

**To:** Cabinet, Archives  
**From:** Candy Horton  
**Subject:** Minutes of July 9, 2013 Cabinet Meeting  
**Date:** July 15, 2013

---

**Members Present:** Anderson, Bertch, Bohnet, Cannell, Collins, DeHaven,  
Depta, Doherty, Hutchins, Johnson and Schlack

**Members Absent:** Ives

**Staff Present:** Horton

**Guests Present:** Cheryl Almeda, Tom Buszek, Laura Cosby, Ron Higginbotham, Sue Hollar, Tim Kane,  
Darlene Kohrman, Stella Lambert, Denise Lindsley, Nicole McClure, Dean McCurdy,  
Natalie Patchell, Billy Reynolds, Sara Rivara, Mark Sigfrids, Jim Taylor, Nancy Vendeville,  
Lisa Winch.

---

#### **Approval of the Minutes**

- The minutes of July 2, 2013 were approved as amended.

#### **Discussion and Action Items**

- Guests discussed Developmental Education – Math, Reading & Writing, and how the Tutoring & Learning Center free summer programs worked.
- Cabinet members discussed One Vision/Once Voice.
- The agenda for the upcoming Board Planning Meeting was discussed.
- Inclusivity - additional questions were clarified by Vicki Rosenberg & Associates, and a revised proposal was discussed.
- Travel
  - Rob Kilkuskie and Deb Bevis attended the MichBio at the Fetzer Center on WMU campus, Kalamazoo, MI on June 19, 2013.
- Grants
  - Kathy Johnson handed out a list of possible grant sources for the Healthy Living Campus.

#### **Personnel and Operations**

- Kudos! were given to the following:
  - Joy Scott, Business and Computer tutor for her help with a non-traditional student.
  - Facilities for the great job moving furniture, painting, and organizing the move of several offices in the Administrative office area.
  - Sue VanHeest, Ailsa Gray and everyone who helped get the phones and computers up and running for the Administrative office moves.
- Reality Check

- none
- Hires/Resignations/Retirements
  - Tenure Track for Kelly Digby in Developmental Math effective August 28, 2013.

**Other**

- Auditors will be on campus next week.
- Noel-Levitz will be on campus today, July 9, 2013, for the Strategic Enrollment Program.
- “People Admin” is live for on-line employment opportunities.
- A key large employer mandate related to the “Affordable Care Act” has been postponed from January 2014 to January 2015.
- Group-Wise mailbox changes are on-going.

**Next Meeting** – The next regular Cabinet meeting is scheduled for:  
***Tuesday, July 16, 2013 at 8:00 a.m. in the Board Room, 3365.***