

**To:** Cabinet, Archives  
**From:** Candy Horton  
**Subject:** Minutes of January 22, 2013 Cabinet Meeting  
**Date:** January 22, 2013

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

**Staff Present:** Horton

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### **Approval of Agenda and Minutes**

The minutes of the January 15, 2013 meeting were accepted as corrected.

The agenda for the January 22, 2013 meeting was accepted.

### **Discussion and Action Items**

- 2013 Registration dates–
  - Summer registration will start March 18, with batch cancel on April 23-25; fall registration will start on April 8, with batch cancel on August 6-8.
- Facility Rental rate increase – moved, seconded and carried.
- Inclusivity – discussion to continue next week.
- Travel
  - Dennis Bertch and Steve Cannell will attend the North Central Association Higher Learning Commission Annual Conference in Chicago, IL on April 5-9, 2013.
  - Kimberly Grubka and Wanda Scott will attend the Chicago Dental Society Midwinter Meeting on February 22-23 at McCormick Place in Chicago, IL.
  - Louise Anderson and Muriel Hice will attend a fixed asset disposal event at Western Michigan University on January 30, 2013.
- Grants
  - none

### **TBO Discussion**

- Q12 discussion – February 26th

### **Personnel and Operations**

- Kudos! were given to the following:
  - Al Moss was elected as a delegate to the American Association for Respiratory Care.
- Reality Check – New and Follow Up
  - none
- Hires/Resignations/Retirements
  - none

**Other**

- Louise asked budget managers to review the handout concerning planned purchases.
- Steve indicated that the Higher Learning Commission has asked members, including KVCC, to include their “Mark of Affiliation” logo on our website by the end of January.
- Terry reported on the visit to Michigan State University and Lansing Community College for the Medical Simulation Tour on January 18, 2013.
- Craig Jbara needs signature and budget authority.
- American Sign Language (ASL) will be hosting a social event on March 17 from 4:30 -6:00 p.m. in the commons.
- Marilyn reported on the trip to Detroit and the Henry Ford Hospital.

**Book Discussion**

- Louise Anderson led the discussion on chapter 8 in “Switch”.

**Next Meeting** – The next regular meeting is scheduled for ***Tuesday, January 29, 2013 at 8:00 a.m.***