

To: Cabinet, Archives
From: Candy Horton
Subject: Minutes of July 2, 2013 Cabinet Meeting
Date: July 2, 2013

Members Present: Anderson, Bertch, Bohnet, Collins, DeHaven, Depta, Hutchins, Ives, Johnson and Schlack
Staff Absent: Cannell
Staff Present: Horton

Discussion and Action Items

- Cabinet members discussed One Vision/Once Voice.
- The agenda for the upcoming Board Planning Meeting was discussed.
- Inclusivity - additional questions will be discussed with Vicki Rosenberg & Associates via a conference call.
- Civil Rights Compliance Plan – Individual assignments have been handed out. Denise Baker will coordinate the collection of evidence information.
- Internships – Louise shared information regarding the number of internships and available funding.

- Travel
 - none

- Grants
 - none

Personnel and Operations

- Kudos! were given to the following:
 - Barry Chapman for the great outside painting and attention to detail for the doors at the Groves Campus.
 - Dan Maley and his crew for the improvements at the Museum and Arcadia Campus with little or no disruption to students, faculty and staff.
 - Instructor John Abbott's book has been published – "The Last Refrain."
 - Cathy Jacobs, Tim Welsh and Aaron Snead for pulling everything together for the LEIN Audit in the Public Safety Office.

- Reality Check
 - none

- Hires/Resignations/Retirements
 - Lief Doezema will be the new full-time Instructional Manager for the Wind Turbine Academy effective July 8, 2013.
 - Tim Lepper – Part-Time Officer for Public Safety.
 - Nick Penn – Part-Time Security for Public Safety.

Other

- The Bookstore is looking for extra staff to help out during August 25-Sept 7 – Louise will send out information to the Cabinet.
- The Groves Center campus will be closed on July 5, 2013.
- Please notify Judy Wilmarth in HR of any office changes.
- Water Street in downtown Kalamazoo will be closed today for construction.
- The three new deans started July 1, 2013.
- Part-time Faculty negotiations continue.

Next Meeting – The next regular Cabinet meeting is scheduled for:
Tuesday, July 9, 2013 at 8:00 a.m. in Room #4380.