

To: Cabinet, Archives
From: Candy Horton
Subject: Minutes of February 11, 2014 Cabinet Meeting
Date: February 11, 2014

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

Approval of the Minutes

The Minutes of February 4, 2014 were approved as amended.

Discussion and Action Items

- Inclusivity
 - Focus Groups met last week for staff and faculty – great participation.
 - Focus Groups for students will meet this week.
- CMOP 2070 – 1st reading Use of Facilities.
- Late Registration – MOTION was made, SECONDED, and MOTION CARRIED that first time in any college (FTIAC) students must be registered prior to the first day of the semester (part of term). All other students must be registered before the end of the drop/add period for the semester (part of term).
- Health Focused Campus- Reminder to reference the Case Statement dated January 28 for up-to-date information.
- Pre-Requisites Committee – recommendations from committee moved forward – MOTION was made, SECONDED, and MOTION Carried.
- Holiday Schedule – approved for 2015/2016.
- Summer Hours/Weekend Classes/Buildings Open – discussion to be brought back next week.

- Travel –
 - Louise Anderson and Lauren Beresford to attend Michigan Community College Business Officers Association (MCCBOA) in Lansing, MI on March 6 & 7, 2014.
 - Louise Anderson to attend the Michigan Community College Risk Management Association (MCCRMA) in Lansing, MI on March 5, 2014.
 - Lois Baldwin to attend the Michigan Occupational Special Populations Association (MOSPA) in Bay Harbor, MI on May 79, 2014.
 - Cynthia Schauer and Christina Miller plus 8 students to attend the Phi Theta Kappa International Convention in Orlando, Florida on April 24-26, 2014.
- Grants
 - none

Personnel and Operations

- Kudos! were given to the following:
 - Mike Schulte, Jake Boven and facilities for their assistance at the “Ladysmith Black Mambazo” concert event on Friday, February 7.
 - Lesa Strausbaugh and Kathy Campbell for being instrumental in obtaining the support of Newkirk Electric for the potential donation of a cell tower and other equipment, to include the cost of delivery and installation.

- Reality Check
 - Public Safety, Facilities, and the Artist’s Forum will work together to coordinate the best possible entertainment venues.

- Hires/Resignations/Retirements
 - Krista Winegarden resigned effective February 7, 2014.
 - Mark Sloan will work with HR to replace the Lab Technician position.

Other

- Sandy Bohnet discussed how the Health Care Reform Act may affect hours for part-time, job share, and special assignment staff.
- Steve Cannell updated us on the Governor’s Dashboard – Retention/Metric Benchmark.

Next Meeting – The next regular Cabinet meeting is scheduled for:
Tuesday, February 18, 2014 at 8:00 a.m. in the Board Room, 3365.