

President's Cabinet Meeting Minutes

January 13, 2020

TOPICS:

1. Student Guest: Suzanne Huffman
 - a. Suzanne is an adult student taking exclusively online courses in order to juggle family, work, and extracurricular activities (she is part of a championship clogging team).
 - b. She is on track to receive an AS/General degree this spring and has been accepted to MTSU to obtain a Bachelor's degree in criminal justice.
 - c. Despite her busy schedule, she has made time to join Phi Theta Kappa and serves as the chapter president.
 - d. Her suggestion for improvement is to add more RSCC web classes so students can choose them over TN eCampus courses.
2. Freedom School Guests
 - a. Diane Cox brought two leaders from the CDF (Children's Defense Fund) Freedom School to discuss upcoming training taking place at RSCC: Tara McCoy, Director of Programs and Training Initiatives, and Dr. Phillipa Smithey, Freedom School National Director.
 - b. RSCC will serve as host for the following training: January 16 for executive directors; March 2020 for project directors and site coordinators, and the big event training for Freedom School teachers, June 1 – 6, 2020. The Freedom School curriculum provides literacy and social justice training for children, primarily in low income settings.
 - c. Freedom School training will take place throughout the main campus and, space permitting, at the Oak Ridge Branch Campus
 - d. Volunteers are needed for many types of services to Freedom School participants. Diane Cox will identify types of volunteer opportunities and provide a volunteer orientation on May 27.
3. Strategic Enrollment Management
 - a. TBR has tasked community colleges to develop strategic enrollment management plans to include major enrollment and completion goals, strategies, and tactics. Karen Brunner shared the latest draft goals and strategies.
 - b. The RSCC SEM team (Karen Brunner, Jeff Tinley, Lisa Steffenson, Jim McDaniel, Andy Spellman, Holly Hansen, Mike Hill, and Doug Wallace) has participated in several regional workshops and interacted with the college's assigned STEM coach to develop the draft set of major goals and strategies.

- c. TBR senior leadership will be on campus January 27 to discuss the draft goals and strategies, which will be expanded into a comprehensive SEM plan due to TBR in May, 2020.
 - d. Karen recommended that future discussions for the SEM plan be expanded to include the entire Strategic Planning Committee. She will schedule meetings following the discussions with TBR staff.
- 4. Potential Aviation Programming
 - a. The Knoxville Airport Authority has met with representatives from Pellissippi State, Roane State, and TCAT Knoxville to discuss the need for aviation mechanics. According to the group, there are many current and future jobs in this industry, and they want the educational institutions to work in partnership to provide training.
 - b. Dr. Diane Ward is travelling, January 21-23, with representatives from the other schools to visit the National Aviation Academy in Tampa, Florida. They will observe their curriculum and facilities.
- 5. IT Security Training
 - a. As of January 13, there were approximately 40 people who had not completed the mandatory IT training.
 - b. CIO Keri Phillips confirmed with Cabinet the final date of January 22, at which time computer access will be denied to those remaining on the list until completed.
- 6. 2020-2025 Outcomes and Focus Population Review
 - a. The Tennessee Higher Education Commission (THEC) will conduct a review of the outcomes formula measures, including focus populations for which institutions earn additional outcomes points.
 - b. THEC has requested input from institutions on any suggestions for changes to the outcomes measures.
 - c. Cabinet members had no recommendations for changes.
- 7. Campus Safety
 - a. Malfunctioning cameras are being replaced on the Oak Ridge campus. Chief Kain and Marsha Mathews indicated that a review of cameras at all campuses is in process. Marsha reported that replacement of cameras at all campuses would cost approximately \$43,000.
- 8. Other
 - a. Hosting High School District Tournaments for basketball are scheduled for: February 21, 22, 24, and 25 at the main campus. Women's games at 6:30 p.m.; Men's games at 8:30 p.m.
 - b. The Academic Festival for 2020 will be one day only, Friday, April 3.