

To: Cabinet, Archives
From: Candy Horton
Subject: Minutes of October 22, 2013 Cabinet Meeting
Date: October 23, 2013

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

Members Absent: Cannell

Staff Present: Horton

Approval of the Minutes

The Minutes of October 15, 2013 were approved as presented.

Discussion and Action Items

- Craig Jbara gave an overview of “The Accelerator” – a medical device and product design center in downtown Kalamazoo.
- One Vision/One Voice – Board Policies & Cabinet Policies (CMOP’s) – keeping the goals on track. 1st reading of some CMOPS scheduled for next week. Changes need to be in by December 3.
- Inclusivity – calendar is moving forward and next steps were discussed –IDI survey call back was available for sign-up times, and cabinet members discussed definitions, goals and objectives.
- ITG – short discussion on use of Innovative Thinking Grants, where are we trying to go, will it be successful and how to measure the success. Some ideas will be added to the draft.

- Travel
 - Sarah Hubbell and Chelsey Wertz will travel to Grand Valley State University to meet with the Reverse Transfer Coordinator/Registrar to discuss best practices the morning of October 28th and then onto Grand Rapids Community College on the same topic.
 - Natalie Patchell, Chris Swanson, and Caroline Hains to attend the KPL 36th Annual M.C. Rife Youth Literature Seminar at Western Michigan University’s Fetzer Center, Kalamazoo, MI on November 8, 2013.

- Grants
 - None

Personnel and Operations

- Kudos! were given to the following:
 - Cougars Creating Community – random acts of kindness with service projects in the community was a huge success. Thank you to everyone who participated, supervised and actively supported this project.
 - Bob Stokes and Ken Rakoski for the excellent customer service in fixing police training vehicles – not one, but two in the same weekend.

- Reality Check – none

- Hires/Resignations/Retirements
 - Noelle Blades-Penn will fill the 29 hour Counseling position.
 - Peter Grohs is the new PT Computer Lab Tech effective October 22, 2013.

Other

- Internal electronic recycling will be done this week.
- Dennis Bertch will have the attendees from the Higher Learning Academic Assessment Roundtable attend a future Cabinet meeting to discuss some of the key elements in the plan for quality institutional learning.

Next Meeting – The next regular Cabinet meeting is scheduled for:
Tuesday, October 29, 2013 at 8:00 a.m. in the Board Room, 3365.