

**CABINET  
MINUTES**

Kalamazoo Valley Community College

# Office of President

**To:** Cabinet, Archives  
**From:** Patricia Niewoonder  
**Subject:** Minutes of July 7, 2009 Cabinet Meeting  
**Date:** July 9, 2009

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

**Members Absent:** Schlack

**Guest(s):** Ken Barr, Jr.

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### **Innovative Thinking Grant**

Ken Barr, Jr. presented a proposal for "Promoting a Strengths-Based Campus" innovative thinking project. It was MOVED, SECONDED and CARRIED to approve the project for 2009-2010 in the amount of \$119,860.

It was MOVED, SECONDED and CARRIED to approve the increase in the Wind Academy innovative thinking project in the amount of \$9,012 for FY 2008-09.

### **TBO Discussion**

- a. Personnel Items
  - o Three candidates are being profiled for the Director of Public Safety position.
  - o Three part-time replacement student advocate positions have been filled.
- b. Reality Checks
  - o Jim reported that he had contacted the prospective student who did not receive a return phone call.
- c. Kudos! were given to the following people:
  - o Kathy Campbell for her efforts with the purchasing consortium.
  - o Kristine Goolsby, Nick Rankin and Judy Wilmarth for their help in moving forward payroll changes for FY 2010.
- d. Other TBO
  - o Reported that Nancy Taylor is meeting with various departments regarding strengths.

### **Approval of Minutes**

The minutes of the June 30, 2009 meeting were approved as submitted.

### **Other**

- Louise reported that the financial services department is continuing to roll forward the budget FY 2010 and they are working through a few minor glitches.
- Heard a brief update on status of the repair of the wind turbine. Jim will draft a short message to be shared with the college community.

### **Other Discussion Items**

- **Review of Revised Managing Our Enrollment Reports**
  - Revised reports for Curriculum, Human Resources, Financial Forecasting, Research and Scorecarding were distributed and briefly reviewed.
  - The report for Recruitment/Communications will be finalized after the meeting with Lipman Hearne.
- **Review of Meal Reimbursement Guidelines**
  - It was MOVED, SECONDED and CARRIED to implement a per diem rate of \$42 per day for meals for low-cost areas and \$55 per day for meals for high-cost areas, effective July 1, 2009. This change in reimbursement rates will be incorporated into the travel manual.
- **Review of Schedule/Car Pooling for July Board Meeting** – agreed to coordinate driving to Traverse City for the Board planning meeting.
- **Travel – the following items were reported for the record:**
  - Marilyn Betts will attend the Michigan Safety Coordinators Conference in Mount Pleasant, August 5-6, 2009.

**Next Meeting** – The Cabinet’s next regular meeting is scheduled for Tuesday, July 14 and will begin at 8 a.m.