tentatively scheduled for April 4 and that an update on the SSC will be shared.

Other Discussion Items

▪ Budget Discussion for FY 2009

- A list of capital outlay requests for FY 2009 was distributed. Cabinet members were asked to carefully review the list and make recommendations as to which items can be purchased using this year's dollars and received by June 30 or ordered early and be received after July 1 using next year's dollars.
- The manpower request list was distributed and briefly reviewed.
- Louise reminded the Cabinet that both of the above lists are on the "G-drive."

▪ Travel – the following travel items were reported for the record:

- Denise Lindsley and Ola Johnson will attend the Annual Compass Conference in Chicago, April 16-18.
- Amy Louallen will attend the Michigan CC Human Resources Assoc. spring meeting, May 13-16 in Mackinac Island.
- Andrew Greig and Tony Zacker will attend training in Creston Programming, June 9-11 in Chicago.
- Grace VanderBerg and Sue VanHeest will attend FormScape Training in Morrisville, NC, June 15-20.
- Wanda Scott and Kim Grubka attended "Beyond the Scaler" a dental hygiene workshop in Grand Rapids on March 14.

▪ Grants

- Mentioned that one of our grants from the KCF for KAFI had an overdue final report.

Next Meeting - The next Cabinet meeting is scheduled for Tuesday, March 25, 2008 at 8:30 a.m. in the Board Room.