

## CABINET MINUTES

Kalamazoo Valley Community College

# Office of President

**To:** Cabinet, Archives  
**From:** Patricia Niewoonder  
**Subject:** Minutes of October 14, 2008 Cabinet Meeting  
**Date:** October 14, 2008

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

**Members Absent:** Bohnet

**Guest(s):** Bill Willging and Dave Hutton

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### ExpressWays ITG Presentation

- Bill Willging along with David Hutton shared the preliminary planning for the ExpressWays pilot program being funded by the Innovative Thinking Grant fund, initially called "Gateway to College." The program is designed to work with high school dropouts or adults with low academic skills and get them the basic skills and training needed to pursue a degree and gainful employment.
- It was suggested that the pilot program may want to initially target 20-25 currently enrolled/admitted KVCC students who fit the target population.
- It was agreed that Bill and Dave will come back to the October 28 Cabinet meeting with a revised proposal before it is presented to the KVCC Foundation Board on October 30.
- The Cabinet briefly discussed the upcoming Redesign Alliance conference which is scheduled for March 2009 and the need to send a team to the conference. This will be on next week's Cabinet agenda to discuss who will attend.

### TBO Discussion

- a. The following personnel items were reported:
  - None presented.
- b. Reality Checks:
  - None presented.
- c. Kudos! were given to:
  - Natalie Patchell for her coordination and handling of the PTK induction ceremony.
  - Matt Dennis, Mike McCall and all of the KVCC folks who helped organize last evening's College Night.
- d. Other TBO Items – No other items.

### **Approval of Minutes**

The minutes of the October 7, 2008 meeting were approved as clarified.

### **Other**

- Noted that two software demonstrations are scheduled in the near future – one on the 4<sup>th</sup> of November for SunGard and a second on the 20<sup>th</sup> of November for Cognos. Terry will send out additional information.
- Heard a summary of the FOIA requests that have come in recently.
- Briefly discussed the national fiscal crisis and its potential impact on KVCC's budget in terms of projected revenues, expenses and investments. It was reported that we may have a cut in State revenue next year and our MSPERS rate may be increased. It was also noted that the Board Audit Committee has been meeting recently to take a closer look at the security of the College's investments.
- Briefly mentioned energy conservation measures and the need to turn off equipment, including computers, when not being used for any extended periods of time.

### **Other Discussion Items**

- **KAFI Web-Site Update**
  - Discussion postponed until next week.
- **Review of I.T. Audit**
  - Terry briefly reviewed the results of Plante & Moran's audit of I.T. security access issues, and he highlighted some of the steps the College is taking or will be taking to address the access and control deficiencies.
- **HEA Student Disclosure Requirements**
  - Briefly discussed some of the changes in the Higher Education Act – we need to look at several areas to ensure compliance.
- **Travel – the following travel items were reported for the record:**
  - Tim Kane, Mark Sigfrids, Cindy Wilson, and Lisa Winch will attend the American Mathematical Assoc. of Two-Year Colleges conference in Washington, DC, November 20-23.
  - Al Moss will attend the American Association for Respiratory Care International Congress in Anaheim, CA, December 13-17.
  - Jim Taylor will also attend the AARCI Congress as well as the Board meeting prior to the start of the Congress – he will be gone December 10-17.
- **Grants**
  - No grants were presented.

**Next Meeting** – The next Cabinet meeting is scheduled for Tuesday, October 21 and will begin at 8 a.m.