

**To:** Cabinet, Archives  
**From:** Kathy Johnson  
**Subject:** Minutes of August 5, 2014  
**Date:** August 5, 2014

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**Members Present:** Anderson, Bohnet, Collins,  
Hutchins, Jbara, Johnson and Schlack

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Several agenda items of Aug. 5 were postponed until the next meeting

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### **Discussion and Action Items**

- Enrollment and budget discussion
- Health Focused Campus –
  - On-going: Survey work and environmental assessments, construction estimates & bids, programming and curriculum, food safety program and planning, and fund raising
- Travel –
  - Denise Morrison will not be attending the Ad Astra conference in Kansas City Oct. 19-22, 2014
  - Susan Mott to attend the MCNEA Colleague Faculty Retreat at Alpena Community College (Alpena MI) Aug. 12, 2014
  - Denise Lindsley to attend the NCTA annual testing conference (Denver, Colorado) Sept. 3-6, 2014
  - Michael Descheneau to attend Extreme Close Quarters Battle Training in(Epping, New Hampshire), Oct. 24-25, 2014
  - Rick Ives to attend the Michigan Police Executive Development Seminar (Lewiston, MI) Sept. 28 – Oct. 3, 2014
  - Mary Johnson & Coty Dunten and the following students to attend the Leadership and Involvement conference at the Radisson Hotel (Kalamazoo) August 15-16
    - Hayley Younce
    - Theo Sailliant
    - Krusta Mahl
    - Lyndsey Wall
    - Bev Baldwin
    - Nicole James
    - Leta Arnold

### **Personnel Items**

- Hires, Resignations and Retirements
  - Paul Schaedig resigned earlier in the year as part-time media services AV, and the position will be refilled
  - Randy Counterman will be leaving his position as part-time groundskeeper on Aug. 18, and the position will be refilled
  - Janee Steele will be leaving her position as Career/Student Employment Advisor (Arcadia Commons) August 15, and the position will be refilled

**Other**

- The Diversity Committee will be holding an Inclusivity and Diversity Conference on Friday March 20
- The updated signature authority list was distributed for review

**Next Meeting** – The next Cabinet meeting is scheduled for August 12, 2014.