

To: Cabinet, Archives
From: Candy Horton
Subject: Minutes of March 19, 2013 Cabinet Meeting
Date: March 19, 2013

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

Staff Present: Horton

Approval of the Minutes

The minutes of the March 12, 2013 meeting were accepted as amended.

Discussion and Action Items

- Retention/Graduation
 - Steve Cannell led the discussion on developmental courses, retention and graduation rates.
- Process for Repeat Courses/Academic Probation
 - Bring back for discussion.
- Anti-Bias/Anti-Racism
 - Continued the discussion.
- VP Update
- Rick Ives gave his report of Public Safety accomplishments for the year.
- Travel
 - Marty Adams will be attending the 20th Annual Conference of the Midwest Institute at Lorain County Community College in Cleveland, OH on April 5 and 6, 2013. He is replacing Linda Rzoska.
 - Ron Welch will attend the spring 2013 MCCA/NJCAA Region 12 Athletic Director's meeting at Schoolcraft College in Livonia, MI on March 25-26, 2013. He is replacing Russ Panico.
 - Cindy Buckley, Tom Sutton and Kevin Miller will attend the AWEA Conference at McCormick Place in Chicago, IL on May 5-8, 2013.
 - Jason Kovacs will be attending the AITP National Collegiate Conference in St. Louis, MO on April 4-7, 2013.
 - Mark Sheffer will be attending a meeting at the West Michigan Criminal Justice Training Consortium in Holland, MI on March 20, 2013.
- Grants
 - none

TBO Discussion

- Q12 discussion – rescheduled.

Personnel and Operations

- Kudos! were given to the following:
 - KVCC Marketing Department received the following Medallion awards:
 - Bronze-promotional campaign for a special event - Kalamazoo Career Fair
 - Gold-Fundraising Annual/Multi-Year campaign – KVCC Foundation
 - Gold-Magazine “MuseOn”
 - Silver-Sports Brochure – Sports Program
 - For the great IT support for the Public Safety Department.
 - To Heather Philbert-Aponte for all her time and work in HR updating the IPEDS reporting practices to align with the US Department of Labor requirements.
 - For the great public relations that Public Safety is promoting on campus.

- Reality Check – New and Follow Up
 - none

- Hires/Resignations/Retirements
 - Jen Woodstock will be the new Law Enforcement & Groves Training Assistant effective April 1, 2013. Rick will work with HR to fill her position in Public Safety.

Other

- Louise requested that the yellow sheets for budgets be turned in by April 1, 2013.
- Innovative Thinking Grants going into next year need to be revised and turned in by mid-April.
- Reminder that external requests coming through the President’s office need to go back through that office after revisions/recommendations. This includes requests from the Michigan Community College Association.
- Nursing retreat – May 1st on campus.

Next Meeting – The next regular Cabinet meeting is scheduled for ***Tuesday, March 26, 2013 at 8:00 a.m.***