

To: Cabinet, Archives
From: Sherry Weber
Subject: Minutes of December 15, 2020

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

1. The minutes of December 1, 2020 were approved as amended.
2. 2021 College Observance Holiday Schedule update including delayed start to the Winter 2021 semester, reduced spring break, and addition of April 2 holiday, was approved.
3. 2021 Summer Work Schedule as presented by Aaron Hilliard was approved by Cabinet.
4. COVID-19 Response and Planning for Winter 2021 and Summer 2021 discussed by Cabinet.
5. **Standing Items**

— **Travel Authorizations**

— **Grants**

— **Personnel Updates**

Hires

- Taylor Darling, Brewery Operations Manager, effective 12-16-20

Transfer

- Taylor Smith, from Program Manager-Corporate Training to Program Coordinator-Wind and Technical Services, effective 12-2-20
- Perry Pringle, from Custodian to Custodial Supervisor, effective 12-7-20

Resignation

- Lyndsey Green, PT Graduation Assistant, effective 11-19-20
- Marybeth Johnson, Senior Office Specialist – Groves, effective 11-27-20

Retirement

Separation

Position Justification Forms

- Program Coordinator-Corporate Training

Full Time Currently Posted Positions

- Maintenance Specialist
- Director of Public Safety

— **Announcements and Updates**

- KVCC University Center, Siena Heights University reporting high enrollment numbers.
- Contact Tracing procedures and document has been updated to reflect the new guidelines from the CDC.

Next Cabinet Meeting: January 4, 2021 at 9:00 am.