

## CABINET MINUTES

Kalamazoo Valley Community College

# Office of President

**To:** Cabinet, Archives  
**From:** Patricia Niewoonder  
**Subject:** Minutes of March 10, 2009 Cabinet Meeting  
**Date:** March 10, 2009

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

**Members Absent:** Collins and Kocher

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### **TBO Discussion**

- a. Personnel Items – no items reported.
- b. Reality Checks – no new items reported.
- c. Kudos! were given to:
  - o None shared.
- d. Other TBO Items:
  - o Engaging Everyone – ideas included having Nancy Taylor come to unit meetings to help everyone understand and develop their strengths, showing the Marcus Buckingham DVD at unit meetings with follow up discussions, and having everyone's top five strengths posted.
  - o Face the Brutal Facts – discussed the pros and cons of infusing the strengths' initiative throughout the institution.
- e. Book Discussion – Good to Great – Candy led the discussion on chapter 5 of "Good to Great.

### **Approval of Minutes**

The minutes of the March 3, 2009 meeting were approved.

### **Other**

- Mentioned that budgets/fees for a couple of academies will be coming forward for Cabinet approval, including automotive and wind tech in the near future.
- Reminded everyone that all informational postings are removed from "non-restricted" tack strips once a week.
- The annual tuition/fees survey for Michigan community colleges was distributed and reviewed.
- Louise shared a brief update from the MCCBOA meeting she attended last week.
- Reported that the College had some problems with Google e-mail last week.

- A notification will be sent to the college community in the near future regarding increasing security on passwords notifying employees that they must add at least one non-alpha/numeric character to their passwords.
- Folks were encouraged to sign up for their wellness assessments.
- The 2009 League for Innovation conference will be held in Detroit and proposals for the conference are being sought.
- A few quotes about the future of higher education were shared.
- Marilyn briefly reviewed the agenda for tonight's Board meeting.
- Reported that Sen. Stabenow will be visiting the College on April 13 to learn more about the College's wind technology initiative.
- Louise reminded everyone that the deadline for submission of requests for replacement capital is Friday, March 13.

### **Other Discussion Items**

- **Travel – the following items were reported for the record:**
  - Sheila Eisenhauer, Tim Kane, Darlene Kohrman and Lisa Winch will attend the "Conversations Among Colleagues" conference to be held at the University of Michigan, March 26-28, 2009. Their attendance at this conference is being paid by the GEO grant.
  - Jim Taylor will attend two upcoming AARC Board of Directors' meetings. The first will be held in Dallas, Texas March 26-27 and the second will be held in Marco Island, Florida July 19-21, 2009.
  - Jim Taylor will attend two upcoming MODAC meetings. The first will be held at Henry Ford Community College, April 2-3 and the second at Southwestern Michigan College, June 4-5, 2009.
  - Marylan Hightree will participate in an online conference through the Illinois Online Network on March 30 and 31.
  - It was reported that Theo Sypris has requested to attend the Title VI Anniversary Conference in Washington, DC, March 19-21 – Dennis will bring back more information regarding this conference before it will be approved.
  - Pat Norris will attend the workshop *Planning and Writing for Visitor-Centered Exhibitions*, June 1-3, 2009 in Mount Carroll, Illinois.
- **Grants**
  - The Cabinet members were reminded that the financial services office needs to be given copies of grant applications that are submitted on behalf of the College.
  - Briefly discussed the benefit to the College of participating in donation programs sponsored by local grocery stores and whether or not we should pursue this – Louise will come back with more information.

**Next Meeting** – The next Cabinet meeting is scheduled for Tuesday, March 17 and will begin at 8 a.m. in the Board Room.