

**To:** Cabinet, Archives  
**From:** Kathy Johnson  
**Subject:** Minutes of October 21, 2014 – Vice Presidents Meeting  
**Date:** October 21, 2014

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

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### **Discussion and Action Items**

- Minutes of the Oct. 14, 2014 were approved as amended.
- Health Focused Campus
  - On-going: Site work and environmental assessments, construction estimates & bids, programming and curriculum, food safety program and planning, adjustments to building designs, streetscape, trails, technology, sustainability and fund raising.
- Travel
  - Denise Lindsley and Dennis Bertch to attend the Michigan Center for Student Success Advisory Committee meeting in Lansing, Michigan on Oct. 27, 2014.
  - Kevin Dockerty to attend the Michigan Political Science Conference at Oakland University on Oct. 23-24, 2014.
  - Amy Louallen to attend the MCCRMA Cleary Act, Title IX and Violence against Women Act training at Oakland Community College (Auburn Hills) on Dec. 2, 2014 (note other attendees approved at the Oct. 14 Cabinet meeting).
  - Denise Lindsley and LaJoyce Brooks to attend the Council for Adult Experiential Learning (CAEL) conference in Chicago, IL on Nov. 10-11, 2014.
  - Roger Miller, Alisha Cederberg, Erin Macioce and Sue Newington to attend the Community College Sector Meeting at Lansing Community College on Nov. 7, 2014.
  - Rick Ives and Don Benthin to attend the Grand Rapids Police Department sponsored training in Grand Rapids, Michigan on Nov. 3, 2014.
- Grants
  - None

### **Personnel Items**

- Kudos
  - Tracey Quada for providing great resume writing/soft skill training to Police Academy students.
  - Dean McCurdy for great work coordinating Culinary program curriculum review.
  - Mark Sheffers for professionalism and understanding with a recent sensitive student situation.
- Reality Checks
  - At the Oct. 14, 2014 regular Board meeting a student addressed the Board about Office Information Systems (OIS) online course tuition. The College will follow-up to address the concern.
  - Reminder – Aramark sponsorships need to be distinguished from Aramark discounts (which cost the college money).

- Hires, Resignations and Retirements
  - Jamie Hallman - TTC custodian – is leaving Oct. 23, 2014. The position will be refilled.
  - Robyn Schieber is transferring from a paraprofessional role in the SSC to Transfer Office Support Specialist, effective Nov. 10,2014. The SSC paraprofessional position will be refilled.
  - The Part- time Material Handling Clerk position will be upgraded to a para-professional position.

### **Other**

- Louise Anderson distributed a list of people who have the ability to change student information in Banner. The List will be reviewed during Cabinet next week.
- Louise Anderson distributed a history of the Colleges Innovative Thinking Grants. The list will be reviewed during Cabinet next week, focusing on what the College has learned.
- Louise Anderson distributed a percentage comparison of Group 3 Community College expenses by category.
- Louise Anderson distributed and discussed a history of KVCC financial aid.
- Terry Hutchins distributed a listing of external software being used by the college.

### **Strategic Planning Discussion**

- The group discussed strategic planning. Discussions will continue next week.

**Next Meeting is Oct. 28, 2014 8:00 a.m. in the Board Room, 3365.**