

**To:** Cabinet, Archives  
**From:** Kathy Johnson  
**Subject:** Minutes of May 10, 2016 – Vice Presidents Meeting  
**Date:** May 10, 2016

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

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## **Discussion and Action Items**

- Travel
  - Genevieve McDaniel and Ariel Bradford to attend the Phi Theta Kappa Honors Institute in Winston-Salem, North Carolina June 20-25, 2016.
  - Kim Grubka to attend the Commission on Dental Competency Assessments Educators Conference in Linthicum, MD June 16, 17, 2016.
  - Bill Kring to attend Zeiss Training at the Brighton Technical Center in Brighton, MI June 20-24, 2016.
  - Vivien McCurdy to attend the Michigan State University Food Law Current Issues Seminar (Food Safety Modernization Act) in Lansing, MI July 12, 2016.
- Grants
  - The Phi Theta Kappa group is pursuing a small grant (under \$10,000), from the Kalamazoo Community Foundation, in support of their “Buzz on” Honors in Action project, which will encourage the community to support bees in Southwest Michigan.

## **Personnel Items**

- Kudos - None
- Reality Checks – None
- Hires, Resignations/Transfers, Retirements, Promotions
  - Hires:
    - Nathalie Peterson, English Tutor, effective May 9, 2016.
    - Robert Zimmer, Part-time Culinary Lab Assistant, effective May 9, 2016
    - Savannah Cook, Part-time Lifeguard, effective May 9, 2016
  - Transfers:
    - Lisa Blewett, full-time computer support technician to full-time network manager, effective May 10, 2016. Request to fill the full-time computer support technician position.
    - Natasha Green, part-time student services assistant to full-time student service center desk generalist (replacing Rose Crawford), effective August 1, 2016.
  - Resignations:
    - Donald Ashcraft, part-time Cube coordinator, effective May 9, 2016.

**Other**

- The group discussed summer internship availability.
- The group discussed the logistics of the Anna Whitten Hall Testing Center move.
- The group discussed Anna Whitten Hall Café changes.
- Kathy Johnson provided a new enrollment tracking chart for consideration.

**~Next Meeting is May 17, 8:00 a.m. in the Board Room 3365~**