

CABINET
MINUTES

Kalamazoo Valley Community College

Office of President

To: Cabinet, Archives
From: Candy Horton
Subject: Minutes of April 29, 2008 Cabinet Meeting
Date: April 29, 2008

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

Members Absent: Niewoonder

TBO Discussion

- a. Personnel items:
 - o A replacement position for a part-time Computer Lab Technician was approved.
 - o A requisition for a part-time, on-call Librarian was approved.
- b. Reality Check – no reality check items reported.
- c. Kudos!
 - o It was noted that graduation was great and included both the very talented student speaker Chad Beimer, and faculty member Gloria Larrieu.
 - o The newspaper article about MPI was mentioned and how KVCC will play a roll in training and educational opportunities.
 - o Kudo's also went out to Roger Miller for his skill in managing the financial challenges within the Financial Aid office.
- d. Other TBO Items
 - o Marilyn distributed her Shared Theme's from StrengthsQuest.
 - o There was a short discussion on "Performing As A Team".
 - o The meeting with Mark Pogue (StrengthsQuest) certainly was worthwhile, but it was noted that some team members would like to have more material covered. We learned a little more about the team members - some of our strengths and things to work on as a team.

Approval of Minutes

The minutes of the April 22, 2008 meeting were approved as submitted.

Other

- The next Board Meeting is May 13th, 2008.
- There was a discussion regarding Capital Outlay and how the state wants to lump both some of the community colleges and the airport into one bill. We will take steps to start our construction project bids. Also under consideration is including a small multi-purpose science/other lab at our Arcadia Campus with this Capital Outlay.
- Tuition will be on the agenda for the Board Meeting.
- A Dean's position at ACC has been recommended.
- Guidelines for being specific on our (KVCC) identity will be going forward (Branding RFP).

Other Discussion Items

- Government has approved expanded amounts for Pell Grants for 2008/09.
- Budget for Internships, and a pre-college proposal would be good projects to take to the Foundation Board.
- Summer enrollment is even with the past summer. Winter enrollment was up about 2%.
- KVCC and MTEC experienced a short power outage Monday night.
- Sun Guard demo has been rescheduled.
- Kalamazoo Gospel Mission's new brochure involved some CNM students who participated as a class project. During portfolio reviews, we found that CNM students have participated in various projects throughout Kalamazoo including brochures, flyers, & T-shirt designs.
- HR is pleased with "People Admin" software for on-line job applicants.
- There was a reminder to turn in StrengthsQuest Seminar Evaluation and Registration forms by Friday, May 2nd.
- The next Planning Meeting will be Thursday, May 29th.
- Goals 2008/09:
 - Employee Engagement-no new information
 - Student Engagement-no new information
 - Managing Enrollment-no new information
- There was a discussion about the Strength Based Training Conference and Advocate Training and who will attend (to be determined at a later date).

Proposed Facility Rental Rates

- The Proposed Facility Rental Rates for 2008/09 were approved and seconded.

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

- Kristine Goolsby and Meily Lightcap are going to the Michigan Dept of Treasury- Michigan Sales, Use & Withholding Taxes workshop on Monday, May 5th in Dimondale, MI.
- Steve Speice, Katusha Emelyanova, Natalie Patchell & Cindy Tinney will be attending the Michigan Region Convention for PTK on May 16-18, at Oakland Community College in Royal Oak, MI.
- Bonita Bates will attend the National Conference on Race & Ethnicity in America in Orlando, Florida, May 27-31.

- Laura Cosby will attend the “Successfully Managing People” workshop in Chicago, IL on June 11-13.
- Jim Taylor will be traveling to MODAC meetings:
 - June 5 & 6, at Northwestern Michigan College
 - Aug 7 & 8 at Delta Community College
 - Oct 1, 2008 at Grand Rapids Community College

Grants

- Jim DeHaven submitted a KAFI Grant request from Gilmore for next year with additional costs for adding music to the animation. This must be in by May 15th, 2008.

Next Meeting - The next Cabinet meeting is scheduled for Tuesday, May 6th, 2008 at 8:30 a.m. in the Board Room.