

**To:** Cabinet, Archives  
**From:** Patricia Niewoonder  
**Subject:** Minutes of September 11, 2012 Cabinet Meeting  
**Date:** September 11, 2012

---

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

**Staff Present:** Horton and Niewoonder

---

### **Personnel and Operations**

- **Kudos** – were given to the following individuals:
  - Everyone involved in the successful start of the semester.
- **Reality Check** – no items reported.
- **Hires/Resignations/Retirements**
  - Ruth Baker started her Financial Aide Assistant position on Sept. 10.
  - Dave Begnoche has resigned, effective Sept. 14.
  - Pamela Siegfried has submitted her resignation, effective the end of October. It is recommended that her Life Resources Coordinator position be changed to a 12-month position; the recommendation will be discussed at next week's meeting.
  - Barb VanZandt's position at the Arcadia Commons Campus will be posted.

**Approval of Minutes** – Approved the minutes of the September 4, 2012 meeting as presented.

### **Other**

- The 21<sup>st</sup> and 22<sup>nd</sup> of September are the dates of the next electronic recycling event at the TTC.
- A demonstration of the DegreeWorks program is scheduled for Sept. 17
- The bi-directional antennas on the TTC have been installed and are now operational.
- The Learning Center has scheduled a staff meeting on Friday, Sept. 14 – refreshments will be provided.
- An update from the Health Care Committee will be provided in the near future.
- Informational meeting on the MSPERS retirement changes have been scheduled by the State; the deadline for selecting an individual retirement plan is October 26 but a lawsuit is challenging the deadline date.
- The Civil Rights Compliance Review is scheduled for Tuesday, September 18, beginning at 9 a.m.

### **Discussion and Action Items**

- ***2<sup>nd</sup> Reading of CMOP on Weapons Restrictions***
  - Reviewed the revised CMOP and recommended additional changes – it will be reviewed again next week.
- ***Planning Worksheet / Strategic Planning***
  - Briefly reviewed the strategic planning document, which is a “work in progress” and will continue to evolve. It was agreed that measurements for the various goals needs to be incorporated.

- Steve will share the plan with the faculty chairs and receive feedback.
- Discussed the need for the rest of the Cabinet to share the plan more widely – to be discussed at next week's meeting.
- The goal is to share the updated plan with the Board in October.
- *Discussion of Future of Higher Education Article from the AASCU*
  - Discussed the challenges and expectations outlined in the article, the tie-in to our planning efforts, and what this means for KVCC.
  - Following the Sept. 25 Cabinet meeting, Marilyn will meet with her direct reports to begin the discussion on the establishment of business outcomes.
- *Approval of 2014 Holiday Calendar* – It was MOVED, SECONDED and CARRIED to approve the 2014 holiday calendar as presented
- *Travel* – the following travel items were reported:
  - Lateshia Agnew, Ken Barr, Laura Cosby, Diane Finch, Gerri Jacobs, Kathy Johnson, Denise Lindsley, Pat Pallett, Natalie Patchell, Heidi Stevens, and Diane Vandenberg will attend the MCCA student success summit in Lansing, Sept. 27-28 – they will drive the College van to Lansing both days.
  - Howard Carpenter will attend the Int'l Machine Tool Show in Chicago, Sept. 14.
  - Gloria Barton Beery, Roxanne Bengelink, Dwight Coblenz, Mary Dey, Charlie Fuller, Rick Garthe, Kim Grubka, Ron Hoffman, Erick Martin, Wanda Scott, Jim Taylor, Larry Taylor, Maryalice Reck and Bill Wangler will attend the Trends Conference in Traverse City, Oct. 10-12.
  - Jennifer Woodstock and Majida Beattie will attend the 11<sup>th</sup> Annual Law Enforcement Day in Lansing, Sept. 19.
  - Mike Collins, Craig Jbara, Kathy Johnson and Marilyn Schlack will be attending a meeting at MSU on Sept. 12.
- *Grants*
  - No items reported.

**Next Meeting** – The next regular meeting is scheduled for ***Tuesday, September 18 at 8 a.m.***