

**To:** Cabinet, Archives  
**From:** Candy Horton  
**Subject:** Minutes of March 21, 2017 **VP's ONLY**  
**Date:** March 21, 2017

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**Members Present:** Anderson, Bertch, Bohnet, Schlack, and Welsh

**Absent:** Collins, Jbara, Johnson

**Staff Present:** Horton

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The group discussed budget planning items.

### Update/Action Items

The minutes of March 14, 2017, VP Cabinet meeting were approved as presented

#### Information

##### — Travel

- Jessica Potter to attend the Ad Astra Midwestern Regional Summit in Chicago, Illinois on May 16-17, 2017
- Lois Baldwin to attend the state MOSPA conference in Boyne Falls, MI on May 3-5, 2017
- Lois Baldwin to attend the Association on Higher Education and Disability Conference in Dallas, Texas on May 18-20, 2017
- Coty Dunten to attend the Fostering Success Michigan, Higher Education Consortium "Systems Change" Retreat in Traverse City, MI on June 8, 9, 2017
- Paige Egan and Billy Reynolds to attend the MDEC Conference at KVCC on March 23, 24, 2017
- Dean McCurdy, Kevin Dodd, Gerri Jacobs, Heidi Stevens, Chris Stroven, Jenny Buysse (30<sup>th</sup>), Laura Cosby (30<sup>th</sup>), and Tracey Quada (31<sup>st</sup>) to attend the MCCA Guided Pathways Cohort II meeting at Lake Michigan College in Benton Harbor, MI on March 30, 31, 2017
- Rick Ives, and Don Benthin to attend Campus Safety Meeting in Grand Rapids, MI on April 18, 2017
- Jacob Boersema, John Catalano, Diana DeLaRosa, Kathryn Featherly, Jessie Hanstine, Allyson Hughes, Megann Larson, Brookelynn O'Meara, Tayler Stenzel, Mercedes Tomaski, Jessica Ulsh, and Scott Willquette to attend the Michigan Society for Respiratory Care (MSRC) Sputum Bowl in Kalamazoo, MI on April 5-7
- Josh Weigel to attend the AITP National Collegiate Conference in St. Louis, Missouri on April 5-9, 2017

##### — Grants

None

- Kudos
  - Good presentation at the College Wide Meeting – Kathy Johnson, Dennis Bertch and Tim Welsh

- Reality Check
  - None

- Hires, Resignations/Transfers, Retirements

Hires:

Paul Clute, Computer Lab Technician, PT at ACC, effective March 20, 2017

Chad Cunningham, PT Web Developer, effective March 20, 2017

Resignations:

Melissa Yesh, PT Student Services Assistant, effective March 17, 2017

Retirements:

Candace Horton, Administrative Secretary, effective May 31, 2017

Rhonda Garthe, FT Office Specialist in Admissions, Records, Registration, effective June 30, 2017

Connie Edlund, FT WPE Instructor, effective August 31, 2017

- Other

- St. Charles Community College in Missouri is scheduling a visit to see the BHLC
- Louise Anderson distributed a list of travel excluded countries and jurisdictions
- “Registration Blast” at the Culinary and Allied Health building will include food for staff/faculty working the event through the lunch hour
- Tim Welsh indicated that Web Focus training is starting this week
- **Don’t Miss It:** MPSERS representative, Ray Flemming will be on campus Thursday, March 30 to discuss choosing a pension payment option, pension eligibility, calculating benefits, retirement health insurance and more.

**Note starting time:**

**~Next Cabinet Meeting (Vice Presidents Only) March 28, 2017, 7:30 a.m.~**