

Kalamazoo VALLEY™

community college

To: Cabinet, Archives
From: Patricia Niewoonder
Subject: Minutes of January 25, 2011 Cabinet Meeting
Date: January 25, 2011

Members Present: Anderson, Bertch, Bohnet, Cannell, Colby, Collins, DeHaven, Horton, Hutchins, Johnson, Kocher, Niewoonder and Schlack
Guests: Lauren Beresford and Dan Maley

Sustainability Update

Lauren Beresford and Dan Maley, co-chairs of the Sustainable Moves Committee, shared an overview of the mission, goals and projects of the newly formed committee as well as the rationale for sustainability being important to all of us. It was also reported that KVCC will be going for “gold” LEED status for the new construction on Texas Township Campus and did incorporate many sustainable/green technologies in the newly renovated history gallery at the museum.

TBO Discussion

- a. Reported on the following *Personnel* items:
 - Linda Shafer is the full-time support person in financial aid and Cate Mahoney has filled the vacant job share position.
 - Mentioned that a 20-hour a week position was added to the financial aid department this fiscal year; it was a transfer of hours from another department that had a retirement and the position was not filled. This temporary assignment will be reviewed again during the annual budget process.
 - Reported that title changes in the academic services unit will come forward to the Cabinet for review and to the Board for approval.
- b. Reality Checks:
 - Discussed some confusion and missteps taken recently when students were injured on campus. Reiterated that the College does not cover medical expenses for student injuries. This will be on the agenda at the next meeting.
- c. Kudos! were given to –
 - Everyone who made last week’s wind climbing tower dedication such a success.
 - Everyone who helped make last week’s dinner for the new group of continuing appointment faculty such a success.
 - Bill Baudoux, Sandy Fletcher, Tony Ide, Judd Mattimore, and Tony Zacker for their help setting up the audio visual equipment in the new auditorium in the Student Success wing.
 - All of the instructional folks for helping manage our enrollment through greater efficiencies in class size and class scheduling.

d. Book Discussion:

- Terry led the discussion of Chap. One for the book "Nine Shift." Bruce volunteered to present Chap. Two at the next meeting.

Approval of Minutes

The Cabinet approved the minutes of the January 18, 2011 meeting as presented.

Other

- A copy of the mission and goals for the alumni program was distributed.
- Mentioned the need to communicate with each other when planning office moves.
- Reviewed the winter enrollment trend report.
- Discussed the upcoming Feb. 7 luncheon with State legislators and reviewed the RSVP's and potential agenda items. Some of the topics to be discussed may include funding, the P-20 proposal, and the ACW collaborative projects.

Review of Impact Planning

Briefly discussed last Friday's impact planning meeting in preparation for the Feb. 1 meeting.

Travel – the following travel items were reported:

- Sheila Eisenhauer, Sue Hollar, Tim Kane, Darlene Kohrman and Lisa Winch will attend the 2011 Concurrent Conference in Mathematics Education at Grand Valley State University, Feb. 5.
- Roger Miller and Sue Newington will attend the Michigan Student Financial Aid Association winter meeting in Kalamazoo, Jan. 30 to Feb. 2.
- Craig Jbara will attend a meeting in Hammond, Indiana at Purdue University regarding simulation training opportunities on Feb. 8.
- Ted Forester will attend the 2011 Energy Education Training Conference, Feb. 13-16 in Dallas.

Grants

- Reported that we are still working on collaborative grant initiatives with other community colleges in the State.

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