

## President's Cabinet Meeting Minutes

February 12, 2024

1. RSCC Data Ethics Team: Dr. Whaley suggested that a data ethics team be established to clearly identify those with access to certain data and monitor for security. Keri Phillips and Jamie Stringer will serve on this team and report back to Cabinet. Karen Brunner asked that Jeff Tinley, Director of Institutional Research, be included on this team. He will return to the states in early April
2. Enrollment Update: Doug Wallace will be coming to Cabinet on a regular basis to give enrollment updates. Spring FTE is up 2.5%. Dual enrollment had the largest increase for Roane and Anderson counties. Transfer enrollment is declining except for Roane to Tech programs. (5 new majors have been added to Roane to Tech). Recruiting events are ongoing for fall.
3. SACSCOC 5<sup>th</sup> Year Interim Report: Karen Brunner explained that there are SACSCOC standards that require institutions to have a related policy and to be able to provide evidence of implementation of those policies. She will be sending out of list of those policies for immediate review and, if necessary, updating. She also reminded everyone that we will need to provide evidence of regular evaluation of employees, at all levels and for multiple years. Karen asked Marsha to work with Anne Holder to develop a facilities/safety survey to administer to faculty/staff and to students. This survey needs to be administered in time to make any feasible improvements highlighted from the survey.
4. Policy approvals: The following policies were approved.
  - a. GA-15-01 Mass Communication – changes to comply with new TBR policy
  - b. PA-14-01 Support for Educational Assistance – reviewed; no changes
  - c. GA-01-01 Numbering, Format, and Approval of Institutional Policies – editorial revision to bring SACSCOC public disclosure statement up to date
5. Facility Updates:
  - a. Knox – Utility work is in progress. Roane State will purchase a new pole to install a camera to record progress. Simulation Center planning is going well. Beds and some equipment have been ordered, and Victoria Battershell is recruiting in Knox County high schools. Completion is projected for July, 2025. Sarah is working with Covenant's marketing team for targeted advertising.
  - b. Cumberland – A ribbon cutting/naming ceremony will be scheduled for fall, 2024. The project is ahead of schedule and should be completed by the end of April. Beds and a washer/dryer have been ordered for the Nursing lab. Desks and other furniture in good condition are currently in storage at Roane County. Sarah reported that a new billboard will be located near the Buc-ee's exit. There are plans underway for a new campus sign.
  - c. Fentress – The groundbreaking is scheduled for April 5. Invitations will go out next week.
6. PR Updates: Sarah Self reported that the new website should be completed by the end of the year. While major work is being done on the new site, the PR department will only have time to make changes for factual accuracy to current webpages. Sarah also reported that the shuttle wraps have been completed.