

CABINET MINUTES

Kalamazoo Valley Community College Office of President

To: Cabinet, Archives
From: Patricia Niewoonder
Subject: Minutes of August 31, 2010 Cabinet Meeting
Date: August 31, 2010

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

Members Absent: Horton

TBO Discussion

- a. Reported on the following *Personnel* items:
 - o We are close to filling the vacant counseling position and Annette Arkush will oversee the faculty reception areas at both Texas Township and Arcadia Commons campuses, effective August 30.
- b. Reality Checks:
 - o Mentioned the ongoing planning to ensure minimum challenges with student parking and the creation of temporary parking areas at the start of the fall semester.
- c. Kudos! were given to –
 - o The folks helping with the schedule-related issues for non-credit courses.
 - o The folks in I.T., facilities and wellness for the improvements in the fitness center.
- d. Strengths Discussion
 - o Noted that many employees are talking about their strengths and the strengths of others.

Approval of Minutes

The Cabinet approved the minutes of the August 24, 2010 meeting as presented.

Other

- o Reported that Perkins dollars have been approved for the local leadership portion of the budget but authorization for equipment dollars is still pending.
- o An electronic equipment recycling day for college equipment *only* is scheduled for Friday, Sept. 17 with a community-wide recycling day scheduled for Friday, Sept. 24.
- o Authorized moving the contact management and special events budgets to Mike McCall and granting budget supervisory authority to Annette Arkush for office support.
- o Mentioned that a congressional debate will be held at KVCC sometime during the fall semester.
- o A list of “added” courses for the fall semester was distributed and briefly reviewed.
- o Mentioned the challenges with the TIP awards and how colleges around the state are handling them; KVCC will not be awarding TIP dollars until the funding is allocated by the legislature.
- o Briefly reviewed the new procedures that have been implemented, in particular for web-based courses, to document student attendance and to demonstrate student “pursuit of class.”
- o Reported that a donation has been made to the Kalamazoo Community Foundation to support the ongoing preservation of the Mary Mace Spradling African American Book Collection.

- An update on “soft” programs will be shared at the Sept. 7 Cabinet meeting.

Achieving the Dream Discussion

Postponed until next week.

Travel

- Briefly discussed a couple of requests for out-of-state travel. The topics of alignment with the College’s priorities and the uncertainty of the State budget were raised. This will be discussed again at next week’s meeting.

Grants

- A list of vendors being solicited for and participating in *Cougar Connection* was authorized.
- Mentioned that a couple of community colleges in Michigan have been awarded TRIO grants and discussed some of the reasons KVCC has not/does not qualify for some of these grants. Discussed the possibility of changing our application to include additional questions in order to collect the data required by the grantors. This is will be added to our list of “reality checks.”

Next Meeting – The next meeting is scheduled for ***Tuesday, September 7*** and will begin at ***7:30 a.m.***