

To: Cabinet, Archives
From: Sherry Smurr
Subject: Minutes of May 22, 2018

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

The minutes of May 15, 2018 were approved as presented.

1. Update/Action or Goals and Results

- Enrollment Management
 - Orientation, Communication and Course Schedules being discussed during Enrollment Management meetings.
- University Center
 - Agreements for University Center are in the process of being updated.
- Life Enrichment
 - Summer programs are underway. Youth cooking summer programs are very popular.

Standing Items

- Travel
 - Anna Fontaine and Mickey Moses to attend the ALP Faculty Training at Mott Community College in Flint, MI on June 7, 2018.
 - Rachel Bair to attend the Management Crash Course in Washington DC from June 4-5, 2018.
 - Alisha Cederberg and Cole McDaniel to attend the Michigan Student Financial Aid Association Summer Training at Crystal Mountain Resort in Thompsonville, MI from June 10-13, 2018.
- Grants
 - Michigan New Job Training Program was discussed.
- Kudos
 - To **Taylor Smith, Judy Rose, Kenyatta Herrion, and Kara Protz-Sanders** for their support to enable 3 concurrent Leadership sessions serving 80 participants as part of the Workforce Innovational Grant through Employee Resource Network. Their support has been key in exceeding overall Corporate Training revenue goals for 2017-2018 under the leadership of Kate Miller.
- Reality Check
 - M-DOT is working on the 9th Street/94 overpass from June –September 2018.
 - Subway is coming to the Cougar Café.

— Hires, Resignations, Transfers, Retirements

Transfers/Appointments

- Ashley Jones, from PT Computer Lab Assistant to PT Gallery and Show Coordinator (CNM), effective 7-2-2018

Resignations

- Kali Hayes, Cube Coordinator, effective 5-11-2018
- Patricia Pallett, PT Counselor, effective 6-29-2018

— Other

- Contract with WMU Focus discussed
- The old UPS will be taken out of the IT Service room and replaced with an updated one on Friday 5-25-18. No power interruptions are expected.
- Dr. Washington will be visiting the college on Tuesday May 29, 2018.

HR Classification Process discussed

Next Cabinet Meeting: May 29, 2018 at 8:00 am.