

President's Cabinet Meeting Minutes

August 30, 2021

1. Active Shooter Exercise: Due to the rise in COVID-19 cases, the Oak Ridge police and fire departments have determined that they cannot participate. As a result, a decision was made to re-schedule the event for spring semester 2022, likely in April when the weather is warm enough for outside activities. In the meantime, David Blevins has been asked to continue with a training schedule, including a tabletop exercise for another campus.
2. SEM Plan Institutional Visit: Heidi Leming and Tiffany Steward will be coming to campus on October 1 from 1:00 – 3:00 for an update on Roane State's Strategic Enrollment Management plan. They will also do a review of the Relational Advising Grant that has supported our peer advisors assisting the success coaches. Heidi has also asked for a campus tour. The meeting will take place in the Raider Room.
3. Student Guest: Karen Brunner introduced her student guest, Laura Looney. Laura is an adult student, a mother, and a Paralegal Studies major. After an adjustment period, she has come to deeply appreciate the flexibility of virtual learning and would eventually like to work remotely as a paralegal. Laura is a member of the Adult Advisory Council and PTK and works with Steven Williams for the TSBDC. She says she has been "blown away" by the way in which faculty and staff at Roane State go out of their way to help students be successful. She loves the student activities and the quality counseling provided by the college. She says that the Food Pantry has been a blessing for her family. The grant that has been funding her employment with TSBDC is ending and she has been accepted for federal work study; however, she wants to be able to work remotely and asked about the possibility of a higher pay rate. Both questions were based on research she had done on other college's federal work-study practices.
4. Knox Campus Update: Roane State recently met with the design team from Barber and McMurray. We are working with TBR facilities staff to proactively address questions that THEC will likely have regarding spaces in the proposal that do that fit into THEC's space allocation formula. We may be able to assert that the Simulation Hospital can reduce the need for some clinical sites. Also, we need to demonstrate a significant increase in students served, especially in the Nursing program. A rendering of the facility should be available by Thanksgiving for Scott Niermann to use for the capital campaign. We also need to be compiling a list of needed equipment and furnishings.
5. HEERF Update: Marsha Mathews reported that all disbursements per the online survey need requests were made last Tuesday. This helped with the purge, since a majority of students asked to have funds applied to tuition and fees. From the funds left aside for emergency aid, only \$40,000 remains. Scott Niermann reported that the Foundation had assisted 43 students, and Keri Phillips reported that additional laptops for students have been ordered.
6. Enrollment Update: Following the purge, we are down 8% HC and 12% FTE. Jamie Stringer indicated that the largest decrease is in continuing students. Cabinet discussed the need for more faculty to use the Academic Alert system early to catch students at risk for failing and/or disappearing.

7. CDC Updates: Don Conley reported that the only significant CDC update is that a vaccinated person living with a “positive” person needs to quarantine, unless that person can be isolated within the household. Sarah Self reported that TBR is working on marketing materials for a vaccine campaign. She also indicated that TBR public relations has requested that institutions stay off social media on these issues. Teresa Duncan reported that the Free Medical Clinic will hold a vaccination clinic at any site that requests one and will be at the ORBC September 18 to five booster shots from 8:00 – 12:00.
8. Security: Chief Kain reported that his officers have secured a warrant for an individual who has stolen items from the Anderson County facility and identified a license plate turned into security to be stolen.