

To: Cabinet, Archives
From: Tracy Labadie
Subject: Minutes of March 1, 2022

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

1. The minutes of February 15, 2022 were approved as presented.
2. Louis Thomas, Cody Dunten and Nkenge Bergan presented information learned regarding the financial wellness of Kalamazoo Valley students.
3. Cabinet completed a review of strategic priorities and definitions.
4. Aaron Hilliard presented an update regarding the Human Resources Master Plan.
5. Trice Batson presented an update regarding the Diversity, Equity and Inclusion Strategic Plan.
6. Cabinet reviewed updated CDC guidance.
7. Standing Items

A. Travel Authorizations

- Leena Mergen to attend the Global Plant Forward Conference in Napa Valley, CA from April 25-April 29, 2022.
- Steve Crawford and Mark Reed to attend the Great Lakes Planetarium Association state meeting in Ann Arbor on May 21, 2022.
- Tracy Labadie will be attending the Higher Education Compliance Conference in Anaheim, CA on June 8 - 10, 2022.
- Brian Murray to attend Michigan Automotive Teachers Association (MATA) Conference at Ferris State University on March 10, 2022.
- Joe Brady to attend the Health and Wellness Symposium in Phoenix, AZ on March 10 – 12, 2022.
- Deb Coates to attend the MEMCA Spring Conference virtually on March 10 – 11, 2022.
- Chris Gearig to attend the NISOD International Conference in Austin, TX on May 28 – 31, 2022.
- Alisha Cederberg to attend the MAFSAA Board Meeting in Dearborn, MI on February 8 – 11, 2022.
- Alisha Cederberg, Erin Annis, and Derrick Jones to attend the MAFSAA Conference in Dearborn, MI from February 27 – March 2, 2022.

B. Grants Update

No updates.

C. Personnel Updates – As of February 24, 2022

Hires

- None

Transfer

- None

Retirement

- None

Resignation

- Jason Valence, Custodian, effective 2-8-22
- Eric Valence, Custodian, effective 2-8-22
- Barbara Conboy, PT Student Services Assistant, effective 2-18-22
- Rachel Smith, Research Assistant, effective 2-25-22
- Craig Gray, Computing Support Technician, effective 3-4-22
- Nick Frost, Web Developer, effective 3-4-22

Position Justification Forms

- None

Full Time Currently Posted/Active Positions

- 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
- Employee Benefits Manager
- Director – Corporate Training
- Health Careers Laboratory Coordinator
- Public Safety Officer

8. Announcements and Updates

- Dr. Washington took a moment to acknowledge the unrest in Ukraine.
- Two additional sessions of the Diversity and Bias in Search Committee training have been added to support the increased demand. One will be on March 24 and the other will be on April 29. These are accessible through the faculty and staff development registration portal.

- An EAA retreat will be held on March 23 and a second, half-day session will be held in the afternoon on April 29.
- Welcome Dr. Mark Dunneback as the new Dean of Business and Technical Careers!
- The end of term Summit is scheduled for May 6. This will be an in-person summit for faculty and services staff.
- A meeting was held on February 25 with faculty and administrators demonstrate the new multi-modal classroom (TTC 8320). This was an opportunity to see how the new technology may be utilized and to discuss potential for how other spaces may be designed to support similar functionality. Thank you to Tim Welsh and his team for leading this effort.
- The college is still actively involved with Teach Kalamazoo and Career Launch Kalamazoo in partnership with Kalamazoo Public Schools.
- A group of 25 students from Phoenix High School will be visiting on March 2. The group will be comprised of juniors and seniors and they will complete a tour of the Industrial Trades and Academies lab spaces.
- A relaunch of the revitalized Brother 2 Brother initiative will be held during the first week of March.
- The college was selected to be a part of a summer institute with the Community College Research Center (CCRC). The focus of the institute will be how to utilize data to maximize outcomes for students.
- Congratulations to the Men's Basketball team for a stellar season!
- A film company will be using the CAH during spring break to do some filming.
- We will be partnering with Girls on the Run to host their event on campus on a Friday in late May. The campus will be closed to the community that day so they may have full use of the property.
- Evergreen LLC has been contracted to complete a Compensation and Classification study beginning in April.

Next Cabinet Meeting: April 5, 2022 at 8:00 am.