

President's Cabinet Meeting Minutes

March 1, 2021

1. Student guest Nicole Charitat: Nicole is a first year Dental Hygiene student who is helping test our athletes for COVID-19. She graduated from UT/Chattanooga with a degree in Psychology and worked in case management. Her father is a physician, and she tried twice to be admitted into the DH program. She liked Roane State's price, location, and quality reputation of the allied health programs. She also mentioned that Jimmy Miller was the best math teacher. Her only negative comment was that she could only rent her DH textbooks; she would have like to be able to purchase them. She indicated that she always feels safe on campus; parking lots are well lit. This is especially important because DH students arrive very early in the morning.
2. Programs of Study and State Programs: Robin Townson came to Cabinet to talk about changes that will now apply federal program of study rules to all state programs. (This applies only to disbursement; not eligibility or continuing eligibility.) Robin has met with the success coaches and Susan Pearson and will meet with the site directors at their upcoming meeting. It will be very important for students to talk to someone (coach, advisor, or One-Stop) before they change their courses/program. Among the changes: once a passing grade has been awarded, a student can only repeat the course once and get paid, regardless of how long ago the first attempt was made. Robin also reported that the first virtual FAFSA filing events were the most effective ever, with 45 attendees. F/A will continue to do 2 sessions per month and will help anyone, whether they plan to attend RSCC or not.
3. Commencement: Details about the ceremonies will be on the website. Amy Keeling and Tamsin Miller have a meeting scheduled with Party Rentals to determine set up arrangements. Jennifer Fugate is planning to provide all first generation graduates with a special 1st Gen stole. April 26 and 27 have been set for Dr. Waters to record the virtual ceremony. There will also be an opportunity for departments and divisions to record congratulatory messages to the graduates. Susan Pearson will be coordinating volunteers and Diane Cox will coordinate the family photo area. Commissioner of Education Bob Eby is working to get the Governor in attendance for the Middle College graduates time slot.
4. Policies: Cabinet reviewed PA-11-01 for revisions made by TBR (30 days extended to 60). Marsha asked for Odell Fearn and Connie Brown to review to determine if birth and adoption are to be treated differently by policy. The new GA-13-06 Behavior Intervention Team policy was also approved, but it was suggested that upload to the webpage be deferred until Dean Steffensen can send out communication about this new policy.
5. Enrollment: Jamie indicated that we're down about 887 applications from last year, but it's possible that these could have been from applicants that never intended to come to RSCC anyway. Some of the high schools have asked for another application day, which is a positive sign. Recruitment and PR are also pushing social media to the high schools.
6. Vaccinations for students: The Free Medical Clinic will start distributing vaccines to Roane State students. They can go to one of the clinics in Roane County or Oak Ridge,

but the clinic also wants to schedule a vaccine distribution at ORBC. Teresa Duncan will reach out to work on details.

7. Awards Ceremony: The ceremony will be virtual and schedule for April 15 at 7:00 p.m.
8. Expo Center: Community members have complained about the closure, particularly of outside areas. Marsha will meet with Don Conley and Sarah Self to come up with protocols that will allow us to open some outdoor venues to the public. First under consideration will be open rides at the Expo Center and the tennis courts.
9. Data Summit: As part of the ATD Core Team meeting, a data summit will be held March 19 at 10:00 a.m. Our ATD coaches will help facilitate.
10. Open Forum: The president's second open forum is scheduled for March 23 at 3:00 p.m. Eastern Time.
11. Partnership with JTV: Sarah Self updated Cabinet on a marketing campaign that Jewelry TV has created to help us raise awareness in Knox County. Once finalized, they will also help with production in their studios.
12. Signature agriculture program: Dr. Whaley and Dr. Ward met with Dwight Loveday to discuss the possibilities of a Certificate (or courses within an agriculture program) for slaughterhouse/meat-packing preparation.
13. Roane County Schools: Dr. Whaley and Dr. Ward met with Dr. McFall, Roane County Director of Schools. She wants to get more Roane County students on our campus for Middle College, Early College, and dual enrollment. She is particularly interested in increasing opportunities for CTE classes. Diane is also meeting with the five county high schools this week for further discussion.