To: Cabinet, Archives
From: Patricia Niewoonder
Subject: Minutes of July 7, 2009 Cabinet Meeting
Date: July 9, 2009

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

Members Absent: Schlack

Guest(s): Ken Barr, Jr.

Innovative Thinking Grant
Ken Barr, Jr. presented a proposal for “Promoting a Strengths-Based Campus” innovative thinking project. It was MOVED, SECONDED and CARRIED to approve the project for 2009-2010 in the amount of $119,860.

It was MOVED, SECONDED and CARRIED to approve the increase in the Wind Academy innovative thinking project in the amount of $9,012 for FY 2008-09.

TBO Discussion
a. Personnel Items
   o Three candidates are being profiled for the Director of Public Safety position.
   o Three part-time replacement student advocate positions have been filled.
b. Reality Checks
   o Jim reported that he had contacted the prospective student who did not receive a return phone call.
c. Kudos! were given to the following people:
   o Kathy Campbell for her efforts with the purchasing consortium.
   o Kristine Goolsby, Nick Rankin and Judy Wilmarth for their help in moving forward payroll changes for FY 2010.
d. Other TBO
   o Reported that Nancy Taylor is meeting with various departments regarding strengths.

Approval of Minutes
The minutes of the June 30, 2009 meeting were approved as submitted.
Other

- Louise reported that the financial services department is continuing to roll forward the budget FY 2010 and they are working through a few minor glitches.
- Heard a brief update on status of the repair of the wind turbine. Jim will draft a short message to be shared with the college community.

Other Discussion Items

- Review of Revised Managing Our Enrollment Reports
  - Revised reports for Curriculum, Human Resources, Financial Forecasting, Research and Scorecarding were distributed and briefly reviewed.
  - The report for Recruitment/Communications will be finalized after the meeting with Lipman Hearne.
- Review of Meal Reimbursement Guidelines
  - It was MOVED, SECONDED and CARRIED to implement a per diem rate of $42 per day for meals for low-cost areas and $55 per day for meals for high-cost areas, effective July 1, 2009. This change in reimbursement rates will be incorporated into the travel manual.
- Review of Schedule/Car Pooling for July Board Meeting – agreed to coordinate driving to Traverse City for the Board planning meeting.
- Travel – the following items were reported for the record:
  - Marilyn Betts will attend the Michigan Safety Coordinators Conference in Mount Pleasant, August 5-6, 2009.

Next Meeting – The Cabinet’s next regular meeting is scheduled for Tuesday, July 14 and will begin at 8 a.m.