MINUTES OF PLANNING MEETING
BOARD OF TRUSTEES
KALAMAZOO VALLEY COMMUNITY COLLEGE

A Planning meeting of the Board of Trustees of the Kalamazoo Valley Community College District, 6767 West O Avenue, Kalamazoo, Michigan was held on Tuesday, April 14, 2009 at the KVCC Groves Campus, 7107 Elm Valley Drive, Kalamazoo, Michigan in Conference Room C1410-1.

Chairman Patton convened the meeting at 5:33 p.m. and in Trustee Whitten’s absence at the start of the meeting, he appointed Trustee Miller as Acting Secretary.

ROLL CALL

Present: Trustees Gustas, Miller, Oberlin, Patton, Schauer, Whitten (arr. at 5:40 p.m.) and Young
Marilyn J. Schlack, President
Michael Collins, Vice President for College and Student Relations
Patricia Niewoonder, Recording Secretary

Guests: Lauren Beresford, Dennis Bertch, Sandy Bohnet, Steve Cannell, Laura Cosby, James DeHaven, and Amy Louallen

APPROVAL OF AGENDA

It was MOVED by Trustee Gustas, SECONDED by Trustee Young and CARRIED that the agenda be approved as presented.

CONSENT AGENDA

It was MOVED by Trustee Miller, SECONDED by Trustee Young and CARRIED that the Consent Agenda Items for the month of April 2009 which includes the Secretary’s Report, the Treasurer’s Report, the Modification of the Budget for FY 2009, and the Graduation Report be approved as presented and that copies of the reports be attached to and made an official part of the minutes of the meeting.

PUBLIC PARTICIPATION

There was no one present who desired to address the Board.

BOARD MONITORING REPORTS

Managing Our Enrollment
President Schlack introduced the co-chairs of the five “Managing Our Enrollment” committees who presented status reports on the progress toward the Board’s goals.
o **Curriculum and Program Review Committee**  
Dennis Bertch, associate vice president for academic services, shared a brief overview the progress toward the committee’s goals and on the review process for the development of new programs and courses, including the establishment of pilot courses.

o **Human Resources Committee**  
Sandy Bohnet, vice president for human resources, and Amy Louallen, human resources manager, highlighted the strengths-based training program that is being implemented for faculty, the employee “on-boarding” plan that can be personalized based on the duties of each position, and on the results of the employee recognition survey.

o **Recruitment and Communications Committee**  
Mike Collins, vice president for student and college relations, and Jim DeHaven, vice president for economic and business development, shared an overview of the results of some of the interviews conducted by Lipman Hearne to get a better understanding of the “essence” of KVCC.

o **Retention Committee**  
Mike Collins and Laura Cosby, director of student success center, reviewed some the initiatives that will be implemented to help with retention, including changes in ACT/Compass testing requirements, requiring orientation for first-time enrollees, and improving the student tracking process.

o **Research Committee**  
Lauren Beresford, director of operations/M-TEC, and Steve Cannell, director of planning and research, reported that the committee is looking at various data that measure student success, graduation and retention rates by program, and student satisfaction.

**Update on Planning for the Construction Project**  
Mike Collins presented an overview of the initial planning by the architects for the additions and renovations to the Texas Township Campus.

**ACTION ITEMS**

**Recommendation for Automotive Academy Fees**

It was MOVED by Trustee Gustas and SECONDED by Trustee Miller that upon the recommendation of the President registration fees for the Automotive Technician Academy be authorized in the amount of $9,500 per student effective FY 2010. After a brief discussion, the motion CARRIED.

**Recommendation for Renewal of Membership to ACCT**

It was MOVED by Trustee Young and SECONDED by Trustee Schauer that the KVCC Board of Trustees renew membership in the Association of Community College Trustees for fiscal year 2009-10 and that dues in the amount of $4,937.00 be paid. After a brief discussion, the motion CARRIED.

It was MOVED by Trustee Schauer, SECONDED by Trustee Miller and CARRIED that Trustee Oberlin be appointed voting representative to ACCT for fiscal year 2009-10 and that Trustee Young be appointed alternate.

Sec. Init. _____
First Reading of Proposed Revision to BP 100, Board Bylaws

It was MOVED by Trustee Young and SECONDED by Trustee Miller that upon the recommendation of the President, and here presented for a first reading, Board Policy 100, Board Bylaws, be submitted for revision. After a brief discussion, the motion CARRIED. The President noted that legal counsel will be asked to review the Bylaws to address the questions raised by the Board regarding eligibility to serve on the Board.

CLOSED SESSION TO DISCUSS LEGAL ISSUES

It was MOVED by Trustee Oberlin and SECONDED by Trustee Schauer that the Board recess the regular meeting and go into a closed session to discuss legal issues.

The motion CARRIED by the following ROLL CALL vote:

AYES: 7  NAYS: 0  ABSENT: 0  ABSTENTIONS: 0

The Board recessed the open meeting at 6:37 p.m.

The open meeting was reconvened at 6:57 p.m.

OTHER ITEMS

President Schlack briefly reviewed the calendar of events and she announced a reception to be held on April 25 at Anna Whitten Hall to commemorate Mary Spradling and her book collection. Trustee Whitten shared a letter of thanks from Deb Bryant. Chairman Patton gave commendations to Helen Palleschi for a presentation she recently gave at Borgess Hospital’s Lawrence Center.

FUTURE AGENDA ITEMS AND EVALUATION OF MEETING AND MATERIALS

No additional items were discussed.

ADJOURNMENT

It was MOVED by Trustee Miller, SECONDED by Trustee Schauer and CARRIED to adjourn the meeting. Chairman Patton declared the meeting adjourned at 7:05 p.m.

Anna Whitten, Secretary

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Jeffrey Patton, Chairman

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Patricia Niewoonder, Rec. Sec.