

**To:** Cabinet, Archives  
**From:** Sherry Smurr  
**Subject:** Minutes of September 12, 2017

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

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The minutes of September 12, 2017 were approved as amended.

1. Update/Action or Goals and Results
  - International Admissions
    - Nothing new to report
  
  - Early College
    - Discussion of Early College movement.
  
  - Enrollment Management
    - Nothing new to report
  
  - Retention
    - Nothing new to report
  
  - Guided Pathways
    - Nothing new to report.
  
  - University Center
    - Nothing new to report.
  
  - Life Enrichment
    - Nothing new to report.
  
  - Analytics
    - Nothing new to report.
  
  - Diversity and Inclusivity
    - Nothing new to report.

## Standing Items

### — Travel

- Ted Forester and Mike Olvitt to attend the EDF Energy Services 25<sup>th</sup> Annual Energy Conference at the University of Notre Dame on October 3, 2017.
- Larry Sandt and Tom Hamann to attend the Print 17 Printing Conference in Chicago, IL on September 11, 2017.
- Denise Lindsley to attend the National College Testing Annual Conference in Cincinnati, OH from September 12-16, 2017.
- Renae Skutnik and Jauwanna Pitts to attend the KHRMA Luncheon and Speaker on Recruiting at the Fetzer Center at WMU on September 14, 2017.
- Ben Ash to attend the MasterCAM 2018 Power User Training Course in Wixom MI from December 11-12, 2017.
- Ian Salo to attend the FANUC DCS Systems Training Course in Rochester Hills, MI from October 12-13, 2017
- Ian Salo to attend the FANUC Handling Pro Training Course in Rochester Hills, MI, October 30-31, 2017.
- Dennis Bertch and Laura Cosby to attend the Moving the Needle Conference in Seminole FL from November 8-9, 2017.
- Billy Reynolds to attend the Gateways to Completion Meeting and Conference in Houston TX from March 22-27, 2018.
- Amy Louallen to attend the Michigan Community College Human Resources Association Fall Conference in Bay Harbor, MI October 4-6, 2017.
- Dan Bernard and Moriya Hurst to attend the CAAHEP Accreditation Workshop in Charlotte NC from October 11-13, 2017.
- Dean McCurdy, Laura Cosby and Gerri Jacobs to attend the Michigan Center for Student Success Guided Pathways workshop in Lansing, MI on September 28, 2017.
- Jackie Howlett, Ashley Bowler and Cynthia Schauer to attend the OER Summit at Kellogg Community College on September 22, 2017.
- Jim Ratliff and Jackie Howlett will be attending the University of Michigan School of Information/Innovation Bicentennial Symposium at the University of Michigan in Ann Arbor, MI on October 6, 2017.
- Jolene Osei and Alecia Lin Longjohn to attend the CA World 17 (Automatic) in Las Vegas NV from November 12-16, 2017.

### — Grants

- Nothing new to report

— Kudos

- To Lori Evans for work with a student over the last few semesters. This student sent her an e-mail thanking her for helping the student. She stated Lori was awesome and she just wanted Lori to know.
- From Kevin Dockerty to Linda Depta, Erin Dominniani, Coty Dunten and Taronia Guy for their work to create several posters and marketing materials for upcoming Constitution Day activities ( September 18, 2017 at the TTC and September 19 at the ACC)
- Katelyn Vinson on her effort to successfully fill the second of back-to back Patient Care Academies.
- Bill McElhone and Louise Anderson for successful pursuit to gain acceptance of museum exhibit vendor to cover add on shipping and storage fees.
- Gloria Barton-Beery for organizing great response to active shooter training at BHLC.

— Reality Check – Marilyn discussed a memo received by Dennis Bertch

— Hires, Resignations, Transfers, Retirements

Hires

- Max Northrup, Custodian – ACC, effective 8-28-17
- Evan Pauken, Director of Retention and Completion, effective 9-5-17
- Sherry Smurr, Executive Assistant to the President/Board Secretary, effective 9-6-17
- Joseph Frick, PT Computer Lab Assistant – TTC, effective 9-6-17
- Taressa Halpin, PT Computer Lab Assistant – TTC, effective 9-11-17
- Ashley Jones, PT Computer Lab Assistant – CNM, effective 9-11-17
- Alan Streeter, FT Network Analyst, effective 9-11-17
- Stacey Flores, PT Switchboard Operator, effective 9-11-17
- Donald Ashcroft, PT Computer Lab Assistant – CNM, effective 9-12-17
- Molly Cartwright, Training Specialist, effective 9-25-17
- Jesse Berlinski, FT Network Analyst, effective 10-2-17
- Aaron Hilliard, VP for Human Resources, effective 12-1-17
- Dannie Alexander, Director of Facility Services, effective 9-18-17

Transfer

- Renee Daudert, from Web Developer to Systems Analyst/Developer, effective 9-1-17
- Molly Riley, from Adjunct Faculty to Senior Staff Accountant, effective 9-11-17

Resignations

- Brian Lindberg, Brewing Operations Mgr, effective 10-6-17

— Other

- Food will be served at the September 20, 2017 KVCC, WMU, and Kalamazoo Promise joint meeting
- Coffee was served at the VP for HR interviews
- Food will be served at the following Faculty Success Center fall events:
  - 9/22-Advisory Committee Meeting
  - 10/27-Workshops
  - 11/17-Facilitators appreciation/portfolio open lab
  - 12/1-Teaching with Technology Showcase
  - 12/19-Adjunct onboarding
- The Rain Garden construction project at the Kalamazoo Valley Museum will begin Monday, Sept 18; walking traffic will be rerouted.
- Strengths Assessment for faculty and staff will continue

**Next Cabinet Meeting: September 26, 2017 at 8:00am**