

President's Cabinet Meeting Minutes

June 8, 2020

1. The potential for social protest on campus in the wake of national unrest was discussed. Chief Kain reported that there have been no incidents or events planned. With regard to any eventual protests, TBR policy 1.03.02.60 Freedom of Speech and Expression will be followed. This policy provides for wide latitude for students to exercise free speech on campus grounds.
2. Plans for the July 25 Commencement ceremony are underway. Final numbers of students and guests need to be identified in order to determine the number of ceremonies needed to accommodate attendees and social distancing. Doug Wallace will provide Amy Keeling with a list of students who will receive text blasts as well as calls to respond regarding participation. Don Conley and Amy will "map out" the gymnasium for seating options. Amy will solicit volunteers to assist with regular Commencement tasks as well as ushering of guests in the bleachers.
3. Summer classes have begun and no problems regarding screening have occurred.
4. June transition to campus access --- the One-Stop's in Roane County and Oak Ridge will be open starting June 16 on Tuesdays and Thursdays. Student Services is also preparing plans for staggered return through August. IT tech support will be returning to build computer replacements and install equipment, including the Mechatronics equipment in Roane County. Mechatronics and Cyberdefense equipment is also being installed at Lenoir City High School as part of the GIVE grant. Physical Plant workers are also back at Roane County and Oak Ridge.
5. The first Athletics team to access the gymnasium will be Volleyball. Final guidance from TJCCAA will be needed for campus return.
6. As of this date, Convocation is planned for August 12 to include celebration of the SOAR College of the Year award. Dr. Whaley will reach out to the Chancellor to confirm the August 12 date. A decision will need to be made whether to hold the event in the theatre or the gymnasium. To be considered are social distancing as well as the possibility to stream participation of past presidents who might not be able to attend in person. The Convocation of the Pioneers dinner has been postponed to spring 2021.
7. Planning for fall semester – TBR has requested that institutions submit a fall planning template by June 12. Dr. Ward is working with the deans and Don Conley to determine how to put together a class schedule that will include on-ground classes as well as synchronous and asynchronous online classes. Social distancing will need to be maintained, so additional rooms not typically used for classes will be scheduled. Additionally, time for cleaning between classes must be factored into the schedule. Some courses in Humanities and Social Science will meet at the same start time as published in the schedule; however, they will only meet for 50 minutes, with hybrid/out-of-class activities for the rest of the course contact time. Keri Phillips is ordering webcams for all classrooms for registered students who may need to join remotely. She is also investigating the purchase of microphones to enhance instructor voices when using mandatory face coverings. Students will need to pass a screening survey and wear face coverings before they can enter campus buildings.
8. Roane State has adopted the TN Pledge for Higher Education per the request of the TN Board of Regents.

9. As of this date, a 12% budget cut may be required. At this time all international and out-of-state travel is prohibited by TBR.
10. Karen Brunner reported that the presentation of the Strategic Enrollment Management (SEM) plan to the TBR staff was very well received. Quarterly progress reports will be required.
11. Robin Townson reported that there are still a few Health Science Certificate “hold” majors in Banner that are not financial aid eligible. Michael Burtch will provide information on the number of students impacted by this, so a determination can be made for a workaround for onboarding these students while they eliminate learning deficiencies prior to admission to the Certificate program of their choice.