

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

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

Members Absent: Brooks, McCurdy

Staff Present: Horton

Discussion and Action Items

- Minutes of the September 29, 2015 meeting were approved as presented

- Travel
 - Dan Benard to conduct a CoAEMSP visit to the University of New Mexico, School of Medicine, in Albuquerque, New Mexico on November 8-11, 2015.
 - Dan Benard, Moriya Hurst, Mike Bentley, and Christina Benson to attend “Evaluating Student Competency” in Rosemont, Illinois on December 3-15, 2015.
 - Sarah Hubbell and Kelly Sparrow to attend the Michigan Association of Collegiate Registrars and Admissions Officers Conference in Traverse City, MI on November 9-11, 2015.
 - Blake Glass to attend the Club Industry Show in Chicago, Illinois on October 8, 2015.
 - Jolene Osei to attend The Automic (UC4) Innovate User Conference 2015 in Scottsdale, Arizona on November 2-6, 2015.
 - Ben Bylsma to attend Aquaponics training in Montello, Wisconsin on October 22-24, 2015.
 - Don Benthin to attend “Joint Public Safety Response to the Active Shooter” at the Potter Center, Jackson Community College, Jackson, MI on October 13, 2015.

- Grants
 - State of Michigan, DEQ, grant funding request for \$562,000.
 - Innovative Thinking Grant to fund in part the Middle College/KRESA shared service agreement. Personnel starting mid-October, program to start next fall.
 - Public Safety will be applying for grant funds for a Segway Human Transporter.

- Board Goals
 - Presentations on Board Goals will be scheduled throughout the year. Benchmarks and outcome measures will be included.

Personnel Items

- Kudos
 - Kudos from Mike Collins & Laura Cosby to everyone who helped make College Night successful: EJ Bast, Megan Pauken, Mary Morehouse, Diane Vandenberg, Alisha Cederberg, Lateshia Agnew, Matt Devereaux, Colleen Olson, Sam Bultman, Ben Ash, Katelyn Vinson, Cristina Babaris, Coty Dunten, Jim Taylor, and Paige Eagan.
 - To Dan Maley for having all parties on-hand for any recommended changes during the classroom inspections at the Groves Center - this led to the successful inspection.
 - Kudos to Bonita Bates and Ezra Bell for the successful Transfer Fair.
 - Kudos to Dawn Kemp, Shelli Osterhaut and Kristina Lechner for their assistance on the Clery Report (done on time, worked hard, posted on web page).
 - Marty Myers for his (behind the scenes) help in making the Fire Marshall's visit(s) go smoothly in different phases at the new campus.

- Reality Checks-
 - Enrollment – budget – long term planning/forecasting.
 - Enrollment Task Force – will continue personal connection to students; communicating with students who have not registered for winter, undecided students to career counselors/advisors – a more personal approach.

- Hires, Resignations and Retirements
 - Mitch Taber, PT Welding Lab Assistant, hired effective September 29, 2015.
 - Elijah Meert, PT Tutor, hired effective October 5, 2015.
 - Kim Petrucci, PT Tutor, hired effective October 5, 2015.
 - David Waldorf, PT Tutor, hired effective October 5, 2015.
 - Tiffany Lane, PT Biology Lab Assistant, hired effective October 1, 2015.
 - Lesa Ward, Operations Manager, resigning effective December 31, 2015.
 - Jackie Cantrell, Dir. Of Student Services & Campus Coordinator, retiring effective December 31, 2015.
 - Peggy Ezell, Adjunct Faculty in Humanities & Art, retiring effective end of fall 2015.

- Guided Pathway Discussion
 - Handout – areas assigned to specific people; bring ideas to share – this will be an on-going discussion.

- Staff/faculty Computer Security Education
 - 9 core modules recommended – bring back next week

- Other
 - Michigan Community College Biologists meeting at KVCC– after normal business hours on October 10, 2015
 - Repeat Course Registration Appeals handout supplied by Dennis Bertch
 - AACC proposal for a session at the 2016 Annual Convention – bring back next week
 - Terry Hutchins requested that a committee be formed to determine who can have rights to certain computer programs (non-employees)
 - First meeting for 50th Anniversary committee is on October 9
 - New wall at the Groves Center is being considered for a mural
 - New culinary classes are going well

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