

CABINET MINUTES

Kalamazoo Valley Community College

Office of President

To: Cabinet, Archives
From: Candy Horton
Subject: Minutes of March 30, 2010 Cabinet Meeting
Date: March 30, 2010

Members Present: Anderson, Bohnet, Cannell, Colby, Collins, DeHaven, Horton, Hutchins, Johnson, and Schlack

Absent: Dennis Bertch, Patricia Niewoonder, Marilyn Schlack left early.

TBO Discussion

- a. Personnel Items:
 - Diane Kurtz is retiring effective April 2, 2010.
 - Sally Kidman is the new Instructional Manager for the Patient Care Academy.
 - Faculty positions are posted on our website.
- b. Reality Checks:
 - None reported.
- c. Kudos! were given to the following:
 - Wellness/Fitness assessments are going well, and Sandy encouraged everyone to participate.
 - The Diversity Conference has had excellent feedback which included the Race Machine and the speakers.
 - Strengths Week – Ken Barr Jr. and his staff encouraged students to learn their strengths and included sharing those strengths in small group discussions.
 - Diane Finch and “Dress for Success” at AWH – this included learning skills for job interviews. KVCC marketing classes assisted in the advertising.
 - The design team did a great job on the new Schedule of Classes.
 - To the faculty and students for the design and building of the new wind turbine. There was some discussion regarding possible signage to show who did the work.
- d. Engaging Our Strengths
 - Several members shared their thoughts about how we and others use their strengths.
 - Discussion regarding more strengths coverage at the downtown campuses.
- e. Brutal Facts
 - Upgrading/replacing fixtures, etc. in the restrooms at Texas Township Campus.
 - On-line education – should we pilot a program to increase on-line classes?

- f. Book Discussion
 - o Sandy Bohnet led the discussion on the 5th Chapter in Outliers, The Story of Success. Outliers are men and women who do things out of the ordinary. Hidden advantages, extraordinary opportunities, and cultural legacies = learn, work hard, & make sense of the world in ways others cannot. Success is not a random act; it arises out of a predictable and powerful set of circumstances and opportunities. The greatest opportunities come from ingenuity, drive, culture, generation and family history.
 - o Chapter 6 discussion will be led by Steve Cannell on April 6th.

Approval of Minutes

The Cabinet approved the minutes of the February 23, 2010 meeting as presented.

Other

- o The Fire Marshall will check the new Financial Service offices before the office moves on Thursday and Friday, April 1 & 2.
- o Dumpsters will be on the north parking lot during the demolition of the old Financial Services offices starting Monday, April 5th.
- o IT personnel are working with Louise for computer replacements and to determine tablet/laptop usage.
- o New pharmacy cards are to be used effective April 1st.
- o Louise is working on Capital/Capital Rollovers – please make sure you have contacted her.

Summer Hours

- o Members discussed summer hours.

Sabbaticals

- o A motion was made and seconded to bring these forward to the Board of Trustees.

Computer Usage Violations – 1st Reading

- o Gives consistency within the college regarding computer usage violations. Revisions to be shared April 13th.

Review of Social Media Policies – 1st Reading

- o Needs additional revisions for 2nd reading on April 6, 2010.

Travel – the following items were reported for the record:

- o Richard Ives and Larry Belen will be attending the MCOLES Director's Conference on April 21, 22, 2010 in Allendale.
- o Stephanie Moats and Sue Visser will attend the Collection Law 2010 Training Event in Grand Rapids on April 19th.
- o Ezra Bell, Ken Barr, Jr. and Bonita Bates to attend ERAC/CE on May 13-15, 2010 at the Douglass Community Center in Kalamazoo.

Travel (continued)

- Cynthia Schauer, Darrell Davies, Gordon Bielby, and Verne Mills to attend the MI Community College Biologists Spring meeting at Schoolcraft Community College in Livonia on April 16, 17, 2010.
- Natalie Patchell and William deDie to attend MI Dev Ed Consortium Conference on April 8, 9, 2010 in Lansing.

Grants

- Kalamazoo Valley Museum is looking for funding from the KVCC Foundation for:
 - Fretboard Festival 2011 in the amount of \$10,000.
 - Friday Night Highlights in the amount of \$26,160.
 - Mary Jane Stryker Theater in the amount of \$5,000.
- Kathy Johnson is submitting grants in support of:
 - (1) Expressways Program for the fall 2010 in the amount of \$300,000 – a 3 year grant request from the Kalamazoo Community Foundation.
 - (2) Dept. of Education grant application to support the \$550,000 congressionally directed grant awarded to the Wind Academy.

Next Meeting – The next meeting is scheduled for **April 6, 2010 at 8:00 a.m.**