

**To:** Cabinet, Archives  
**From:** Sherry Weber  
**Subject:** Minutes of May 5, 2020

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**Members Present:** Collins, Depta, Hilliard, Jbara, Johnson, Washington, Welsh, and Lueth joined via Zoom  
**Staff Present:** Sherry Weber  
**Excused:** Linden

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1. The minutes of April 21, 2020 were approved as amended.
2. Budget preparation for Fiscal Year 2021 – Brian Lueth and Dr. Washington provided overview of Fiscal 2021 preliminary budget revenue and expense assumptions for the college. Cabinet discussed and concurred with preliminary budget assumptions. Given these very uncertain times, the budget will be revisited and updated regularly as the 2021 fiscal year progresses.
3. C.A.R.E.S. Act – Dr. Washington updated Cabinet on the status of the C.A.R.E.S. Act funding for KVCC. The College has completed both the student emergency aid and the institutional support portions of the C.A.R.E.S. Act application. The College has received almost 300 applications for student emergency aid.
4. Post Pandemic Recovery and Reopening Planning Task Force – The first meeting of the reopening planning task force will be today. The force will assist with coordinating and implementing the reopening plan for the College.
5. **Standing Items**
  - **Travel Authorizations**
  - **Grants**
    - Kalamazoo Community Collaborative (KCC) grant update – KVCC added a full time KCC activities coordinator into the grant proposal. The WMU led KCC grant will be submitted to grantor for consideration this week.
  - **Personnel Updates**
    - Hires
    - Transfers
    - Resignation
    - Retirement
    - Approved Position Justification Forms
    - Posted Positions

— **Announcements and Updates**

- All in person summer camps are being cancelled for the summer due to pandemic.
- Ongoing outreach and enrollment efforts continue.

**Next Cabinet Meeting: May 19, 2020 at 8:00 am.**