

To: Cabinet, Archives
From: Sherry Weber
Subject: Minutes of July 5, 2022

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

1. The minutes of June 21, 2022 were approved as presented.
2. Alison Moore gave a policy and procedure review/update to the Cabinet members. The College Procedures and Cabinet Member Operating Policies lives on the Employee Portal under Workplace Resources.
3. Allison Moore reviewed the internal committee procedure.
4. Trice Batson present the draft of CMOP 6120 Preferred Name. Cabinet members discussed revisions, which computer systems would be affected and what supporting documents would be needed for this CMOP.
5. COVID-19 (Coronavirus) Response.
 - KVCC does not anticipate any changes for Summer semester.
 - COVID-19 (Coronavirus) Test kits are available for both staff and students. More information will be shared in the KV Focus on how to request a COVID-19 test kit.
6. Cabinet discussed department reorganizations and position changes.
7. Standing Items
 - A. **DEI Strategic Plan Update – Trice Batson**
 - LGBTQ+ training on July 20 from 1:00-3:00 at AWH room 128
 - Black arts Festival – July 9
 - Anti-Bias in the Search Committee – July 13
 - Mental Health – August 4
 - El Concelio – August 20
 - B. **Travel Authorizations**
 - None
 - C. **Grants Update**
 - None
 - D. **Personnel Updates – No HR Report**
 - Hires
 - No HR Report

Transfer

- No HR Report

Retirement

- No HR Report

Resignation

- No HR Report

Position Justification Forms

- No HR Report

Full Time Currently Posted/Active Positions

- No HR Report

8. Announcements and Updates

- Beyond the Backpack event planned on 8/ 13 at Bronson Park
- KVCC is registered to participate in the Kalamazoo Black Business Expo on 8/27 from 1-5 at the Expo Center.
- The college will shift to the new email system before the beginning of the Fall semester. Please reach out to your Cabinet level supervisor if you have any questions.

Next Cabinet Meeting: August 2, 2022 at 8:00 am.