

CABINET MINUTES

Kalamazoo Valley Community College

Office of President

To: Cabinet, Archives
From: Patricia Niewoonder
Subject: Minutes of May 20, 2008 Cabinet Meeting
Date: May 20, 2008

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

TBO Discussion

- a. Personnel items:
 - o No items brought forward.
- b. Reality Checks:
 - o A couple of issues regarding purchasing and expenditures were raised – our guidelines need to be followed.
- c. Kudos! were given to:
 - o Steve Doherty and Denise Baker for the KVCC Foundation dinner.
 - o Charles Pratt for his extra help and customer service at the M-TEC.
 - o Jim Lightcap for his programming initiative to assist with monitoring security.
- d. Other TBO Items – briefly mentioned the discussion with our representative from Talent Plus. Heard brief summaries from the folks who have had their Gallup interviews – reminded everyone that the interviews need to be completed before the next planning meeting.

Approval of Minutes

The minutes of the May 13, 2008 meeting were approved as submitted.

Other

- Reported that a wellness assessment report will be coming to the Cabinet within the next couple of weeks.
- Cabinet members were asked to get their list of FERPA related items to Mike Collins.
- Briefly discussed the enrollment reports for summer and fall 2008 – currently, numbers are down for both semesters, but we are doing a better job in managing our section offerings.
- Reported that the Banner Summit attendees will be compiling and sharing their report from the recent conference.

- Cabinet members were asked to bring a copy of the Detroit News article regarding Macomb Community College to the May 29 planning meeting – we may want to look at how they are moving forward with new programs and partnerships.

Other Discussion Items

- **Travel – the following travel items were reported for the record:**
 - Ken Barr Jr. and Ezra Bell will visit CMU on May 28.
 - Kelley Asta and Dennis Bertch will be attending a meeting regarding the on-line nursing program on June 13 in Lansing.
- **Grants**
 - None presented for consideration.

Next Meeting – The next Cabinet meeting is scheduled for Tuesday, May 27 and will begin at 8 a.m. in the Board Room.