

Kalamazoo VALLEY™

community college

To: Cabinet, Archives
From: Patricia Niewoonder
Subject: Minutes of November 16, 2010 Cabinet Meeting
Date: November 16, 2010

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

Members Absent: Colby

TBO Discussion

- a. Reported on the following *Personnel* items:
 - Cathy Colella is the new office supervisor for the student success center and is scheduled to begin on November 29.
- b. Reality Checks:
 - Mentioned recent news articles reporting that e-mail is becoming obsolete.
 - Mentioned the comments regarding the proposed changes to the senior tuition policy. This will be discussed at the next Cabinet meeting.
- c. Kudos! were given to:
 - The facilities and I.T. staff in helping with the move to the new offices.
 - Andrew Greig for his work on the implementation of the electronic grade books.
 - Tom Wrench and the web re-design team on their presentations regarding our branding and to the branding team for the design of the new signs.
 - To Steve Doherty and Denise Baker, and to everyone who contributed to the United Way and for exceeding our goal.
- d. Strengths Discussion:
 - The Q-12 discussion has been postponed.
- e. Book discussion:
 - Kathy led the discussion of chapter eight for "*The Unthinkable.*" Patricia was asked to present the conclusion at the next meeting.

Approval of Minutes

The Cabinet approved the minutes of the November 9, 2010 meeting as presented.

Other

- The construction on the 100-foot climbing tower began yesterday.
- The grand opening for the KVM history gallery is scheduled for Dec. 2.
- The budget letter was sent in last Friday.
- Louise will present the audit to the Cabinet in two weeks.

- Mentioned the possibility of developing a gaming class for non-gamers.
- Heard a brief update on the ACW initiative and the development of KVCC's culinary program.

Recap of Administrative Meeting & Plan for Future Meetings

A summary of the discussions from the October 21 administrative meeting was distributed. The Cabinet discussed the benefits of the administrative meetings and the opportunity to tie them back to our great managers' workshop.

Summary of Key Performance Goals

The draft *Planning for Success* plan was distributed and reviewed. This will be back on the Cabinet agenda in two weeks with the finalized report shared with the Board in December. The Cabinet members were asked to provide input to Patricia within the next two weeks for additions and/or changes to the planning document.

Continuing Discussion – Grants Processes

The grants processes were accepted as presented and will be posted to the web.

Travel – the following travel items were reported:

- Carol Heeter, Mary Lawrence and Carol Mallinson will attend at meeting at Washtenaw Community College on Thursday, November 18 to discuss I.T. and payroll items regarding Banner.
- Jill Archie, Ola Johnson and Tangy Smith will attend the *Facebook for Business* workshop on Dec. 9 at the M-TEC.
- Ray Andres, Denise Lindsley and Ebba Spyke will attend the *ERAC/CE Workshop* in Kalamazoo, December 9-11, 2010.

Grants

- No new grant requests brought forward.

Next Meeting – The next meeting is scheduled for ***Tuesday, November 30*** and will begin at ***8 a.m.***