

President's Cabinet Meeting Minutes

April 26, 2021

1. Student Guest: Karen Brunner introduced her student guest, Meredith Bumgardner. Meredith is a Contemporary Management major, a member of the Adult Advisory Council and PTK. She plans to transfer to Bellevue University to pursue a Bachelor's degree in Management and Business. She explained that she has had a great experience at Roane State and that the Contemporary Management program is great for working adults (she works over 50 hours each week). After starting with 12 hours her first semester, she then took 15 hours each semester after that. Her favorite class was Human Resources with Kathryn Rhodes. Meredith eventually would like to work in HR. She recommended that RSCC reach out to more adult students to market the benefits of coming to college. She suggested we add LinkedIn to our social media marketing.
2. RaiderReady: This grant is providing support for RSCC staff to stage orientation events in several local high schools. Dr. Whaley is making the rounds to participate as his schedule allows.
3. Virtual Commencement: In addition to the drive-up ceremony, a virtual Commencement will be recorded today.
4. UCOR Diversity Forum: The forum, co-sponsored by UCOR and RSCC, is scheduled for April 28 from 9:00 – 11:00. Dr. Whaley will do the welcome.
5. President's Open Forum: The last open forum of the spring semester will be Thursday, April 29 at 9:00 a.m.
6. Policies: Dr. Ward brought revisions to the Faculty Promotion and Tenure policies to delete paper copies and insert electronic portfolios. Other revisions may be made in coordination with Faculty Senate at a later date, but these changes need to be approved for dissemination to impacted faculty before the end of the semester. Cabinet approved the change.
7. Free Medical Clinic Vaccine event: The administration of the first shot will be April 28. Marsha Mathews will send out an email to faculty and staff letting them know that they may go to the ORBC during working hours without having to take sick or annual leave and then return to work; however, travel costs for this will not be paid.
8. Young Professionals of Roane County: Teresa Duncan explained that this is an off-shoot of Leadership Roane County. Roane County leaders, primarily in their 30's, want to establish a group for 18-40-year-olds to get involved in local issues and give our students some leadership opportunities. They have asked to be "housed" through Roane State and the Foundation, similarly to LRC but with less administrative involvement from Teresa and her staff. Pending approval from the Foundation, Cabinet approved the initiative.
9. Knox County Campus Update: A third meeting with the Knox County Advisory group was held to update them on the Governor's recommended budget amendment to approve \$1 million for Knox County planning.
10. Active Shooter Tabletop Update: Cabinet members who had participated in the tabletop exercise noted that the event made the impact of an active shooter event "real" to them and highlighted many areas to consider before the full-scale event in the fall. Issues that were revealed included communication, designation of responsibility, transportation

logistics, building layouts, access to supplies, and door security. Chief Turner, our external agency evaluator, will be providing an after-action report.

11. Cabinet Retreat: The retreat is scheduled for May 17, 11:00 – 3:00 at the Barn at Maple Creek in Kingston.
12. Everfi Training: Brian Lapps, TBR lead General Counsel, has emphasized that training all students is a requirement. Jamie Stringer will reach out to Beth Martin for guidance regarding acceptable options.
13. Budget: Marsha Mathews sent out a list for VP's to prioritize and return to her no later than Tuesday.
14. Retirement Reception: A reception for retiring faculty will be held in the Vann Student Center Friday, April 30 from 12:00 – 2:00.
15. Senator Powers has asked Dr. Whaley to do a 50th Anniversary presentation for the legislature.