

# Kalamazoo VALLEY<sup>TM</sup>

## community college

**To:** Cabinet, Archives  
**From:** Patricia Niewoonder  
**Subject:** Minutes of September 27, 2011 Cabinet Meeting  
**Date:** September 27, 2011

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

**Members Absent:** DeHaven and Johnson

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### **TBO Discussion**

- Personnel Items –
  - Joe Scott started Sept. 26 as the new science lab supervisor.
- Reality Check –
  - No items reported.
- Kudos! were given to the following:
  - To Bob Stokes for his efforts to find a buyer for our surplus of top soil.
  - Ken Barr, Jr., for his work on our student strengths initiative as profiled in the recent Gallup *Strengths Insight* newsletter.
- Strengths –
  - Mentioned conversations with representatives from Gallup regarding finding tangible ways to measure the benefits of the student strengths initiative.

### **Approval of Minutes**

The Cabinet approved the minutes of the September 20, 2011 meeting as presented.

### **Other**

- Employee wellness assessments will begin soon.
- Information on the proposed *American Jobs Act* was distributed and reviewed. If it is enacted, the Act may provide funding opportunities for community colleges.
- The museum's new web site goes live today.
- Reported that we will be blocking e-mail from AOL because so many of AOL's e-mail accounts have been hacked by spammers. The e-mails will still be accessible through our spam filter.
- Ken agreed to schedule a date for the Cabinet to complete Incident Command System training.
- College Night is scheduled for Monday, October 10.

### **League of Women Voters' Request**

The League of Women Voters has requested that we communicate voter registration information with our students on line. It was agreed that we would publish the information as a public service to our students.

**Academic Calendar for 2012-2013**

Discussion was postponed until October 11.

**Review / Update Planning Worksheet**

Reviewed the updated planning worksheet. The worksheet will be reviewed one last time next week in preparation for the October Board meeting.

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

- Jim Norton will attend the *Certified Pool Operator Training* class in Grand Rapids, Oct. 12-13.
- The following additional individuals will attend the TRENDS conference in Grand Rapids, Oct. 20-21: Mary Dey, Doug Martin, Al Moss, Jim Taylor, and Larry Taylor.
- Ken Colby and Rick Ives will attend the MICLEA meeting at Schoolcraft College, Oct. 17.
- Steve Gerike will attend Creston training in Chicago, Oct. 2-6.

**Grants**

- Authorized the submission of a funding request for a CAP grant from Perkins in the amount of \$6,250.

**Next Meeting** – The next meeting is scheduled for ***Tuesday, October 4 at 8 a.m.***