

**To:** Cabinet, Archives  
**From:** Sherry Smurr  
**Subject:** Minutes of March 27, 2018

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

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The minutes of March 20, 2018 were approved as corrected.

1. Update/Action or Goals and Results
  - International Admissions
    - Kalamazoo Valley Cultural Celebration held on 3/27 from 10:00-2:00 in the TTC Library
  - Enrollment Management
    - Summer 2018 enrollment down 120 students / 5.8% as of last Friday (3/23/18)
  - Guided Pathways
    - There is a group headed to Jackson MI to attend the MSSN Guided Pathways Institute meeting.
  - Diversity and Inclusivity
    - Trice Batson completed DEI Training with Human Resources

#### **Standing Items**

- Travel
  - Lois Baldwin to attend the Michigan Occupational Special Populations State Conference in Boyne, MI from May 2-4, 2018.
  - Tom Schurino, Jared Randall, Tom Hughes, Mark Sigfrids, Jessica Webb, Fran Kubicek, Queen Roach, Marina Smirnova, Aquair Mohammad, Carl Ross, Pat Conroy, Matt Borr, and Theo Sypris to attend the 25<sup>th</sup> Annual Midwest Institute for International/Intercultural Education (MIIE) Conference at Sinclair Community College in Dayton, OH from April 6-7, 2018.
  - Lisa Winch to attend the Trisection Meeting of the Indiana, Illinois, and Michigan Sections of the Mathematical Association of America in Valparasio, IN from March 23-24, 2018.
  - Kathy Kerstetter, Tetyana Tymchuk, and Riley Marvin to attend the BPA National Leadership Conference in Dallas, TX from May 9-13, 2018.
  - Laura Cosby, Paige Eagan, Angela Marsh-Peek, LaSonda Wells, Kevin Schneider, Cathy Colella, Chris Cockerel, and Daniel Cunningham to attend the MSSN Guided Pathways Institute meeting April 12-13, 2018 in Jackson, MI. Some individuals will attend a single day and others will attend both days.

— Hires, Resignations, Transfers, Retirements

Resignations

- Jared Kelley, PT Museum Interpretation Specialist, effective 3-24-18
- George Petlowany, Custodian, effective 4-2-18

— Other

- Discussed how internships get approved
- Budget Task Force Meetings are on hold until the Fall semester
- Early College and Enhanced Dual Enrollment discount policy discussed
- EFE Council meeting was held, focus groups were discussed
- Focus Groups for KVCC Website redesign to include Evan Pauken and EJ Bast
- Moving forward with Elm Valley Drive roadway construction project
- Discussed IPEDS calculations for FTE
- Discussed Wellness and Fitness center

College Level KPI presentation given by Kathy Johnson, Evan Pauken, and EJ Bast

Adult Learner opportunities were discussed

Working on streamlining the campus rental process

**Next Cabinet Meeting: April 3, 2018 at 8:00 am.**