

President's Cabinet Meeting Minutes

June 14, 2021

1. Student Guest: Annabelle Tallent is a Business Administration major from Rhea County. She wants to continue at TTU where she might be able to also use her digital art background. She works at Cracker Barrel where she is a four-star server, and she has considered going into their corporate program. She enrolled at RSCC on the advice of family members who had a good experience with us. She had high praise for her success coach, Matt Brown, as well as faculty members Melanie Hildebrandt and Elizabeth Genovise. She says she gets over 200 emails a week and wishes she didn't get so many that are not pertinent to her interests, because she lost some important ones. She likes Just a Minute, uses RSCC Facebook and Instagram, and watches the president's video updates.
2. Foundation Audit Update: Foundation accountant, Linda Brown, explained that the finding related to timeliness of bank reconciliation resulted from the fact that statements were initialed by the President, but not dated. The Foundation had not been notified about this requirement in time to correct for the three months audited in 2018-2019. Again, the local auditor wanted to let this pass; the state said it should be a repeat finding.
3. TBR Meeting at RSCC: The Board of Regents quarterly meeting September 23-24 will be held in person at RSCC. A committee will be formed to plan all of the various aspects of this event. We will likely show the 50th anniversary at the Thursday night dinner and will need to decide what to spotlight for the college presentation on Friday morning. We need to find ways to use as many students as possible.
4. Library/Learning Center Moves: Amy Keeling reported to Cabinet about the upcoming move that the Library and Learning Center will be making since the 2nd floor area in the Library will now be used for the 2nd Year Mechatronics instruction. The Learning Center will be moving downstairs and the Library will be moving upstairs. As plans firm up, Amy will send out an email college-wide.
5. Workforce Development: Teresa Duncan reported on activities going on with the workforce development and continuing education departments. Stephen Williams, new director of the SBDC, wants to connect with the college as much as possible and attends Teresa's monthly staff meetings. Summer Cyber Camps filled in the first three hours of open registration. Incumbent worker training hours are down, but revenue is up. The PETE training grant that Kirk Harris is coordinating is bringing in close to \$1million.
6. Staff Guests: In addition to students, Dr. Whaley would like us to begin bringing different staff members to Cabinet as guests.
7. CDC Distance Guidelines: There is definitely some confusion regarding whether distance guidelines are now 3 feet or remain at 6 feet. Neither the state of TN or TBR has yet weighed in on continuing to follow national 6 feet guidelines.
8. Homeland Security Visit: Paul Marshall from THEC and representatives from Homeland Security toured the Roane County and Oak Ridge campuses. They identified some areas for security improvement which will be in a report that will go to THEC. The visits to RSCC and other colleges may lead to recommendations for state appropriations for priority areas.