

To: Cabinet, Archives
From: Patricia Niewoonder
Subject: Minutes of June 8, 2010 Cabinet Meeting
Date: June 8, 2010

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

Member(s) Absent: DeHaven and Schlack

Guest(s): Michael McCall

Priority Registration Discussion

Mike McCall shared an overview of the history of “priority registration” at KVCC. He reported that the process was discontinued with the winter 2000 semester when touch-tone registration began. He briefly reviewed the pros and cons of three options: 1) no change in current process, 2) priority for students who have completed 45 or more credits, and 3) priority for students who have completed 31 credits or more. Currently, if a student needs a class to graduate and has a challenge getting the course(s) needed, we deal with the issue on an ad hoc basis. The Cabinet agreed to continue the discussion at next week’s meeting.

TBO Discussion

- a. Personnel Items:
 - o Dick Shilts and Gloria Norris are retiring effective Aug. 31.
 - o Michael Gilman and Richard Howrigan, two new custodians, will begin on June 14.
 - o Six graduates have applied for the two web focus programming positions.
- b. Reality Checks – shared the following challenges:
 - o No new reality checks mentioned.
- c. Engaging Our Strengths
 - o Two Gallop leadership training sessions will be scheduled in October for managers.
 - o Ken Barr, Jr. has been invited by Gallop to participate in a Strengths Educators Conference in Omaha, June 9-11.
- d. Book Discussion
 - o It was suggested we postpone the book discussions until fall.

Approval of Minutes

The Cabinet approved the minutes of the June 1, 2010 meeting as presented.

Other

- o Mentioned the “Race to the Top” initiative and college-readiness standards.
- o Reported that we are continuing to work on converting doors for I.D. card access.

- Terry shared a proposal to change the students' limitation on printing. It was MOVED, SECONDED and CARRIED to implement the payment procedure as presented for students who expend more than the current \$15 quota per semester.

Innovative Thinking Projects

Reported that the Branding and Wind Center budgets for FY 2011 will be presented next week.

Review Proposed Changes to Student Handbook

Discussed the proposed changes to the student handbook and made a few additional suggestions. Any additional changes should be shared with Russ Panico by the end of this week. The handbook will come back next week for final review and approval.

Discuss Changes in Computer Access

It was MOVED, SECONDED and CARRIED to keep open access computers available to everyone.

Finalize Agenda/Schedule for June 22 Cabinet Planning Meeting

Reported that the June 22 Planning Meeting will be held at the M-TEC beginning at 7:30 a.m. Cabinet members were reminded that our accomplishments for this year and proposed goals for FY 2011 will be reviewed.

Travel – the following items were reported for the record:

- Eric Schreur will attend a Digistar 4 software training program in Salt Lake City, Utah, Aug. 15-22.
- Bob Stokes will attend a “managing chaos” workshop in Chicago, July 12-13.
- Louise Anderson will attend the MCCBOA/Risk Management workshop in Glen Arbor, July 19-22.

Grants

- Reported we are still waiting to hear from the Kalamazoo Foundation on a grant request.

Next Meeting – The next regular meeting is scheduled for **June 15, 2010 at 8:00 a.m.**