To: Cabinet, Archives
From: Patricia Niewoonder
Subject: Minutes of January 27, 2009 Cabinet Meeting
Date: January 27, 2009

Members Present: Anderson, Bertch, Bohnet, Cannell, Collins, Cosby, DeHaven, Horton, Hutchins, Niewoonder and Schlack

Members Absent: Kocher

TBO Discussion
  a. The following personnel items were reported:
     o Andy Stokes has been hired as the part-time safety specialist.
     o Carl Lawrence and Diane Finch are the new part-time career advisors.
  b. Reality Checks:
     o No new reality checks.
  c. Kudos! were given to:
     o Jim DeHaven and his team as well as Mike Olvitt and his team for their efforts with the installation of the wind turbine.
     o everyone at the institution, with special kudos to the academic services and student services teams, for a wonderful start to the winter semester.
     o the SSC for the great open house held last week.
  d. Other TBO Items – No other TBO items noted.
  e. Book Discussion – Louise started the group discussion of chapter two from “Good to Great” on the topic of level 5 leadership.

Approval of Minutes
The minutes of the January 20, 2009 meeting were approved as revised.

Other
  - Discussed some legislative recommendations which would impact community college and higher education funding due to proposed changes in the state budget.
  - Received a copy of recommendations from the Retention Committee which will be added to the agenda for next week.
  - The 1099’s and W-2’s have been mailed out and they are also available online.
  - Beginning in a couple of months, computer passwords will need to include at least one special character in addition to alpha numeric characters.
Reported that several FOIA requests have recently been received by the College.

Enrollment for winter 2009 is up around 5 percent without increasing the number of course sections.

Invitations for the Feb. 18 inauguration of the wind turbine were distributed and a notice will be sent to the college community. Work on the turbine is continuing to get it fully operational.

Heard a brief update on the ongoing discussions regarding our invoice from the County for the May 2007 election.

Other Discussion Items

Travel – the following travel items were reported for the record:

- Mike McCall will attend an ACT meeting in Lansing on Feb. 4 – there may be others attending as well.
- Amy Louallen and Nick Ranking will attend a PeopleAdmin users meeting being held at Oakland University on Feb. 3.
- Along with 13 students, Kim Grubka, Marion Peck and Wanda Scott will be attending the Chicago Dental Society Mid-winter meeting in Chicago, Feb. 27-28.

Grants

- No grant requests presented for consideration.

Next Meeting – The next Cabinet meeting is scheduled for Tuesday, February 3 and will begin at 8 a.m. in the Board Room.