

**To:** Cabinet, Archives  
**From:** Char Gibson  
**Subject:** Minutes of August 8, 2017

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**Members Present:** Anderson, Bertch, Collins, Johnson, Welsh, and Schlack  
**Staff Present:** Gibson

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The minutes of August 1, 2017 were approved as amended.

1. **Standing Items**

- Travel
  - None presented.
  
- Grants
  - K. Johnson updated the group on the status of the SPECA grant noting funding was not awarded to KVCC.
  
- Kudos
  - From Laura Cosby to Mike Thompson and Tim Welsh for negotiating a more timely service to help us with the Degree Works upgrade.
  
- Reality Check
  - Fall Enrollment
  
- Hires, Resignations, Transfers, Retirements
  - Hires
    - Michelle Ringle-Barrett, Pathway Advisor – Social Sciences, effective 8-10-2017
    - Patricia Gelbaugh, Administrative Assistant in Admissions, Records, and Registration, effective 8-14-2017
    - Alecia Lin, Database Analyst, effective 8-16-2017
    - Jonathan Briegel, Network Analyst, effective 8-28-2017
  
  - Transfers
    - Brian Graening, from Instructional Computing Manager to Media Services and Instructional Computing Manager, effective 8-1-2017
    - Chad Cunningham, from PT ParaPro Web Developer to FT Systems Analyst/Developer, effective 8-1-2017
    - Westin Curtis, from PT Computer Lab Assistant at TTC to PT ParaPro Web Developer, effective 8-1-2017
  
  - Resignations
    - Paul Farber, PT Public Safety Officer, effective 7-31-2017
    - Joseph Geiser, PT Public Safety Officer, effective 8-3-2017

— Other

- L. Anderson reported Ellucian will provide an in person presentation to Cabinet on August 22, 2017.
  - L. Anderson reported on risk management (cyber risk) coverage.
  - L. Anderson updated the group on the status of interviews for the position of VP for Human Resources.
  - Food will be served at the New Faculty Orientation on August 15, 2017 and Adjunct Faculty Onboarding on August 17, 2017.
  - D. Bertch reported on an upcoming high school GPA follow-up meeting. More to come.
  - T. Welsh reported the Degree Works upgrade is ahead of schedule noting the upgrade may be complete before the end of the day Thursday, August 10, 2017.
  - T. Welsh requested and received approval to create a new position (Systems Analyst). All present approved the request.
  - K. Johnson distributed for review KVCCs Strategic Plan-Fiscal 2018 Update noting this information will be added to the transparency page.
  - K. Johnson reported on KPI next steps. To be further discussed August, 15, 2017.
  - C. Jbara reported on discussions with P. Eagan and C. Schauer regarding noncredit opportunities.
  - C. Jbara brought forward a request for a Food Hub Lead Coordinator position. This item will be further discussed at the August 15, 2017 meeting.
  - M. Collins – Reminder...The Director of Retention and Completion presentations take place tomorrow.
  - M. Collins reported the first meeting to discuss the Director of Facilities and Construction Management candidates is scheduled for Thursday, August 10, 2017.
  - M. Collins reported on Super Tuesday opportunities.
  - The group briefly discussed Seminar Days topics.
2. CMOP 2010 Second Reading – It was MOVED, SECONDED and CARRIED to approve CMOP 2010, Conflict of Interest, as written. The updated policy will be posted online.
  3. KVCC Developmental Progress Metric Goals – K. Johnson distributed for review VFA Benchmarking Dashboard developmental data results. An overview and presentation of the results was provided.
  4. 2017 CCSSEE Results Discussion – D. Bertch reported on 2017 CCSSEE outcomes noting this information will be shared with faculty at Seminar Days.
  5. Board Planning Next Steps – The group briefly discussed Board Planning next steps to be finalized at the August 15, 2017 meeting.

**Next Cabinet Meeting: August 15, 2017 at 8:00 a.m.**