

To: Cabinet, Archives
From: Candy Horton
Subject: Minutes of November 5, 2013 Cabinet Meeting
Date: November 5, 2013

Members Present: Anderson, Bertch, Bohnet, Cannell, Collins, Depta,
Doherty, Hutchins, Ives, Jbara, Johnson and Schlack
Staff Present: Horton
Guests Present: Vicki Rosenberg

Approval of the Minutes

The Minutes of October 29, 2013 were approved as presented.

Discussion and Action Items

- 2nd and “clean-up” reading of CMOPs: 2010, 2110,2050,3030,3070,4020,4050,6050,6100, 3010,4030,4080,6030,6060,6080,6090
- Dennis Bertch will bring back the rubric on Innovative Thinking Grants.
- Travel
 - Larry Taylor to attend the 2013 NAPA Diesel summit at Ivy Tech Community College in Ft. Wayne, IN on November 25-27, 2013.
 - Donald (Ted) Forester to attend the Cenergistic National Training Conference in San Antonio, Texas on January 20-22, 2014.
 - Joe Pineda and Mike Schulte to attend “Public Service Excellence” in Grandville, MI on December 2, 2013.
 - Mark Sheffer to attend “FTO Supervisor” in Holland, MI on December 9-12, 2013.
 - Tim Hulinec and Joe Pineda to attend “Dealing with Difficult People” seminar in Kalamazoo, MI on December 17, 2013.
 - Elspeth Inglis and Kathy Godin to attend the Fall Science Teacher Conference “Next Generation Science: A Bridge to the Future” at Grand Valley State University, Allendale, MI on November 20, 2013.
- Grants
 - None

Personnel and Operations

- Kudos! were given to the following:
 - Louise Anderson, Lauren Beresford, Meily Lightcap, Muriel Hice, Roger Miller & staff and all the Financial Services personnel who helped with the audit .

- Reality Check – An error in reporting ethnicity percentages published in “The Chronicle” was discussed.

- Hires/Resignations/Retirements
 - Megan Bertzloff resigned effective November 8, 2013.
 - Howard Carpenter will retire after the current academic year (May 31, 2014).
 - PT Security guard Molly Brooks started effective October 28th.

- Vicki Rosenberg’s visit included discussions about defining goals, the upcoming survey and focus groups.

Other

- Required Budget letter for 2014-2015 was mailed to the state.
- Open Enrollment packets will be distributed soon.
- Appointments for Wellness Assessments are still available.
- Planning continues for the new HLC campus.
- Safety Data Sheet training will be conducted from November 11th thru November 22nd.

Next Meeting – The next regular Cabinet meeting is scheduled for:
Tuesday, November 12, 2013 at 8:00 a.m. in the Board Room, 3365.