

To: Cabinet, Archives
From: Candy Horton
Subject: Minutes of January 6, 2015
Date: January 7, 2015

Members Present: Anderson, Bertch, Brooks, Cannell, Collins, Depta, Doherty, Hutchins, Ives, Jbara, Johnson, McCurdy and Schlack

Members Absent: Bohnet

Guests Present: Tom Buszek, Tom Sutton

Staff Present: Horton

Discussion and Action Items

- Minutes of the December 16, 2014 meeting were approved as presented.
- Travel
 - Ian Salo to attend OSHA Instructor Course in Itasca, IL on January 13-16, 2015. (Previous training in Livonia, MI was canceled.)
 - Jim Taylor to attend the State CTE Conference in Grand Rapids, MI on February 1-3, 2015.
 - Gehry Gross and Dwight Coblentz to attend the 2015 AHR EXPO in Chicago, IL on January 26-28, 2015.
 - Julie Stotz-Ghosh to attend the Bear River Writers' Conference in Boyne City, MI on May 28-June 1, 2015.
 - Ezra Bell to attend the National Center for Institutional Diversity (NCID) "Ensuring Success for Men of Color" summit in Ann Arbor, MI on January 29, 30, 2015.
 - Rick Ives to attend the Michigan Association of Chiefs of Police Mid-Winter Conference in Grand Rapids, MI on February 4-6, 2015.
 - Susan Mott to attend the MCNEA Meeting and Annual Nursing Conference in Frankenmuth, MI on February 5-6, 2015.
 - Mike Schulte and Tim Hulinec to attend "The Law Enforcement Response to Non-Stranger Sexual Assault" in Dearborn, MI on January 28-29, 2015.
 - Ben Ash to attend MAT2 work group meeting in Lansing, MI on January 15, 2015.
 - Ben Ash to attend Career Night at Oakland Community Schools Technical Campus in Auburn Hills, MI on January 22, 2015.
- Grants
 - Work continues on the MEDC/CCSTEP Grant.

Personnel Items

- Kudos
 - Monteze Morales received great praise from the administrators at Phoenix High School for her work involving the students and the Strengths program.

- Reality Checks
 - None

- Hires, Resignations and Retirements
 - Zanita Pattison transferred from part-time Student Success Center Assistant to full-time Student Services Generalist effective January 5, 2015.
 - Eric Schreur will retire from Planetarium Coordinator effective June 30, 2015.
 - Sherman Potter resigned from his position as Security Officer effective January 9, 2015.
 - Paula Metzger, Assistant Director of Collection Services, passed away December 23, 2014.
 - Request to fill positions: Security Officer
 - Part-time Student Service Desk
 - Office Specialist para-pro to FT Office Specialist
 - Director of Libraries

- **Other**
 - After hours building access requested for: (1)Ken Grabowski on Friday, October 23, 2015 in the cafeteria and rooms 4370/80 (4 p.m.-9p.m). (2) The ASL department for the Sean Forbes Band in the Auditorium on April 2, 2015 (5 p.m. – 10 p.m.)
 - 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, brewery consultants, common goals with community, trails, technology, sustainability, job postings, marketing and fund raising. Dean McCurdy gave an update on the workshop he attended and the successful “Double UP” program.
 - MEDC CCSTEP discussion

Tom Sutton & Tom Buszek gave updates on the Grant requirements and led a discussion about how to measure enrollment and completion of students’ goals “in-house” once the programs are initiated.
 - Upgrades during the holidays: Banner, UC4, Document Imaging, Wireless Network, and Firewall.
 - Carpeting replaced in corridors; other classroom renovations are completed.
 - Felix Brooks was introduced in his new position as Director of Inclusivity and Diversity and a new member of the Cabinet.

Next Meeting is January 13, 2015, 8:00 a.m. in the Board Room 3365