

Kalamazoo VALLEY™

community college

To: Cabinet, Archives
From: Patricia Niewoonder
Subject: Minutes of April 3, 2012 Cabinet Meeting
Date: April 3, 2012

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

Budget and Planning Discussion

The Cabinet met for a planning meeting to discuss and review the tentative budget and capital items in preparation for the development of the budget for FY 2013.

Budget Items

- Bottom line numbers for revenues and expenditures for FY 2013 were tentatively agreed to, including possible tuition and fee rates, transfers from various reserve funds, and expenditure limitations for capital requests. Cabinet members were assigned specific funding areas and will bring their recommendations to the April 10 Cabinet meeting.

Suggestions/Priorities

- Reviewed and discussed the various suggestions for the College to focus on for FY 2013 in terms of priorities – new and/or operational. The following top two priorities emerged from the discussion and were tentatively agreed to: Developmental Education and Curriculum Realignment.
- The Cabinet tentatively agreed to hold a couple of informational meetings on **April 20** to share the results of the discussions. Individuals to be invited to the meetings would be everyone who presented/attended the recent budget hearings as well as others.

Review of Planning Worksheet and Board Goals

- Reviewed and updated the planning worksheet – an updated worksheet will be coming forward at the April 10 meeting.

Other

- Approved the following addition to the student handbook: “Classroom seating is available to enrolled students only unless an exception is granted by the Director of Special Services as part of an approved accommodation plan.”
- An electronic equipment recycling event is scheduled for April 27 and April 28 – information will be shared college-wide.
- The dedication ceremony of the new Lineman Academy Lab is scheduled for April 13 at the M-TEC at 10:30 a.m.

- A Veteran's Success event is scheduled for April 10 at WMU.

Personnel Items

- Andrew Stokes has been accepted into the Line Worker Academy – his part-time position in the materials/receiving area will be posted.
- Johanna Preston has announced her retirement effective April 30.
- Colleen Olson has accepted the counseling position effective July 1 – her current position as director of prior learning assessment will be posted.
- Michelle Reynolds will begin on April 16 as a success advocate.

Kudos!

- Dan Maley and his team for their quick response to facilitate the donation of the equipment from American Axle.

Travel

- Dennis Bertch and Laura Cosby will attend the Student Success Applied Research Symposium at the University of Michigan on April 10.
- Andrew Greig, Nate Hartmann and Mike Thompson will attend the Groovy Grails training at the MTEC April 16-23, 2012.
- Tony Zacker will attend Creston training in Chicago, May 8-11, 2012.
- Muriel Hice and Gena Mead will visit Schoolcraft College on April 18 to get information on bookstore operations.
- Ken Colby and Dan Maley will attend the Great Lakes Homeland Security conference in Grand Rapids, May 1-3.

Grants

- Authorized the submission of a grant request to the Monroe-Brown Foundation for a three-year, \$25,000/year for scholarship support for the production technician academy.
- Heard an update on the TAA grant process – agreed that we may want to begin compiling data in preparation for a fall submission.

Next Meeting – The next meeting is scheduled for April 10 at 8 a.m.