

CABINET MINUTES

Kalamazoo Valley Community College Office of President

To: Cabinet, Archives
From: Patricia Niewoonder
Subject: Minutes of June 1, 2010 Cabinet Meeting
Date: June 1, 2010

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

Members Absent:

TBO Discussion

- a. Personnel Items:
 - o Lou Pulka will be retiring effective June 30; Aubrey Hardaway has been hired as the new faculty member in arts and new media; and Liia Thatcher resigned effective May 28.
- b. Reality Checks – shared the following challenges:
 - o No new reality checks mentioned.
- c. Kudos! were given to the following:
 - o Kathy Johnson for her work in getting a grant for the workforce development center at the NACD. Additionally, kudos were given to the ExpressWays and I.T. folks for their help in getting the center ready to open.
- d. Engaging Our Strengths
 - o Briefly shared how we are using our strengths and mentioned who we have thanked during the past week.
- e. Book Discussion
 - o Candy Horton summarized Chapter 9 of the book “Outliers.”
 - o At next week’s meeting, suggestions for the next book will be raised. Terry Hutchins is tentatively scheduled to be the next presenter.

Approval of Minutes

The Cabinet approved the minutes of the May 11 and May 25, 2010 meetings as presented.

Other

- o Heard a brief update on the implementation of the new Brand including new template for faxes.
- o Reported that interviews for the KVM Director position will begin in the near future.
- o Mentioned the value of last week’s Incident Command Training.
- o Discussed the possibility of limiting some of our open access computers to just students and employees. This will be back on the agenda for further consideration next week.
- o The end-of-year audit memos will be sent out this week – everyone was reminded to pay attention to the deadline dates.

- Discussed whether or not a separate student grievance procedure is needed to deal with non-credit students. This issue will be evaluated and brought forward for review, if needed, along with other updates to the student handbook.
- Reviewed a summary of the highlights for the College's FY 2011 proposed budget.
- Reported that information on the change to semi-monthly pay will be mailed to all employees this week.

Innovative Thinking Projects

- The budget for FY 2011 for the Faculty Success Center was approved in the amount of \$42,030.
- The budget for FY 2011 for the Cube was approved in the amount of \$19,500.
- The budget for FY 2011 for the Center for International/Intercultural Education was approved in the amount of \$52,520.
- The budget for FY 2011 for the Scheduling Project was approved in the amount of \$65,246.
- The budget requests for the Branding and Wind Center projects will come next week.

Review of Topics for June 22 Planning Meeting

Reviewed the list of suggested topics for the June 22 planning meeting and suggested that we may want to have all administrators attend a portion of the meeting.

Travel – the following items were reported for the record:

- Roger Miller will attend the Michigan Student Financial Aid association meeting in Thompsonville, MI June 27 to 30.

Grants

- Authorized the submission of a grant request to the KVCC Foundation to support the KVM Race exhibit.
- Authorized the submission of a grant request to the KVCC Foundation for upgrading the Mary Jane Stryker Theater.
- Authorized the submission of a grant request to MCOLES to support the Southwest Michigan Law Enforcement Consortium.

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