

## President's Cabinet Meeting Minutes

July 21, 2025

1. Student Guest: Scott County Site Director, Skip Jones introduced Acadia Burge, a graduate of Oneida High School where she completed 22 credit hours through dual enrollment. She will be entering Roane State in the fall, majoring in Elementary Education. She hopes to transfer to Tennessee Tech to get her bachelor's degree and teach 2<sup>nd</sup> grade. She loved the observation hours she did in a 2<sup>nd</sup> grade classroom. She told Cabinet members that the best thing about her Roane State experience was the small class size. Her idea for possible improvement was to raise awareness of the campus through more/better signage. She says it's "easy to miss" the campus. Diane Ward congratulated Acadia on her GPA and suggested that she consider getting a math endorsement so she can teach middle/high school Math. Acadia indicated that she always feels safe on the Scott campus and that security presence is always visible.
2. TBR Board Meeting Update: Sherry Jackson reminded the group that Dr. Whaley's invitation letter to attendees with meeting details is due August 1<sup>st</sup>. TBR has requested that the ribbon cutting ceremony take place on Thursday. Scott Niermann noted that he would be inviting donors to the event, so we will need to reach out to President Chaney about their attendance at lunch, since TCAT is serving as lunch sponsor. UCOR is working on sponsorship of the Thursday evening dinner; amount to be determined. There will be time (probably between dinner and dessert) for brief remarks by UCOR and, per Chancellor Tydings' request, TCAT Harriman President Chris Ayers. There was much discussion about items for the attendee gift bags. There may be different levels of included items, with Regents and institution presidents receiving a limited number of special items. Sherry reminded the group that TCAT Knoxville students are making items for the gift bags. Scott Niermann indicated that the Foundation has sufficient numbers of branded items for all attendees.
3. Administrative Council Retreat Update: The retreat will be held at the Burnett Family Farm in Deer Lodge from 10:00 a.m. to 3:00 p.m. (Eastern Time). They will be providing coffee, tea, lemonade, and lunch. We will need to bring a laptop and projector if anyone wants to give a PowerPoint presentation. Sherry asked everyone to send her agenda items by Friday.
4. Campus Security Update: Marsha Mathews led a discussion about the employee badging project. Even if employees opt not to have a photo in Outlook, all employees must submit a photo for their badge. They are permitted to submit a photo by email, but they will need to complete a dynamic form for approval and follow sizing and background protocols for the photo. The badges can have

printing on the reverse side. The plan is to print important telephone numbers on the reverse side.

5. Enrollment Update: Doug Wallace reported that enrollment, without dual enrollment and Middle College is up 5% HC/4% FTE. He also noted that Middle College enrollment is up substantially; however, it is not known whether that is due to early registration or actual increase.
6. ATD Fall Visits: Karen Brunner told everyone that we will have a new coach, Meredith Hatch, since Linda Hagedorn is retiring. All three coaches will be here August 12<sup>th</sup> and 13<sup>th</sup>. Karen is planning the agenda for meetings on August 12<sup>th</sup>; but the coaches will be joining in Convocation activities on the 13<sup>th</sup>. We will take time to honor Linda at Convocation. Karen also asked everyone to hold November 6<sup>th</sup> and 7<sup>th</sup> for the second fall coaching visit.
7. Other:
  - a. Marsha Mathews reported that salary letters will go out to employees on July 25<sup>th</sup>.
  - b. Marsha also reported that Joey Gilbert will be leading an initiative to develop schematics for memorial tree spaces at all campuses.
  - c. President's Cabinet Retreat has been rescheduled for August 4<sup>th</sup>, 9:00 – 11:00 a.m. at the Loudon campus; lunch; then visit to the Sequoyah Museum at 1:00 p.m.
  - d. TBR Regent Barry Stephenson will sponsor the Street Painting festival at the Oak Ridge Campus September 20.
  - e. David Lane reported that the soccer fields are almost ready for fall season.
  - f. Dr. Ward reported that Tennessee Tech is ending the 2+2 program due to low enrollment.