

**To:** Cabinet, Archives  
**From:** Sherry Weber  
**Subject:** Minutes of January 4, 2021

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

**Staff Present:** Sherry Weber

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1. The minutes of December 15, 2020 were approved as amended.
2. The first reading of CMOP 3095 - Committees was reviewed and discussed.
3. Strategic Plan Presentation Update – Craig Jbara reviewed presentation to be made at the January 12 Board meeting:
  - Strategic Business & Community Development
4. COVID-19 Response
  - Cabinet discussed items that occurred over holiday break.
  - Assuming COVID-19 guidelines stay the same, Rotation return to work schedule will begin on Monday, January 11<sup>th</sup>. Kalamazoo Valley Museum will open Tuesday, January 19 for limited appointments. Safety guidelines including social distancing and wearing face masks will be followed.
  - COVID-19 Vaccine planning continues to move forward. Human Resources is working with the Kalamazoo County Office of Emergency Management on distribution of the COVID-19 vaccination.
  - 2021-2022 Academic Year planning was discussed.
5. **Standing Items**
  - **Travel Authorizations**
  - **Grants**
  - **Personnel Updates**
    - Hires**
      - Jonathan Selmon, FT Enrollment Coordinator, effective 2-1-2021
    - Transfer**
    - Resignation**
      - Harold McGee, PT Security Officer, effective 4-30-20
      - Sherrill Cape, PT Special Project Technician – Financial Aid, effective 12-31-20
      - Nathaniel Nielsen, Financial Services Manager, effective 12-31-20
      - Nicholas Betz-Thorn, PT Student Ambassador, effective 1-8-21
    - Retirement**

- Taronia Guy, Publications/Media Specialist, effective 1-6-21

**Separation**

**Position Justification Forms**

- Financial Services Manager

**Full Time Currently Posted Positions**

- Maintenance Specialist
- Program Coordinator-Corporate Training
- Financial Services Manager

— **Announcements and Updates**

- The next Wind Turbine Academy started on January 4th.
- Dr. Tonjua Williams will be our keynote speaker for the Winter 2021 Summit on January 7th.
- Trice Batson is working with community partners on a Martin Luther King day celebration.

**Next Cabinet Meeting: January 19, 2021 at 8:00 am.**