

To: Cabinet, Archives
From: Sherry Smurr
Subject: Minutes of May 8, 2018

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

The minutes of May 1, 2018 were approved as amended.

Standing Items

— Travel

- Gena Mead to attend the Michigan Association of College Stores Spring Forum at Kirtland College in Roscommon, MI on June 4, 2018.
- Russ Panico to attend the summer NJCAA Region 12 Athletic Director's meeting at Owen Community College in Perrysburg, OH from June 6-8, 2018.
- Diane Finch, Ahmad Abba Yusuf, Benaiah Nyanjui, Cynthia Nalima, Ebani Singh, Florence Waweru-Shumaker, Mohamed Adohajar, Shadreck Helepa, Tinashe Chirara, Akanksha Singh, and Pawan Singh to attend the Tulip Festival in Holland, MI on May 12, 2018.

— Hires, Resignations, Transfers, Retirements

Hires

- Gabriel Maldonado, Utility Maintenance Specialist-TTC, effective 5-7-2018
- Carleton Brooks, Career Advisor-KVAAP, effective 6-4-2018
- Suzanne Gardner, Dean of Instruction-Business, Industrial Trades and Public Service, part-time effective 6-11-18; full-time effective 7-2-18
- Hristina Petrovska, Program Coordinator-Food Systems, effective 6-20-18

Retirements

- Denise Baker, Administrative Assistant, effective 6-30-2018

— Other

- Paul Hernandez to visit Texas Township Campus on May 23. All are encouraged to attend.
- From May 7 – June 8 the ACC Library will be open from 8:00 a.m. to 4:00 p.m. on Fridays.
- Moodle update did not go as smooth as hoped; rescheduled for future.
- Updating sign on process policies on password change.
- New non-credit system being implemented by Groves is being previewed to other areas of the college that might benefit.
- Hoop House was constructed on May 7, 2018.

HR Classification Process discussed

Next Cabinet Meeting: May 15, 2018 at 8:00 am.