

To: Cabinet, Archives
From: Kathy Johnson
Subject: Minutes of June 19, 2018

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

The minutes of June 12, 2018 were approved as presented.

Standing Items

- Travel
 - Tom Sutton to attend the American National Standards Institute (ANSI) committee meeting with the AWEA Board in Washington DC on July 18-19, 2018.
 - Regina Gorham, Sarah Humes, Megan Osetek and Tammy Barnes to attend the Michigan Museum Association Conference in Dearborn MI Oct. 28-30, 2018.
- Kudos
 - Lisa Peet, Cheryl Almeda, Pat Pallett and Billy Reynolds for their leadership and sensitivity in managing through a recent difficult classroom situation.
- Hires, Resignations, Transfers, Retirements

Hires

- Austin McKay, PT Groundskeeper, effective 6-12-18.
- Nicole Haase, Pathway Advisor, effective 6-18-18.
- Marvella Bigby, Services Assistant – CAH, effective 6-20-18.
- Lexie Schroeder Kobb, Museum Program Services Manager, effective 7-16-18.

Resignations

- Kelcee McKellar, Office Assistant – ParaPro, effective 6-14-18.
- Alecia Lin, Database Analyst, effective 6-22-18.

Retirement

- Ron Cleveland, Exhibits Technician-Museum, effective 9-30-18.

— Other

- The group discussed the process for disposing of 10 used treadmills which will become available as part of the fitness center capital improvement project.
- The Learning/Testing Center and Office for Student Access will serve lunch at a unit meeting at the CAH on June 28th.
- Lunch will be served at the International student orientation on August 16.
- The Dental Hygiene equipment replacement/upgrading is underway

- Web Focus upgrade continues and is going well.
 - Kathy Johnson distributed the updated 2018-2019 KPI timetable.
 - Corporate Training will offer Generations in the Workplace training through Staff/Faculty Development.
 - Senator Margaret Obrien and state police representatives will be bringing 20 youth to KVCC as part of an outreach program to encourage college attendance.
 - The College is beginning to explore the costs and process for expanding Elm Valley Drive to O Avenue.
-
- Dennis Bertch distributed the 2019-2020 Academic Calendar for review and discussion. The 2019 - 2020 academic calendar was adopted with no changes.
 - Dennis Bertch recommended changing the timeframe for “8 week” classes beginning in 2020 - 2021. The group unanimously supported reducing the timeframe for such classes from 7.5 weeks to 7 weeks (beginning in 2020-2021).
 - Mike Collins distributed new CMOP 5070 – Information Security for first reading. CMOP 5070 will be brought back for second reading at the June 26 cabinet meeting.
 - Mike Collins distributed an updated version of CMOP 6020 – Admissions. The reference to ACT test scores was replaced with “standardized test scores”. The group unanimously adopted updated CMOP 6020.

Next Cabinet Meeting: June 26, 2018 at 8:00 a.m.