

President's Cabinet Meeting Minutes

July 7, 2025

1. **Veteran Wave:** The time has come to retire the first group of flags that were purchased. Tamsin Miller reported that community volunteers will help with folding and retirement of the current flags with honor. The goal is to hold the retirement ceremony before Veterans Day and have new replacement flags purchased by that time. Sponsorship for a flag is \$80, including dog tag for the honored veteran. Sarah Self will work on a marketing message. A bulk order will need to be made early in August. April Dills will be assisting with this project upon Tamsin's retirement.
2. **TBR Quarterly Meeting Update:** President Chaney/TCAT Knoxville will sponsor lunch at the new Knox Campus on Thursday. Teresa Duncan is waiting to hear from UCOR about sponsoring dinner on Thursday night. She will put together a list of community invitees. The Foundation will sponsor the Hospitality Room at the hotel; Karen Brunner and Diane Ward will coordinate. Sherry Jackson will meet with Fire and Salt about catering dinner. Friday meals on the campus will be a grab-and-go breakfast and box lunches. We will need to put together approximately 150 gift bags. Site directors are making lists of items notable from their counties, and donations will be solicited. Students/recent alumni will be needed to mix with Board members during lunch on Thursday and dinner on Friday. Roane State's presentation on Friday will focus on Community Vibrancy and Innovation. All volunteers will need to wear shirts with RSCC/TCAT logos. A survey will be forthcoming so volunteers can request their size.
3. **Employee Evaluations:** Dr. Whaley reminded everyone to complete evaluations of their direct reports by the end of July. He is planning to schedule in-person meetings with his reports.
4. **Campus Security Update:** Marsha Mathews reported that the equipment needed to make employee badges has been received. The purchase included training from Total ID on the machine. Once a design has been created, the process for getting photos will be developed with a goal of starting the project in August. The TBR Safety and Security grant is providing funding for this project. Employees will be required to wear their badges when on campus. Lanyards or clips will be provided.
5. **Enrollment Update:** The current 7-day average, exclusive of dual enrollment, is 4.1%HC/2.5%FTE. Web enrollment is up 15.9%HC/20.3%FTE.
6. **Knox and Fentress Project Updates:** The Fentress County campus projected completion date is April 2026. The Knox County campus elevators are functioning but awaiting official permits. President Chaney wants to host a

breakfast for RSCC and TCAT faculty and staff who will be sharing the building so they can get to know each other.

7. President's Updates:

- Dr. Whaley would like to host the legislative luncheon at the new Knox Campus in November.
- He reported that TCAT Harriman President Chris Ayers wants to construct a satellite campus adjacent to our Morgan County campus. Morgan County government may make the land available at very reasonable cost. A proposal will be put forward for approval by TBR.
- Dr. Whaley also reported that TBR will be taking a more active role in community college athletics. Chris Perkins at TBR will be the lead TBR liaison.