

To: Cabinet, Archives
From: Candy Horton
Subject: Minutes of July 16, 2013 Cabinet Meeting
Date: July 16, 2013

Members Present: Anderson, Bertch, Bohnet, Cannell, Collins, Depta, Doherty, Hutchins, Johnson and Schlack
Members Absent: DeHaven
Staff Present: Horton
Guests Present: Craig Jbara

Approval of the Minutes

- The minutes of July 9, 2013 were approved as presented.

Discussion and Action Items

- Cabinet members discussed One Vision/Once Voice.
- The agenda for the upcoming Board Planning Meeting was discussed.
- Inclusivity – will be discussed at the Board Planning Meeting.
- Craig Jbara presented a brief update regarding the Healthy Living Campus.

- Travel
 - Tom Buszek will attend a MODAC Meeting at Kirtland Community College in Gaylord, MI on August 1, 2, 2013.
 - Lief Doezema will attend the “Train the Trainer Certificate Program” in Cincinnati, OH on July 15-19, 2013.

- Grants
 - none

Personnel and Operations

- Kudos! were given to the following:
 - Ezra Bell, Bonita Bates, Byron Foster, Ken Barr Jr., Tim Terrentine, and Trice Batson for all their time and hard work on the 2013 Men’s Leadership Conference.
 - Lisa Bainbridge for her work with Russ Panico in staffing all the youth sports camps here at KVCC this summer.
 - Ken Barr, Jr. and Karen Steeno van Straveren for their work with foster kids in high school- these graduates will be attending KVCC in the fall.

- Reality Checks
 - Fall enrollment

- Hires/Resignations/Retirements
 - Paul Schaedig started Part-time in AV effective July 9.
 - Amanda Scharrer-Part-time evening Switchboard Operator effective July 1, 2013.
 - Jim Vermeulen terminated his employment effective July 2, 2013.
 - Omer Hadzic – Medicial Surgical Nursing effective August 28, 2013.
 - Pamela O’Connor – Computing Support Technician effective July 22, 2013.
 - David Jones – Database Analyst effective July 15, 2013.

Other

- An ADA compliance improvement review of our web site has been completed.
- Highbit Security performed external penetration tests of the KVCC network and computers. They found 5 problems that were fixed then re-tested to confirm we didn't have any external network vulnerabilities.
- KVCC and Noel-Levitz will participate in a conference call on July 17, 2013 and they will be on campus August 6 & 7 for the Strategic Enrollment Program.
- KVCC will have visitors from the Dominican Republic touring our facilities on July 24, 2013.
- Author Elizabeth Tshale (NoViolet Bulawayo)-a graduate of KVCC and now at Stanford University, will be at the Texas Township Campus on July 30, 2013, Room 4230 at noon to 1:30 p.m. Excerpts from her book will be read and copies of her books will be available to purchase.
- Facilities will be working on the grounds on the front east side of the campus - paving work will involve some driveway closures.
- Public Safety officers will have training on August 2, 2013.

Next Meeting – The next regular Cabinet meeting is scheduled for:
Tuesday, July 30, 2013 at 8:00 a.m. in the Board Room, 3365.