

To: Cabinet, Archives
From: Candy Horton
Subject: Minutes of May 19, 2015
Date: May 19, 2015

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

Staff Present: Horton

Discussion and Action Items

- Minutes of the April 28, 2015 meeting were approved as presented.
- Travel
 - Alisha Cederberg and Erin Macioce to attend Michigan Student Financial Aid Association summer training at Shanty Creek in Bellaire, MI on June 28-July 1, 2015.
 - F.E. Funke and J. Hopkins to attend the PTK Honors Institute at the University of New Mexico in Albuquerque, New Mexico on June 15-18, 2015.
 - Mike Descheneau and one other person to attend the Legal Update seminar in Lawrence, MI on June 2, 2015.
 - Sheila Eisenhower to attend the Michigan Council of Teachers of Mathematics annual conference in Traverse City, MI on July 29-30, 2015.
 - Gloria Barton Beery, Vicky Hileski, Theresa Shane, and Diana Multer to attend Legal Issues Affecting Nurses in Professional Development in Grand Rapids, MI on May 22, 2015.
 - Tom Sutton to attend the OSHA #503 Course in Livonia, MI on July 21-23, 2015.
 - Susan Mott to attend the Michigan Council of Nursing Education Administrators Meeting in Roscommon, MI on June 5, 2015.
 - Joe Smigiel to attend the Adobe Lightroom for Beginners Course in Kalamazoo, MI on June 11- July 30, 2015.
- Grants
 - none

Personnel Items

- Kudos
 - Thank you Marilyn and Mike for procuring the MEDQ permit for KVCC Bronson's HLC.
 - Dawn Kemp has provided great support for several marketing projects requested from our academies as we update and create new recruiting materials.
 - Enrollment Task Force – calls and mailings resulted in a big percentage change in summer enrollment numbers: Ken Barr Jr., E.J. Bast, Dennis Bertch, Jacqueline Cantrell,

Mike Collins, Laura Cosby, Linda Depta, Andrew Greig, Thomas Hamann, Terry Hutchins, Meily Lightcap, Elizabeth Lyons, Dean McCurdy, Roger Miller, Megan Pauken, Billy Reynolds, Jim Taylor, Diane Vandenberg and all others who helped.

- Reality Checks-
 - None
- Hires, Resignations and Retirements
 - Para-pro Bookstore Receiving Clerks: Josh Bitson – starts effective May 26.
Gary Gibson – starts effective June 1.

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 equipment has been ordered. Talks with the city and trail development are on-going. Fall enrollment - 1st part of term is close to full. Safety development and training is on-going. Prospective students should be directed to Dean McCurdy & Craig Jbara.
 - Louise Anderson gave a brief update on Insurance coverage.
 - Dennis Bertch requested Budget Authority for Denise Lindsley.
 - Kalamazoo Community in Schools and KVCC Bronson's Healthy Living Campus are in discussions for *after school programs*.
 - Elizabeth Lyons and Ben Ash successfully completed *Rescue at Heights* certification on the Wind Turbine Training Tower.
 - Choice Act – requires in-state tuition for veterans; CMOP changes to follow.
 - Branding guidelines were modified to accommodate the new design in the culinary building.
 - Some of the KVCC Bronson's Healthy Living Campus leadership (presently at the Groves Center) will be transitioning to AWH at the downtown campus.
 - Steve Cannell provided a handout showing how the batch cancel date change impacted credit hours from 2013, 2014, 2015.
 - IT will be offering training to help staff members learn to protect the computer system.
 - New Cabinet Policy for FOIA will be brought forward.
 - Felix Brooks reminded all of us about the SW Michigan Black Heritage Society community conversation on Wednesday, May 20 from 6-7:30 p.m. Felix will meet with Mayor Bobby J. Hopewell on Thursday, May 21.
 - May 21 – dedication of Veteran's Tribute Garden.
 - May 21 – Marketing moves to the ATC at Texas Township Campus.
 - May 26 – KVCC Foundation Presents the 2015 Opportunities for Education Dinner at the Radisson Plaza Hotel and Suites from 5:30 p.m. -8:30 p.m.
- Budget
 - Discussion with Vice Presidents

~Next Meeting is May 26, 2015, 8:00 a.m. in the Board Room 3365~