

CABINET MINUTES

Kalamazoo Valley Community College

Office of President

To: Cabinet, Archives
From: Patricia Niewoonder
Subject: Minutes of July 6, 2010 Cabinet Meeting
Date: July 6, 2010

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

TBO Discussion

- a. Personnel Items – No personnel items reported.
- b. Reality Checks – No new items shared.
- c. Book Discussion
 - o The Cabinet members were asked to consider what book to read for future discussions.

Approval of Minutes

The Cabinet approved the minutes of the June 15 and 22, 2010 meeting as presented with a clarification to the minutes of June 22.

Other

- o Recycling of electronic equipment on campus is scheduled for July 23.
- o Kathy Johnson reported on a conference call she and Diane Vandenberg had with MCCA and representatives of the Soros Foundation regarding a proposal to fund a pilot program for electronic access to public social services and the participation of community colleges.
- o Authorized Denise Lindsley to have budget authority for the Learning Lab and Testing Center.
- o Reported that Russ Panico will be providing refreshments at the crisis management training sessions he is coordinating for employees.
- o Briefly discussed the challenge of dealing with bullies on campus and the possible need to offer training sessions on how to deal with bullying. This discussion will continue on July 20.
- o Discussed the possibility of establishing a college-wide sustainability committee. It was agreed that Lauren Beresford and Dan Maley be asked to co-chair the committee and to develop a charge and a sustainability inventory.
- o Everyone was asked to carefully read the e-mail Marilyn Schlack sent from CHEA regarding federal regulations.
- o Briefly discussed a newspaper article regarding “double dipping” by college employees who retire and then are hired back.

Review of Summer Class Schedule Changes

Continued the discussion regarding a recommendation from Academic Services to lengthen the summer semester to 15 weeks effective 2011. This will come back to Cabinet in two weeks for further discussion.

Development Education/Retention Proposal

Briefly discussed the report and agreed it is ready to be shared with the Board in July.

Review of Financial Forecasting Model

A draft of the financial ratio analysis report was distributed and briefly reviewed.

Travel – the following items were reported for the record:

- Nicole Bauman, Tanja Kazanjian, Fran Kubicek, and Gloria Larrieu will attend the Midwest Institute conference being held at KVCC August 2-6.
- Dennis Bertch, Laura Cosby, Kathy Johnson and Bill Willging will attend the Student Success Summit in Lansing on August 18.
- Marilyn Schlack is scheduled to attend the MCCA President's meeting in Traverse City, July 19-22.

Grants

- Authorized the submission of a grant request to Discover Kalamazoo in the amount of \$5,000 for funding to help support the marketing of the Race Exhibit at the museum.
- Authorized an expenditure in the amount of \$25,000 for an external consultant for year two of the Cube innovative thinking grant.
- Approved the Brand Web Design/Social Media innovative thinking project for year one in the amount of \$286,428.11

Next Meeting – The next regular meeting is scheduled for **July 20, 2010 at 8:00 a.m.**