

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

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

The minutes of February 27, 2018 were approved as presented.

1. Update/Action or Goals and Results

- International Admissions
 - Diane Finch is in South America, Panama, Columbia and Peru recruiting new students
- Early College
 - Applications are coming in.
 - Developing a Boot Camp that will take place in August 2018, focused on new 9th & 10th graders coming in and 11th graders who are on campus for the first time. The goal of this boot camp is to get everyone in the right mindset and frame of mind to start off.
- Enrollment Management
 - Winter numbers holding steady
 - Summer recruitment is underway
- Retention
 - Commit to Graduate event on March 28, 2018 from 10-2
 - Asset Map Survey due back March 9, 2018
 - Update to registration goals intake survey expanded to 10 questions
- Guided Pathways
 - MCCA Webinars taking place focusing on where data is on their website.
 - We are creating work hubs for curriculum, consistency, terminology and implementation.
- University Center
 - Met with Davenport College last week. Partnership is going well
 - Working on Articulation Agreements in the Nursing program
- Life Enrichment
 - Working on a catalog for Summer courses
- Analytics
 - Now that Administrators Plus review of the book is complete, we will take what we have learned and make it our own for metrics.

Standing Items

- Travel
 - C. Gearig to attend the 2018 Cisco Academy Conference in Dearborn, MI from April 12-13, 2018.
 - D. Pantaleo and D. Barnes to attend the US Information Technology Collegiate Conference in San Antonio, TX from April 5-8, 2018.

- M. Morehouse to attend the Ruffalo Noel Levitz 2018 Symposium from April 16-17, 2018 in New Orleans, LA. M. Morehouse will be presenting on Veteran services offered at KVCC.
 - K. Kroll to attend Transitions and Transactions: Literature Pedagogy and Social Justice in Community College in New York, NY from April 19-21, 2018
- Special Highlights
- KVCC received a thank you card from the Paw-Paw Middle School for the Science Olympiad.
- Kudos
- To Jessica Potter for all of her hard work to make the Science Olympiad a success.
- Reality Check
- Discussed the K-12 National Student Protest Day
 - Frequency of criminal background checks were discussed
- Hires, Resignations, Transfers, Retirements

Hires

- Kristine Powers, Office Specialist ParaPro in Financial Aid, effective 3-19-18
- Roxann Swank, FT Career Advisor, effective 2-16-18

Transfers

- Stephanie Keeler, from FT to PT ParaPro Career Advisor, effective 4-2-18

Retirement

- Judy Collins, Lead Accounting Assistant, effective 5-31-18

— Other

- The possibility of a Bentler, MAT² Mechatronics program was discussed.
- Four week waiting period will be waived for a Switchboard position.
- Our Civil Rights resolution was accepted by the state and they are terminating the complaint filed against us.
- IDEA outline from Kalamazoo Valley Museum was shared with the Cabinet
- We will be adding the Life Enrichment class offerings schedule to the KV Focus
- Budget discussed
- Schedule for the next college wide meeting confirmed

Discussed developing a Food Pantry Program at KVCC

Discussed the possibility of moving the location of the Veteran's Lounge

No Cabinet Meeting on March 13, 2018

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