

To: Cabinet, Archives
From: Candy Horton
Subject: Minutes of March 31, 2015
Date: March 31, 2015

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

Members Absent: Bertch, Cannell, McCurdy

Guests Present: Roger Miller, Diane Vandenberg, Monteze Morales, Ciji Gamble, and Bob Jorth

Staff Present: Horton

Discussion and Action Items

- Minutes of the March 3 & 17, 2015 meeting were approved. Minutes of the March 10, 2015 meeting were approved as amended.
- Bob Jorth, Executive Director, Kalamazoo Promise, presented the Cabinet and guests with an overview of the Kalamazoo Promise results from 2006-2014.
- Cabinet members discussed the possibility of breaking down the college experience into smaller parts; jobs and strengths, starting recruitment earlier in high schools, how strengths can connect people to careers, what we need to do at KVCC to help students succeed.
- Travel
 - Change to travel: Larry Belen to attend MCOLES Director's Conference on April 13 & 14, 2015 (moved from one day to two days) at Macomb Academy, Clinton Township, MI.
 - Roger Miller and Sue Newington to attend a Financial Aid meeting on April 17, 2015 at Grand Rapids Community College, Grand Rapids, MI.
 - Michelle Adams to attend "Information Builders Summit 2015" on May 31 – June 4, 2015 in Kissimmee, Florida.
 - Coty Dunten and Lateshia Agnew to attend "Fostering Success" summit on May 22, 2015 at Michigan State University, Lansing, MI.
 - Tom Sutton to attend a PCIA Wireless Infrastructure Show on April 27-30, 2015 in Hollywood, Florida.
 - Rick Ives and possibly one more person to attend the 2015 MACLEA Spring Conference at Ferris State University on June 4 & 5, 2015 in Big Rapids, MI.
 - Steve Doherty to meet with the Meijer Foundation to discuss the Healthy Living Campus on April 22, 2015 in Grand Rapids, MI.
 - The following people are traveling to Lansing, MI on Tuesday April 28, 2015 for a Healthy Living Campus presentation at the "Building Michigan Communities" conference: Marilyn Schlack, Mike Collins, Craig Jbara, and Dean McCurdy.
- Grants
 - none

Personnel Items

- Kudos
 - Thank you to Linda Depta, Dan Maley, and Dean McCurdy for the article in *College Planning & Management* magazine titled: “Healthy Campus, Healthy Community”.
 - Stella Carneira-Stephens, Joe Billian and other faculty and staff for their work on the Guided Learning Workshop (GLW) analysis.
 - Chris Falk, KVM staff and the KVCC Marketing Team – great “Fretboard Festival” and the attendance continues to grow.
 - Our AITP group brought home the 1st Place trophy in Web Development and 3rd place for the Banner Competition. (KVCC is the only community college in the top 8 teams). Congratulations for all the hard work and thank you to Dawn Panteleo, Jason Kovacs and David Barnes for their dedication and extra hours.
 - Kudos to Tracey Quada for a job well done on the Career Fair.
 - From Tracey Quada to Stephanie Keeler, Carey Stolsonburg, and Erin Dominianni for the great work on the planning and promoting the Career Fair.
 - Amy Triemstra received a note from a student who appreciated all her help while attending KVCC- this student was able to go on to University of Michigan and she praised Amy for helping make that happen.
 - LaSonda Wells, Felix Brooks, and the entire committee for the Diversity and Inclusivity “Community Talks Event” on Friday, March 20, 2015.

- Reality Checks
 - None

- Hires, Resignations and Retirements
 - Ciji Gamble – hired as a part-time Promise Counselor effective March 23, 2015.
 - Maria Sackett – hired as a part-time Success Advocate effective March 30, 2015.
 - Amanda Scharrer – has filled the part-time Success Advocate position effective March 30, 2015.
 - Retiring: Mark Sheffer effective July 2, 2015.
 - Request to fill the following positions:
 - PT Student Strengths position
 - PT Interpretation Specialist (2 positions)
 - Full-Time Public Safety Captain position

Other

- Health Focused Campus

On-going: Site work, construction, programming and course/curriculum, food safety program and planning, adjustments to building designs, streetscape, signage, common goals with community, trails, technology, sustainability, job interviews, equipment, naming opportunities for larger donors, marketing, promotional materials, and fund raising. The outreach program is being initiated through food literacy after-school programs.
- The KVCC Museum has been applying for various grants from the KVCC Foundation.

- WWMT.com event is on April 16 at KVM 6-9 p.m. Non-partisan event with a pro/con discussion about Proposal A on the May ballot. After hours request.
- KVCC Foundation Grants meeting at the KVM on April 24, 2015 - opening at 8AM for the group.
- After hour's requests: KVM on April 4 (open at 8:00 a.m.)
- Building Hours at Anna Whitten Hall & CNM: moved from 7:00 a.m. opening to 7:30 a.m. On Friday's the building will close at 5:00 p.m.
- Sunday hours: (1) The Texas Township Campus will be closed on Sundays effective fall 2015.
(2) The Computer Lab will be open at Anna Whitten Hall on Sundays from 12:00-3:00 p.m. effective fall 2015.
- December 22, 23, 2015 – TTC & ACC campuses will close at 5:00 p.m.
- Tom Sutton will provide periodic status updates on the CCSTEF grant project as key milestones are achieved.
- KVCC will own their Internet class C license.
- 3 software upgrades planned:
 - Phonemail (Expressions) – Thursday evening 5/7/15
 - SARS Anywhere – week of 5/4/15
 - Bookstore system – week of 5/4/15
- Full-time Faculty negotiations have started regarding compensation and benefits.
- Veterans Tribute Garden is requesting a KVCC Foundation grant.
- "American On-Tap" beer festival will be at the Arcadia Creek Festival Place on May 30, 2015 from 2-5 p.m. KVCC will have a booth on sustainable brewing.
- May 26, 2015 – OFE Dinner at the Radisson with keynote speaker: Walter Bond.
- Key topic updates to the Board in preparation for Board Planning will continue in April, May, and June.
- Kathy Johnson will provide an overview of upcoming changes to FOIA AT THE April 21 Cabinet meeting.
- Anna Whitten Hall will be one of five state sites to host a Forum on Opportunities for Urban Agriculture in the 2014 Farm Bill. The Forum will take place on April 15 from 1 – 2:30 p.m. in Room 128 AB.

~Next Meeting is April 7, 2015, 8:00 a.m. in the Board Room 3365~