

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

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

1. The minutes of June 10, 2021 were approved as presented.

2. The college continues to update and implement its Post Pandemic Reopening Plan. On July 7 the Post Pandemic Task Force will reconvene and share a presentation outlining the changes that will begin July 19, 2021. These changes follow below:
 - All employees, students and guests are welcomed back to all campus locations with revised health and safety guidelines
 - Building access will be limited to primary entry-ways or via keycard access
 - Remote and in person instruction and student services will continue
 - The Texas Township Campus Fitness Center and Cougar Café will reopen with limited access
 - The Texas Township Bookstore will reopen with safety protocols in place
 - Laptop and Hotspot loaner program will continue
 - The Kalamazoo Valley Museum will continue with virtual programming and increased in-person visits

HEALTH AND SAFETY PROTOCOLS

- All employees will be required to complete an updated COVID-19 protocol virtual training by September 8
- Employees should complete an at home health screening prior to coming to campus (complete a self-assessment, the MI Symptoms app will be discontinued)
- Where possible - social distancing protocols will be 3 feet
- Face coverings are encouraged for all and will be required for all unvaccinated individuals
- Healthcare Career programs will continue to follow Federal OSHA standards for the industry
- Employees and students should not ask one another for vaccination status
- Cleaning and disinfecting routines will continue
- Workspace cleaning supplies will continue to be available

IMPLEMENTATION

- Employees must work with their supervisors to establish a return to on-campus work schedule
- Electronic tools including zoom have been incredible resources and will continue to be in use, in-person meetings will resume with increasing frequency
- Course caps will be updated for Fall Semester 2021
- Instructional and other room assignments and configurations may be altered to achieve social distancing protocols

- Limited domestic travel will resume following standard college approval processes
- Campus health and safety signage and communication will be updated

We will continue to monitor conditions related to minimizing the spread of disease. Our decisions will continue to be based on recommendations from local, state and federal health and safety leaders.

3. A Cabinet Retreat has been rescheduled for August 11 from 9-4 at the Groves Campus in room B-1100.
4. Cabinet members discussed what we learned during the pandemic.
5. Standing Items

A. Travel Authorizations

B. Grants

C. Personnel Updates

Hires

- Apryl Scheffler-Martin, Academic and Career Pathway Advisor, effective 7-6-21
- Nathan Anderson, Academic and Career Pathway Advisor, effective 7-6-21
- Kelly Reed, Academic and Career Pathway Advisor, effective 7-6-21
- Crystal Van Pelt, Food Hub Operations Coordinator, effective 8-2-21

Transfer

- Shawn Sweeney, from full-time to part-time parapro Security Officer, effective 7-1-21

Retirement

- Darryl Chapman, Lab Manager-Sciences, effective 6-28-21
- Ron Young, Business Faculty, effective 7-31-21

Resignation

- Angela Lathan, Academic and Career Pathway Advisor, effective 7-8-21

Position Justification Forms

- Testing Center Proctor
- FT Security Officer
- Network Analyst
- Web Developer ParaPro
- Database Analyst (2)
- Computing Support Technician
- Instructional Computing and Media Services Manager
- Network Systems Manager

Full Time Currently Posted/Open Positions

- Food Hub Operations Coordinator
- Utility Maintenance Specialist
- KVCC Foundation Officer
- Security Officer
- Academic and Career Pathway Advisor
- Marketing Project Manager
- Employment Manager
- Dean of Instruction – Health Careers and Sustainable Foods
- Dean of Instruction – Math and Sciences

- Financial Aid Advisor
- Financial Aid Assistant

D. Announcements and Updates

- The State Budget has not yet announced funding available to community colleges.
- The July 13 Board of Trustees meeting has been cancelled. The next Board of Trustees meeting is scheduled for September 14, 2021.

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