

President's Cabinet Meeting Minutes

April 29, 2024

1. Student Guest: Ann Morphew introduced Adam Eckstein, a non-traditional age student who is tutoring in the Learning Center. Adam will be graduating this semester and will transfer to the University of the Cumberland to study chemistry and secondary education. His ultimate goal is to be able to teach adult students at the community college level. He thinks the best thing about RSCC is the availability of resources but wishes more students would utilize them. He had a number of thoughtful suggestions based on his work in the Learning Center. He suggested that texting be used more as a communication venue with students. He also suggested that the Learning Center webpage be reorganized so that students can search for a tutor by academic subject area. Because so many students go to YouTube to find help with homework problems, he thought it would be a good idea for the faculty and/or embedded tutors to make videos to help students with common homework problems.
2. Guest: TCAT Harriman President Chris Ayers updated Cabinet on planning for the new facility that will be adjacent to the Roane County Campus. Completion of the \$43-\$46Million campus is scheduled for summer 2026. Chris believes that Roane County would benefit most from a holistic K-14 mindset and partnership, and his goal is to get more TCAT diploma graduates enrolled at RSCC for a degree. Ayers has been working with Clayton Homes on a training project which has recently changed with the introduction of Clayton's new HouseSmart division. Two training needs have been identified: 1) site installation training on the hill behind the campus to mimic the terrain that installers frequently encounter and 2) construction safety training that employees from different states would take. The two presidents talked about a partnership wherein TCAT students could use the RSCC walking trail, Learning Center, Raider Café, etc. Ayers noted that TCAT Harriman had been awarded a major grant for telecommunications training that will be needed a pathway into our cyber security program. Jamie Stringer and Robin Townson are also working with Ayers and Jonathan Button at TBR Shared Services to fix the transcript process to enable TCAT students to enroll at a community college as "continuing students" before they have totally completed their TCAT diploma.
3. New Employee Introduction: The Cabinet met Erin Self, campus technical clerk at the Loudon County center; Jennifer Cross, dual studies coordinator; and Skip Jones, site director for the Scott County center.
4. Enrollment Update: Doug Wallace reported that we have been +1% average in headcount for the past two weeks. Transfer enrollment continues to decline, however. Doug suggested that we need to find ways to market/advertise transfer programs more, possibly by spotlighting successful students who have transferred. Trying to make transfer easier for students is a statewide problem since the TTP's are far from seamless. We need to emphasize the "first two years free; great foundation with small classes" message. Many dual enrollment students go straight to four-year institutions. We need to recruit them to be full-time RSCC students upon graduation.
5. Loudon County Law Enforcement Training Center: Loudon County has been approved to build a Public Safety Training Center directly behind the RSCC campus in Lenoir City.

This is a great opportunity to partner, particularly as we are searching for a new Criminal Justice program director upon Elizabeth Lewis's retirement. Chief Wright will use his community connections to find out what the plans are for the center. Sarah Self will reach out to her connections with the Oak Ridge Police Department to identify their needs.

6. THEC Funding Formula Update: Jeff Tinley presented an overview of the elements that go into the funding formula, some of which are beyond our control. Since the calculations are based on numbers (not percentages), declining enrollment has a continuing negative effect, especially since THEC uses a three-year rolling average. Additionally, funding is allotted based on comparison of outcomes across institutions. Therefore, even if we improved on all measures, if other colleges had greater improvement, they would receive more dollars. It appears that recommended funding across TBR community colleges for 2024-2025 will be approximately \$29million, which is essentially flat. Tinley also suggested areas to improve that might "move the needle," including growing Middle and Early College, increasing adult enrollment, and improving retention and credit accumulation. Jeff was asked to repeat this presentation for Administrative Council early fall semester.
7. TBR, NACCE, and ATD Upcoming Meetings: Karen Brunner updated Cabinet on a number of upcoming onsite and virtual meetings.
 - a. May 9: Rebecca Corbin, President of NACCE (National Association of Community College Entrepreneurship) will be at the ORBC for a workshop on next steps for community vibrancy planning.
 - b. May 13: TBR staff will be onsite at the Cumberland County campus for the annual Strategic Enrollment Management update and to visit the new facility addition.
 - c. The ATD coaches will meet virtually with President's Cabinet on May 20
 - d. The ATD coaches will facilitate a virtual Knowing Your Student Parents Workshop as part of the Student Parents Initiative that RSCC is participating in with ATD.
 - e. Additional virtual ATD meetings will be scheduled in May, June, and July for specific participants.
8. Policy Update: Dr. Whaley brought GA-04-01: Annual Reports policy for review. Karen Brunner stated that this should be deferred to determine any changes that might have been made to TBR policy and procedures regarding annual reports. Keri Phillips brought GA-18-09: Access Control policy for review and approval. This policy meets IT audit standards and combines the strong password policy with additional access control measures for securing data. Cabinet approved the revision and Keri will send a college-wide email about the transition to 14-character passwords.
9. Knox Facility Update: Dr. Whaley reported that the new target date for completion is August 13, 2025 with a close-out period from August – mid-October. \$2Million has been raised/pledged to date. Sarah Self reported that the camera recording construction progress needs to be adjusted now that steel beams are being installed. The camera view is currently too low.
10. Cumberland County Update: Equipment will be in place for fall semester and enrollment for the first Cumberland Nursing cohort is strong.
11. TBR Workforce Convening: The TBR Workforce Convening that brought business and industry representatives together with higher education representatives will report

debrief recommendations next week. Dr. Whaley asked Sherry Jackson to make sure Roane State's business/industry participants receive thank you letters.