

CABINET MINUTES

Kalamazoo Valley Community College

Office of President

To: Cabinet, Archives
From: Patricia Niewoonder
Subject: Minutes of December 13, 2005 Cabinet Meeting
Date: December 13, 2005

Members Present: Anderson, Bohnet, Cannell, Collins, DeHaven, Hutchins, Lay, Niewoonder, Schlack and Woods

Absent: Kocher

TBO Discussion

- a. Hedgehog – nothing new to report
- b. Personnel Items –
 - i. Reported on personnel changes in the information technologies unit.
- c. Committee Reports – reported that the committees are ready for their presentations at tonight's Board meeting.
- d. Reality Check items were reviewed and action/updates were shared as appropriate and a couple others were added to the list.
- e. Several kudos comments were added to the list.
- f. Other TBO Items – no other items added.

Approval of Minutes

The minutes of the December 6, 2005, meeting was approved as submitted.

Other

- Reported that kudos have been received from staff for the additional smoking restrictions implemented at the Texas Township Campus but additional recommendations have been suggested to limit smoking at more entrances. It was **MOVED, SECONDED** and **CARRIED** that the smoking ban be extended to the Tower Entrance effective January 1, 2006.
- The new temporary exhibit at the KVM – Kalamazoo to You – is opening.

Other Discussion Items

- a. NCA Self-Study Update – the report is at the printer and will be ready to send to the visiting team by the end of the week.
- b. Hybrid Courses/Programs
 - Reports on grade distributions for winter 2005 for hybrid courses (web, telecourses, etc.) compared to traditional lecture courses was distributed and reviewed.
 - Discussed reasons for some of the low success rates and how we can improve those rates to help students succeed.

- Briefly discussed the need for the reallocation of resources and putting our money where it makes a difference for our students. Other questions were raised, including attrition rates for learning communities, the IBEW program, and the full-time/part-time faculty ratio for our “core” courses with a goal of getting the full-time rate to 70%.
- Heard a brief update on the success/attrition rates of some of the transitional education courses at the ACC.
- c. Budget Development for FY 2007
 - Reviewed the notes from last week’s budget discussions.
 - Noted that the review of programs and core courses will be part of the Cabinet’s ongoing budget discussions.
 - Part of the next budget discussion will include consideration of tuition and fees.
- d. Travel
 - Authorized Pat Norris to attend a conference on Legal Issues in Museum Administration in Chicago, March 29-31, 2006.
 - Authorized a team of eight employees (Lorie Evans, Bob Bechtel, Carol Mallinson, Jane Otten, Carol Heeter, Mike Thompson, Jolene Osei and Denise Blanchard) to attend the SCT Summit in Orlando, Florida, April 2-5, 2005. Authorized Terry Hutchins and Bill Lay to attend the SCT pre-conference workshop.
 - Reported for the record that Tim Kane, Lisa Winch, Helen Palleschi, and Gloria Barton-Beery will travel with a group of students to Chicago, March 31 to April 1, 2006 for the annual the Urban Plunge.
- e. Grants
 - No requests presented.

Next Meeting

The next regular meeting is scheduled for Tuesday, January 3, 2006 at 8:00 a.m.