

## CABINET MINUTES

Kalamazoo Valley Community College

# Office of President

**To:** Cabinet, Archives  
**From:** Patricia Niewoonder  
**Subject:** **Notes of the October 5, 2009 Planning Meeting**  
**Date:** October 5, 2009

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

**Guests present during Management Our Enrollment Reports:** Beresford, Cosby, and Kubicek

### **MANAGING OUR ENROLLMENT COMMITTEE REPORTS**

Draft reports for the following Managing Our Enrollment committees were distributed and reviewed: Curriculum, Financial Forecasting, Human Resources, Recruitment/Communications, Research, Retention and Scorecarding. It was noted that the minutes for the Financial Task Force will not be shared at this time due to the confidentiality of the discussion.

Discussion and recommendations included the following:

- Agreed to add the following objective to each of the five original managing our enrollment committees: “Recommend ways to foster a diverse and inclusive community.” This objective had previously just been part of the Human Resources Committee.
- Agreed to reevaluate the H.R. Committee’s objective on communicating the mission after the College’s new brand is rolled out to the college community and to the public.
- At the October Board meeting, the Recruitment Committee will share a brief report on the plan for rolling out the new brand.
- The Scorecarding Committee report will modify its charge and expand its goals to reflect the institution-wide nature of its charge, beyond “managing our enrollment” and to include an objective on identifying who has access to various aspects of the scorecarding data – the public, college community, etc. Terry will bring a revised report to the Cabinet on 10/13 for review before next Tuesday’s Board meeting.
- Agreed that all of the reports to the Board will have the same format, with three columns – goal statement, outcomes, and status.

### **Planning Discussion Questions and Ideas for the Future:**

- Regional Economic Development – do we need to link up with several counties for an economic plan to get money in our area?
- Budget – no cuts this year – what future priorities does KVCC have?
- How can we do business differently, effectively, successfully?
- What do the students want in the future?

- What are we doing well? Can we do it cheaper, better, faster, make it sustainable, show how we have partnered with industry and will become the “pace car” for others to follow?
  1. (10) Multi-disciplinary programs – *Cindy Buckley and Dennis Bertch*
    - ✧ Health
    - ✧ Nursing
    - ✧ Healthcare – multi-disciplinary utilizing set of core skills for various programs
    - ✧ Computerized medical records
    - ✧ Wind, auto and police academies
  2. (12) Security – *Ken Colby and Rick Ives*
    - ✧ Institutional security, including casino security
    - ✧ Forensic computer security
  3. (11) Alternative energy programs – wind, solar, water, geothermal, battery storage, conservation, etc. – *Bruce Kocher and Jim DeHaven*
  4. (5) “Learning ready” programs – *Mike Collins and Jim Turcott*
    - ✧ ExpressWays, developmental courses, technology gap, underserved populations
  5. (12) Alternative educational delivery such as online courses, hybrids, just-in-time learning, gaming, simulated learning, social networking – *Terry Hutchins and Grant Chandler*
  6. (4) Manufacturing technology and bioscience – *Kathy Johnson*

### **Other**

- Draft public safety procedures were distributed regarding children on campus. It was MOVED, SECONDED and CARRIED to accept the procedures.
- A draft proposal for the operation, organization and administration of the Department of Public Safety was reviewed.
- Reported that the bid will be awarded today for the purchase of the equipment for the wind academy.
- Kathy Johnson will be attending a training session in Washington D.C. November 8-9.
- Terry Coburn will be retiring at the end of the year.

### **Next Meeting**

The next regular Cabinet meeting is scheduled for Tuesday, October 13.