

**To:** Cabinet, Archives  
**From:** Tracy Labadie  
**Subject:** Minutes of May 2, 2023

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

**Guests Present:** Evan Pauken

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1. Minutes for the April 18, 2023 meeting were approved as presented.
2. Evan Pauken provided an updated on the SMS Opt-In Process.
3. Evan Pauken provided a Board End Statement Update.
4. Trice Batson provided an update on the Diversity, Equity and Inclusion Master Plan.
5. The group discussed the current status of the Compensation and classification study implementation plan.
6. Public health and security and safety discussion. The new Director of Public Safety started on April 24, 2023. One of his first projects will be to update the Emergency Response Plan for the college and to develop and present trainings for all groups across the campus.
7. Standing Items:
  - DEI Strategic Plan Update (Trice Batson)  
  
No update provided.
  - Travel Authorizations
    - Becky Craft and Michelle Demeritt to attend the Michigan Leadership Summit in Grand Rapids, MI on May 9, 2023.
    - Karen Kreuze to attend the Michigan Museum Association Colleague Awards Celebration in Grand Rapids, MI on May 11, 2023.
    - Maddie Isch to attend the KHARMA Development meeting in Kalamazoo, MI on May 12, 2023.

- Carol Kercher to join already approved KV attendance at the Great Lakes Planetarium Association meeting in East Lansing (MSU) on May 13, 2023.
  - Tony Parcher to attend the National Windpower Conference in New Orleans from May 22 – 25, 2023.
  - Rosie Florian, Josh Bartz and Rachel Bair to attend the Albion Local Food Summit in Albion, MI on May 25, 2023
  - Tom Sutton to attend OSHA credential certification training in Ypsilanti, MI from June 7 – 9, 2023.
  - Vic Ledbetter to attend the NOBLE Conference in Cleveland, OH from July 21 – 25, 2023.
  - Lizzie Luchsinger to present at the national Lifestyle Medicine Conference in Denver, CO from October 29 – November 1, 2023.
  - Joel Schmidt to attend the Hobard Welding Institute AWS Welding Educator classes in Troy, OH from May 1 – 12, 2023. Cost to be covered by the Perkins grant.
  - Greg Pestun to attend the APA Supervisor Tool training in Boone, NC from June 5 – 8, 2023.
  - Nkenge Bergan to attend the NASPA Conference in Kansas City, MO from June 25 – 26, 2023.
- Grants Update (Tracy Labadie)

#### **Award**

Kalamazoo Valley has been awarded a \$3,203,080 grant from Michigan Department Education to support a two-year project to expand our work with the Local Food Purchase Assistance program. This grant will allow the ValleyHUB to expand outreach to connect local food growers with underserved households within the Kalamazoo community. This work will be done in partnership with Kalamazoo Loaves and Fishes, Sprout Battle Creek, Milestone Senior Services and Kalamazoo Valley's Food Share. This grant will also allow ValleyHUB to expand food delivery in healthcare and education settings and will be accomplished in partnership with Bronson Healthcare, Integrated Services of Kalamazoo and Kalamazoo Valley's Community Culinary and Nutrition program.

▪ Personnel Updates – As of April 26, 2023

**New Hires**

Tracy Williams, Community Culinary and Nutrition Program Support Specialist, effective 5-8-23

Carol Kercher, STEM Program Coordinator, effective 5-3-23

James Valliere, Academic and Career Pathway Advisor, effective 5-15-23

Lief Doezema, Instructional Manager, effective 4-25-23

**Transfer**

Derik Redding, from Assistant Director of Financial Aid to Associate Director of Financial Aid, effective 5-1-23

**Resignations**

Dillan Ware, Public Safety Officer, effective 4-21-23

Crystal VanPelt, Food Systems Educator, effective 4-15-23

Tim Campbell, Public Safety Officer II, effective 5-26-23

**FT Currently Posted/Active Positions**

Program Coordinator - KVAAP

Associate Vice President for College Advancement and Executive Director of the KVCC Foundation

Career and Continuing Education Program Coordinator

Systems Analyst/Developer

Associate Director of Corporate Training

Director for Recruitment and Outreach

Brewery Operations and Maintenance Coordinator

Vice President for Information Technologies

Biology/Horticulture Faculty

Mathematics Faculty

Computer Information Systems Faculty

Automotive Faculty

Electrical Technology Faculty

Public Safety Officer II

Director of Nursing and Health Careers Liaison

▪ Updates and Announcements

- Academic Impressions is now available on the employee portal under the human resources tab.
- The college will be participating in the Kalamazoo Black Business Expo on August 26, 2023 at the Kalamazoo Expo Center.

- The college presented to the Joint Capital Outlay Subcommittee last week regarding our capital outlay proposal.
- The testing center construction project continues to move forward and should be ready for operation by the Fall 2023 semester.
- A Higher Promise intern will be joining Student Development Services May 16 – August 18, 2023.
- The college is piloting an “Accepting All Seniors” project with Lawrence High School.
- The college will be participating in the Kalamazoo Cycle Show on May 13, 2023.