

# Kalamazoo VALLEY<sup>TM</sup>

community college

**To:** Cabinet, Archives  
**From:** Patricia Niewoonder  
**Subject:** Minutes of May 1, 2012 Cabinet Meeting  
**Date:** May 1, 2012

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

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## **TBO Discussion**

Reminded everyone of the May 24 TBO event.

## **Personnel and Operations**

- Kudos! were given to the following:
  - Ron Welch for being named the Basketball Coaches of Michigan Association's Community College Coach of the Year.
  - Denise Baker and Steve Doherty for their efforts to make the annual Opportunities for Education dinner so successful.
- Reality Check – New and Follow Up
  - No items reported.
- Hires/Resignations/Retirements
  - No items reported.

## **Approval of Minutes**

Approved the minutes of the April 24, 2012 Cabinet meeting as presented.

## **Other**

- The five-year history of the cost of services was distributed and reviewed.
- Heard a brief update on the proposed legislation regarding the elimination of the personal property tax.
- Reported that there will be a press release later today regarding the grant for our Line Worker Training Academy.
- Briefly discussed the “merit” endorsed high school diploma.
- Reported that representatives from Google toured our facilities and Google now has the floor plans for our buildings which will allow the Google maps service to provide directions to specific rooms on our campuses.
- The Michigan Department of Veteran Affairs will be on campus Thursday, May 10 for a veterans’ informational event open to the community.

- Several construction and maintenance related projects are being completed at the Texas Township Campus, including a roofing project and the installation of a turn lane at the College's 8<sup>th</sup> Street entrance.
- The college-wide recycling event held on campus last week was very successful.
- In preparation for the planning meeting, the Cabinet members were reminded to read the following two documents which were distributed last week: "Reimaging Community Colleges" and "Reclaiming the American Dream." Please bring calendars to next week's meeting to discuss a date for the planning meeting.
- Marilyn reminded the Cabinet to begin reviewing the Board Ends' policies and to share draft reports with her at upcoming standing meetings.

### **Discussion and Action Items**

- *Review of Planning Worksheet Summary* – A couple of suggestions were made to the document – it will be finalized at our upcoming planning meeting.
- *Review of Holds Procedures* – Discussed the draft "holds" procedures and suggested a few changes. It was MOVED, SECONDED and CARRIED to accept as amended the holds procedures. The procedures will be incorporated into the student handbook and linked to the CMOP.
- *ITG Requests*
  - Developmental Education Proposal – Discussion postponed pending the submission of a revised proposal.
  - Online and Alternative Teaching & Learning ITG – Discussed the proposal for the 3<sup>rd</sup> year and raised several questions regarding the budget and goals. A revised proposal will need to be submitted before being considered for funding for next year.
  - ACW/Healthy Living ITG – A copy of the proposal was distributed and will be reviewed at next week's meeting.
  - The Turf Management, Line Worker and Mechatronics proposals will be reviewed and discussed at next week's meeting. Copies of the proposals will be distributed prior to the meeting.
- *Continue Budget Discussion* – Louise asked that the Cabinet members be prepared to talk about their specific unit's operating budgets when she meets with everyone individually.
- *Travel* – the following travel items were reported:
  - Russ Panico will attend the MCCA Athletic Director's meeting in Shanty Creek, June 4-5.
  - Ruth Baker and Linda Shafer will attend a MSFAA workshop in Lansing, May 11.
  - Louise Anderson and Steve Doherty will attend a "Dimensional Fund Advisors" workshop in Kalamazoo, May 23.
  - Dave Begnoche will attend the "Rockwell Automation On The Move" conference in Grand Rapids, May 23-24.
- *Grants* - the following grant items were presented:
  - No new grants presented.

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