

To: Cabinet, Archives
From: Char Gibson
Subject: Minutes of June 27, 2017

Members Present: Anderson, Bertch, Bohnet, Collins, Jbara, Johnson, and Schlack
Staff Present: Gibson
Members Excused: Welsh

Update/Action Items

The minutes of June 20, 2017 were approved as presented.

1. Standing Items

- Grants
 - Irving S. Gilmore Grant to be submitted this week.

- Kudos
 - To Bill McElhone, Terry Sibberson, KVM, Facilities and Business Office staff for the coordination, dismantling, donation and disposal of the Challenger Learning Center and Science Gallery in preparation for the new innovation lab and interactive exhibits.
 - To Louise Anderson, Muriel Hice and Terri Lester for the 11th hour processing of the capital request for the last indoor training structure component at the Groves.
 - From Sarah Humes to Ron Cleveland, Tom Howes, Alecia Cross, Aaron Thurmond and Cody Cook for their hard work in getting the dinosaur exhibit installed at the Museum.

- Hires, Resignations/Transfers, Retirements
 - Resignations
 - Caitlin Redmond, International Student Support Specialist, revised effective date 8/17/2017
 - Arthur Everett, Director of Facilities and Construction Management, effective 7/7/2017

 - Transfers
 - Ben Ash, from Program Coordinator to Instructional Manager – Mechatronics (new position), effective 7/1/2017

 - Retirements
 - Dennis Mohney, FT Custodian, effective 6/30/2017
 - Connie Mohney, PT Switchboard Operator, effective 6/30/2017

- Other
 - L. Anderson reported on the renewal of the worker compensation provider for KVCC.
 - The search committee for the position of VP for Human Resources includes P. Henning, M. Keller, T. Farrow, L. Brooks, J. Potter and L. Anderson.
 - L. Anderson reported on waivers for Summer Camps and others recommending an attorney approved standard waiver for consistency throughout the institution.

- D. Bertch requested Lucas McFarland have Budget Supervisor authority for the Culinary and Brewing budgets.
- M. Collins reported on designated space to place public literature for each of our campuses.
- S. Bohnet requested Amy Louallen have Budget Supervisor authority for the following budgets:
 - 6209 – Administrator Development
 - 6210 – Staff Development
 - 6212 – Staff Development – Summit
 - 6213 - Term Appointment Reviews
 - 6235 – Employee Recognition
 - 6930 – Fringe Benefits/Unemployment
 - 6214 – Talent Plus
- Effective July 1, we are changing the timeline for probationary evaluations for new hires and transfers which are effective July 1, 2017 or after.
 - Probationary period for employees in Grades 1-8 will be one year; an additional 6 months can be imposed.

Currently, Grades 1-3 are on probation for 6 months, and an additional 6 months can be imposed; Grades 4-8 are on probation for 1 year and up to 1 additional year can be imposed.
- A recommendation was brought forward to eliminate Community Swim. After brief discussion it was MOVED, SECONDED, and CARRIED to approve the recommendation to eliminate Community Swim effective fall 2017.

Next Cabinet Meeting: July 18, 2017 at 8:00 a.m.