

**To:** Cabinet, Archives  
**From:** Candy Horton  
**Subject:** Minutes of May 16, 2017  
**Date:** May 16, 2017

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

**Members Excused:** Collins

**Staff Present:** Horton

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### Update/Action Items

The minutes of May 9, 2017, were approved as amended.

Kathy Johnson presented highlights of the National Community College Benchmark Conference:

- Benchmark & Analytics- data sharing culture Top Line measure –
- Keep it simple & not too many
- Surveys in general are not perfect measures
- Be careful not to use Analytics to profile
- Use Predictive Analytics for early warning
- Measures that lead to action – what do we need to track? Ask “so what” with data
- Student alerts to students mid-semester – teachers, students, success advocates

### Information

- Travel
  - Michael Morehouse to attend the National Guard Educators Summit in Gaylord, MI on June 28-30, 2017
  - Tom Buszek to attend the MODAC meeting in Muskegon, MI on June 8-9, 2017
  - Paige Eagan to attend the MLAD meeting in Petoskey, MI on June 8-9, 2017
  - Gordon Bielby, Darrell Davies, Verne Mills, and Jack Bley, to attend the Michigan Community College Biologists (MCCB) Conference at the RAM Center in Higgins Lake, MI on June 2-4, 2017
  - Patti Henning to attend the MCNEA meeting at Kirtland Community College, Roscommon, MI on June 2-3, 2017
  - Paige Eagan, Laura Cosby, Kim Lewis, Darlene Korhman, and Nancy Vendeville to attend the MCSS Regional Faculty Conversation on Faculty Advising for Guided Pathways: Who, How, and Why at Muskegon Community College in Muskegon, MI on May 24, 2017
  - Kim Grubka to attend the ADEA Allied Dental Program Directors' Conference in Baltimore, Maryland on June 3-6, 2017
  - Tom Hamann to attend the SIGGRAPH Conference in Los Angeles, California on July 29-August 3, 2017

— Grants

- KVCC will participate in a WMU led USDA Higher Education challenge grant proposal (WMU, KVCC, K College) to support cross campus internships and seminar courses on Sustainable Food Systems. If successful, KVCC would receive \$100,000 (3 years). Rachel Bair is the project lead on this effort.

— Kudos

- EJ Bast and staff – great work bringing up our enrollment numbers.
- Mary Johnson for helping the 30 students from Plainwell

— Reality Check

- none

— Hires, Resignations/Transfers, Retirements

- Hires:

  - Bruce LaBrie, PT Public Safety Officer, effective May 10, 2017

  - Jason Adams, Peer Student Leader, effective May 15, 2017

- Retirement:

  - Sandy Fletcher, Media Services Manager, effective July 31, 2017

- Resignations:

  - John Korycki, Director for Culinary Education, effective May 8, 2017

  - Jon Haskell, PT Counselor, effective June 30, 2017

— Other

- Louise Anderson distributed “Minors on Campus” – discussion next week
- Between winter and fall semesters, doors will be locked Friday, Saturday, & Sunday
- Tim Welsh requested the following budget changes:  
Budget Supervisor, 6920 CMPSV – Mamatha Pachika  
Budget Administrator, 1920 NETW – Aaron Snead  
4320 MEDIA – Aaron Snead  
6910 PRTDP – Aaron Snead  
1910 CMPL – Aaron Snead
- Tim Welsh discussed the option of continuing with ORACLE and a 3 year commitment with Oracle Cloud storage
- Craig Jbara and staff have a proposed summer academy in Culinary Arts and Sustainable Food Systems for Youth Opportunities Unlimited (YOU)
- The credit hour targets for the 2018 fiscal budget were discussed and will be shared with Enrollment Management for planning purposes.

**~Next Cabinet Meeting May 23, 2017 8:00 a.m.~**