

## President's Cabinet Meeting Minutes

September 8, 2025

1. Student Guest: Karen Brunner introduced Jeannette Rigsby, a student parent and veteran studying cyber defense. Jeannette is serving as SGA Vice President and Veteran Peer Mentor. After her first year at RSCC, her new goal is to teach our COLS 1010 course. This is one of the ways that she learned about all of the out-of-class Roane State resources that she told Cabinet has been the best part of her RSCC experience. She stated that these caring resources really help students focus more on their studies. Her improvement idea is to ensure that all course costs, including fees and textbooks, be available prior to registration so students can factor those costs into their financial planning. She is the recipient of a Hibbs Family scholarship from the Foundation, for which she is very grateful. She told Diane Ward that she has had no problems with Momentum for online classes and always reads the legend on the Schedule of Classes before planning her semester. She primarily uses the Library and the Learning Center on the Harriman campus and always feels safe.
2. New Employee: Marsha Mathews introduced Elizabeth Brady, the new account clerk in the Payroll Office. Elizabeth is Sheila Brady's daughter and is a graduate of Roane State. She has volunteered and/or been a temporary worker at Roane State since 2017. Teresa Duncan also noted that Elizabeth helped to start the Dance Deam. She is excited to have a full-time position with the college.
3. Travelling Art Exhibit: Mike Hill joined Cabinet to discuss the possibility of taking his art collection as well as the collection from the Manly estate to off-campus location(s). Dr. Ward and the Art faculty will determine a process for selection, and Mike will work with Andy Spellman to consider which campus might work for a spring show. Marsha Mathews pointed out that the Manly collection and any other art owned by the college would need to be transported in a college vehicle for insurance purposes. A suggestion was made to get student volunteers to monitor the art at the remote campuses. This might be a good way for TN Promise students to fulfill community service hours. Another suggestion was made to plan for a fall showing at the Oak Ridge Campus to coincide with the Street Painting Festival.
4. TBR Meeting Planning: IT setup is scheduled for Tuesday, September 16<sup>th</sup> and tents, tables, chairs, etc. the following day. Sherry Jackson will reach out to Mayor Glenn Jacobs' office to see if he wants to deliver the proclamation naming McNally Way for the Lt. Governor. Sherry, April, and Sarah Self will

meet at the Knox campus to go over the setup and placement (podium, chairs, etc.) for the ribbon cutting ceremony and look for a possible indoor space in case of rain. Karen, Diane, and Teresa will send content for the Friday presentation to Sarah asap this week so she can incorporate it into a PowerPoint.

5. Oak Ridge Branch Campus Events Update: Andy Spellman reported that the 2025 East Tennessee Healthcare Discovery Summit and the Street Painting Festival will take place on the same day – Saturday, September 20<sup>th</sup>. RSCC healthcare program directors will be on hand for the summit. Student volunteers from PTK and Rotarac will be helping with the Street Painting Festival, which has already received \$19,000 in pledges. The cafeteria will be open and there will be live music.
6. De-brief from recent lockdown drill: Chief Wright reported that there was an overall good response to the drill instructions. After-action reports for each site are available, if the site directors wish to have them. Chief Wright also reported on the recent shelter-in-place order for ORBC during the tornado warning. He explained that Sgt. David Shilling uses a special weather app that gives him information about rotations in real time. Multiple people had praise for the manner in which Officer Wayne Bray handled the process.
7. Enrollment Update: Jamie Stringer reported that headcount enrollment met the goal for fall with 5,300 students enrolled. Roane State tied Southwest Community College for the most first-time freshman. We had an 8% growth; next fall's goal is a 10% growth. This is notable since Southwest has such a larger service area population. Of concern is the unlimited fee for web classes, which resulted in a loss of 40 students. Marsha will do an analysis of web fees and student impact. There was discussion about advocating with TBR for a cap on web fees.
8. Policies Update: These policies were approved.
  - a. GA-32-01 Faculty Senate Constitution: This policy has been revised to specify the roles of the Senate Vice President
  - b. SA-04-01: Athletic Programs: updates were made regarding Athletics reporting to the President and a requirement for letters of intent to be signed by the athletic director and the president.
9. Other:
  - a. Karen Brunner reported that the SACSCOC 5<sup>th</sup> Year Interim Report has been uploaded to the SACSCOC Portal.
  - b. Marsha Mathews reported that the financial statements have been finalized and submitted to TBR.