

To: Cabinet, Archives
From: Sherry Weber
Subject: Minutes of October 20, 2020

Members Present: Alexander, Batson, Collins, Depta, Eagan, Hilliard, Jbara, Johnson, Lueth, Washington and Welsh

Staff Present: Sherry Weber

1. The minutes of October 6, 2020 were approved as presented.
2. CARES Act funding update was given by Brian Lueth.
3. Foundation Mini-Grant for Outdoor Classrooms was presented by Paige Eagan. Grant was discussed and approved by Cabinet.
4. Closing Protocols for severe weather conditions was presented by Mike Collins. Protocols were discussed and approved by Cabinet.

5. **Standing Items**

— **Travel Authorizations**

— **Grants**

— **Personnel Updates**

Hires

- Lucinda Rinock, Accounts Payable Assistant, effective 10-19-20

Transfers

- Delia Baker, from Program Coordinator to Instructional Manager, effective 10-19-20

Resignation

- Jessie Burnell, Food Hub Operations Coordinator, effective 10-16-20
- Bruce LaBrie, FT Public Safety Officer, effective 11-6-20

Retirement

- Rick Ives, Director of Public Safety, effective 1-1-21

Approved Position Justification Forms

- Employment Manager
- Food Hub Operations Coordinator
- Program Coordinator – Technical Training Services

Posted Positions

— **Announcements and Updates**

- The Academic Calendar 2021-2022 for Kalamazoo Valley Community College has been approved by Cabinet.
- Kalamazoo Valley Museum Virtual Chemistry Day was a success.
- Academies at the Groves are continuing to run. Corporate Training is picking back up despite the ongoing pandemic.

- Oracle upgrade for banner is scheduled to take place the first week of January 2021.
- Elm Valley Drive extension is on schedule to be completed by December 1, 2020.
- The updated 2017-2021 Facility Master Plan was approved at the October Board of Trustees meeting. Remodeling plans for Automotive and Tech Wing are being discussed.
- Kalamazoo Valley Museum reopening plan is moving forward. They will proceed with a slow opening starting 11/17/2020. This will include two 90 minute sessions for up to 10 pre-registered guests at one time.

Next Cabinet Meeting: November 3, 2020 at 8:00 am.