

**To:** Cabinet, Archives  
**From:** Kathy Johnson  
**Subject:** Minutes of April 25, 2017 **VP's ONLY**  
**Date:** April 25, 2017

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

**Absent:** Anderson

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The group discussed planning items.

### **Update/Action Items**

The minutes of April 18, 2017, VP Cabinet meeting were approved as amended.

The 2018 Holiday Schedule was distributed and approved.

Four internship assignments for summer 2017 were approved.

### **Information**

— **Travel**

- Ariel Bradford to Loyola Univ., Chicago, IL for Phi Theta Kappa Honor's Institute, June 5-9
- Judy Rose to Ad Astra Midwestern Regional Summit in Chicago, IL May 16-17, 2017
- Trice Batson and Juawanna Pitts to Calvin College Annual Employer Conference in Grand Rapids, MI May 3, 2017

— **Grants**

KVCC is a participant in a WMU led grant proposal to the US Dept. of Education for Gear Up

— **Kudos**

None

— **Reality Check**

A recent article by Third Way titled A RISKY BET: BILLIONS IN TAX DOLLARS FUND LOWEST PERFORMING INSTITUTIONS identified 106 institutions, including KVCC, for IPEDs graduation rates of 10% or below. Low graduation rates continue to be an urgent issue for the College.

— **Hires, Transfers, Resignations/Terminations, Retirements**

Hires

- Kimberly Hawkey, PT Student Success Center Assistant, effective 5/1/17
- Nathanael Ward, FT Utility Maintenance Technician, 2<sup>nd</sup> shift TTC, effective 5/8/17

## Transfers

### I/T Reorganization – all effective 5/1/17

- Aaron Snead, Asst. Director of Network Svc. To Director of Network and IT Support Svc.
- Bob Bechtel, Database Analyst to Database and Analytics Manager
- Lisa Blewett, Network Manager to Network Applications and Support Manager
- David Lynch, Network Manager to Network Systems Manager
- Mamatha Pachika, Database Analyst, to Administrative Computing Manager
- Mike Thompson, Webmaster to Web and Application Development Manager

## Resignations

- Ben Blewett, Network Manager, effective May 12, 2017
- Keegan Henschel, PT Peer Student Leader, effective May 3, 2107
- Kristin Anders, PT Strengths Ambassador, May 18, 2017

## Retirements (Update)

- Sandy Bohnet, VP for Human Resources, revised effective date July 31, 2017

## — **Other**

- The Federal Government will allow signed tax returns for FASFA purposes. This is good news for the many KVCC students seeking Financial Aid.
- The CRM RFP process has resulted in four proposals submitted. The proposals will be reviewed by the CRM committee as a next step.
- The standard contract process for the Groves and Museum has been updated.
- A Health Focused Campus education update trip to Detroit is being planned for the near future.
- Candy Horton, Administrative Secretary for the President's Office, is retiring at the end of May. Interim assignments have been made to insure no gaps in coverage until a new hire is in place.
- The Board Audit Committee approved Plante Moran to continue as College auditors.
- Miller Canfield is being retained as general counsel for the College.

**~Next Cabinet Meeting (Vice Presidents Only) May 2, 2017, 8:00 a.m. ~**