

## Instruction, Student Success, and Enrollment Services

### Meeting Minutes

November 13, 2019

Present: A. Cederberg, D. Coates, C. Colella, M. Collins, , L. Cosby, L. Depta, P. Eagan, G. Fredericks, C. Gibson, T. Hamann, , C. Jbara, K. Johnson, D. Lindsley, P. Linden, B. Lueth, A. Marsh-Peek, K. Miller, D. Mondoux, E. Pauken, B. Reynolds, M. Walters, T. Welsh

Absent: P. Henning, S. Hubbell, D. Miller, M. Pauken, B. Taraskiewicz, L. Thomas

Guests: A. Hilliard, A. Louallen

1. Call to Order: The meeting was called to order at 8:30 a.m.
2. Meeting Minutes of October 16, 2019 were approved as presented.
3. Business
  - 3.1 Hiring and Position Classification Processes – A. Hilliard and A. Louallen were invited to attend the Instruction, Student Success and Enrollment Services meeting to respond to questions and concerns regarding the hiring and position classification processes. The group discussed at length the hiring process and next steps to include succession planning and how to move forward. The position classification process was postponed to December 11, 2019.

A recommendation was brought forward to include HR representation as part of this group. M. Collins will reach out to A. Hilliard and A. Louallen and report back.

4. Issues and Concerns – None presented.
5. Departmental Updates
  - 5.1 P. Eagan reported on the Get Ready for Winter Vehicle Inspection and STEM Quest events. Kudos to facility services and all who helped make these events a success!
  - 5.2 A. Cederberg reported on winter scholarships. Kudos to Brian Lueth and Steve Doherty for their assistance.
  - 5.3 B. Reynolds, T. Hamann, D. Coates and L. Cosby updated the group on events in their areas.
  - 5.4 T. Welsh updated the group on the status of software and server upgrades.

#### 6. Other

- 6.1 L. Cosby reported an Introduction to Career Coach session will be offered at Summit.
- 6.2 D. Coates reported on work with T. Hamann and Parchment Middle School representatives to pull together an Art Show to be displayed at KVCC. More to come.
- 6.3 P. Eagan reported on Michigan Reconnect for adult learners.

7. Reality Check – Students facing housing and daycare challenges.

#### 8. Kudos!

- To Robyn Schieber and Ezra Bell for stepping up with staffing the Veterans Center and assisting Veterans.
- To Amy Gill and Jeremy Strait for attending MiCareerQuest.
- To Tim Welsh and his team for their support during the server upgrade.

9. Meeting Feedback

9.1 Agenda Items

- Position Classification Process - Aaron Hilliard and Amy Louallen
- Guided Pathways Work Hubs – L. Cosby & P. Eagan

10. Adjourn: The meeting adjourned at 9:49 a.m.

Next Meeting: December 11, 2019 at 8:00 a.m. in room 4230.

Future Agenda Items:

Noel-Levitz Programs of Study and Next Steps – Cosby  
Roster Verification and ECARS – Eagan