To: Cabinet, Archives  
From: Patricia Niewoonder  
Subject: Minutes of August 28 2006 Cabinet Meeting  
Date: August 28, 2006

Members Present: Anderson, Bertch, Bohnet, Cannell, Collins, DeHaven, Hutchins, Kocher, Lay, Niewoonder, Schlack and Woods

**TBO Discussion**

a. Personnel Items
   - Reported on organizational changes in the academic services area, the progress toward filling the vacant dean’s position, and the selection of Jim Ratliff as the new librarian at the ACC.  
   - Continuing to explore possibilities and options for the nursing director’s position.

b. Report Card Committee
   - Reported that the committee is continuing to make progress.

c. Reality Check – none added to list.

d. Kudos! – a couple of Kudos! were noted.

**Approval of Minutes**
The minutes of the August 22, 2006 meeting were approved as corrected.

**Other**

- Mentioned the high success rate of the students attending this summer’s new transitional education course initially designed for Kalamazoo Promise eligible students
- Preparations for the Fall semester were discussed:
  - Academic Services is continuing to monitor enrollment/seating availability to ensure greatest efficiencies in preparation for the fall 2006 semester
  - Working on getting labs and computers set up for the new semester.
  - Plans are in place to accommodate overflow parking at the Texas Township Campus for the first couple of weeks of classes – students will be allowed to park on the grass.
  - Numerous offices and departments will be open in the evening the first two nights of classes.
- Mentioned the ongoing discussions regarding a student success center and a possible proposal for innovative thinking funding.

**Other Discussion Items**

   - Operations Team – the team met again and has begun to identify individuals as team leaders as well as on the affirmative action advisory committee, discussion continued
on the evaluation component, and the progress is being made in the development of
the report card.
  - Student Team – team leaders have been identified for the various components being
    measured.

b. **Review Innovative Thinking Projects and Annual Reports and Consideration of
   Funding for FY 2007**
   - A budget question for the multi-disciplinary project will be addressed at next week’s
     meeting.

c. **Travel**
   - Reported that Rick Ives and Larry Belen will be attending the MCOLES directors’
     meeting, Sept. 27–28 at GRCC.

d. **Grants**
   - Mentioned the submission of a federal grant for our alternative education nursing
     program.
   - Reported that the Michigan Dept. of Education is soliciting grant proposals to
     establish program in partnership with high schools, colleges and area hospitals for
     students taking health career courses.
   - Questioned whether or not we should purchase a publication on grant resources

**Next Meeting**
The next regular meeting is scheduled for Tuesday, September 12, 2006 at 8 a.m.