

**To:** Cabinet, Archives  
**From:** Candy Horton  
**Subject:** Minutes of April 28 , 2015  
**Date:** April 28, 2015

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

**Staff Present:** Horton

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### Discussion and Action Items

- Minutes of the April 21, 2015 meeting were approved as amended.
- Travel
  - Darrell Davies, Gordon Bielby and Jack Bley to attend the Michigan Community College Biologist meetings at the MacMullan Conference Center in Rosecommon, MI on May 28-30, 2015.
  - Trish Schroeder and Elizabeth Lyons to attend the Michigan Association of Continuing Education and Training Spring Development Conference Seminar in Lansing, MI on May 7, 2015.
  - John Korycki to attend "Menus of Change" conference in New York on June 17-19, 2015.
  - Sarah Hubbell attended a summit on how to serve undocumented, DACAmented and immigrant students held at University of Michigan, Ann Arbor on April 14-15, 2015.
- Grants
  - none

### Personnel Items

- Kudos
  - Zackary Westdorp in facilities for taking on most of Mike Olvitt's responsibilities during Mike's absence.
  - Andrew Greig for the three long days spent working on the new tuition mailer that was mailed the week of April 20, 2015.
  - Cristina Miller, Amy Triemstra and the Advocate team on planning and executing the Advocate Success Luncheon as well as having such a positive impact on student's lives. Great motivational speech Amanda Scharrer!
  - Focus Team – Bonita Bates, Robyn Schieber, Erin Jenkins, Kevon Harris, Cindy Bellers and Ezra Bell on a wonderful celebration of the 25<sup>th</sup> Anniversary of the Focus Luncheon.
  - Marty Myers for filling in for Jeff Roseboom.
  - Haley Younce – 1<sup>st</sup> KVCC student elected to an International Office (Phi Theta Kappa).
  - Kudo's for the organizers and participants of Arbor Day and the memorial tree plantings: Natalie Patchell, Bob Stokes, Dan Maley, Jack Bley, Muriel Hice, Tom Dietz, Annette Hoppenworth, Deb Coates, David Hassan, Mark Sigfrids, John Abbott, Terry Sibberson, Barbara Taraskiewicz, and Bill McElhone.

- Kudos and appreciation to those who participated in Friday's outstanding Orientation/Open House event:

Anora	Ackerson	Dwight	Coblentz	Mary	Johnson	Dawn	Pantaleo
Jessica	Amey	Laura	Cosby	Chris	Karbowski	Amanda	Scharrer
Jill	Archie	Kristen	DeBruin	Stephanie	Keeler	Robyn	Schieber
Ben	Ash	Mark	DeYoung	Tom	Keena	Ally	Sherman
Vicki	Bair	Erin	Dominianni	Monica	Koning	Rena	Skutnik
Ruth	Baker	Amy	Eckholm	Lauren	Koontz	Carey	Stolsonburg
Ken	Barr Jr	Lori	Erk	Rick	Kraas	Chris	Stroven
Bonita	Bates	Danika	Essix	Alex	Lasher	Joyce	Tamer
Ezra	Bell	Ciji	Gamble	Denise	Lindsley	Barbara	Taraskiewicz
Cindy	Bellers	Kim	Garvison	Elizabeth	Lyons	Larry	Taylor
Dan	Benard	Chris	Gearig	Dean	McCurdy	Amy	Triemstra
Jason	Bishop	Kim	Greve	Cristina	Miller	Isaac	Turner
Dave	Brock	Gehry	Gross	Monteze	Morales	Lynsey	VanSweden
LaJoyce	Brooks	Tom	Hamann	Joel	Newsome	LaSonda	Wells
Maria	Buccilli	Sarah	Hubbell	Colleen	Olson	Natalie	York
Sam	Bultman	Gerri	Jacobs	Akelah	O'Neal		

- Kudos to Diane Vandenberg for her leadership on enrollment management initiatives and the Open House; EJ Bast, Megan Pauken and Mary Morehouse for coordinating the event; Coty Dunten for her leadership of the Orientation; Mike Collins for his welcome speech and Tracey Quada for her presentation.

- Reality Checks-

- College-wide Earth Day communication:
  1. No indication who it is from
  2. Data doesn't have appropriate citations
  3. Directs employees who to vote for
- Enrollment
 

Summer – email reminders sent, phone calls by staff and faculty, robo calls reminding potential students to enroll, after batch cancellation giving students 48 hrs to pay (instead of 24), extra sections opened.
- Attracting more international students and making them feel like a community.

- Hires, Resignations and Retirements

- Jim Horn will be the new Head Men's Basketball Coach, effective Aril 15, 2015.
- Julie Bunke will be the new Assistant Director for Material Culture at KVM, effective May 26, 2015.
- Kevin Miller will be terminating his position in May as Instructional Manger Wind Technology. Employment team has approved the refilling of his position.

**Other**

- Health Focused Campus
    - On-going: Site work, construction, programming and course/curriculum, food safety program and planning, adjustments to building designs, streetscape, signage, common goals with community, trails, technology, sustainability, job interviews, equipment, naming opportunities for larger donors, marketing, promotional materials, and fund raising. The brew house is looking at equipment and design. Talks with the city and trail development are on-going. Master Plan design meetings with the City of Kalamazoo and Bronson. Fall enrollment - 1<sup>st</sup> part of term is close to 90% full; 2<sup>nd</sup> part of term close to 80% full (culinary). Transfer credit, prior learning – questions being addressed.
  - Nursing department will need access to the Nursing Lab on some Sundays starting in October. Dates to be given to Public Safety.
  - May 3 - Commencement
  - May 7-upgrades to phone mail service
  - May 8 – Electronic Recycling
  - Cell Tower Academy starts June 1, 2015. Wind Academy may have possibilities in Africa.
  - Melody Woods, Community Outreach Coordinator, has begun working with after-school programs.
  - Noel Levitz will have some of their people visiting on campus today and tomorrow.
  - Felix Brooks has met with the Northside Ministerial Alliance – working to keep students in school.
  - April 30 – Board Budget Committee Meeting – tuition and fees discussion.
  - Board Meeting – May 12, 2015.
  - Brief discussion about the possibility of a second police academy or Reserve officer training both through MCOLES.
- Budget
    - Discussion with Vice Presidents

**~Next Meeting is May 5, 2015, 8:00 a.m. in the Board Room 3365~**  
**Vice Presidents Only**