

To: Cabinet, Archives
From: Sherry Smurr
Subject: Minutes of October 31, 2017

Members Present: Anderson, Bertch, Collins, Johnson, Welsh, Jbara, and Schlack
Staff Present: Sherry Smurr

The minutes of October 24, 2017 were approved as amended.

1. Update/Action or Goals and Results

- International Admissions
 - 23 new international students to begin winter of 2018
- Early College
 - Nothing new to report
- Enrollment Management
 - Nothing new to report
- Retention
 - Expanding Enrollment survey to assist with recapture efforts
- Guided Pathways
 - Nothing new to report
- University Center
 - Exploring Criminal Justice and Law Enforcement with Ferris and Siena Heights
- Life Enrichment
 - Nothing new to report
- Analytics
 - Nothing new to report
- Diversity and Inclusivity
 - Dar Mayweather speaking at TTC, November 2, 2017

Standing Items

- Travel
 - Vivien McCurdy will be attending the Michigan Food Safety Workgroup meeting in Lansing MI on November 1, 2017.
 - Vivien McCurdy and Randall Davis will be attending the Michigan Farm to Institute Network and Michigan Food Hub meeting in Lansing from November 1-2, 2017. Vivien McCurdy staying overnight in Lansing on November 1, 2017, Randall Davis traveling separately on November 2, 2017.
 - Vivien McCurdy and Randall Davis to attend a GroupGAP Audit in Traverse City MI from November 8-9, 2017

— Grants

- \$26,180 proposal to MDARD for Food Safety and Nutrition Variance Training, Vivien McCurdy, Project Manager

— Special Highlights

- Kevin Dockerty and his American Government students for outstanding achievement at the Political Science Conference.

— Kudos

- Susan Matlis, John Saylor and Dannie Alexander for developing a Return to work light duty policy for work related injuries.
- Molly Cartwright for a great job conducting her very first “Intro to KVCC” orientation.

— Reality Check

- Discussed expanding information reviewed with new managers and supervisors

— Hires, Resignations, Transfers, Retirements

Hires

- Benjamin Rietkerk, PT Security Officer, effective 10-25-17

Transfers

- Timothy Campbell, from PT Public Safety Officer to FT Public Safety Officer II, effective 10-30-17

Resignations

- Chris Wilson, FT Custodian at AWH, effective 11-10-17

— Other

- Potential Winter and Summer Internship listing was disbursed and will be discussed next week
- LaSonda Wells, Carl Ross and Mary Johnson plus five students will be attending the NAACP Freedom Banquet on November 4, 2017
- Food will be provided to the scores table workers at the Basketball Invitational November 10 & 11, 2017
- Target X mobile app working through Facebook integration issues; Implementation of Retention and Completion is continuing.
- Cookies will be served at the November 29, 2017 “Get It Done” event
- Group discussed a recent article from The Economist regarding the major burden of high pension costs on organizations such as KVCC

— HR Classification process discussions continued.

Next Cabinet Meeting: November 7, 2017 at 8:00 am.