

To: Cabinet, Archives
From: Patricia Niewoonder
Subject: Minutes of September 4, 2012 Cabinet Meeting
Date: September 4, 2012

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

Staff Present: Horton and Niewoonder

Absent: Collins

Personnel and Operations

- Kudos – were given to the following individuals:
 - Facilities and I.T. staff for their extra efforts at the start of the semester.
- Reality Check – no items reported
- Hires/Resignations/Retirements
 - Ross Bryant has resigned, effective September 14.

Approval of Minutes – The minutes of the August 28 meeting were approved as presented.

Other

- Reconfirmed the days of the week when the Cabinet members will be working at the Arcadia Commons Campus. The hours and days will be posted.
- Verified which offices are open by 7:30 a.m. the first week of the semester.
- Information on enrollments from the high school graduating classes for Allegan and Van Buren counties was shared.
- An article from the American Association of State Colleges and Universities regarding the future of higher education was distributed and discussed. Discussion will continue at next week's meeting.
- Reconfirmed registration changes for FTIACs, effective January 2013.
- The proposed 2014 holiday calendar was distributed – it will be discussed at next week's meeting.
- Heard a brief overview of the proposed agenda for the September Board meeting.
- Cabinet members were asked to begin discussing a “commons set of business outcomes” at their standing meetings with the President. The entire Cabinet will discuss the topic on the 18th.

Discussion and Action Items

- *2nd Reading of CMOP on Weapons Restrictions*
 - Postponed until next week.
- *Planning Worksheet / Strategic Issues*
 - An updated worksheet was distributed – it will be discussed again on the 11th.
- *Travel* – the following travel items were reported:
 - Amy Louallen will attend the MCCHRA fall conference in Bay Harbor, Oct. 10-12 .
 - Terry Hutchins will attend the Gartner IT Expo in Orlando, Oct. 21-25

- *Grants*
 - No items reported.

Next Meeting – The next regular meeting is scheduled for ***Tuesday, September 11 at 8 a.m.***