

**To:** Cabinet, Archives  
**From:** Kathy Johnson  
**Subject:** Minutes of January 26, 2016 - Vice President's Meeting  
**Date:** January 26, 2016

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

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## **Discussion and Action Items**

- Alcohol Policy Changes and new Alcohol CMOP– A subcommittee (Dennis Bertch, Craig Jbara and Kathy Johnson) presented a recommendation for an updated KVCC alcohol board policy and new CMOP. The updated board policy recommendation was approved and will be brought to the Board for consideration at the February 9, 2016, regular board meeting. The proposed new CMOP was updated; the final CMOP will be brought forward for Cabinet action only if the Board approves the policy update.
- Travel
  - Five Phi Theta Kappa Students (J. Wood, K. Mahl, L. Wall, N. Lee, and A. Bradford) and Cristina Babaris to travel to National Harbor, Maryland, April 6-9, 2016, for the Nerd Nation - Phi Theta Kappa International Convention.
  - Nicole Bauman to travel to the Newberry Library in Chicago, IL February 25-28, 2016 for the Research Methods Workshop: Dante.
  - Nicole Bauman to travel to the Newberry Library in Chicago, IL March 11-13, 2016 for the Research Methods Workshop: Women and Writing.
  - Kim Grubka, Samantha Reidenbach, Ashleigh Colpestir, Lisa Gabel, Katie Hatfield, Marcy Jungblut, Kristine Keiser, and Wanda Scott to travel to Chicago, IL February 25-27, 2016 for the Chicago Midwinter Dental Convention.
  - Mary Dey to travel to Houston, Texas January 27 – February 1, 2016 for the Medical Assisting Education Review board meeting.
  - Charlie Fuller to travel to Kansas City, Kansas March 3-7, 2016 for the Vision Hi-Tech Training and Expo Conference.
  - Steve Cook to attend the 2016 Ellucian Live Conference in Denver, Colorado April 17-20, 2016.
- Grants
  - KVCC will be participating in an upcoming February 2016 Michigan Gateway to Completion proposal to the Kresge Foundation.
  - KVCC is submitting a report for the TDML Compliance Project (DEQ-Retention Ponds).

## **Personnel Items**

- Hires, Resignations/Transfers, Retirements, Promotions, Other
  - Hires
    - Wendy Jennings, part-time Wellness/Fitness Center Specialist (12/31/15).
    - Katherine (Kate) Miller, Program Manager, (2/1/16).

- Resignations
  - Kate Grimes, part-time Computer Lab Assistant, Arcadia Commons Campus (2/5/16).
  - Eric Bowler, part-time Library Reference Aide (12/10/15).
  - Christian Smith, part-time Public Safety Officer (1/30/16).
  - Josh Essar, Network Manager (2/5/16).

### **Other**

- The pay station will be closing at 4:00 pm Thursday Jan. 28, 2016 (Financial Services department meeting).
- Signature authority is granted to Makida Coulter for Parking and Student Activity cost centers.
- Food will be served this Friday Jan. 29, 2016 at an Academic Counselors meeting with Western Michigan University.
- An I/T related Winter 2016 Internship position (currently unfilled) will be transferred to Arcadia Commons Campus and used by a business student.
- University Center outreach continues.
- Assurance arguments for the Higher Learning Commission accreditation review are being finalized and will be submitted in February.

### **Planning Discussion**

- The group discussed budget planning.

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