

# Kalamazoo VALLEY™

community college

**To:** Cabinet, Archives  
**From:** Patricia Niewoonder  
**Subject:** Minutes of August 23, 2011 Cabinet Meeting  
**Date:** August 23, 2011

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

**Absent:** Schlack

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## **TBO Discussion**

- Personnel Items –
  - Julia Cameron begins on September 6 in the Student Service Center.
  - Reported that John Stahl, who was approved for an adjunct position in physics, has rescinded his acceptance.
- Reality Check – No items reported.
- Kudos! were given to the following:
  - Nancy Conrad, Sue VanHeest, Rickey Westfall, and Tony Zacker for their extra efforts in helping the staff development team move to their new offices.
  - All of the Student Services support staff members who have done a great job during this very busy time before the start of the fall semester.
  - Mike Olvitt and his staff, and David Lynch and Ben Blewett for the installation of the back-up generator.

## **Approval of Minutes**

The Cabinet approved the minutes of the August 16, 2011 meeting as presented.

## **Other**

- Reported that we are close to having our portion of the reports documenting “gainful employment” ready to post on line for certificate programs and academies. Steve Cannell will work with the folks in I.T. to get the reports posted. Although the reports were to be posted online by July 1, 2011, information to be provided by the federal government is still pending and will be added to the reports when available.
- The Cabinet was reminded of the additional college information that is required to be posted online, including budget, expenditures, and salary information. The MCCA and MCCBOA are reviewing the transparency requirements and considering developing common reporting templates for some of the information.
- Reported that a good number of our area legislators will be attending our August 26 luncheon.

- Announced that Diane Vandenberg and Cynthia Schauer will serve as co-advisors to KVCC's Phi Theta Kappa student chapter, effective immediately.
- Dennis Bertch will serve as acting director of nursing until the position can be re-filled.
- Reported that the proposed legislative changes to insurance coverage for public employees are moving forward; there is a possibility that the changes will be implemented January 1, 2012. Our Human Resources Office will be working with Marwil and Associates to draft a plan that will be in compliance with the changes; our goal is to have three choices for employees as well as options for health savings accounts (HSAs).

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

- Ken Barr, Jr., LaJoyce Brooks, Deb Coates, Laura Cosby, Kathy Johnson, Denise Lindsley, Pam Siegfried, Diane Vandenberg and Bill Willging will attend the Sept. 8-9 Student Success Summit in Lansing.
- Larissa Hunt will be traveling to Vietnam with international recruiters from Western Michigan University from Sept. 25 to October 3. There is no cost to KVCC for Larissa's travel.
- Sue Cutler attended the Crom Saunders performance at the Michigan Deaf Association annual meeting in Lansing on August 13.
- Kandiah Balachandran, Kelly Digby, Sheila Eisenhauer, Sue Hollar, Tim Kane, Darlene Kohrman, Lee Marsh, Nicole McClure, Mark Sigfrids, JP Talwar, Nancy Vendeville and Lisa Winch will attend the Michigan MATYC Conference in Lansing, October 7-8.
- Howard Carpenter, David Fuller, Rick Garthe, Erick Martin and Bill Wangler will attend the TRENDS Conference in Traverse City, October 20-21.

**Grants**

- Authorized the submission of a \$1,000 grant application to the KVCC Foundation for a mini-grant to support the Mary Jane Mapes' presentation at the Adults in Transition conference.

**Next Meeting** – The next meeting is scheduled for ***Tuesday, August 30 at 8 a.m.***