

To: Cabinet, Archives
From: Sherry Weber
Subject: Minutes of April 6, 2021

Members Present: Alexander, Depta, Eagan, Hilliard, Jbara, Johnson, Lueth, Washington and Welsh
Staff Present: Sherry Weber
Via Conference call: Batson

1. The minutes of March 16, 2021 were approved as amended.
2. Board Ends Policies updates were presented by Kathy Johnson and reviewed by Cabinet.
3. COVID-19 Response
 - KVCC is partnering with MCCA and the Kalamazoo County Health and Community Services Department in obtaining and administering the Johnson & Johnson COVID-19 vaccine. At this time the effort is delayed.
 - Post Pandemic Return to Work Plan reviewed by Cabinet. This plan will be presented at the Post Pandemic Recovery and Reopening Planning Task Force meeting April 9.
 - Center for Community College Student Engagement – Impact of COVID-19 report and Best Practices During the Pandemic and Reopening were shared with Cabinet members.
 - Higher Education Emerging Relief Fund (HEERF) Planning and Tracking Projects was presented by Brian Lueth and reviewed by Cabinet.
4. Brian Lueth presented on the proposed 2021-2022 Tuition and Budget.
5. MCCA Outstanding Alumni and Faculty Awards nominations discussed by Cabinet.
6. Standing Items
 - **Travel Authorizations**
 - **Grants**
 - The College has submitted a \$30,000 grant proposal to the Urban Institute CTE CoLab Coalition. Tracy Labadie is the Project Director. If awarded the grant will fund KVCC Law Enforcement programs to develop and enhance equity action plans focused on diversifying the student enrollment population and to maximize the use of technology to increase access and student engagement for underserved student populations.

— **Personnel Updates**

Hires

- Karin Denman, Financial Services Manager, effective 4-19-21

Transfer

- Shannon Bagley, from Public Safety Officer to Police Captain, effective 3-16-21

Resignation

Retirement

- Nancy Vendeville, FT Faculty-Mathematics, effective 8-31-21

Separation

Position Justification Forms

- Dean of Instruction – Math and Sciences
- Dean of Instruction – Health Careers and Sustainable Foods
- Staff Accountant
- Research Assistant
- Academic and Career Pathway Advisor
- Nursing Lab Coordinator
- PT Public Safety Officer

Full Time Currently Posted Positions

- Dean of Instruction – Math and Sciences
- Dean of Instruction – Health Careers and Sustainable Foods
- Marketing Project Manager
- Food Hub Operations Coordinator
- Staff Accountant
- Research Assistant
- Academic and Career Pathway Advisor
- Nursing Lab Coordinator

— **Announcements and Updates**

- Procedures Team continues to work and encourages everyone to update/load procedures into Book Stack.
- Culinary accreditation information is submitted. KVCC will have a virtual and on-site inspection in mid-May.
- Preparing to administer a COVID-19 feedback survey to students at the end of Winter 2021 semester.
- Kalamazoo Valley Community College is co-sponsor of Respecting Differences citywide event held April 14, 2021.

Next Cabinet Meeting: April 20, 2021 at 8:00 am.