

To: Cabinet, Archives
From: Tracy Labadie
Subject: Minutes of January 17, 2023

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

Members Excused: Washington

1. Tracy Labadie provided an updated on the contract review process, including a new independent contractor checklist.
2. Dannie Alexander provided a Crisis Management Update. They are focusing on ensuring all staff and faculty receive training. Processes for the Critical Response Team are being reviewed.
3. Aaron Hilliard presented an update on the Michigan Paid Medical Leave Act.
4. Standing Items:
 - DEI Strategic Plan Update
 - Cat March is developing several training and awareness opportunities.
 - Travel Authorizations
 - Jessica Brinks to attend the Annual Law Enforcement standards and Training 2023 Conference in Denver, Colorado from May 14-17, 2023
 - Ian Salo to attend the FANUC Automate 2023 Conference in Detroit from May 21-25, 2023
 - Sarah Hubbell to attend AACRAO 108th Annual Meeting in Aurora, Colorado, from March 26-30, 2023

- Grants Update (Tracy Labadie)

Awards:

Carl D. Perkins Local Annual Grant: The College was awarded a \$641,695 Carl D. Perkins Local Annual Grant. This is a slight decrease from the previous year (which was \$648,448). The reduction in the allocation is impacted by the reduced Pell and occupational contact hours reported by the college. The funds will be used to support scholarships for eligible students enrolled in occupational programs of study, a Skilled Trades Coach and updated equipment needed for our skilled trades and health careers lab spaces.

Advancing Community Equity and Upward Mobility (ACE-UP) project: The College is one of 25 community colleges nationally selected by the Lumina Foundation to be a part of the Advancing Community Equity and Upward Mobility (ACE-UP) project. This is a first-of-its-kind community of practice seeking to address growing postsecondary and labor market disparities by bringing together community colleges and industry leaders to design and scale tangible strategies to align education and training. The goal is the increase access to employment and advancing employment outcomes for people of color. The college will be using this opportunity to expand on the work already underway in the nursing and allied health career programs. The college will receive one-on-one coaching, peer-mentoring and resource sharing to assist with identifying and resolving equity issues utilizing emerging best practices and strategies.

- Personnel Updates – As of January 11, 2023

New Hires

Andrietta Gaston, Apprenticeship & Work-Based Learning Project Manager,
effective 12-19-22

Julia Sehy, Simulations/Clinical Schedule & Compliance Manager,
effective 12-19-22

Gregory Shelton, Custodian, effective 12-19-22

Zach DeBruyn, Groundskeeper, effective 12-19-22

Nicholas Albaran, Part-Time Security Officer, effective 12-20-22

Cat March, Diversity and Inclusion Program Coordinator, effective 12-21-22

Adam Hausmanis, Custodian, effective 1-3-23

Forrest Maxwell, Instructional Manager-Wind Energy, effective 1-3-23

James Sprau, Machine Tool Lab Operations Manager, effective 1-9-23

Dennis Bertch, Interim Director of Nursing, effective 1-5-23

Transfer

Alecia Cross, from PT Design Assistant to FT Program Coordinator-Exhibits,
effective 12-19-22

Resignations

Tanya McFadden, Dean of Instruction-Health Careers and Sustainable Foods,
effective 1-6-23

David Ross, Lab Operations Coordinator-Chemistry, GEO, Physics,
effective 1-27-23

Retirement

Don Benthin, Director of Public Safety, effective 2-28-23

FT Currently Posted/Active Positions

Maintenance Specialist

Facilities Manager

Administrative Assistant for Dean of Business, Industrial Trades, and Public
Service

Administrative Assistant for Dean of Liberal Arts and Dean of Math and Sciences

Analytics Specialist

Academic and Career Pathway Advisor

Director of Facilities Services

Mi-LEAP Program Manager

Brewery Operations and Maintenance Coordinator

KVCC Foundation Officer

Patient Care Academy Instructor

Financial Aid Assistant

Systems Analyst/Developer

Human Resources Specialist

Payroll Accountant

Biology/Horticulture Faculty

Mathematics Faculty

Computer Information Systems Faculty

Automotive Faculty

Electrical Technology Faculty

Position Justification Forms

Program Coordinator - STEM Education

Systems Analyst/Developer

Human Resources Specialist

Payroll Accountant

- Updates and Announcements
 - Reminder that capital request with quotes are due at the end of January.
 - The 2023 Opportunities for Education (OFE) event is tentatively scheduled for September 28, 2023.
 - The Big Chill event will be held January 17 at the CAH and January 19 at AWH.