

To: Cabinet, Archives
From: Sherry Weber
Subject: Minutes of February 1, 2022

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

1. The Ivy Chat Bot system was presented to Cabinet by Cathy Colella and Mike Thompson.
2. The minutes of January 18, 2022 were approved as presented.
3. Kalamazoo Valley Community College will continue to encourage COVID-19 (Coronavirus) vaccinations, wear masks on all campuses, continue social distancing and working with our community partners.
4. Cabinet met on following dates to discuss, review and update the 2022-2025 Strategic Plan.
 - January 10, 2022
 - January 24, 2022
 - January 31, 2022
 - Next meeting scheduled for February 24, 2022
5. Standing Items
 - A. DEI Strategic Plan Update**
 - “Diversity and Bias in the Search Committee Process” training will be required for all search committee members.
 - B. Travel Authorizations**
 - Don Benthin and Marc Rifenberg to attend the Michigan Association of Chiefs of Police Winter Professional Development Conference at the Amway Grand Hotel in Grand Rapids, Mi from February 9-11, 2022.
 - C. Grants**
 - Applications in Process**
 - **USDA Local Food Purchase Assistance Cooperative Agreement Program – in partnership with Michigan Department of Education – potential for up to \$2.7 million for two years**

To support projects to purchase locally produced foods and distribute to rural, remote and underserved households within our region. Proposing to expand purchasing of local foods from farms within Southwest Michigan and to work with Valley Food Share, Kalamazoo Loaves & Fishes, Sprout BC (Battle Creek), Bronson Health Foundation, Valley’s Community Culinary & Nutrition, and other

community-serving organizations in Kalamazoo to reach vulnerable communities responsively.

If chosen as an MDE partner, we will be invited to work collaboratively to submit an application that is due by March 10, 2022.

- Rachel Bair is the primary grant coordinator.

- **Michigan Economic Development Corporation, Michigan Workforce Training Center Equipment Grant - \$55,000 one-time grant**

Grant is intended to provide funding to employer-driven workforce training programs to purchase equipment needed to increase ability to provide quality workforce skills training. Grant proposal is for the purchase of one FANUC 6-axis robot that will be housed at the NACD to compliment and expand the reach of the MI-LEAP short-term training project.

Application was submitted on January 19, 2022.

- Kate Miller is the primary grant coordinator

D. Personnel Updates – As of February 1, 2022

Hires

- Mark Dunneback, Dean of Instruction - Business and Technical Careers, effective 3-1-22
- Delia Baker, Garden Education Program Coordinator, effective 2-2-22

Transfer

- Misti Mahon, from Administrative Assistant to Academic and Career Pathway Advisor – KVAAP, effective 1-16-22
- Dustin Gordon, from Computing Support Technician to Network Analyst, effective 1-24-22
- Renea Peruski, from Part-Time Faculty to Wellness and Fitness Center Program Manager, effective 2-16-22

Retirement

Resignation

- Nicholas Albaran, PT Security Officer, effective 1-23-22

Position Justification Forms

- Computing Support Technician

Full Time Currently Posted/Active Positions

- Dean of Instruction – Health Careers and Sustainable Foods
- Office Manager
- Utility Maintenance Specialist
- Custodian
- Patient Care Academy Instructor
- Mi-LEAP Program Navigator
- Mi-LEAP Program Manager
- Instructional Manager – Wind Energy
- Computer Support Technician
- Computer Support Technician - TTC
- Database Analyst
- Academic and Career Pathway Advisor – Math/Science/STEM
- Academic and Career Pathway Advisor – Liberal Arts

- Employee Benefits Manager
- Director – Corporate Training
- Accounts Receivable Assistant
- Food Systems Education Program Manager
- Food Hub Outreach and Marketing Coordinator
- Health Careers Laboratory Coordinator
- Public Safety Officer
- Maintenance Specialist

3. Announcements and Updates

- WMed medical program ran last week with their second-year students.
- The first cohort of the MI Leap CNC students start classes on February 14.
- Cannabis Training classes are now open for registration. The Kalamazoo Promise does cover this training.
- Kalamazoo Valley Museum is continuing to extend their hours.
- Stryker Theater IT renovation at the Museum is moving along.
- Dale B. Lake Theater IT upgrade is on hold until other IT projects are completed.
- IT is identifying classrooms for multimedia set up.
- HR is working with Gallagher to enable self-service benefits.
- Just a reminder, if something looks odd, please let public safety know.
- KVCC is collaborating with Kalamazoo Public Schools for a cooking demonstration in April.
- Continuing to move forward with One-Stop planning and preparation.
- Veteran Services (Charles Heidelberg) is now located upstairs in Student Services. The Veteran's Lounge is still located off of the cafeteria.
- February is Black History Month. The Center for New Media is hosting Black Artists Exhibit beginning February 4.
- Author Tommy Orange to visit Kalamazoo Valley on April 19.
- Alumni Taps on Tuesday held at the 418 Restaurant on April 22.
- Arbor Day Celebration on April 29. KVCC will be doing Facebook Live for this ceremony.
- Brian Lueth to send out an email regarding operating budget upgrade scheduled for February 28. The system looks different but works the same.

Next Cabinet Meeting: February 15, 2022 at 8:00 am.