

## President's Cabinet Meeting Minutes

June 15, 2020

1. Roane State's statement in support of social justice can be found at the following link: <http://www.roanestate.edu/?12508-News-RSCC-Issues-Statement-of-Support-Plans-to-Launch-Equity-Evenings>. Prior to publication, this statement was shared with Joe and Tiffany Eskridge to be vetted through the lens of different generations of Roane County NAACP leadership. A working group planning upcoming conversations about social justice and equity issues include Karen Brunner, Lisa Steffensen, Mike Hill, Chief Kain, Kat Baker, Jeff Snell, Elizabeth Weaver, and Joe and Tiffany Eskridge.
2. Commencement update – based on the student response, there will now be two Commencement dates – Friday, July 24 and Saturday, July 25. There will be three ceremonies on each date: 10:00 a.m.; 2:30 p.m. and 7:00 p.m. This will allow for cleaning of the gym, student lounge, overflow rooms, and bathrooms between ceremonies. In order to maintain safe physical distancing in the bleachers, volunteer ushers will need to be trained to seat people appropriately. Volunteers will be requested to assist with this and other tasks. A hospitality room with refreshments will be provided for them. There will be no reception but bottled water will be provided outside of the gym. Decisions will have to be made regarding protocols for screening of students/guests prior to entrance to buildings.
3. Employee return to campus – The One-Stops at all campuses, the bookstores, and the Bursar will be open for students on Tuesdays and Thursdays for the remainder of June. Beginning July 6, these services will be open Monday through Thursday from 8:00 – 5:00. Financial aid staff will return July 13; counseling and disability services, on August 3. Success coaches will also be on campus on a staggered schedule. Faculty and staff must still do screening survey for permission to come on campus. Public Relations will push out the message about these opening services.
4. Fall semester planning – Tamsin Miller is working with a committee of staff and faculty to prepare classrooms and labs for the planned on-ground class sections. Public Relations is working on a “Don't Delay Your Future” campaign to increase enrollment. Dr. Whaley's weekly video message will provide information about multiple fall course enrollment options. Diane Ward meets weekly with the deans to monitor registrations to determine if, for example, additional web sections need to be added. Marsha Mathews is working on a plan for cleaning buildings/classrooms. All students, faculty, and staff will be required to wear face coverings inside buildings and pass the wellness screening. Sherry will extend an invitation to Beth Martin, RSCC TBR legal counsel to join President's Cabinet next week to answer questions about fall return.
5. RSCC employees working off-campus should be following all safety measures required on Roane State property.
6. Scott Niermann joined Cabinet for Roane State Foundation updates. Scott is working with Tamsin Miller and Sarah Self to plan for a full-color fall magazine that would include features on the 50<sup>th</sup> anniversary and SOAR College of the Year to send out as Sept/Oct enhanced edition. Scott is also working on a postcard campaign to all donors to collect email addresses. The Foundation has re-scheduled the Golf Tournament for September

11 and will work with Don Conley to do this safely. Other events to be planned include a Campbell County fundraiser and the Scott County Anniversary celebration.

7. Karen Brunner reported that the Achieving the Dream annual reflection report is due on July 24<sup>th</sup>. She will also submit the SEM plan with the report.