

To: Cabinet, Archives
From: Kathy Johnson
Subject: Minutes of June 2, 2015
Date: June 2, 2015

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

Staff Excused: Horton

Discussion and Action Items

- Minutes of the May 26, 2015, meeting were approved as presented.
- CMOP 6110 – Tuition Waivers and Discounts
 - Proposed changes were approved pending Board Approval of corresponding Board Policy 307.
- CMOP 2120 – FOIA Procedures
 - Kathy Johnson provided overview. Updated policies and procedures will take effect July 1, 2015.
- Travel
 - Members of KVM staff and leadership would like to travel to Ft. Wayne, IN. This request will be brought back to Cabinet for further discussion.
 - Louise Anderson to Traverse City, MI, on July 28, 2015, for MCCRMA meeting
 - Louise Anderson and Lauren Beresford to Traverse City, MI, on July 29-31, 2015, for MCCBOA meeting
 - Rachael Bair to Lansing, MI, on June 9, 2015, for the Michigan Farm to Institution Network/Agricultural Leaders of Michigan meeting
 - Bill Kring to San Luis Obispo, CA, July 26-31, 2015, for the Haas Technical Education 2015 CNC Educators Training Conference
 - Laura Cosby and Diane Vandenberg to Boston, MA, July 7-10, 2015 for the Noel Levitz National Conference on Student Recruitment, Marketing, and Retention
- Grants
 - The 2015-2016 Artist Forum grant request has been submitted to the I.S. Gilmore Foundation.

Personnel Items

- Kudos
 - Steve Doherty, Denise Baker, Denise Thomas, Linda Depta, Dawn Kemp, Kristina Lechner, Mary Morehouse, Scott Williams, Diane Vandenberg and SSC staff for a great job with the Opportunities for Education dinner.
 - Tony Ide and the facilities team for helping make a recent Phi Theta Kappa sponsored weekend event a great success.
 - Dawn Pantaleo, Rick Garthe, Tom Keena, Gehry Gross, Dwight Coblantz, Doug Martin, Charlie Fuller, Erick Martin, Jerry Lentz, Martin Smith, and Dennis Zavada for volunteering for the 2015 EFE Non-Traditional Career Exp on May 22.

- Kathy Johnson for setting up FOIA processes and procedures
- Aaron Snead and Gary Nevills for assistance with camera system improvements
- Reality Checks-
 - Enrollment continues to be a challenge
- Hires, Resignations and Retirements
 - Vivien McCurdy hired as Director for Food Safety & Nutrition effective August 3, 2015.
 - Geoffrey Crosslin will retire effective August 31, 2015.

Other

- Ideas for potential changes for future Opportunities for Education events were discussed.
- 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, equipment, naming opportunities for larger donors, marketing, promotional materials, and fund raising.
- Good progress is being made with WMU regarding Brewing and Food Service Administration courses, advising, certificates, and degrees.
- Enrollment in the new culinary programs is very strong; wait lists are being gathered.
- There is a revised, faster schedule for window replacement implementation.
- Steve Cannell distributed an example of the updated Friday enrollment reports – a contact hour comparison has been added.
- Noel Levitz will be here for enrollment training/consulting on June 9 and 10.
- Mike Collins is working with Metro Transit and area townships to coordinate KVCC related bus service.
- Linda Depta reminded all to attend the KVM and CNM events this weekend (June 5,6).
- Felix Brooks met with Rod Malcolm, Senior Associate Director of Admissions, Kalamazoo College. Felix discussed what he learned about international student recruitment and success.
- Dennis Bertch shared that the internship proposal recently brought to Cabinet is being reviewed and updated. A revised proposal will be brought forward to Cabinet in the future.
- Performance data from Van Buren middle college students was shared.
- Steve Doherty reminded everyone of the upcoming KVCC Foundation fundraising event at Arcadia Ales on June 29 from 5:01-8:00 p.m. All are encouraged to attend.
- Sandy Bohnet reported that a tentative one-year compensation agreement has been reached with the full-time faculty association.
- An Antwerp Township parent (located out-of-district) contacted the college about setting up a meeting with interested parties to discuss expanding the millage in Antwerp and other surrounding communities currently not included in the KVCC district.
- Board Planning
 - Discussion with vice presidents

~Next Meeting is June 9, 2015, 8:00 a.m. in the Board Room 3365