

# Kalamazoo VALLEY™

community college

**To:** Cabinet, Archives  
**From:** Patricia Niewoonder  
**Subject:** Minutes of June 7, 2011 Cabinet Meeting  
**Date:** June 7, 2011

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

**Members Absent:** Anderson and Collins

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## **TBO Discussion**

- a. Reported on the following *Personnel* items:
  - Jim Norton began today as the gym facility coordinator.
- b. Reality Check – No new items reported.
- c. Kudos! Were given to:
  - All of the students in the Alpha Rho Nu Student Chapter as well as to Natalie Patchell, faculty advisor, for receiving PTK's four-star award.
  - Kevin Miller and Tom Sutton for fixing our wind turbine.
- d. Strengths – Discussed the possibility of reviewing relevant articles instead of books for future discussion.

## **Approval of Minutes**

The Cabinet approved the minutes of the May 31, 2011 meeting as submitted.

## **Other**

- Discussed the new repair technique/fix for our wind turbine initiated by Kevin and Tom – it may be a patentable technology transfer process. Jim agreed to follow up on the possibilities.
- Reminded everyone that today is the deadline for exempt time sheets to be submitted on line.
- The Marketing Team and the *Recognition Committee* are working with the Bookstore to plan for "recognition" weeks.
- "How Full Is Your Bucket" will be read in various discussion groups on campus during our recognition weeks.
- The following items were added to the agenda for the Cabinet's June 14 meeting: **1)** a review of the College's proposed budget for FY 2011-2012, **2)** the community college bill for FY 2012, **3)** discussion on access to the College's buildings when the College is closed (it was reiterated that very few individuals would need to have access to the buildings when the college is closed and that we might want to develop an "approved" list of people who should be have access), and **4)** review of article regarding remedial education.

- Mentioned the possibility of converting some of our buildings' entrances to be accessible only with employee key cards.

#### **Review of the Cabinet's Planning Worksheet**

Continued to review the planning worksheet in preparation for the Board's July planning meeting. Some of the numbers for FY 2011 will be ready to post to the worksheet at the end of June.

#### **Travel** – the following travel items were reported:

- Ted Forester and Dan Maley will attend the June 27-29 Energy Education 2011 National Training Conference in Chicago.
- Linda Depta, Taronia Guy, Dawn Kemp and Thomas Wrench will attend the June 28 workshop in Grand Rapids regarding using the web to get more customers.
- Jim Taylor will attend a "Trends" planning meeting June 9-10 in Traverse City.

#### **Grants**

- Authorized the submission of a grant request to the Michigan State Police for a \$75,000 grant to help fund the purchase of a signal booster radio system to improve emergency communications on our campuses. It was noted that the grant submission requires a \$25,000 institutional match.
- The 2<sup>nd</sup> year Innovative Thinking Grant proposal for the Online and Alternative Teaching project was approved in the amount of \$159,137.
- The corrected budget for the 3<sup>rd</sup> year of the Cube Innovative Thinking Grant was distributed – the final budget for FY 2012 in the amount of \$31,664 was approved.
- Authorized the submission of solicitation requests to support the Cougar Connection – the list of companies being solicited was accepted as amended with two companies being removed from the list.

**Next Meeting** – The next meeting is scheduled for ***Tuesday, June 14 at 8 a.m.***