

To: Cabinet, Archives
From: Patricia Niewoonder
Subject: Summary of June 26, 2012 Cabinet Planning Meeting
Date: June 27, 2012

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

Staff Present: Horton and Niewoonder

Results of Planning/Goals for FY 2012

- Reviewed the planning documents and results for 2012 – updates to the document will be incorporated and finalized in preparation for July 25 Board planning meeting.

Ends Reports

- Reviewed Ends reports and agreed that summaries of the reports and one complete notebook will be prepared for the Board to review at the July 25 planning meeting.
- Agreed that the following will be presented for Board consideration and first readings in September:
 - Delete BP 408 and incorporate essential components into BP 413; BP 408 and BP 413 have similar and/or overlapping information and the policies can/should be combined.
 - Amend several of the Ends policies by replacing the word “number” with “percentage” – this will allow for consistency and relevancy of information provided.

Discussion on National Trends, Articles and College Measures in Preparation for July Board Planning

Discussed the articles “Reclaiming the American Dream” and “Re Imagining Community Colleges.” Some of the recommendations and implementation strategies identified the article “Reclaiming the American Dream,” (published by AACC, 2012) have been modified and are being considered for goals for KVCC for FY 2013. Specifically, KVCC will -

1. Invest in student success with a stronger linkage to the academic side of the equation. Possible areas of focus for FY 2013 include: CIS, HVAC, automotive, tech programs, and nursing.
2. Review curriculum and develop stackable credentialing in each program.
3. Enhance Prior Learning Initiatives – What are we doing? Results?
4. Increase College Completion Rates by 50% by 2020
 - Possible Strategies include
 - Constructing structured certificate and degree completion pathways. (Hutchins will research DegreeWorks capabilities for course scheduling and report back to Cabinet)
 - Promoting transfer from KVCC to baccalaureate institutions.
 - Identifying students with 30 credits or more and assisting them in earning their credentials (Collins will report on our current strategies)
5. Improve College Readiness Strategies
 - Possible Strategies include
 - Consider using evidence-based pathways such as acceleration, contextualization, and collaborative learning,
 - Integrating student and academic support.

- Defining college-readiness for KVCC.
 - Increasing collaboration with K-12 districts to building students' college and/or career readiness skills.
6. Connect Students to Multiple Learning Opportunities such as “open source” courses.
 7. Explore More Partnerships for Shared Data and Support Systems. Possibilities include consortia programs with area colleges, increased participation in the MCCA Student Success Center.

Other planning topics discussed/reviewed

- The Cabinet reviewed and discussed components from the chart “Supporting Student Success: Preventing Loss, Creating Momentum.”
 - Agreed to discuss at a future Cabinet meeting the topic “foster college-going norms” to better understand what that means for KVCC.
 - Dual enrollment/early college options – we need to develop a plan.
 - Emergency aid for students – can we improve our process? Anderson and Collins agreed to develop a plan.
- Reviewed and discussed KVCC’s strategic measures as detailed in www.CollegeMeasures.com and how we compare to other community colleges. A plan/response needs to be drafted should the results be publicized.

Other Discussion and Action Items

- Reviewed the draft memo dated June 20, 2012 detailing recommendations for “cut-off” scores and ancillary support and counseling associated with the recommendation. It was agreed to implement the policy effective July 1 and to share the information with the Board at the July planning meeting.
- Reviewed a report detailing student success rates and GPA differences for students who enroll early compared to students who enroll after the first day of classes. ***It was MOVED, SECONDED and CARRIED to implement a policy that prohibits students from registering for classes after the start of each enrollment period except in the case where a student who is currently registered and needs to drop or add a course.***
- The strategic plan for the Kalamazoo Valley Museum was distributed. The plan will be shared with the Board at the July planning meeting.
- Travel Policy Discussion and Review – ***It was MOVED, SECONDED and CARRIED to continue the policy of requiring Cabinet approval for all out-of-state travel and having such travel recorded in the Cabinet minutes and that other travel items will continue to be shared with the Cabinet for information purposes and noted in the minutes.***
- An article regarding costs associated with Higher One Debit Cards was distributed and discussed. Louise will provide a report summarizing the value/cost of the Higher One Debit Card on KVCC students.
- Hires/Resignations/Retirements
 - Reported that two part-time strengths ambassador positions will be posted and filled this summer with one scheduled to start in the fall; allowing both to be trained during the summer.
- Travel – the following travel items were reported:
 - Tim Hulinec and Sherman Potter will attend the Reid Interview and Interrogation course in Battle Creek, July 9-12.
 - Dan Benard will attend the CoAEMSP workshop at Lansing Community College, July 23-24.
 - Tom Sutton will visit Windsmith Energy in Lethbridge, July 11-14.
 - Lynne Morrison and Marylan Hightree will attend the Midwest Moodle Moot in Goshen, July 25-27.
 - Cheryl Grinnell and Susan Matlis will attend an unemployment workshop at WMU, June 26.
 - Larissa Hunt will attend a MACRAO meeting in Lansing, Aug. 28-30.

- Lateshia Agnew, Pat Pallett and Heidi Stevens-Ratti will attend a training program at the Michigan Career and Training Institute in Plainwell, July 9.
- Ken Colby and possibly Rick Ives will be going to Lansing on June 27 and July 11.

Next Meeting – The next regular meeting is scheduled for ***Tuesday, July 3 at 8 a.m.***