

To: Cabinet, Archives
From: Candy Horton
Subject: Minutes of October 29, 2013 Cabinet Meeting
Date: October 29, 2013

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

Members Absent: Hutchins

Staff Present: Horton

Approval of the Minutes

The Minutes of October 22, 2013 were approved as presented.

Discussion and Action Items

- 1st Reading of changes to CMOPs: 3070, 2050, 6090, 6080, 6060, 6040, 6030, 3010, 4080, 4030 & 4050.

- Travel
 - Kim Grubka, Wanda Scott, Samantha Reidenbach, Kristine Keiser, Ashleigh Colpetsir, Jody Williams, and Dr. Terry Blosl to attend the Michigan Association of Dental Hygiene Educators Conference in Port Huron, MI on November 1, 2013.
 - Four (4) students will join three faculty members at the Kalamazoo Public Library Annual Youth Literature Conference at the WMU Fetzer Center on November 8, 2013.
 - David (Charlie) Fuller to attend the AVI/AAPEX/Sema Automotive Training Conference in Las Vegas, NV from November 4-7, 2013.
 - Marylan Hightree to attend the Education Technology Organization of Michigan(ETOM) Fall Conference at Macomb Community College, Clinton, MI on November 1, 2013.
 - Aubrey Hardaway, Karen Matson, Bill McElhone and Tom Howes (or Paula Metzner) to attend the "Watch Me Move: The Animation Show" at the Detroit Institute of Arts, Detroit, MI on November 1, 2013.

- Grants
 - None

Personnel and Operations

- Kudos! were given to the following:
 - Denise Baker for her tireless work on the Civil Rights Audit.
 - Aaron Snead, Jim Lightcap and Joshua Essar replaced the switches at the Student Services Center when the switches failed – limiting the down time to about 1 ½ hours.
 - Aramark for the fine job they did for the Counselor's Breakfast (October 25th).

- Reality Check – none

- Hires/Resignations/Retirements
 - Mary Bay will retire December 31, 2013.
 - Louise Anderson will work with HR to replace the Sr. Accounting position.

- Vicki Rosenberg's visit was postponed due to illness. She rescheduled for Nov. 5th.

Other

- The Accelerator – innovative business/healthcare facility with multiple tenants may be established in Kalamazoo.
- We reviewed the preliminary 2014-2015 projected budget required to be submitted to the State.
- The Artist's Forum has received additional funds (\$2,500) from the Grace & Harold Upjohn Foundation.

Next Meeting – The next regular Cabinet meeting is scheduled for:
Tuesday, November 5, 2013 at 8:00 a.m. in the Board Room, 3365.