

Kalamazoo VALLEY™

community college

To: Cabinet, Archives
From: Patricia Niewoonder
Subject: Minutes of March 20, 2012 Cabinet Meeting
Date: March 20, 2012

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

Members Absent: Bertch and Kocher

TBO Discussion

No TBO items discussed.

Personnel and Operations

- Kudos! were given to
 - The individuals involved in the MCCA meeting –Ken Barr, Jr., and his team for their presentation on student strengths, Roger Miller for his presentation on the Kalamazoo Promise, and Tony Zacker for his help to ensure the A.V. /communication equipment was operational.
 - The public safety staff and custodial crew for their handling of the tornado warning last week and getting everyone to designated shelter areas in a very timely manner.
- Reality Check – New and Follow Up
 - Mentioned pending legislative issues that would impact community colleges.
- Hires/Resignations/Retirements – no items reported.

Approval of Minutes

The minutes of the March 13, 2012 Cabinet meeting were approved as amended.

Other

- Mentioned pending legislation (H.B. 5474) that would prevent colleges/schools from withholding grades or transcripts for nonpayment of fees owed to the schools.
- Reported that the upgrades to the door locking system will be completed this summer. The next part of the project is to phase out the use of keys for all card-accessible doors. This will be on the agenda for discussion at next week's Cabinet meeting.
- The year-end report for public safety was distributed.
- Reported that 28 scholarships have been committed, to date, for the advanced manufacturing academy.
- KVCC's annual Career Fair is scheduled for March 21.

- Kathy Johnson, along with individuals from the Chamber, will be attending a legislative meeting in Lansing on Thursday.
- Reported on the success of last week's Student Services event to encourage students to petition to graduate and/or update major. A record number of students are scheduled to graduate at the end of this semester.
- Discussed the impact of the "Ability to Benefit" legislation which will disqualify some students from receiving federal financial aid.
- Proposed changes to the student handbook will be reviewed at next week's Cabinet meeting.
- Reported that representatives from another community college will be visiting our campus to research our security/camera system.
- The 3rd year proposal for the Branding/Web Development innovative thinking grant was distributed – the proposal will be discussed at next week's Cabinet meeting.
- Reported that 70+ employees have inquired about the Microsoft Office certification with 35 employees actively working towards their certification.
- Orientation for new employees will now be offered monthly rather than quarterly – all part-time staff are encouraged to participate in the orientation program.
- The College will begin to offer a series on employment law training; participation in the training will eventually be required for all supervisors.
- Everyone was encouraged to participate in the wellness assessments.

Discussion and Action Items

- Discussion Regarding Teaching Assignments – postponed until next week.
- Planning Meeting Review – postponed until next week.
- Travel – the following travel items were reported:
 - Amy Louallen will attend the Michigan Community College Human Resource association spring meeting in Detroit, May 16-18.
 - Ola Johnson will attend Compass training, April 26-27 in Oakbrook, IL.
 - Laura Cosby and Mike Collins will attend the Student Success Research Symposium in Ann Arbor on April 10.
 - Cindy Buckley, Todd Meert, and Lesa Strausbaugh will visit NIPSCO in LaPorte, Indiana on March 28.
 - Tom Sutton will be driving to Illinois to pick up equipment for the wind lab on March 28.
- Grants
 - Authorized the submission of a federal grant through our local Michigan Works! to fund 18 scholarships for the new Line Worker Academy.
 - Authorized the submission of grant requests to the Dalton and Gilmore foundations to support the expansion of our music library collection.

Next Meeting – The next meeting is scheduled for ***Tuesday, March 27 at 8 a.m.***