

# Kalamazoo VALLEY<sup>TM</sup>

## community college

**To:** Cabinet, Archives  
**From:** Patricia Niewoonder  
**Subject:** Minutes of February 14, 2012 Cabinet Meeting  
**Date:** February 14, 2012

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

**Members Absent:** Kocher

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### TBO Discussion

- Personnel Items
  - Agreed to replace two 20-hour/week success advocate positions with one, full-time ten-month position.
- Reality Check –
  - Reminded everyone that expense reimbursements must be submitted to accounts payable within 60-days of the expense being incurred.
- Kudos were given to:
  - Thomas Wrench for production of video interviews on tintypes and Civil War portraiture; an article and the video on this new KVM special exhibit is in the *The Atlantic*.
  - Howard Carpenter for developing the template for mounting the new door locks.
- Other TBO Items – Reported that Kyle Robinson from Gallup may be coming to KVCC this summer to help with our Q12 efforts and to kick off our F.O.C.U.S. program.

### Approval of Minutes

The minutes of the February 7, 2012 Cabinet meeting were approved as corrected.

### Other

- The cutover to the new backup generator for the Computer Center is scheduled for Feb. 16.
- Reported that Explorer 9 is not compatible with our Banner registration system and students are recommended to use other services such as Firefox or Google Chrome.
- A pop-up will appear to everyone regarding the annual compliance with the College's *Acceptable Use Policy for the Internet and KVCC Computer Network*.
- It was reported that the long term care informational meetings have been well-attended. Several more meetings are scheduled this week and next.
- Heard a brief update on the agenda for tonight's Board meeting.

### Discuss Registration for Apprenticeships

Received a report on the number of credit hours generated by program for the winter 2012 semester for apprentices as well as a summary of the rationale regarding the long-established practice of registering apprentices during the early registration period.

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

- Lois Baldwin will attend the Michigan Occupational Special Populations Association Conference in Petoskey, May 9-11, 2012.
- Raised a question about attendance at the upcoming AITP conference – more information is forthcoming.

**Grants**

- Suggested we may need to find a time to discuss and prioritize grant opportunities.

**Next Meeting** – The next meeting is scheduled for ***Tuesday, February 21 at 8 a.m.***