

**To:** Cabinet, Archives  
**From:** Candy Horton  
**Subject:** Minutes of August 13, 2013 Cabinet Meeting  
**Date:** August 14, 2013

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

**Members Absent:** Cannell

**Staff Present:** Horton

**Guests Present:** Craig Jbara

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### **Approval of the Minutes**

- The Minutes of August 6 were approved as presented.

### **Discussion and Action Items**

- CMOP 2070 – 2<sup>nd</sup> Reading – moved and seconded.
- Inclusivity – Launch meeting with Vicki Rosenberg tentatively scheduled for Sept 10<sup>th</sup> at the Cabinet meeting from 8:00 a.m. – 12:00 noon.
  
- Travel
  - Dan Maley and Dean McCurdy to attend “The Campus as a Living Lab: Using the Built Environment to Revitalize College Education” in Port Huron, MI on October 4, 2013.
  - Al Moss, Rod Albrecht, and Kristi Holmes to attend the National Conference of the American Association for Respiratory Care in Anaheim, California on November 16-19, 2013.
  - Larry Belen to attend the bi-annual Police Academy Directors conference in Lansing, MI on September 11-12, 2013.
  
- Grants
  - The Healthy Living Campus grant fundraising committee continues to work to maximize success for initial target donors.

### **Personnel and Operations**

- Kudos! were given to the following:
- Reality Checks
  - Batch cancellation last week – students dropped for non-payment will be sent a reminder to re-register for fall classes.
  - Courses are being evaluated for enrollment trends.

- Hires/Resignations/Retirements:
  - Jessie Berlinski will be starting the job share position in Printing effective August 15 at 1:00 p.m.

**Other**

- Student Success Center is having a unit meeting on August 14 with coffee and refreshments in 4240.
- The college has specific reporting requirements related to Public Act 201.
- Gifts in Kind - lists need to go through Steve Doherty.
- Civil Rights Audit reminder: evidence submissions go through Denise Baker.
- Elizabeth Lyons, Director of Prior Learning and Veterans Support would like to obtain veteran data on staff and faculty.
- The northeast side parking lot work will be finishing up this week.
- IT is currently working on classroom and lab preparation.
- Groupwise changes are being conducted this week.
- Welding classes for an outside agency will meet on Friday mornings – August 16 & 23.
- Marty Myers will conduct Area Leaders radio training.
- The Healthy Living Campus meeting on Thursday will include a photographer for an article on the interns who have been working on projects within the HLC process.
- The KVCC Facility Master Plan Steering Committee will have a kickoff meeting Wednesday, 8/14/13 with Tower Pinkster to start the process of updating our 5 Year Facility Master Plan.

**Next Meeting** – The next regular Cabinet meeting is scheduled for:  
***Tuesday, August 20, 2013 at 8:00 a.m. in the Board Room, 3365.***