

To: Cabinet, Archives
From: Sherry Weber
Subject: Minutes of March 2, 2021

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

Staff Present: Sherry Weber

1. The minutes of February 16, 2021 were approved as presented.

2. COVID-19 Response
 - COVID-19 Vaccine planning continues to move forward. Human Resources is working with the Kalamazoo County Office of Emergency Management and Kalamazoo County Health and Community Services Department on the COVID-19 vaccination project.
 - Planning for Fall 2021 semester. Looking into classroom space availability.
 - KVCC nursing clinic students are among the volunteers working with the Kalamazoo County Office of Emergency Management and Kalamazoo County Health and Community Services Department to administer the COVID-19 vaccine.
 - The COVID-19 Re-Entry & Tracing Process Chart has been updated to include fully vaccinated individuals.

3. Standing Items
 - **Travel Authorizations**
 - **Grants**
 - **Personnel Updates**
 - Hires**
 - Transfer**
 - Cathy Colella, Director, Operational and Institutional Support Services, transferred to administrative-level classification, (no title change,) effective 2-1-21
 - Resignation**
 - Theresa McFall, Nursing Laboratory Coordinator, effective 2-18-21
 - DeAnna Thompson, PT Counselor-KVAAP, effective 2-26-21
 - Retirement**
 - Kathy Johnson, Associate Vice President for Analytics, Research, and Compliance, effective 4-30-21
 - Patricia (Patti) Henning, Dean of Instruction-Health Careers and Sustainable Foods, effective 6-30-21
 - Separation**
 - Paul O'Connell, Purchasing Manager, effective 2-15-21

Position Justification Forms

- Associate Director of the KVCC Foundation (KVCC Foundation Officer)
- Marketing and Development Project Manager
- Utility Maintenance Specialist

Full Time Currently Posted Positions

- Program Director Horticulture/Landscapes

— Announcements and Updates

- March is Women's History month.
- KVCC is partnering with Ellucian regarding Futures for Frontliners and our Auto-Award program.
- University Center partners are planning for face to face classes in the fall.
- Excellence in Education Academic Advising survey is out. Please encourage units to fill out the survey.
- College website home page modifications coming in the next couple of weeks.
- Virtual Baking Show featuring Cory Barrett and Dr. Washington will be held on May 13 at 7:00 p.m.
- College wide Title IX Training will be offered on March 19 from 9:00-10:30 a.m. Employees must register to attend.

Next Cabinet Meeting: March 16, 2021 at 8:00 am.