

To: Cabinet, Archives
From: Patricia Niewoonder
Subject: Minutes of October 9, 2012 Cabinet Meeting
Date: October 9, 2012

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

Members Absent: Kocher

Staff Present: Horton and Niewoonder

TBO

- The results of the engagement survey will be presented to the Cabinet on November 27.

Personnel and Operations

- Kudos! – No kudos reported.
- Reality Check
 - Recap of the Active Shooter Drill – there are still some areas that cannot hear announcements. Additional speakers may need to be installed.
- Hires/Resignations/Retirements – No personnel items reported.

Approval of Minutes

Approved the minutes of the October 2, 2012 meeting as corrected.

Other

- The TVs on the Texas Township Campus have been replaced.
- There are a couple of upcoming safety/security workshops, including one on the topic of workplace violence and another on bomb threats.
- Heard an update on the agenda for tonight's Board meeting.

Discussion and Action Items

- *3rd Reading of CMOP 4090, Weapons Restrictions*
 - Heard an update from the attorney regarding the weapons restrictions policy and the posting of signs. Signs will not be installed at this time.
 - It was MOVED, SECONDED and CARRIED to approve the CMOP 4090 on weapons restrictions policy as written. The updated policy will be posted online.
- *Review of Standard Practices Regarding DegreeWorks*
 - Agreed to standard practices regarding DegreeWorks.
 - Discussed the need to define the credit hour parameters for Associate degrees, certificates and certificates of achievement. A report will come back to the Cabinet in 3 weeks.
- *Planning Worksheet / Strategic Planning*
 - Continued to review the planning document and the need to include a couple of different measures.
 - The goal is to share the report with the Board in November, including updates.

- *Travel* – the following travel items were reported:
 - Louise Anderson will attend the MCCBOA and MCCRMA meetings in Muskegon, Nov. 7-8.
 - Comfort Akuh, Jill Archie, Valerie Cesario, Lisa Cronkhite-Marks, Kathryn Horne, Christopher Karbowski, Paul Kondon, Denise Lindsley, and Patricia Sulier will attend the Michigan Tutorial Association meeting in East Lansing on Oct. 26.
 - The Student Soccer Club will be traveling to Lake Michigan College on October 13 and to Southwestern Michigan College on October 18.
 - Al Moss will attend the American Association of Respiratory Care meeting in New Orleans, Nov. 9-13.
 - Majida Beattie, Timothy Hulinec and Mark Sheffer will attend a training program on precision driving in South Haven, Oct. 16-17.
- *Grants*
 - No grants reported.

Next Meeting – The next regular meeting is scheduled for ***Tuesday, October 16 at 8 a.m.***