

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

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

Personnel and Operations

- Kudos! were given to the following:
 - No kudos shared.
- Reality Check – New and Follow Up
 - Mentioned that the closing of the Bookstore for inventory caused an issue for some students whose classes began this week.
- Hires/Resignations/Retirements
 - No items reported.

Approval of Minutes

Approved the minutes of the June 19 and 26, 2012 Cabinet meetings as presented.

Other

- The external auditors will be on campus next week to begin the preliminary review.
- Mentioned a request for membership from the Sustainability Committee. This will added to the Cabinet agenda after more information is received from the committee.
- The internship budget for FY 2013 will be reviewed at next week's meeting.
- Two *New York Times* articles about "jobs going unfilled" and on "fixing college" were distributed.

Discussion and Action Items

- *Follow Up from June 26 Planning Meeting*
 - The proposed goals for FY 2013 were reviewed and assignments confirmed.
 - Follow Up Reports
 - The kick off meeting for the implementation of DegreeWorks is scheduled July 3.
 - Graduation Strategies – Mike reported that he will provide a summary of the strategies we have in place to encourage graduation and share the results of last year's initiative.
 - Dual Enrollment/Early College – Kathy summarized the meeting with area superintendents – a memorandum of understanding is being drafted. Bruce mentioned his discussions with area schools to introduce middle school students to various career pathways/interests.
 - Culinary/Urban Farming – Kathy reported on discussions with MSU and the potential for partnerships in such areas as culinary, urban farming, ag tech, and dietetics.
 - Emergency aid for students – Agreed that a plan needs to be developed as to how the funds will be disbursed and how much money is needed. This will come back to the Cabinet at a later date.

- *Discussion on Computer Access* – tabled until next week.
- *Higher One Debit Card* – An overview of the services provided by Higher One as well as a comparison of fees charged by another major bank was distributed and reviewed.
- *Travel* – the following travel items were reported:
 - Dan Maley will attend the MiAPPA Summer Conference at Boyne Highlands, July 30-31
- *Grants* – the following grant item was noted:
 - No grant items reported.

Next Meeting – The next regular meeting is scheduled for ***Tuesday, July 10 at 8 a.m.***