

President's Cabinet Meeting Minutes

May 2, 2022

1. Student Guest: Savannah Mahery is graduating this week with an Associate's degree. She will be transferring to Maryville College where she wants to major in Psychology and Criminal Justice. She lives in Sweetwater and was home-schooled for her last two years of high school. Although she took all of her classes online due to the Pandemic, she got very involved in activities on campus, particularly with PTK. Among her favorite things at Roane State were volunteering at the Long Night Against Procrastination (she hopes to initiate something similar at Maryville College) and attending the international PTK Catalyst conference. She suggested that Roane State could improve the process of dual enrollment for home schooled students, since she didn't have a high school guidance counselor and found it hard to figure out where to go for help.
2. Freedom of Speech policy: In order to comply with TBR policy, the RSCC policy will be added to the President's Annual Policy Memo and included with the new employee benefits session materials. This policy also needs to be included at New Students Orientation.
3. Banner Recruit: TBR has chosen two products for consideration/eventual purchase. Keri Phillips reported that Roane State will likely choose Banner Recruit because it is an Elucian product and integrates with Banner. The requirement to purchase is not imminent since Elucian has not given a date at which they will no longer support Banner 8.
4. Policies: Minor editorial changes were approved for PA-03-01 Nepotism and PA-09-01 Civil Leave.
5. Knox County Campus: The major issue for consideration currently is the need for parking. We will need to approximate the number of spaces needed at peak times to determine the potential need for a parking garage. Dr. Whaley asked Sherry to schedule a meeting for next week with Tamsin Miller, Diane Ward, Pat Jenkins, Kirk Harris, Kelli Chaney (or rep) from TCAT/Knoxville, Dick Tracey from TBR, Chuck Griffin from Covenant Health. Following a meeting with Covenant, we are waiting for approval to use Covenant facilities for a future Sterile Processing program, although plumbing infrastructure will be designed into the Roane State building. Schematic design meetings have been scheduled between now and July. Scott Niermann will schedule meetings for Dr. Whaley to meet with potential donors.
6. Fentress County Campus: An architect will be assigned in July. Tamsin indicated that community spaces will be included in the design, since we were appropriated money for more square footage than originally requested.
7. Cumberland County Campus: A meeting was held with community leaders on April 25. They are enthusiastic about the potential for a Nursing lab at the campus.
8. Athletic Fieldhouse: The lockers have been installed and a ribbon cutting date has been scheduled for August 27 to coincide with the 2nd Hall of Fame induction.
9. Enrollment: Currently up 25.8% HC; 26.5% FTE. Robin Townson stated that next week will be an important indicator of end-of-year retention. Last year many students lost eligibility for state programs due to grades.

10. Budget Update: Marsha Mathews indicated that we will likely get guidance from TBR about the 4% salary increase by June 1st. She has been working on the priority list submitted by the vice presidents and approving non-recurring requests with this year's budget where she can. TBR has asked us to re-submit prioritized capital outlay requests from our January submission. These include Allied Health and Technology wing additions for Cumberland County and an Allied Health wing for Campbell County.
11. Middle College Update: \$2,000 per semester for Middle College has been appropriated by the General Assembly.
12. COVID Update: Although Tennessee rates remain low, Don Conley reported that Florida rates are spiking.
13. President's Cabinet Retreats: President's Cabinet Retreat is scheduled for May 31 and a visit to another institution (TBD) for benchmarking is scheduled for July 27.