

To: Cabinet, Archives
From: Candy Horton
Subject: Minutes of January 15, 2013 Cabinet Meeting
Date: January 15, 2013

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

Staff Present: Horton

Approval of Agenda and Minutes

The minutes of the January 8, 2013, meeting were accepted as corrected.

The agenda for the January 15, 2013 meeting was accepted.

Discussion and Action Items

- 2013 Registration dates– any changes are still under discussion.
- Electronic cigarettes on campus – no action against users of electronic cigarettes.
- Facility Rental rate increase – discussion to continue next week.
- Update on Strategic Issues and Metrics – Information will be submitted by February 8 to the State of MI.
- Travel
 - Ken Rakoski, Rod Albrecht, Al Moss, Tim Welsh, Ailsa Gray, Josh Essar, Dan Benard, Sarah Noonan, Lori Haley, Alicia Mejeur, Kathy St uut, Wanda Scott, Dan Maley and Terry Hutchins will be attending the Medical Simulation Tour on at Michigan State University and Lansing Community College on January 18, 2013.
 - Susan Mott will attend the “Effectively Leading an NLNAC-Accredited Program: A Workshop for the New Nurse Administrator” in Atlanta, GA on June 27-28, 2013.
 - Sherman Potter will attend the “Report Writing Course” at Oakland Community College on January 28, 2013.
 - Susan Mott will attend the “MCNEA Annual Nursing Conference” in Mt. Pleasant, MI on February 28- March 1, 2013.
 - Ted Forester will attend the “Cenergistic 2013 Winter National Training Conference” in San Antonio, TX on January 20-22, 2013.
 - Rick Ives and Mark Sheffer will attending the “Safe Schools & Healthy Students” in Holland, MI on February 12, 2013.
 - Mark Sheffer will attend the West MI Criminal Justice Training Consortium in Grand Rapids, MI on January 16, 2013.
 - Melissa Farris, Chris Stroven, LaSonda Wells, Colleen Olson, Heidi Stevens, Pat Pallett will attend the National Academic Advising Association Region 5 conference in Kalamazoo, MI on April 3-5, 2013.
 - Colleen Olson and Diane Vandenberg will attend the “Completing College: What it takes, What’s at stake?” in Auburn Hills, MI on March 14, 15, 2013.

- Marilyn Schlack, Mike Collins, Kathy Johnson, Jim DeHaven, Craig Jbara, and Dennis Bertch will travel to Detroit on January 16, 2013 for a tour as part of the “Healthy Living” campaign.
- Chris Stroven and LaSonda Wells will attend the “Depression on College Campuses Conference” at the University of Michigan, Ann Arbor on February 26, 27, 2013.
- Grants
 - none

TBO Discussion

Personnel and Operations

- Kudos! were given to the following:
 - Jan Alm, Director of Libraries - for her hard work on the KVCC Time Line based on sources located in the archives. The Time Line is located on the Libraries’ website.
- Reality Check – New and Follow Up
 - none
- Hires/Resignations/Retirements
 - A motion was moved and supported to move an employee under contract to a part-time position.

Other

- Terry will have a handout based on the slides of “Learners Objective’s” regarding MOOC’s.
- Louise reported that “Drop-in Budget Development Meetings” are still available on both campuses.
- “Workplace Violence” will be presented by Homeland Security at the Groves Campus February 12, 2013.
- “Active Shooter” video is available to both full-time and part-time staff and faculty through the Public Safety office.
- CMOP 4080 “Inclusivity” - will need further discussion to standardize language which will involve the Civil Rights audit.

Book Discussion

- Dennis Bertch led the discussion of chapter 7 in “Switch”.

Next Meeting – The next regular meeting is scheduled for ***Tuesday, January 22, 2013 at 8:00 a.m.***