

To: Cabinet, Archives
From: Sherry Weber
Subject: Minutes of July 21, 2020

Members Present: Batson, Bertch, Collins, Hilliard, Jbara, Johnson, Lueth, Washington and Welsh
Staff Present: Sherry Weber
Join via Conference Call: Linda Depta

1. The minutes of July 7, 2020 were approved as presented.
2. Curbside services for Bookstore, Library, Financial Aid (paper drop off) and Center for New Media (pick up projects by appointment) were discussed.
3. CARES Act Institutional spending summary was presented by Brian Lueth. Cabinet members discussed opportunities and asked questions related to how this funding works.
4. Protocols for opening the College to current and prospective students reviewed and discussed by Cabinet.
5. Opening Museum and College for public will be a phase-in approach. College campuses will not be opening to the general public at the same time we open to current and prospective students.
6. Emergency Site Response protocol for large public gatherings discussed and reviewed by Cabinet.
7. Aramark food service on campus plan reviewed by Cabinet
8. Return to campus/phase-in plan discussed.

9. **Standing Items**

— **Travel Authorizations**

— **Personnel Updates**

Hires

Transfers

Resignation

- Pierre Camp, Instructional Manager, effective 06-29-2020
- Peter Linden, Provost and Vice President for Instruction and Student Services, effective 07-07-2020

Retirement

Approved Position Justification Forms

Posted Positions

- Accounts Receivable Specialist
- Instructional Designer
- Network Systems Manager

- Data Analyst/ERP Specialist
- Promise Coach
- Associate Director of Accreditation & Continuous Quality Improvement Initiatives
- Career Advisor for KVAAP
- Provost and Vice President for Instruction and Student Services

— **Announcements and Updates**

- University Center update. Sienna Heights and Ferris State will hold all Fall classes online. Craig Jbara will be meeting with Davenport to confirm their Fall plan.
- IT recycling broken/obsolete equipment.
- Draft of the 2021/2023 Diversity and Inclusion Strategic Plan ready for review
- 2021/2022 Academic Calendar is under review.
- Contact Tracing Committee continues to meet.

Next Cabinet Meeting: August 4, 2020 at 8:00 am.