

President's Cabinet Meeting Minutes

December 7, 2020

1. Risk Assessment: Bill Fuqua and Tamra Oliver joined cabinet to discuss the college's summary response to the four TBR assumptions based on our departmental risk assessment related to Strategic Plan Goal: Student Success. The TBR Assumptions are: A. the college has sufficient measures in place to ensure compliance with accreditation and accessibility standards for remote learning (including both student access to learning resources, but also ADA compliant accessibility to electronic materials). B. The college ensures that sufficient efforts are taken to address potential challenges to access in enrollment for in-person, hybrid, and virtual courses; advising services; student academic supports (accommodations, tutoring, library resources, peer mentoring, etc.); and wrap-around student services (mental health counseling, student engagement, financial aid, and low-income student supports). C. The college is poised to make progress in closing equity gaps in recruitment, retention, and completion as illustrated through their Access and Diversity funded initiatives and implementation of College's strategic enrollment management (SEM) and ATD plans as applicable. D. The college has sufficient infrastructure resources (facilities, software, hardware), applicable expertise (IT support, faculty trained in remote delivery methods), and security to ensure minimal interruptions of student access to learning resources and successful completion of learning objectives. Bill will draft a summary response based upon today's discussion and will send to cabinet for review. Following any revisions, the summary will be sent to Cynthia Cortesio by January 8.
2. Four-day Summer Schedule: Diane Ward will need to build the summer class schedule based on decision regarding the four-day work week for summer. Diane and the deans will reach out to faculty for feedback; however, based on a successful pilot last summer and given the ongoing uncertainty regarding COVID-19, campuses will likely be closed on Fridays for summer 2021 as well.
3. Updated CDC Guidance on Quarantine timeline: The CDC has recently revised their guidelines for quarantine based upon exposure to COVID-19 to 7 days (after a negative test on the 6th day or later of exposure) or 10 days (with no test required). It should be noted that individuals should continue to monitor for symptoms for 14 days. Given the adoption of these new guidelines by area health departments, and with the approval of TBR, the college will reduce the quarantine period to 10 days for those without symptoms. This reduction only applies to individuals who have not experienced symptoms. Sarah Self will update the college website and the message will be added to the president's weekly video update.
4. CCRC: The Community College Research Center has selected RSCC to participate in their research on pathways into STEM fields. Amy Keeling, Diane Ward, Kat Baker, and Sylvia Pastor will be interviewed about our processes.
5. January Convocation: Convocation is scheduled for Tuesday, January 12 to begin at 8:00 a.m. Eastern Time. All presentations will be virtual with no in-person attendance on campus. Updates from Beth Martin, TBR legal counsel, and Chief Kain will be presented. Ryan Otter, MTSU Professor and founder of the College Game Project, will be the keynote speaker.

6. Required IT Security Training: the deadline to complete the required training is December 31. Keri Phillips will send cabinet members a global list of those who have not completed training.