

To: Cabinet, Archives
From: Candy Horton
Subject: Minutes of October 13, 2015
Date: October 13, 2015

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

Member Absent: Brooks

Staff Present: Horton

Discussion and Action Items

- Minutes of the October 6, 2015 meeting were approved as amended.
- Travel
 - Lisa Winch, Darlene Kohrman, Robin Murchison-Greene, and Sheila Eisenhauer to attend Teaching Mathematics Content Courses in Ann Arbor, MI on December 3-5, 2015.
 - Deb Coates to attend the National Science Teachers Conference in Kansas City, Missouri on December 3-6, 2015.
 - Paige Eagan to attend the MLAD meeting in Traverse City, MI on October 16, 2015.
- Grants
 - Gateways to Completion/Gardner Institute – seeking a grant along with other higher education institutions from Gateways to Completion/KRESGE

Personnel Items

- Kudos
 - none
- Reality Checks-
 - Enrollment – budget – long term planning/forecasting.
- Hires, Resignations and Retirements
 - Lucas McFarland, Storeroom Manager, hired effective October 26, 2015.
 - Paul O’Connell, Director of Purchasing, hired effective October 19, 2015.
 - Courtney McCaul, Testing Center Assistant, resigned effective October 20, 2015.
 - LaTeshia Agnew, Success Advocate, resigned effective October 16, 2015.
 - Julia Toro, PT Interpretation Specialist, resigned effective October 3, 2015.
 - Lisa Bright, PT Biology Lab Assistant, resigned effective October 3, 2015.

- Guided Pathways
 - Meeting with Randy Milton on November 3, 2015, 10:00 a.m., Room 4380.
 - Discussion on getting a working committee together.
- Staff/faculty computer security education – will be on a volunteer basis and should be available in November.
- AACC Annual – April 9-12, 2016, Chicago, IL – Kathy Johnson and Dean McCurdy will work on a proposal to present during a session at the convention.
- 2017 Holiday Schedule – approved.
- Other
 - Groves Center will be exploring options for a used vehicle to pull the trailer when traveling for the Wind Academy (and other Groves Center functions).
 - FRL committee served food at their after-hours meeting.
 - Marketing department and ANM “Design Crew” students will meet to review college market materials and seek feedback on targeting students in today’s competitive environment. A light lunch will be served.
 - Noel Levitz will be on campus to assist with strategic planning – October 21, 22. Institutional Research, Business Services, Financial Aid, and other departments will take part in the sessions.
 - Career Planning Class was very successful with the students – resume writing, cover letters, strengths, and program planning with counselors.
 - Brewers Advisory Group met last week:
 - What the industry needs
 - Internship opportunities
 - Possible scholarships
 - Developing our food distribution – Growers meeting next week.
 - ServSafe Manager exam for Culinary students.
 - Internet Service provider – service lost temporarily on Saturday.
 - Veteran’s Day Tribute Garden – Opening November 11, 2015, 8:00 a.m.
 - International students fall welcome – October 30, 2015, 2:30-4:30 P.M. Forum room 4230.

~Next Meeting is October 20, 2015, 8:00 a.m. in the Board Room 3365~