

President's Cabinet Meeting Minutes

April 13, 2020

1. COVID-19 Updates:
 - a. Chief Kain reported that the Roane County Health Department has requested the use of the Harriman campus Sunday, April 19 as a drive-through testing center. PR will send out information, including a RaiderAlert. Don Conley will meet with the Emergency Management Team to coordinate. Drive-through testing in Oak Ridge is scheduled for next week; ORBC will likely be asked to serve as a site.
 - b. Lisa Steffensen joined the meeting to update on weekly virtual "counseling/check-in" sessions with faculty/staff and with students. Students report stress over adjustment to online learning and time management. Diane Ward will reach out to Nancy Hamilton to provide resources and/or a special Zoom meeting about time management.
 - c. Robin Townson also joined the meeting to discuss CARES Act funding that would provide supplementary funding to students. TBR is coordinating this, so that community colleges are distributing these funds in a common manner. Shelley Esquivel will assist with submitting RSCC's application for these funds through grants.gov.
 - d. During this time of campus closure, institutions must request approval from the Chancellor for any exceptions for teaching or testing that cannot be done in any other way. RSCC has Surgical Technology students due to take their certification exam. This could be done at the ORBC Testing Center following distancing guidelines since there are only seven students. Plans are being made to accomplish this.
 - e. Sarah continues work on memo to faculty and students regarding pass/fail to also be uploaded to student information page.
 - f. RSCC general counsel, Beth Martin, is working with Marsha to provide information to supervisors regarding COVID-19 questions. This might be a Zoom meeting.
2. All spring sports have been cancelled. As a result NJCAA has determined that this will not be held against student eligibility; however, students must maintain good academic standing.
3. HonorLock training for faculty was provided Friday, April 10. Additional sessions will occur next week and the training has been recorded.
4. Use of high school GPA (minimum 3.6) will be used as a pilot measure for placement of high school graduates instead of ACT scores; adult student will continue to use Accuplacer.
5. Virtual Awards Night is scheduled for April 21st at 7:00 p.m. Jennifer Fugate and Matt Waters are working to get photos from students; Deans will read the names of students receiving awards. Sarah Self will push out the PR once the video has been created.
6. Some students have asked about getting cap/gown to take graduation photos with their families. Since we will be holding Commencement at a later date, Marsha will work with the bookstore to determine how long it will take to ship our order. A decision will still have to be made about how to distribute to students for these photos.

7. Karen Brunner reported that Patrick Henry Community College has shared resources from their Cooperative Learning in the Online Classroom so faculty can have some new collaborative activities to continue the QEP during this time.
8. Marsha will ask Diane Cox to reach out to the Freedom School organizers to see if they have made plans yet.
9. Dr. Whaley reported we will continue to institute the 4-day work week this summer.