

## CABINET MINUTES

Kalamazoo Valley Community College

# Office of President

**To:** Cabinet, Archives  
**From:** Patricia Niewoonder  
**Subject:** Minutes of May 27, 2008 Cabinet Meeting  
**Date:** May 27, 2008

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

### TBO Discussion

- a. Personnel items:
  - o Noted that three replacement positions would be moved forward – one full-time computing services position and two part-time student services assistants.
- b. Reality Checks:
  - o The main reality check is the state budget for FY 2009 which continues to look grim and the potential impact on our budget.
- c. Kudos! were given to:
  - o Jeff Donovan and his crew for the changes to the Board Room.
- d. Other TBO Items – no additional items.

### Approval of Minutes

The minutes of the May 20, 2008 meeting were approved as submitted.

### Other

- The passwords for college employees will need to be eight alpha/numeric characters in length; a communiqué will be sent to the college community in the near future.
- Reported that the wind turbine may need to be located on the Texas Township Campus instead of the Groves.
- Reported that just two of the expected four vendors bid on the museum renovation project for the history gallery and tower.
- The Cabinet members were asked to carefully read the Muchmore, Harrington, Smalley e-mail regarding the state's budget outlook.
- Marilyn mentioned she will be routing around a book Good Jobs which needs to be part of our discussion on Thursday.

### Other Discussion Items

- **Review Agenda for May 29 Planning Meeting**
  - o The draft of the agenda for Thursday's planning meeting was reviewed.

- Bruce will be sharing information at Thursday's meeting on our programs that are/should be certified and folks were asked to bring the Perkins core indicators summary.
- **Travel – the following travel items were reported for the record:**
  - Carolyn Alford, Mary Lawrence and Jane Otten will attend the Banner Users' group meeting at Ferris State University, June 6.
  - Mary Lawrence will attend a workshop on internal controls, July 27 in Traverse City.
  - Ken Barr Jr. and Nancy Taylor will attend Gallup advocate training in Omaha, June 23-25.
  - Diane Vandenberg and Ken Barr Jr. will attend the Gallup Strengths Conference in Omaha, June 25-27.
  - Rick Garthe will attend the Revit Software class in Chicago, June 17-19.
  - Marion Melville will attend the 2008 Accounting Educators' Conference in Traverse City, June 6.
  - Deb Bryant, Harland Fish, Sue Hollar, Jon Stasiuk and Lisa Winch will attend the Michigan Joint Educators' Conference in Holt, Michigan, June 25.
  - Gloria Barton Berry will attend the on-line nursing program meeting in Lansing on June 13 with Dennis and Kelley.
  - Gloria Larrieu will attend the Taos Summer Writer's Conference in Taos, New Mexico July 11-21.
- **Grants**
  - Authorized a grant request in the amount of \$75,000 for MCOLES training from the Michigan Justice Training Fund – college match is \$25,000.

**Next Meeting** – The next regular Cabinet meeting is scheduled for Tuesday, June 3 and will begin at 8 a.m. in the Board Room.