KalamazooVALLEY™
community college

To:	Cabinet, Archives
From:	Candy Horton
Subject:	Minutes of December 2, 2014
Date:	December 2, 2014

Members Present: Anderson, Bertch, Bohnet, Cannell, Collins, Depta, Doherty, Hutchins, Jbara, Johnson,
McCurdy and Schlack
Members Absent: Ives
Guests Present: Tom Buszek, Tom Sutton
Staff Present: Horton

Discussion and Action Items

- Minutes of the November 25, 2014 meeting were approved as amended.
- Tom Sutton and Tom Buszek presented the MEDC CCSTEP Grant opportunity proposal update.
- Health Focused Campus
    - On-going: Site work and environmental assessments, construction estimates & bids, programming and course/curriculum, food safety program and planning, adjustments to building designs, bids going out, streetscape, signage, common goals with community, trails, technology, sustainability and fund raising.
- Travel
    - Elizabeth Lyons to attend a Supervisor & Manger Training course in Lansing, MI, December 9-10, 2014.
    - Dean McCurdy to attend the Craft Brewers Conference and Brew Expo America in Portland, Oregon from April 14-17, 2015.
- Grants
    - none

Personnel Items

- Kudos
    - none

- Reality Checks
    - none

- Hires, Resignations and Retirements
    - Felix Brooks transferring to Director of Inclusion & Diversity
    - Cindy Buckley resigning effective January 9, 2015.
    - Request to fill positions: Success Advocate, Instructional Manager-Wind Academy, Lab Manager-Groves Center, Part-Time Bio Lab Tech position.

- **Other**

  o Residence Policy Change Proposal – bring back in January
  o Project Manager Summary – In Queue Projects – bring back December 16.
  o The following internships were approved by Cabinet for Winter 2015 (starting in January). Internships are for a maximum of 20 hours per week for 15 weeks (duration of the semester). All internships are paid at a rate of $10/hour.

    - HVAC
    - PROMO (2)
    - SPEVTX and DATHL - shared 50/50
    - NETW
    - CMPSV
    - MTEC (Groves)

Next Meeting is December 9, 2014, 8:00 a.m. at the Center for New Media, Room 075