

To: Cabinet, Archives
From: Candy Horton
Subject: Minutes of July 1, 2014
Date: July 1, 2014

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

Members Absent: Depta & Doherty

Staff Present: Horton

Discussion and Action Items

- Minutes of June 24, 2014 were approved as presented.
- Health Focused Campus –
 - On-going: Survey work and environmental assessments, construction estimates & bids, programming and curriculum, food safety program and planning, pavement & drainage, acquiring properties, adjustments to building designs, technology and fund raising.
 - A successful quarterly update for the Health Focused Campus was presented on Thursday, June 26 at the Groves Center.
- Travel –
 - Jim Taylor and Kristin DeBruin to attend the Michigan Concurrent Enrollment Conference in Lansing MI on August 14, 2014.
 - Bob Bechtel and Grace VanderBerg to attend the Information Builders WebFocus training in Troy, MI on August 4-8, 2014.
 - Megan Pauken and (3) student veterans to attend “United States Marine Corps Mega-Muster” in Battle Creek, MI on July 12, 2014.
 - Audree Morrison, Nick Johnson and David Hagen to attend “Student Veterans of America Leadership Summit” in Chicago, Illinois on July 9-11, 2014.
- Grants –
 - Kellogg Foundation Grant for the Health Focused Campus is in process.

Personnel Items

- Kudos
 - Terry Hutchins for the great IT presentation and the technology savings for the new Health Focused Campus.
 - Craig Jbara’s Health Focused Campus presentation at the Groves last Thursday.

- Reality Checks-none

- Hires, Resignations and Retirements
 - Jim Lightcap resigning effective August 3, 2014.
 - Ben Ash (Success Advocate) transferring to Program Coordinator effective July 21, 2014.
 - New PT Grounds personnel: Brendon Lovely & Christopher Wilson effective July 2, 2014.
 - Requests to fill positions: Network Manager
Success Advocate

Other

- The request to install the donated training cell tower at the Groves was approved by the Texas Township Planning Commission. It will be utilized in the new Cell Tower Technician Academy currently under development.
- Craig Jbara will work with Marketing to include a few changes in the KVCC Programs of Study.
- Louise Anderson, Julie Rickey and Amy Louallen worked together to clean-up and clarify overtime language.
- Sponsorships for “Cougar Connections” have been received.
- Auditors will be on campus the week of July 14, 2014.
- Financial Services Unit Meeting – July 21 – office closed from 1:00 p.m. – 5:00 p.m.
- KVCC will fund the veteran’s discount in the cafeteria.
- I.T. will work with new employees to make sure their preferred first name will be in the email system.
- Current Dean’s will fill in for the vacant Dean position – Tom Buszek – Math
Jim Taylor – Sciences
Billy Reynolds – PTK
Barbara Taraskiewicz – Faculty reception

Next Meeting

The next Cabinet meeting is scheduled for July 8, 2014 at 8:00 a.m. in Room 3365.