

To: Cabinet, Archives
From: Tracy Labadie
Subject: Minutes of March 7, 2023

Members Present: Alexander, Batson, Bergan, Cole, Depta, Eagan, Hilliard, Jbara, Labadie, Lueth, Washington and Welsh

1. Minutes for the February 21, 2023 meeting were approved as presented.
2. The group discussed Spring Recess building hours. The college will be closed March 17 – 19, 2023 for Spring Recess. The KVM will remain open for regular hours during Spring Recess and IT will monitor helpdesk requests.
3. Summer hours approved as presented. A communication regarding approved Summer hours will be sent out to the college.
4. Linda Depta provided an update on plans for the 2023 OFE event scheduled for September 28, 2023 at 5:30 pm at the Food Innovation Center.
5. The group reviewed information regarding the Compensation and Classification Study implementation plan.
6. Public health and security discussion. Active Violence training is planned during the April 28 Summit for faculty.
7. Standing Items:
 - DEI Strategic Plan Update (Trice Batson)

One of the DEI Strategic Plan goals is focused on community engagement. An event was held last week that was attended by six community organizations. The focus of the event was on how to support equity in the community.

- Travel Authorizations
 - Chris Stroven to attend the Depression on College Campuses on March 14 – 15, 2023 in Ann Arbor, MI.
 - Allison Nord to attend the TACTYC 2023: Accounting Instructors at Two-Year Colleges Conference on May 18 – 21, 2023 in Portland, OR.

- Kate Miller and Glenn Nofsinger to attend Michigan Fitness Foundation SNAP-Ed Conference on March 23 – 24, 2023 in Lansing, MI.
- Nathan Rickey and Dannie Alexander to attend the EnergyCAP Catalyst Conference on April 24 - 27, 2023 in State College, PA.
- Rosie Florian and Josh Bartz to attend the 2023 Northeast Farm to Institution Summit on April 27 – 28, 2023 in Providence, RI.
- Jason Kovacs and David Barnes (co-advisors for the Computer Club) to attend the USITCC Conference on March 29 - April 1, 2023 in Plano, TX. Four students have been approved to attend: Sirri Bearss, Miguel Franco-Young, Arriza Wibowo, and Nang Kham Phoo Lay.
- Dan Mondoux to attend the Association for Institutional Research (AIR) Conference on May 30 – June 2, 2023 in Cleveland, OH.
- Denise Lindsley to attend the 2023 MOSPA Conference on May 3 – 5, 2023 in Boyne, MI.
- Dr. Ed Liebenthal attended the Chicago Dental Society Midwinter Meeting on February 23 – 25, 2023 in Chicago, IL.

- Grants Update (Tracy Labadie)

No updates to report.

- Personnel Updates – March 1, 2023

New Hires

Kaley Newcomer, Payroll Accountant, effective 2-27-23

Jeff Stone, Academic and Career Pathway Advisor, effective 3-1-23

Kenneth Plont, Academic and Career Pathway Advisor, effective 3-1-23

Resignations

Erin Annis, Associate Director of Financial Aid, effective 3-17-23

Kelly Reed, Director-Corporate Training, effective 3-24-23

FT Currently Posted/Active Positions

Career and Continuing Education Program Coordinator

Custodian

Academic and Career Pathway Advisor

Director of Facilities Services

Brewery Operations and Maintenance Coordinator

KVCC Foundation Officer

Patient Care Academy Instructor

Financial Aid Assistant
Systems Analyst/Developer
Biology/Horticulture Faculty
Mathematics Faculty
Computer Information Systems Faculty
Automotive Faculty
Electrical Technology Faculty
Public Safety Officer
STEM Program Coordinator
Lab Manager – Sciences
Director of Public Safety
Retention and Completion Coach – Health Careers
Director for Recruitment and Outreach
Community Culinary and Nutrition Program Support Specialist
Director of Nursing and Health Careers Liaison
Administrative Manager – President’s Office
Early Learning Programs Coordinator

Position Justification Forms

Early Learning Programs Coordinator
Testing Center Proctor
Head Volleyball Coach
Assistant Volleyball Coach
Administrative Manager – President’s Office

- Updates and Announcements
 - Relocation of the pay station to the financial aid office is scheduled to happen on April 1.
 - IT will be updating the firewall during the week of March 13.
 - The next Diversity and Bias in the Search Committee Process training session is scheduled for April 11.
 - Integrated Services Kalamazoo has reignited their work around mental health first aid and suicide prevention. The college will be hosting some of these sessions in April. Information will be available on the DEI webpage.
 - April is Community College. There are several events and celebrations planned.