

## CABINET MINUTES

## Kalamazoo Valley Community College Office of President

**To:** Cabinet, Archives  
**From:** Patricia Niewoonder  
**Subject:** Minutes of May 25, 2010 Cabinet Meeting  
**Date:** May 26, 2010

---

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

**Members Absent:** DeHaven

---

### TBO Discussion

- a. Personnel Items:
  - o Reported that Ron Tenant has announced his retirement, effective June 30, and that Sarah Hall has been hired to fill the vacancy in the Records/Registration/Admissions office.
- b. Reality Checks:
  - o Briefly mentioned minor disruptions due to the construction project.
- c. Kudos! were given to the following:
  - o All of the instructional folks involved in the temporary office moves – their flexibility and cooperation is much appreciated.
  - o Louise Anderson for her hard work in drafting the budget.
- d. Engaging Our Strengths
  - o Mentioned the names of people who were thanked by Cabinet members last week.
  - o Confirmed that everyone has included their top five strengths on their e-mail signature block.

### Other

- o Reported that the proposed budget for FY 2011 has been drafted and will be reviewed with the Board Budget Committee this week in preparation for Board adoption at the June Board meeting.
- o Agreed that college-wide meetings will be held in the near future to present the budget and to share other reports.
- o Reported that there is a slight delay in the implementation of the project to upgrade the door locks and card access.
- o Announced that all doors previously unlocked by entering a code have been disabled. They now must be unlocked with I.D. cards.
- o A “future trends” document was distributed and reviewed. The Cabinet members were asked to bring their copy of the document to the planning meeting on June 22.
- o An agenda item for the June 8 Cabinet will be a proposal regarding a staggered registration schedule.

**Travel** – the following travel items were reported for the record:

- Laura Cosby and Robyn Robinson will attend the ERAC/CE workshop at the Douglas Community Center, June 23-25, 2010.
- Ray Scott will attend the College and University Investigators Conference, July 19-22 in Fairfax, VA.
- Rick Ives will attend Cleary Act training at Northwestern University, July 19-20, 2010.
- Gloria Barton-Beery, Dan Benard, Mary Dey, Al Moss and Wanda Scott will attend an Instructor Development Simulation-Based Education conference at the University of Miami, June 23-25, 2010.
- Mark Sloan will attend a Johnson Controls training session in southern California, July 26-31; his previously approved training program to be held in Dallas was canceled.

**Grants**

- The Innovative Thinking Grant for an Internship for the Public Safety Office was approved in the amount of \$21,088.50 for FY 2011.
- The Innovative Thinking Grant for an Online/TLC was approved for FY 2011, 2012, and 2013 with \$119,293.33 awarded for the first year of the grant.
- The Innovative Thinking Grant for a KVCC CIS graduate intern program was approved in the amount of \$147,101 for FY 2011.
- Authorized the 2<sup>nd</sup> year of the Strengths-Based Campus innovative thinking project in the amount of \$122,128.07 for FY 2011.

**Next Meeting** – The next regular meeting is scheduled for **June 1, 2010 at 8:00 a.m.**