

To: Cabinet, Archives
From: Sherry Smurr
Subject: Minutes of February 6, 2018

Members Present: Bertch, Collins, Hilliard, Johnson, Lueth, Schlack and Welsh
Staff Present: Sherry Smurr
Absent: Craig Jbara

The minutes of January 30, 2018 were approved as presented.

1. Update/Action or Goals and Results

- International Admissions
 - The College has enrolled 69 F1 students, and 58 concurrent enrollment international students for winter 2018 semester. Diane Finch took the International Students bowling on 2/4/18.
- Early College
 - Early College/Dual Enrollment make up 11% of our college population.
 - On May 10, 2018 a Completion Ceremony will be held here at KVCC.
- Enrollment Management
 - Down 2.5%. Marketing is promoting our later starting classes
- Retention
 - Asset Map forms will be sent out to administrators to gather info from their departments.
- Guided Pathways
 - Gathering information through KPI's to see what's working and what's not.
- Analytics
 - Continuing to read and discuss "Creating a Data Informed Culture at Community Colleges"
- Diversity and Inclusivity
 - Dar Mayweather made a return visit to KVCC.
 - Book Club is reading Sapiens: A Brief History of Humankind, by Yuva Harari
 - Trice Batson and Molly Cartwright are in the process of developing diversity and inclusion workshops.

Standing Items

- Travel
 - Rick Ives and Don Benthin to attend the Cincinnati Division Joint Task Force: OSU Attack Investigation Conference at GVSU in Allendale, MI on March 7, 2018.
 - Russ Panico to attend the Spring NJCAA, Region 12, Athletic Director's Meeting at Oakland Community College IN Bloomfield Hills, MI from March 12-13, 2018
 - Gena Mead to attend the Nebraska Book Spectrum Conference in Lincoln, NE from April 16-19, 2018

- E. Martin and J. Schmidt to attend the Lincoln Electric Robotic Programming course in Cleveland, OH from March 3-7, 2018.
- B. Hay to attend the Chef Connect in Charlotte, NC where he will present a concurrent session on Dessert and Wine Pairing and attend other sessions from February 25-27, 2018.
- B. Bates to attend the Great Lakes Regional Student Success Conference in Detroit, MI from February 15-16, 2018.
- Students M. Alexander, M. Clark, T. Kanaan, R. Marvin, S. Nicholson, T. Rich, K. Robinson and T. Tymchuk along with K. Kerstetter, C. Gearig and S. Walman will travel to Grand Rapids, MI on February 10, 2018 to participate in a Business Club State Competition.
- Add H. Stevens, K. Dodd and J. Buysse to attend the NACADA Region 5 Conference in Columbus, OH from April 11-13, 2018 with N. Blades-Penn and N. Dickerson. Mr. Dodd submitted a proposal for presentation and it was accepted. The current title is "The Art (and Design) of Guided Pathways.
- K. Dockerty to attend the G2C Launch Meeting and Course Conference in Houston, TX from March 24-27, 2018.

— Grants

- KVCC was successful in it's \$31,960 MDARD Food Safety Training and Education Fund grant request for Hazard Analysis Critical Control Points (HACCP)/Variance Training - Interactive Cooking Demonstration for Sous Vide Cooking and Fermentation Processing.
- KVCC was not successful in it's \$124,900 MDARD Value Added Grant Fund request for developing farm-to-institution supply chains for value-added Michigan produce

— Hires, Resignations, Transfers, Retirements

Hires

- Carrie Wicker, PT Interpretation Specialist, effective 2-2-18
- Taylor Smith, Corporate Training Specialist, effective 2-19-18
- Nina Dickerson, Career Advisor, effective 3-1-18

— Other

- Tim Welsh distributed a draft of CMOP 5060 Web Accessibility Policy for first reading
- Kathy Johnson reviewed the IPEDS Data Feedback Report 2017
- Mike Collins distributed phone contact list to Cabinet Members
- Follow up discussion on Long Term Demographic Trends
- No Cabinet meeting next week

College Wide Meeting Agenda was developed

Job Description Project was discussed

Budget was discussed

Next Cabinet Meeting: February 20, 2018 at 8:00 am.