

CABINET MINUTES

Kalamazoo Valley Community College Office of President

To: Cabinet, Archives
From: Patricia Niewoonder
Subject: Minutes of February 2, 2010 Cabinet Meeting
Date: February 2, 2010

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

Absent: Johnson

TBO Discussion

- a. Personnel Items:
 - Reported that Helen Palleschi and Marie Rogers have both announced their retirement for the end of this academic year.
- b. Reality Checks:
 - No new reality checks presented.
- c. Kudos! were given to the following:
 - To all the folks in I.T. and financial services for their extra work to correct the issues with 1098T forms.
 - To everyone at KVCC – good editorial in Sunday's *Gazette*.
- d. Book Discussion
 - Louise led the discussion on chapter 3 of the book "Outliers." Dennis is scheduled to present chapter 4 on Feb. 16

Approval of Minutes

The Cabinet approved the minutes of the January 26, 2010 meeting as presented.

Other

- Heard a brief update on enrollment fluctuations for winter 2010 – we are still ahead of last year.
- Heard positive remarks about a couple of different courses, including one WPE class offered and scheduled in an alternative format and time and one nursing course that works closely with students to help them succeed.
- Heard a brief update from a recent MCCBOA meeting.
- Mentioned the need to form an ad hoc committee to address inconsistencies in student course attendance policies.

Other Discussion Items

- **Review of February Board Agenda and Committee Reports**
 - Briefly reviewed the agenda for the February 9 Board meeting.
 - Reports from the branding, and retention teams will be presented.

- **KVCC Brand Roll-Out** – Briefly discussed ideas for the brand roll-out. Agreed that brand stickers will be designed to be put on the existing stationery rather than purchase new until the current stock is depleted. Folks were asked to send to Mike Collins a list of people who need new business cards.
- **Wind Energy Training/Partnerships Update** – Jim shared an update on partnerships with Crystal Flash and Furlander. Kudos were given to our wind tech students for the quality of their repair work. Representatives from BZEE and a couple of Canadian colleges will be campus next week. An open house of our wind energy center is scheduled for Tuesday, Feb. 9.
- **Travel**
 - Re-confirmed that Kim Grubka, Wanda Scott, and Carrie Wilson will attend the Dental Society Midwinter meeting in Chicago, Feb. 26-27 with a group of 8 students.
 - Jim DeHaven and Kathy Johnson will attend a meeting at MCCA in Lansing, Feb. 4.
 - Laurie Dykstra and Gloria Norris will attend an administrative assistants' conference in Kalamazoo on March 2.
 - Dan Maley will attend the MIAPPA conference in Ann Arbor, Feb. 9-10.
 - Lois Brinson and Colleen Olson will attend a meeting in Lansing on Feb. 12 to gain information on changes in the training requirements for electrical apprentices.
- **Grants**
 - None presented.

Next Meeting – The next meeting is scheduled for Tuesday, Feb. 16, 2010.