

## President's Cabinet Meeting Minutes

September 13, 2021

1. Faculty Senate Constitution: The Cabinet gave preliminary approval for the revision to the Faculty Senate Constitution. TBR Counsel Beth Martin is reviewing and will report back to Dr. Diane Ward this afternoon with any questions or concerns.
2. IT Update: Keri Phillips reported that the IT audit will begin shortly. She also indicated that TBR has some concerns about our contracts that support Banner mods. The system is looking at other services. Keri will report back to Cabinet later in three weeks after her meeting with TBR.
3. Contract Tracing: Marsha Mathews has hired a new person to help with contract tracing; she will begin September 15. If COVID-19 reporting becomes more than this new hire can handle, Marsh may request that the VP' suggest a person from their department to assist. Athletes will be tested at least once a week. Discussions are also ongoing regarding testing from employees. Marsha also encouraged those departments that can stagger on-campus staff to do so through remote work.
4. Child Care: TBR is talking to the Department of Human Services to develop a process that might be of benefit to all system institutions. Jamie Stringer will report back to Cabinet from those talks when information if available.
5. Knox Campus Update: The proposal for the facility has been submitted to TBR. Dr. Whaley will talk to Barber McMurray Architects this week about having a concept design completed before Thanksgiving.
6. Enrollment: RSCC in down in headcount 7.6%; FTE 11%. Enrollment management and public relations are working on a campaign to increase dual enrollment and traditional enrollment of graduating high school seniors.
7. TBR Board Meeting: Keith McDaniel was able to edit the 50<sup>th</sup> Anniversary video to 20 minutes. The shortened film will be shown during the virtual Board meeting Friday, September 24.
8. Vision Care Technology: Diane Ward stated that the change in leadership of the VCT program has been reported to the accrediting agency and the site visit has been moved to spring 2022.
9. News from other TBR institutions: Northeast State submitted a new program for unmanned aircraft/Drone technology as a two semester program. Chattanooga State, Pellissippi State, and Southwest State have moved to primarily 7-week courses.
10. TBR Veterans Award: Please submit suggestions to Sherry Jackson. This can be a member of faculty, staff or a student.