

To: Cabinet, Archives
From: Kathy Johnson
Subject: Minutes of January 19, 2016 - Vice President's Meeting
Date: January 19, 2016

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

The minutes of December 22, 2015, and January 5, 2016, were approved as presented.

Discussion and Action Items

- Alcohol Policy Changes – A subcommittee (Dennis Bertch, Craig Jbara, Kathy Johnson) will prepare a draft updated KVCC Alcohol Board policy. The policy will be reviewed through Cabinet and brought to the Board for consideration at the February 9, 2016, Board meeting.
- The group reviewed the February – June schedule for Board Planning Information reports. The goal is to have three presentations each month. This will require some changes to the current schedule. Vice Presidents will provide input to Kathy Johnson by January 26.
- The request to perform an exploratory study of the Can Do Kitchen temporarily locating at the Food Innovation Center was discussed. Due to potential conflicts with other Food Innovation Center priorities, the request will not go forward at this time.
- Predictive Analytics Tools – The University of Maryland has developed a nationally recognized predictive analytics system (HelioCampus) that KVCC will explore.
- Travel
 - Cristina Babaris to travel to National Harbor, Maryland, April 6-9, 2016, for the Phi Theta Kappa International Convention.
 - Marilyn Schlack, and Dean McCurdy to travel to Chicago, IL, April 9-12, 2016, for the AACC National Convention. They will join KCMHSAS leadership and Bronson Healthcare leadership to present on the Healthy Living Campus project on Sunday April 10, 2016.
 - Jason Kovacs and Dustin Gordon to travel to Chicago, IL, February 9–12, 2016, for Crestron CTI training.
- Grants
 - The Food Innovation Center was part of a Kalamazoo County Land Bank Authority (Edison neighborhood) grant application to the Kresge Foundation.

Personnel Items

- Kudos
 - Kathy Johnson, Ian Kennedy, and Louise Anderson for expediting the negotiation and modification of the Nordex service contract, allowing for January Groves Center wind turbine related training.

- IT Network Service professionals for great assistance to Joe Smigiel during recent issues with the photo facilities.
- Reality Checks
 - Enrollment for winter semester is a big concern
- Hires, Resignations/Transfers, Retirements, Promotions, Other
 - Hires
 - Computer Lab Assistants – Christopher Shimming (1/4/16), Alyssa Mahler (1/19/16)
 - Student Services Assistant – Kayley Arjmand-Hubbard (1/6/16)
 - Graduation Assistant – Bethany Maley (1/8/16)
 - Testing Center Desk Clerk – Taryn Love (1/11/16)
 - Receptionist – Anecia Johnson (1/11/16)
 - ELT Lab Assistant – Matt Taplin (1/11/16)
 - Math Tutor – Steven Taylor (1/11/16)
 - Intern for HVAC – Allen Coulter (1/11/16)
 - Resignations
 - Part-time Counselor – Maria Buccilli (12/30/15)
 - Part-time Aide – Karen Nelson (1/15/16)
 - Mike Clark will resign his full-time groundskeeper position to take a part-time grounds keeper position effective February 6, 2016. Request to refill the full-time groundskeeper position.
 - Corey Truppa resigned from his Public Safety full-time security position, and assumed a Public Safety part-time security officer position on 1/11/16. Request to refill the full-time security position.
 - Other
 - Student Success Center Service Desk Generalist – Rose Crawford rescinded her retirement

Other

- Van Buren school district had 17 seniors taking classes on campus during Fall 2015 semester. The students took an average of 12 credits hours and achieved an average GPA of 3.71.
- The Kalamazoo Valley Museum will host the Fretboard Festival March 4-5, 2016. A deviation from normal hours is requested. Follow-up details will be coordinated with Public Safety and Facilities.
- Heritage Christian Academy will host a homecoming basketball game, on Friday, February 19, from 5:30 – 9:30 pm. After-hours access for the TTC main gym, team rooms, and video room is requested.
- I/T will have some work responsibility changes beginning February 1, 2016.
- Cabinet vice presidents are asked to complete the annual Related Disclosure Form.
- University Center outreach to potential new partner colleges continues.
- KVCC is formalizing articulation agreements with all University Center partners/programs.
- The Center for New Media (Tom Hamann) is exploring 2+2 opportunities with Kendall College of Art and Design.
- KVCC Faculty Association contract negotiations will resume January 29, 2016.
- The insurance benefits committee will resume meeting on February 5, 2016.
- Sandy Bohnet requested that summer hours be placed on the Cabinet Agenda for February 2, 2016.
- Marilyn Schlack reviewed a student letter she received regarding the Fitness Center fee. Sandy Bohnet will follow up.
- The group discussed officially naming the Early Middle College. Marilyn Schlack requested that this be an Agenda Item for the February 2, 2016, Cabinet meeting.

- Marilyn Schlack requested that the Vice Presidents and Steve Cannell reserve 3 hours for the February 2, 2016 Cabinet meeting to allow for extended budget and planning discussions.

Planning Discussion

- The group discussed administrative and budget planning.

~Next Meeting is February 2, 2016, 8:00 a.m. VPs, Steve Cannell, in the Board Room 3365~

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