

To: Cabinet, Archives
From: Kathy Johnson
Subject: Minutes of June 21, 2016 – Vice Presidents Meeting
Date: June 21, 2016

Members Present: Anderson, Bertch, Bohnet, Collins, Hutchins, Jbara, Johnson

Members Absent: Schlack

Discussion and Action Items

- Travel
 - Regina Gorham, Sarah Humes, and Megan O’Kon to attend the Michigan Museum Association and American Association of State and Local History meeting in Detroit, MI, Sept. 14-17, 2016.
 - Paige Eagan, Bill McElhone, Julie Bunke, Kathy Godin, Linda Depta, Craig Jbara and Elspeth Inglis, to meet with Roto Group in Dublin, Ohio on August 17, 2016.
 - Rachel Bair and Randall Davis to attend the opening of the Food Processing Innovation Center in Lansing, MI on June 29, 2016. Logistical issues will require separate cars for transportation.
 - Gloria Larrieu to attend the University of New Mexico Writers' Master Class in Santa Fe, New Mexico July 24-29, 2016.

Personnel Items

- Kudos
 - Muriel Hice, Terri Lester, and Paul O’Connell for efficiently/kindly handling equipment purchases for Food Innovation Center.
 - Bob Stokes, for accommodating special travel needs (Groves Center) of Production Technology students when public bus dropped off students at 9th street recently.
 - Julie Rickey, for great assistance with recent time reporting issue.
- Reality Checks – None
- Hires, Resignations/Transfers, Retirements, Promotions
 - Hires:
 - Maureen Pfaff, Office Specialist Para Pro, effective 7-5-2016
 - Dana Wawrzyniec, Program Coordinator for Nutrition and Food Safety, effective 7-5-2016
 - Paul Bianco, Director of Law Enforcement Academies and Training, effective 7-18-2016
 - Michael Babb, Tenure-Track faculty in Brewing, effective 1-5-17
 - Retirements:
 - Sadie Miles, Full time Faculty, effective 8-31-16.

Other

- Sandy Bohnet distributed a Candidate Travel document, which outlines the guidelines for reimbursing travel related expenses for any finalist candidate for Full Time Faculty and Full Time Administrator positions.
- Public Safety will be using the TTC on July 22 from 8:00 am – Noon for Kalamazoo Public Safety Training.
- Terry Hutchins reported the IT logistics for the upcoming Banner hardware operating system conversion upgrades are significant, but progressing.

~Next Meeting is June 28, 8:00 a.m. in the Board Room 3365~