

## President's Cabinet Meeting Minutes

March 20, 2023

1. GA-26-01 Administrative Closing/Inclement Weather Policy: Addition to this policy is the requirement that employees working remotely will continue to work remotely when campuses close during inclement weather. Diane Ward had questions regarding how this would apply to faculty and online classes when campus closes. The policy approval was deferred so Diane can seek TBR legal guidance.
2. PA-17-01 Immigration Reform Act Policy: Revisions are wording changes to conform to TBR policy. Included in the policy is the requirement for completed I-9's for all employees. Supervisors will collect completed forms for employees on temporary contracts and send to HR for review. Cabinet approved the policy.
3. GA-13-01 Emergency Procedures, Fire/Bomb Threats Policy: This policy was reviewed and approved with no changes.
4. CircleIn App: Marsha Mathews introduced this app to Karen Brunner who watched a demo of the product with several others, including Lisa Steffensen and Shelley Esquivel. CircleIn is an app for peer tutoring, student engagement and support. Students can earn credits toward gift cards for participation and engagement.
5. 4-day Summer Work Week: Cabinet approved a summer 4-day schedule beginning May 8 through July 31.
6. Building Envelope Project: The project will begin with filling epoxy underneath the business office hallway starting in mid-April. Those employees will need to box their files, etc. for storage and will work remotely until the project is complete (approximately three weeks). Other staff in the vicinity who must work on campus will relocate to other offices.
7. Financial Aid Changes: Robin Townson reported on financial aid changes effective for the 2023-24 aid year. Some changes include: webpages listing tuition/fees to also include room and board (renamed to food and housing); books and supplies, course material, supplies, and equipment; cost of obtaining licensure/certification. Adjustments may be requested with documentation for dependent care, disability related expenses, purchase/rental of computer, and additional transportation costs between home and work. (Living expenses and transportation cannot include periods of non-enrollment during a term [including late start], which will result in a prorated amount. Provisional independent status will apply to any dependent student who does not provide parent information. The maximum Pell award for 2023-24 will be increased to \$7395 based on full-time enrollment for 2 semesters, an increase of \$500. Consent will now be required of each participant/contributor to the FAFSA.