

President's Cabinet Meeting Minutes

July 26, 2021

1. Student Guest: Lydia Luna is a student worker who answers the switchboard on the Oak Ridge campus. She volunteers every Monday in the food pantry and is a member of PTK. This is her fourth semester at Roane State. Her college experience has been wonderful and she loves how RSCC invests in the students. She explained that all of her instructors have been helpful and encouraging. Her favorite class is Biology with Claudia Cummings. She feels safe on campus and has no issues with the bookstore. She would like us to find a way for more students to utilize the food pantry.
2. Active Shooter Exercise Update– The exercise is scheduled for September 17th. There is a planning meeting scheduled for this afternoon. We need thirty volunteers and currently we have twelve who have signed up to volunteer. David encouraged everyone to watch the FEMA training located in the Microsoft Teams folder before next week. David will meet with Diane, Sarah, Chief Kain, and Marsha to discuss during Convocation.
3. ETSU Graduate Leadership Programs: Richard Rhoda, the Director of ETSU's Center for Community College Leadership joined Cabinet to talk about the graduate certificate program. Organizational development, leadership, policy analysis and practitioner are some of the features of the program. All classes are offered online with several synchronous seminars during fall and spring semesters.
4. Student Campus Activities: TBR is beginning an initiative for objective-based student events. These student events are designed to be more learning centered. The students will determine how to spend the money each semester. The goal is also to increase extra-curricular activities among students. A core of students will have assessments and will need to meet certain criteria set by TBR. Student transcripts will include all of these activities/events.
5. 2020 Job Placement report: Kim Harris has completed the most recent program-based job placement report. The average total placement rate for all programs is 94%. Karen Brunner pointed out that this is not the placement report that THEC uses for Quality Assurance Funding. That report captures TN state tax roll data and does not include information about placement in field of study. That in-field data is needed by all of Roane State's accredited programs, so we will continue to collect program-specific placement data to supplement the THEC report.
6. Grand Division Tour: TBR is planning a tour of each grand division to review workforce programs. A separate tour is not planned for RSCC since the quarterly meeting is September 23-24th. TBR staff will tour the Cyber Security, Mechatronics, and Chemical Technology labs while on campus.
7. Enrollment-We are down 4.3%, still hoping dual enrollment will increase by August 15th.
8. Summer Open Forum- is scheduled for July 27th at 10:00am.
9. Athletics- David Lane will be the new Interim Athletic Director. Cross Country will be starting in fall of 2022. Donnie Hall will be the coach.
10. Clayton Homes- RSCC has completed the curriculum for Clayton Homes. They have started a new division within their company because they cannot find trained installers. They are hiring entrepreneurs who have technical skills and employees across the country to become installers.
11. ADT Coaches visit- scheduled for September 2nd and 3rd.
12. Records Holding Report- The report of documents/electronic files created and destroyed this year is due to August 13. Please email Ann Holder or Karen Brunner with questions.