

To: Cabinet, Archives
From: Sherry Smurr
Subject: Minutes of February 19, 2019

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

The minutes of February 5, 2019 were approved as amended.

1. Update/Action or Goals and Results

- International Admissions
- Early Middle College
- Enrollment Management
 - Enrollment Management is currently working with programs located at the Marilyn J. Schlack Culinary and Allied Health Building to build campus based tours that prospective students and community groups can sign up for online. The long term goal is to have all KVCC campuses have the ability to offer and manage their own tour times electronically.
 - High School New Student Orientation Dates have been set for April & May. We currently have 13 high schools who have already signed up.
 - Currently working with KRESA and the MDE (Michigan Department of Education) on being able to offer SCECH (pronounced "Sketches") at our next High School Counselors Breakfast. Counselors would be able to earn SCECH's which go toward renewing their school counseling license. More to come.
- Retention
- Guided Pathways
- University Center
- Life Enrichment
- Analytics
- Diversity and Inclusivity

All priorities updated at the 1/14/19 Administrator's Plus Meeting

Standing Items

- Travel
 - Russ Panico to attend the Spring NJCAA Region 12 Athletic Director's Meeting at Macomb Community College from March 13-14, 2019.
 - Nicole Bauman to attend the Center for Renaissance Studies Programs Milton Seminar in Chicago, IL from February 22-23, 2019.

- Sheila Eisenhauer and Kelly Digby to attend the MI-AMTE Conversations Among Colleagues Conference in Holland, MI from March 15-16, 2019.
- Caroline Whiting to attend the Engaging Difference To Make a Difference in Kalamazoo, MI from April 5-8, 2019.
- Alison Nord and 4 students (Myranda Dillay, Brittany Gallagher, Sara German, Olivia Scheel) to attend the PTK National Convention in Orlando, FL from April 4-7 2019.
- Randall Davis, Rosie Florian and Ben Bylsma to attend the Harmonized GAP and GAP+ (food safety) training in Albany, GA from April 9-12, 2019.

— Kudos

- **Brian Graening** for always being willing to go out of his way to serve our college and our community members. Brian comes in to help with AV and IT issues on his time off and answers Saturday phone calls. The Kalamazoo Bee School, Michigan Family Farms Conference and the DEQ all were successful in some part due to Brian's support.
- **William McCorkle, Clay Alberts** and **Judy Rose** for creating and installing a framing system for WTTA class placques.
- **Ian Salo** and **Ben Ash** for troubleshooting and correcting a Haas equipment fault preventing a replacement part purchase. The fault will also be used as a case study in the machine repair course.
- **Ian Salo, Ben Ash, Josh O'Keefe** and **Tom Sutton** for resolving FIC equipment issues.
- **Tom Howes** for coordinating the KVM 3rd floor permanent wall build and keeping the Math Moves exhibit on track during the weather closures to meet its scheduled opening.
- **Curtis Townsell** for exemplary and timely service in the Printing Center which has been a great help to faculty with all the cancellations and schedule changes this semester.
- **Cynthia Schauer** in partnership with WMed, inviting and hosting Dr. Jeff Collins as an expert speaker from CDC and Emroy University. Collins will speak with students and faculty at the TTC about tuberculosis and other infectious diseases.
- **Veronica McCann** in partnership with WMU, inviting and hosting Dr. Tim Hawthorne, a respected geographer, from the University of Central Florida. Hawthorne will discuss Geographic Information Systems (GIS) at KVM and is the founder of Citizen Science GIS.

— Reality Check

- The amount of weather related closures and its effect on the semester discussed by Cabinet.

— Hires, Resignations, Transfers, Retirements

Hires

- Lyndsey Green, PT Graduation Assistant, effective 2-4-19
- Sierra James, PT Receptionist-Learning Center, effective 2-11-19
- William Boddy, PT Computer Lab Assistant-TTC, effective 2-11-19
- Joshua Phillips, PT Computer Lab Assistant-TTC, effective 2-11-19

Transfers/Appointments

- Kenyatta Herrion, from Senior Office Specialist to Program Coordinator-Law Enforcement Training Center, effective 2-16-19

Resignations

- Destany Kelly, PT Library Aide, effective 2-27-19
- Beth Gregory-Wallis, Student Strengths Development Program Manager, effective 2-27-19
- Steve Crawford, PT Planetarium/Theater Tech, effective 3-2-19

— Other

- Next semester Math 096 will be a pilot for Pearson All-Inclusive. An opt-out option is available.
- Benefits 101 being offered to employees by Human Resources, Susan Matlis.
- KVCC is deferring the transition of the Food Hub Management program pending further assessment of the implementation model.
- Brew Pub permit for the CAH giving signing authority to Mike Collins.

Governor Gretchen Whitmer's visit to Kalamazoo Valley Community College on February 21, 2019 to the Marilyn J. Schlack Culinary and Allied Health Building was discussed.

Next Cabinet Meeting: March 5, 2019 at 8:00 am.