

**To:** Cabinet  
**From:** Kathy Johnson  
**Subject:** Minutes of Dec. 13, 2016 – Vice Presidents Meeting  
**Date:** Dec. 13, 2016

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

- Travel
  - Diane Finch to travel on a co- recruitment trip with Western Michigan University to Ho Chi Minh City, Viet Nam Feb. 26-March 4, 2107.
  - Kathy Godin, Mark Reed, and LaRue Russell to travel to Salt Lake City Utah January 28 –Feb. 4, 2017 for planetarium related Evans and Sutherland training class.
- Grants
  - None
- Kudos
  - Daniel Siwula for going above and beyond in checking on the welfare of a student with health concerns.
  - Ben Ash, Kenyatta Herrion, and Melody Woods for their great help in making the Momentum, CNC, and Production Technician classes a success.
  - Marianne Lancaster and Kenyatta Herrion for going above and beyond supporting the bookstore and catering needs of the Groves Center.
  - Kevin Schneider for stepping up at the last minute to discuss an upcoming new program, Fitness Basics, on the radio recently.
- Reality Check
  - None
- Hires, Resignations/Transfers, Retirements, Promotions
  - None
- Other
  - For New Org 9112 (Business Support Services) Tom Sutton is authorized as Budget Administrator and Ian Salo is authorized as Budget Supervisor.
  - After hours authorization for the EMT Refresher class in the Culinary Allied Health Building, Rooms 305 and 261, 8am-6pm January 21, 22, 28, 29.
  - After hours authorization for the Paramedic Refresher class in the Culinary Allied Health Building, Rooms 305, 36, 8am-6pm Feb. 11, 12, 18, 19, 25, 26.
  - After Hours Authorization for the Winter Police Academy to use the A-Gym - TTC as follows:
    - Monday - Thurs. Feb. 1 – May 11, 2017 6:30 am – 9:30 am
      - EXCLUDES Monday March 6
    - Also Fridays - Feb. 3, Feb. 10, March 3, March 10, 6:30 am – 9:30 am
    - Friday May 12 6:00 am – Midnight

- The Higher Learning Commission is moving forward with additions and changes related to the Healthy Living Campus curriculum and programs
- Please reply to the upcoming Technology survey – Your feedback is important
- Craig Jbara handed out a draft University Center Building & Facility Use notification form. This will be brought back as a discussion item at the Dec. 20 Cabinet meeting.
- Melody Woods will move from P/T Program Coordinator to F/T Life enrichment coordinator beginning Jan. 1.
- The Analytics dashboard training will take place this week for administrators.
- Final interviews for Facilities Director are proceeding

**~The next meeting is Dec. 20, 2016 8:00 a.m.**