

To: Cabinet, Archives
From: Sherry Smurr
Subject: Minutes of October 3, 2017

Members Present: Anderson, Bertch, Collins, Johnson, Welsh, Jbara, and Schlack
Staff Present: Sherry Smurr
Other: Janet Nykaza, Brian Lueth, Rick Ives, Sandra Bohnet

The minutes of September 26, 2017 were approved as amended.

1. Group discussed campus demonstrations
2. ASAP Presentation
 - Janet Nykaza and Brian Lueth presented ASAP PowerPoint
 - They will present to Board at October meeting
3. Sandy Bohnet will assist with Presidential search
4. Update/Action or Goals and Results
 - International Admissions
 - Nothing new to report
 - Early College
 - Nothing new to report
 - 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
 - Group discussed KPI updates
 - Diversity and Inclusivity
 - Nothing new to report

Standing Items

— Travel

- S. Eisenhauer, M. Sigfrids, JP Talwar, L. Winch, T.Kane, M.Roty, C. Cockerel and C. Akuh to attend the MichMATYC 2017 Conference in Muskegon, MI at Baker College from October 20-21, 2017
- K. Kerstetter and T. Buszek to attend the TRENDS Conference in Detroit, MI from October 18-20, 2017
- Trice Batson, LaSonda Wells, Mary Johnson, Carl Ross to attend the American College Personnel Association (ACPA-MI) 2017 Annual Conference at Northwestern Michigan College in Traverse City MI from October 22-23, 2017
- Donald Benthin and Rick Ives to attend the Bauckham Sparks' Get Your Motor Running Mini-Conference at the Gilmore Car Museum in Hickory Corners MI on October 12, 2017
- Denise Lindsley to attend the Michigan Developmental Education Consortium Fall Conference in Bay City MI from October 12-13, 2017
- Kathy Johnson, Michelle Adams, and Cheryl Stout to attend the Information Builders User Group Meeting (WebFocus) in Dearborn MI on October 12, 2017

— Grants

- Application to KVCC Foundation for \$1,000 for FRL/ Liberal Arts, American Council on the Teaching of Foreign Languages (ACTFL) Workshop
- Application to Kalamazoo Community Foundation for \$2,300 for Academic Services, Sustainability Speaker Jerry Dennis

— Kudos

- Patricia Schroeder for credit/non-credit collaboration with Dimplex
- Alisha Cederberg for great KPI update at the Administrators Plus meeting

— Reality Check

- Discussed job classification process; will be future cabinet agenda item

— Hires, Resignations, Transfers, Retirements

Hires

- Amy Mach, FT Switchboard Operator/Media Services, effective 10-2-2017
- Shannon Blank, FT Testing Center Assistant, effective 10-16-2017

Resignations

- Micah Fields, Custodian – BHLC, effective 9-20-2017

Retirements

- Louise Anderson, VP for Finance & Business, effective 12-31-2017
- Tom Buszek, Dean of Inst-Bus, Trades, Svc, effective 12-31-2017

— Other

- Capital Outlay forms have been set up for the 2018-2019 fiscal year. Operating budgets will be sent out mid-October. This will allow more discussion of new initiatives and review of the existing operating budgets.
- Degree Works update, training is under way
- College Wide Meeting will take place on October 13
- Agribusiness/Agriculture is very important for our region and will continue to be a strong focus for the Healthy Living Campus
- Potential technical programs for Early College were discussed
- Consumers Credit Union is targeted to begin operations at the Groves by end of January 2018
- Obesity conference, which took place at the Culinary Allied Health, was discussed

Next Cabinet Meeting: October 10, 2017 following Board Meeting.