

To: Cabinet, Archives
From: Kathy Johnson
Subject: Minutes of June 9, 2015
Date: June 9, 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 June 2, 2015, meeting were approved as presented.
- Travel
 - Ashley Bowler to travel to Allendale MI August 10-12 to attend the Re-Think It: Libraries for a New Age conference.
 - Charlie Fuller to travel to Fitchburg, WI July 20-24 for Hybrid Electric Vehicles Technologies training.
 - Charlie Fuller to travel to Fitchburg, WI August 3-5 for Hybrid Technology Instructor workshop.
 - Rick Garthe to travel to Brighton, MI July 20 -24 for the Zeiss CMM training.
 - Bill Kring to travel to Brighton, MI August 10-14 for the Zeiss CMM training.
 - Rick Ives, Todd Weston, and Don Benthin to travel to Ypsilanti, MI June 18 for the BJA State and Local Anti-Terrorism Workshop for Campus Law Enforcement.
 - Tom Sutton to travel to Chicago, IL June 25-26 for the ENSA Open House.
- Grants
 - None

Personnel Items

- Kudos
 - John Saylor and Rickey Westfall for the great work cleaning up after a leak in the biology lab on Sunday June 7.
 - Craig Jbara for great leadership and help with Groves Center activities.
- Reality Checks-
 - Enrollment continues to be a challenge – Recruitment and retention committee is meeting with Noel Levitz to discuss continuing effective summer targeted recruitment efforts
- Hires, Resignations and Retirements
 - Mary Dykema is retiring Dec. 31, 2015.
 - Mike Chandler is resigning effective June 19, 2015.

Other

- The group discussed ideas for targeted marketing to improve recruitment
 - Mainsaver and SARS Anywhere upgrades will be happening in the next few weeks
 - Culinary- equipment procurement is underway; WMU transfer discussions continue; the Fall 2015 class is full and a wait list is being managed.
 - The demo ambulance will be placed in new culinary allied health building this week.
 - The Diversity and Inclusion strategic planning team is proceeding with a goal of having a preliminary strategic plan proposal by the end of the summer. Marilyn Schlack has joined the team.
 - The Higher Learning Commission Assessment team attended a midpoint progress meeting last week and it went well.
 - Sandy Bohnet distributed new H/R requirements related to the Vietnam Era Veteran's Readjustment Assistance Act. Implementation of the requirements is underway.
 - Members of the Advanced Manufacturing Consortium are being recruited to attend an upcoming MAT2 meeting Monday June 15.
 - Julie Bunke (Kalamazoo Valley Museum) is granted signature authority and budget authority for time sheets, MCOLL and MEXH budgets, and related procurement cards.
- Vice Presidents Meeting
 - Discussion with Vice Presidents

~Next Meeting - June 16, 2015, 8:00 a.m. – VICE PRESIDENTS MEETING