



SNEAD STATE COMMUNITY COLLEGE
PRESIDENT'S CABINET MEETING
January 20, 2016

Attendees

Dr. Robert Exley, Dr. Annette Cederholm, Ms. Shelley Smith, Mr. Randy Maltbie, Mr. Jason Cannon, Dr. Jason Watts, Ms. Kelli Conley, Mr. Mark Richard

Absent

Ms. Teresa Walker, Mr. John Haney

Convened

2 p.m.

Old Business

1. Strategic Planning
 - Dr. Exley asked for status reports from the various committees: Leadership Training, New Employee Orientation, and Supervisory Training.
2. EAB Onboarding Update
 - The project is moving on schedule.

New Business

1. ACCS Diversity Conference (February 23 in Montgomery)
 - Cabinet members are to notify Amanda Gunnels by Feb. 1 of any employees in their areas who would like to attend.
2. Review of Semester Start-Up
 - Cabinet members reported a smooth start-up to the Spring Semester with no weather or system issues. Because of the rainy weather, there were a couple of leaks in certain buildings that had to be addressed.
 - The Cabinet noted that many students registered earlier than in previous years, which was attributed to improvements with advising and communication.
3. Open Discussion
 - Mr. Cannon reviewed an enrollment report with Spring enrollment numbers, which are incomplete until after Mini II registration. Enrollment to date is 2,205 headcount and 24,707 credit hours. The retention rate from fall to spring is 74.96 percent. The attrition rate from fall to spring is 25.04 percent. Dual enrollment for the spring is 198 headcount and 1,003 credit hours.
 - The job posting for a psychology instructor ends Friday. So far there are 6-7 applicants. Dr. Cederholm said a new instructor will hopefully be in place by the start of the Mini II term.

- The Cabinet discussed ideas to update the Campus Master Plan with emphasis on major capital facilities projects.

Upcoming Events

January

- 18-23 Marshall County Basketball Tournament, SSCC Gym
 21 PTK Health Fair, 10 am-12 noon, SUB
 Basketball vs Shelton State, 5:30(W)/7:30(M), Tuscaloosa
 24 Men's Developmental Basketball vs Martin Methodist, 6 pm, Pulaski, TN
 25 Pell Grant Check Release
 Basketball vs Gadsden State, 5:30(W)/7:30(M), Gadsden
 27 Legislative Update, 8 am, SSCC Arab Instructional Site
 28 Basketball vs Southern Union, 5:30(W)/7:30(M), SSCC Gym
 Hoops for Hope (Relay for Life Event), 5:30-9:00 pm, SSCC Gym (POSTPONED)
 29-30 Softball – Galveston Invitational, Galveston, TX
 30 Tennis vs Birmingham-Southern, 1 pm, Birmingham
 LeBaron Trio Concert, 7 pm, Fielder Auditorium
 31 Basketball vs Wallace-Hanceville, 2:00(W)/4:00(M), Hanceville

February

- 2 Men's Developmental Basketball vs Wallace, 6 pm, Hanceville
 4 Basketball vs Lawson State (Homecoming), 5:30(W)/7:30(M), SSCC Gym



SNEAD STATE COMMUNITY COLLEGE
PRESIDENT'S CABINET MEETING
February 3, 2016

Attendees

Dr. Robert Exley, Dr. Annette Cederholm, Ms. Shelley Smith, Mr. Randy Maltbie, Mr. Jason Cannon, Dr. Jason Watts, Ms. Kelli Conley, Mr. Mark Richard, Ms. Tina Simons, Ms. Melissa Rice

Absent

Ms. Teresa Walker, Mr. John Haney

Convened

2 p.m.

Old Business

1. QEP Update
 - Nothing new to report.
2. Strategic Planning
 - Nothing new to report.

New Business

1. Open Discussion
 - The Cabinet reviewed and discussed the ACCS 2016 Legislative Agenda and the 1:2:7 initiative. The Cabinet discussed the recommendation and the potential effects on Snead State.
 - Dr. Cederholm informed the Cabinet of the new scoring with the GED. The minimum score to receive the GED was lowered, and some students who originally failed to meet the previous score were not being awarded a GED. Dr. Exley suggested an information piece informing the public of the change.
 - Mr. Richard and Ms. Simons informed the Cabinet that the audit was complete and that the College completed the last fiscal year with a net income over expenses in excess of \$1M. Mr. Richard explained changes in the Federal Guidelines that affect all colleges to be sure the cabinet understands the reporting correctly.

Upcoming Events

February

- | | |
|-----|---|
| 4 | Basketball vs Lawson State, 5:30/7:30 pm, SSCC (Homecoming) |
| 5-6 | Softball – Cowtown Classic, TBD, Ft. Worth, TX |
| 6 | ACT Exam, 7:30 am, Fielder Auditorium |
| 8 | Men's Basketball vs Marion Military, 7 pm, Marion |
| 9 | Men's Developmental Basketball vs Blue Mountain, 7 pm, SSCC |
| 10 | Men's Developmental Basketball vs Birmingham Southern, 6 pm, Birmingham |

- ACCS Board of Trustees Meeting and Work Session, Montgomery
- 10-11 History Club Valentine Bake Sale, 10:30-11:00 am, SUB
- 11 60% Day of Spring Mini I
- 12-13 Softball vs Chipola (FL), TBD, Marianna, FL
- 13 Tennis vs Itawamba, 1 pm, Fulton, MS
- 14 Baseball vs Martin Methodist, 12 noon, SSCC
- 15 Basketball vs Shelton State, 5:30/7:30 pm, SSCC
Tennis vs Faulkner State, 10 am, Bay Minette
- 16 Softball vs Motlow State, 1 pm, SSCC
- 17 Baseball vs Bryan College, 4 pm, Dayton, TN
- 18 Alumni Association Chili Luncheon, 11am-1pm, Gym Lobby
Alumni Association Chili Supper, 5-8 pm, Gym Lobby
Basketball vs Gadsden State, 5:30/7:30 pm, SSCC
- 19 AL College Bowl SSCC Invitational CC Tournament, Weathers/Bevill
- 19-20 Softball vs Faulkner State, TBD, Gulf Shores
- 20 Tennis vs Marion Military, 12 noon, Marion
- 20-21 Baseball vs Wabash, 12 noon, SSCC
- 22 Basketball vs Southern Union, 5:30/7:30 pm, Wadley
Last Day to Withdraw from a Mini I Class
- 23 ACCS Diversity Conference, 9 am-4 pm, Montgomery
- 24 Basketball vs Wallace Hanceville, 5:30/7:30 pm, SSCC
- 26 Tennis vs Meridian Community College, 1:30 pm, SSCC
Women's Basketball – 1st Round ACCC Tournament, TBD

- 27 Softball vs Walters State (TN), 10 am, SSCC
Baseball vs West Georgia Tech, 1 pm EST, Douglasville, GA
Softball vs Lake Land (IL), 2 pm, SSCC
Tennis vs Central Alabama, 3 pm, Alexander City
Men's Basketball – 1st Round ACCC Tournament, TBD
- 28 Softball vs Lincoln Trail, 1 pm, SSCC
Fine Arts Faculty Showcase, 3 pm, Fielder Auditorium
- 29 Last Class Day for Mini I
Softball vs Columbia State (TN), 1 pm, SSCC

March

- 1 Final Exams for Mini I



SNEAD STATE COMMUNITY COLLEGE
PRESIDENT'S CABINET MEETING
March 2, 2016

Attendees

Dr. Robert Exley, Dr. Annette Cederholm, Ms. Shelley Smith, Mr. Randy Maltbie, Mr. Jason Cannon, Dr. Jason Watts, Ms. Kelli Conley, Mr. Mark Richard, Ms. Tina Simons, Ms. Melissa Rice, Ms. Teresa Walker, Mr. Dustin Smith, Ms. Brittany Goble, Dr. Amy Langley

Absent

Mr. John Haney

Convened

2 p.m.

Old Business

1. QEP Update
 - Nothing new to report.
2. Strategic Planning
 - Cabinet members need to be updating SPOL.

New Business

1. ACCS Community College Day (Tuesday, April 5)
 - The Cabinet discussed plans to send students and faculty to ACCS Community College Day in keeping with a memo sent from Chancellor Mark Heinrich.
 - Ms. Goble will coordinate with the student organizations to identify students who can and are willing to attend. Once the number of students has been determined, then the Cabinet will determine which employees are available and willing to attend.
 - Mr. Richard has already reserved a bus to transport 50 to Montgomery.
2. Grant Approval (Existing Industry Training Program)
 - Ms. Walker presented a grant proposal for the Cabinet's approval. The grant totals \$42,500 but requires a \$15,000 match to be provided by business and industry.
 - The proposal includes funding for training poultry workers. Workforce Development already offers level one training, but there is a need for training for levels two and three. Thirty workers are enrolled in the level one training.
 - The match required of the companies includes salaries, benefits and travel expenses.
 - The Cabinet approved the proposal.
3. New Employee Orientation

- Ms. Smith presented the New Employee Orientation proposal drafted by a committee established to address the topic that is part of the Strategic Plan.
- The plan includes a 10-minute video, informational materials, one-on-one orientation with a “mentor,” and the adoption of a company catchphrase to foster unity.
- The Cabinet approved the proposal and agreed to have the committee move forward with implementing the plan.

4. Open Discussion

- The Cabinet discussed Spring Mini II enrollment and the need to promote summer registration to keep enrollment strong.
- A new golf coach has been hired, and the Athletic Program is searching for a new head men’s basketball coach. The women’s basketball team made the Final Four in the state tournament.
- Ms. Walker mentioned a potential new location for the Arab Site on Hwy. 231. The potential site will provide better visibility with better facilities. Details are still being worked out.
- Dr. Exley led discussion on the upcoming state board meeting on Tuesday.

Upcoming Events

March

- 1-Apr 4 SSCC Alumni of the Year Nominations
- 2 Cheerleading Open Practice, 6-8 pm, SSCC Gym
- 3 Dormitory Opens for Mini II Students
- 4-6 Baseball – Pensacola Tournament
- 5 Tennis vs Huntingdon, TBA, Montgomery
Guest Artist 4- Hand Piano Recital, 7 pm, Fielder Auditorium
- 7-12 Music Scholarship Auditions, 3-6 pm, Maze Music Building
- 7-8 Theater Dept. Scholarship Auditions, 3-6 pm, Bevill Center
- 7 Spring Mini II Classes Begin
Softball vs Chattanooga State, 4 pm, Chattanooga, TN
Cheerleader Tryouts, 6-8 pm, SSCC Gym
- 8 Last Day to Register or Add a Mini II Class
Softball vs Motlow, 1 pm, Tullahoma, TN
Tennis vs Itawamba, 2 pm, SSCC
- 10 Alabama Historic Women Presentation, 10:30 am, Fielder Auditorium
Tennis vs Faulkner, 1 pm, Gadsden Tennis Complex
Softball vs West Georgia Tech, 3 pm, Douglasville, GA
Cheerleader Tryouts, 6-8 pm, SSCC Gym
- 11 Aeolians from Oakwood University, 7 pm, Fielder Auditorium
- 12 Baseball vs West Georgia Tech, 12 noon, SSCC
Women’s Basketball Tryouts, 12-2 pm, SSCC Gym
Tennis vs Central Alabama, 1 pm, SSCC
Men’s Basketball Tryouts, 3-5 pm, SSCC Gym
- 14 Baseball vs Enterprise, 1 pm, SSCC
Softball vs Chattanooga State, 1 pm, SSCC
- 15 60% Day of Spring Term
Softball vs Calhoun, 1 pm, SSCC
Jazz Showcase, 6 pm, Bevill Center
- 17 Softball vs Gadsden State, 2 pm, Gadsden
- 18 Baseball vs Lawson, 12 noon, SSCC
- 19 Baseball vs Lawson, 12 noon, Birmingham
Softball vs Shelton State, 1 pm, SSCC

- 21-25 Spring Break (no classes)
- 21 Mini II Pell Grant Check Release
- 22 Softball vs Wallace State, 2 pm, SSCC
- 23 Summer Advisement Begins for Summer 2016
- 24 Baseball vs Shelton, 3 pm, Tuscaloosa
Softball vs Southern Union, 2 pm, Wadley
- 26 Baseball vs Shelton, 12 noon, Tuscaloosa
- 28 Baseball vs Martin Methodist, TBA, SSCC
- 29 Softball vs Central Alabama, 2 pm, SSCC
- 31 JSU Show Choir Performance, 9:30-11:00 am, Bevill Center
Softball vs Marion Military, 2 pm, Marion
Baseball vs Wallace State, 3 pm, Hanceville
PTK Inductions, 6 pm, Fielder Auditorium



SNEAD STATE COMMUNITY COLLEGE
PRESIDENT'S CABINET MEETING
April 6, 2016

Attendees

Dr. Robert Exley, Dr. Annette Cederholm, Ms. Shelley Smith, Mr. Randy Maltbie, Dr. Jason Watts, Ms. Kelli Conley, Ms. Melissa Rice, Ms. Teresa Walker, Ms. Brittany Goble

Absent

Mr. Jason Cannon, Mr. Mark Richard, Ms. Tina Simons

Convened

2 p.m.

Old Business

1. QEP Update
 - Nothing new to report.
2. Strategic Planning
 - The smaller Cabinet will meet April 29 to review progress on implementing the Strategic Plan. Cabinet members are to review the objectives in the Strategic Plan prior to the meeting.
3. New Employee Orientation
 - The Committee meets again on April 13.

New Business

1. All-Alabama Academic Team recognition, April 15, noon, Renaissance Montgomery
 - Brooke Hubbard and Caleb Tarvin are representing Snead on the All-Alabama Academic Team.
 - The Cabinet discussed who will be attending besides the students. Mr. Cannon, Ms. Goble, Rhea Krueger, Dr. Exley, Dr. Cederholm and Terri Narrell will be attending.
2. Commencement
 - Commencement was moved to the Bevill Center and divided into two ceremonies: 4 p.m. and 7 p.m. Seating is limited.
 - Students will select the ceremony to attend while they're at the Bookstore picking up their caps and gowns. A member of the commencement committee will be at the bookstore during pick-up to answer students' questions.
 - A small processional will line up at the Weathers Building to enter the side entrance of the Bevill Center. Each graduate will have up to eight tickets for their guests.
 - Staff will not participate in Commencement but will be needed to work the event. Faculty will be divided between the two ceremonies with each division being represented at each ceremony.

3. Open Discussion

- Dr. Exley reported on news from Montgomery. The Senate Finance Committee meeting was cancelled. The Alabama Community College Day was a success though the crowd was smaller than the previous year. Senate Bill 246 passed.
- Dr. Cederholm reported that a Blackboard representative will be on campus Monday to demonstrate the new version, which will be implemented this summer. The current version is three years old, and Snead is one of the last colleges to implement the new version.
- Summer registration opens April 13.
- Seven students attended the recent Phi Theta Kappa conference.

Upcoming Events

April

- 7 60% Day of Term
SSCC Baseball vs Central, 12 noon, SSCC
Softball vs Gadsden State, 2 pm, SSCC
- 7-8 Cap & Gown Order/Pickup, 9 am-5 pm (7th)/9 am-2 pm (8th), Bookstore
- 8 Counselor Day 2016, 8 am-1 pm, Commons/Fielder
Music Department Spring Concert, 7 pm, Bevill Center
- 9 ACT Exam
AMTA District Piano Auditions, 8 am-5 pm, Maze Music Building
Tennis vs Meridian Community College, 1 pm, NE Tennis Center
Softball vs Shelton, 2 pm, Tuscaloosa
Baseball vs Central AL, 2 pm, Alexander City
- 10 Community Wind Band Concert, 3 pm, Bevill Center
- 11 Dress Rehearsal for Sophomore Recital, 4:30 pm, Fielder
- 11-12 Cap & Gown Order/Pickup, 9 am-2 pm, Bookstore
- 12 Softball vs Wallace Hanceville, 2 pm, Hanceville
Baseball vs Delgado, 3 pm, New Orleans
Sophomore Recital, 6 pm, Fielder
- 13 Online Registration for Summer 2016 Opens
Baseball vs Delgado, 5 pm, New Orleans
- 14 SSCC Awards Day, 10-11 am, Fielder
Baseball vs Delgado, 1 pm, New Orleans
Softball vs Southern Union, 2 pm, SSCC
- 15-16 Tennis – ACCC Tournament, TBA, Decatur
- 15 SSCC Scholar's Bowl Tournament, 8 am-3 pm, Admin/Science/English Buildings
- 16 Dress Rehearsal for Sophomore Recital, 2 pm, Fielder
Softball vs Central AL, 2 pm, Alexander City
SSCC Media Club Gaming Tournament, 5-8 pm, SUB
- 17 Baseball Camp, 2-4 pm, SSCC Baseball Field
Sophomore Recital, 4 pm, Fielder
- 18 Sigma Kappa Delta Installation, 6:30 pm, Fielder
- 19 Voice Juries, 12:30-2 pm, Fielder
Softball vs Marion Military, 2 pm, SSCC
- 20 ADPH Wellness Screening, 8 am-3 pm, Bevill Kitchen
S-Day
- 21 Last Day to Withdraw
Baseball vs Calhoun, 12 noon, Decatur

Community Choir Rehearsal, 7 pm, Fielder
Baseball vs Calhoun, 12 noon, SSCC



SNEAD STATE COMMUNITY COLLEGE
PRESIDENT'S CABINET MEETING
May 4, 2016

Attendees

Dr. Robert Exley, Dr. Annette Cederholm, Ms. Shelley Smith, Mr. Randy Maltbie, Dr. Jason Watts, Ms. Kelli Conley, Ms. Teresa Walker, Mr. Jason Cannon, Mr. Mark Richard

Convened

2 p.m.

Old Business

1. Strategic Planning
 - The Strategic Planning Retreat was useful in evaluating progress on achieving the goals and objectives.
 - Ms. Smith will type up notes from the retreat and have them available next week.
2. EAB Onboarding Update
 - Mr. Cannon reported that faculty and advisors will participate in a demonstration of the product.
 - The product is set to go live June 13.

New Business

1. Budget Update
 - Dr. Exley did not have a lot to report on the state allocations. There is also no news regarding distribution of allocations
 - Dr. Exley and Mr. Richard will review the budget requests and feedback given during the Strategic Planning Retreat.
2. ACCS Update
 - There is nothing new to report.
 - Senate Bill 246 is in conference committee.
3. Commencement Update
 - Preparations for the two ceremonies are on track. Seats for dignitaries and limited mobility will be specifically identified tomorrow. Ms. Conley will coordinate with Regina Sanders on identifying dignitaries who attend the ceremony.
4. Grant Approval (Career Coach)

- The Cabinet agreed to renew the grant application. This is a joint application with Calhoun, Drake, Northeast, and Northwest Shoals. The application amount is \$50,000 for each school. Last year, each school received \$30,000.
5. Open Discussion
- Mr. Richard mentioned the PEEHIP letter regarding an increase in insurance costs. Employees who have further questions about how this will affect them can contact Amanda Gunnells.
 - Dr. Exley and Mr. Richard provided an update on the gym repairs. The insurance company agreed to pay \$200,000 for the repairs, so the College is moving forward with the project. The item is on the Board of Trustees agenda for Wednesday as an action item. The Alabama Building Commission has approved the plan. Once the repairs have started, the gym can be safely used for practices only.

Upcoming Events

May

- 4-5 Final Exams
 5 Baseball vs Southern Union, 2 pm, Wadley
 Commencement, 4 pm and 7 pm, Bevill Center
 6 Faculty Duty Day
 Dormitory Closes
 Alumni Homecoming, 6 pm, SUB
 7 Baseball vs Southern Union, 12 noon, SSCC
 9-11 Faculty Duty Day
 11 ACCS Board of Trustees Meeting and Work Session, Montgomery
 12 Schedule Drop for Non-Payment
 13-20 Dr. Exley (Vacation)
 25 Faculty Duty Day
 26 Dormitory Opens
 29 Last Day to Register or Add a Mini I Class
 30 Memorial Day Holiday (College Closed)
 Schedule Drop for Non-Payment
 31 Summer Classes Begin

June

- 1 Last Day to Register or Add a Class



**SNEAD STATE COMMUNITY COLLEGE
PRESIDENT'S CABINET MEETING**

June 1, 2016

Attendees

Dr. Robert Exley, Mr. Randy Maltbie, Dr. Jason Watts, Ms. Teresa Walker, Mr. Jason Cannon, Mr. Mark Richard, Dr. Amy Langley, Ms. Brittney Goble, Ms. Tina Simons

Absent

Dr. Annette Cederholm, Ms. Shelley Smith, Ms. Kelli Conley

Convened

1:30 p.m.

Old Business

1. QEP
 - Nothing new to report.
2. Strategic Planning
 - Everyone should keep their SPOL updated monthly.

New Business

1. Grant Approval (EITP Grant to Assist Marshall Medical Centers with Training) – Teresa Walker
 - An EITP grant will be submitted in partnership with Marshall Medical Centers. UAH Office for Operational Excellence will perform the training.
 - ACCS is the funding source, deadline is June 15, amount is \$15,000 with Marshall Medical Centers matching \$15,000, grant will include supply chain/logistics training that impact patient care, proposal will be written by Ms. Teresa Walker and managed from the Workforce Development Division. The Cabinet approved the grant submission.
2. Grant Approval (Workforce Development Grant for Patient Simulators) – Dr. Amy Langley
 - An ICI grant will be submitted to purchase a patient simulator to be housed at Marshall Medical Centers.
 - ACCS is the funding source, deadline is June 24, amount is \$188,000, no matching required, two patient simulators will be housed at Marshall Medical Centers for Snead student use and Marshall Medical Center staff training, proposal will be written by Dr. Amy Langley and managed from the Nursing Dept. The Cabinet approved the grant submission.
3. Grant Acceptance (The Right Signals Grant & Ammonia Operator Grants)

- Award letter was received for the above mentioned grants. The Right Signals grant was \$60,000 and Ammonia Operator grant was \$44,555. Ms. Teresa Walker will be the grant manager for both. The Cabinet approved acceptance of the grants.
4. Gymnasium Update
 - Mark Richard reported the gym bids would open on June 2.
 5. Open Discussion
 - Dr. Robert Exley distributed a credit hour/headcount summer registration grants. Reported the numbers as a record for SSCC.
 - Mr. Mark Richard reported the athletics had started a men's and women's golf program. Seven out of 8 have signed for men's and 5 out of 8 have signed for women's.
 - Ms. Britany Goble reported Parson Days' planning is right on track.

Upcoming Events

June

- | | |
|------|--|
| 1-10 | Alabama School of Gospel Music |
| 1 | Last Day to Register or Add a Class for Summer or Mini I |
| 2 | Softball Clinic, 9 am-4 pm, SSCC Softball Field |
| 8 | ACCS Board of Trustees Meetings, Montgomery |
| 11 | ACT Exam, 7:30 am, Fielder Auditorium |
| 14 | Pell Grant Check Release for Summer |
| 22 | Last Day to Withdraw from a Mini I Class |
| 29 | Last Class Day for Mini I |
| 30 | Final Exams for Mini I |
| | Dorms Open for Mini II Students |



**SNEAD STATE COMMUNITY COLLEGE
PRESIDENT'S CABINET MEETING**

June 15, 2016

Attendees

Dr. Robert Exley, Ms. Teresa Walker, Mr. Jason Cannon, Dr. Annette Cederholm, Ms. Shelley Smith

Absent

Mr. Randy Maltbie, Mr. Mark Richard

Convened

2 p.m.

Old Business

1. Strategic Planning
 - Cabinet members should review the minutes from the most recent Strategic Planning retreat and add the updates to their SPOL as they apply. This is to be done within two weeks to indicate where each departments stands on the goals and what needs to change.
 - Ms. Smith provided an update on the development of a video to use for new employee orientation.
 - Ms. Walker provided an update on the Arab facility.
2. EAB Onboarding Update
 - Table.

New Business

1. Transition Discussion
 - The Cabinet members reviewed their individual changes to the organizational chart.
 - The Cabinet members discussed potential questions that may come from within the College regarding changes to the organizational chart.
2. Convocation Week Schedule
 - Cabinet members are to be thinking of what needs to be included on the schedule for Convocation.
3. Open Discussion
 - Ms. Walker and Dr. Cederholm are writing a Workforce Development grant that would fund certification for students. The grant application is due next Friday. The Cabinet agreed to move forward with the application.

Upcoming Events

June

22 Last Day to Withdraw from a Mini I Class

29 Last Class Day for Mini I

30 Final Exams for Mini I

Dorms Open for Mini II Students

July

4 Independence Day Holiday (College Closed)



**SNEAD STATE COMMUNITY COLLEGE
PRESIDENT'S CABINET MEETING
August 2, 2016**

Attendees

Dr. Robert Exley, Ms. Teresa Walker, Mr. Jason Cannon, Dr. Annette Cederholm, Ms. Shelley Smith, Mr. Randy Maltbie, Mr. Mark Richard

Convened

9 a.m.

General Discussion

1. Dean for IE/IR

- Dr. Exley announced the resignation of Dr. Jason Watts as the Dean for IE/IR, effective immediately.
- The Cabinet discussed the temporary reassignment of the IE/IR duties. DAX reporting/information and SACS will be reassigned to Dr. Cederholm.
- Updates on the IE/IR portion of the website are temporarily on hold.
- Any financial reports to be developed will be assigned to Tina Simons.
- Any email associated with the IE/IR position will be re-routed to Dr. Cederholm.
- Any pending grant reports have been completed.
- The Cabinet discussed possibilities for restructuring the position before filling the vacancy. Discussion will continue for a few months before filling the position. The Cabinet did agree that as part of the restructure to have the position report to IT.

2. Convocation

- Dr. Exley mentioned the breakfast to be held on Monday, Aug. 15, as part of Convocation. The breakfast will be hosted by the Foundation.
- Dr. Exley would like to have some slides showing on the monitor in the cafeteria congratulating employees on a record breaking enrollment for the '15-16 year. Ms. Smith will take care of that.



SNEAD STATE COMMUNITY COLLEGE
PRESIDENT'S CABINET MEETING
August 15, 2016

Attendees

Dr. Robert Exley, Ms. Teresa Walker, Mr. Jason Cannon, Dr. Annette Cederholm, Ms. Shelley Smith, Mr. Randy Maltbie, Mr. Mark Richard

Convened

2 p.m.

Old Business

1. Strategic Planning
 - Cabinet members need to finish inputting their information into SPOL.
2. EAB Onboarding Update
 - The product is up and going. Students have been using it, and admissions letter include information about using the product.
 - Dr. Cederholm is attending a product meeting on Sept. 29 and 30.

New Business

1. Grant Approval
 - a. Ready to Work – The Cabinet approved applying for renewal of this grant. The application will request \$50,000.
 - b. Upward Bound – The Cabinet agreed to apply for the renewal of the Upward Bound grant for \$250,000 annually over a five-year period. The current grant expires Aug. 31, 2017. The deadline for the new grant has not yet been released, though it could possibly be due in December.
 - c. Fine Arts – The Cabinet agreed to have Steven DiBlasi write an Alabama Humanities and Fine Arts grant in the amount of \$3,000 to cover costs for the Literary Salon to be held in the spring.
2. Re-test Fee Increase
 - The Cabinet agreed to increase the re-testing fee for the Accuplacer test from \$8 to \$10 to off-set costs of the test, which is up to \$9.25 per test.
3. Rural Community College Alliance Conference in Orange Beach (Sept. 28-30)
 - Dr. Exley and Mr. Cannon will attend.
4. SACSCOC Annual Meeting in Atlanta (Dec. 4-6)

- Dr. Cederholm and Mr. Cannon will attend. Other possible attendees include Michael Gibson (Associate Dean for Distance Learning), Rachel Green (Director of Student Success), and the new Vice President for Finance.

5. Open Discussion

- The Cabinet discussed the pros and cons of operating an adult education program within the College. Dr. Exley will follow up by having a professional attend a Cabinet meeting to provide additional information and answer questions.
- Ms. Smith and Dr. Cederholm are working on co-branding classroom space at Boaz High School and Marshall Technical School.
- Dr. Exley provided an update from the most recent Board of Trustees meeting. The board approved Chancellor Heinrich's leave of absence as he recuperates from an illness. Jimmy Baker will serve as interim Chancellor. The board approved the next step toward merging the three south Alabama community colleges by choosing the name Coastal Alabama Community College. The merger combines Alabama Southern, Faulkner State and Jefferson Davis.
- Dr. Exley and Mr. Maltbie reported on the President's meeting regarding Banner. Mr. Maltbie reported that the intent is to have all of the colleges within the system to be on the same administrative system using the same configurations.

Upcoming Events

August

- 17 Faculty Duty Day
- 18 Dorms Open for Fall
- 19 Student Services Open until 5 pm
- 21 Schedule Drop for Non-Payment
- 22 Fall Classes Begin
- 22-25 Welcome back Week, 10:30-11:00 am, Gazebo
- 23 Last Day to Register or Add a Mini I Class
Last Day to Drop a Mini I Class Without Penalty
- 25 Last Day to Register or Add a Class
Last Day to Drop a Class Without Penalty
- 27 Baseball Showcase, 10 am, SSCC Baseball Field
- 30-31 Club Rush, 10:30-11:00 am, Gazebo

September

- 5 Labor Day Holiday (College Closed)
Pell Grant Check Release



**SNEAD STATE COMMUNITY COLLEGE
PRESIDENT'S CABINET MEETING
September 21, 2016**

Attendees

Dr. Robert Exley, Mr. Jason Cannon, Dr. Annette Cederholm, Mr. Randy Maltbie, Mr. Mark Richard, and Ms. Shelley Smith

Absent

Ms. Teresa Walker

Convened

2 p.m.

Old Business

1. Strategic Planning
 - Nothing new to report.
2. EAB Onboarding Update
 - Dr. Cederholm is attending a product group meeting next Friday.

New Business

1. Fall Enrollment Discussion
 - Dr. Exley led discussion regarding the enrollment data.
 - The Cabinet agreed to share the data at the College Leadership Team meeting on Monday.
 - Cabinet members should let Dr. Exley know if they think of additional enrollment data that would be beneficial to share at the CLT meeting on Monday.
 - The Cabinet agreed that additional research on retention trends for current students should be done.
2. Open Discussion
 - Coaches have returned to their offices in the gym.
 - Dr. Exley is attending Leadership Alabama on Oct. 6-8.
 - The new VP for Finance, Joe Whitmore, will start Oct. 7.

Upcoming Events

September

21 Baseball vs Faulkner State, 1:30 pm, Alabama State

- Baseball vs Enterprise State, 6:30 pm, Alabama State
- 22 60% Day of Mini I Term
- Softball vs UAB, 4 pm, Birmingham
- 24 Volleyball vs Jefferson Davis, 1 pm, Brewton
- Softball at Lee University Tournament, 12 noon, Cleveland, TN
- 25 Softball vs UAH, 1 pm, Huntsville
- 27 Parson Tailgate, 10-11 am, Gazebo
- 28 Volleyball vs Faulkner State, 6 pm, Bay Minette
- 30 Baseball vs Martin Methodist, 1 pm, Pulaski, TN
- Volleyball vs Southern Union, 1 pm, Wadley

October

- 1 Softball at Jacksonville State University Tournament, 9 am, Oxford
- 2 Softball vs UNA, 1 pm, Florence
- 3 Last Day to Withdraw from a Mini I Class with a "W"
- 4 Baseball vs Martin Methodist, 12 noon, SSCC
- Tennis vs Martin Methodist, 1:30 pm, SSCC
- 5 Volleyball vs Wallace Hanceville, 6 pm, Hanceville



SNEAD STATE COMMUNITY COLLEGE
PRESIDENT'S CABINET MEETING
October 5, 2016

Attendees

Dr. Robert Exley, Ms. Teresa Walker, Ms. Shelley Smith, Mr. Randy Maltbie, Mr. Mark Richard

Absent

Dr. Annette Cederholm, Mr. Jason Cannon

Convened

1:35 p.m.

Old Business

1. Strategic Planning
 - For the 2016-17 SPOL, the plan is to role objectives forward from the previous planning year, and Cabinet members can delete any that are no longer relevant.
 - Kelli Conley will follow up on the status of the new planning software.
 - The SACS fifth-year report is due in December.
2. EAB Onboarding Update
 - This item was tabled until the next meeting.

New Business

1. Grant Acceptance (Ready to Work, Marshall Medical Center)
 - The Cabinet unanimously approved to accept the Ready to Work grant for \$49,400 and the Marshall Medical Center grant for \$15,000.
2. ACCA Conference (Nov. 20-22, Renaissance Montgomery)
 - Cabinet members should let Kelli Conley know who from their areas will be attending.
 - Mr. Whitmore, Mr. Cannon, Dr. Exley and Dr. Cederholm will be attending.
3. Update on College Enrollment Plan (Shelley Smith)
 - Ms. Smith shared the plan developed from suggestions from the Academic, Marketing and Student Services departments.
 - The Cabinet reviewed and agreed to move forward with the plan.
4. Class of 2016 Chancellor's Awards
 - The Cabinet members discussed nominees in each category and agreed to let Dr. Exley select the winner in the Administrator category.

5. Open Discussion

- Dr. Exley discussed opportunities to meet the new Boaz mayor and the Boaz City Schools superintendent. The Cabinet suggested hosting a dinner to meet and get to know the new officials.
- The gym is near completion. Mr. Richard reported that he is awaiting the price of painting and power washing the exterior.

Upcoming Events

October

- 5 Volleyball vs Wallace Hanceville, 6 pm, Hanceville
- 6 Softball vs Jacksonville State, 5 pm, Jacksonville
- 7-8 Volleyball – Pensacola Tri-Match, TBA, Pensacola
- 8 Softball Snead State Play Day, 10 am, SSCC
Baseball vs FL (11 am), IN (3:45 pm) Travel Ball, SSCC
Women’s Basketball Juco Jamboree, TBA, Chattanooga, TN
Men’s Basketball Jamboree, TBA, Marietta, GA
- 9 Baseball – UNA Tournament, TBA, Florence
- 9-11 Men’s Golf vs Calhoun, TBA, Decatur
- 10 Last Class Day for Fall Mini I
- 10-11 Women’s Golf – Wallace Hanceville Women’s Invitational, TBA, Cullman
- 11 Final Exams for Fall Mini I
Parson Tailgate, 10-11 am, Gazebo
- 12 Volleyball vs Wallace State, 7 pm, SSCC
- 13 Volleyball vs Gadsden State, 6 pm, Gadsden
Softball Lady Parson’s Chicken Lunch Fundraiser
Dormitory Opens for Mini II Students
- 15 Baseball vs University of Montevallo, TBA, Montevallo
Softball – Shorter Tournament, 10 am, Rome, GA
Women’s Basketball SE Juco Jamboree, TBA, Albany, GA
Men’s Basketball – Gordon State JAM, TBA, Barnesville, GA
- 17 Classes Begin for Fall Mini II
- 18 Last Day to Register or Add a Mini II Class/Last Day to Drop a Mini II Class Without Penalty
Advisement Begins for 2017 Spring Semester
Volleyball vs Southern Union, 6 pm, SSCC
- 19 Baseball vs Lawson State, TBA, Birmingham
Women’s Basketball vs Talladega College, 5 pm, SSCC



**SNEAD STATE COMMUNITY COLLEGE
PRESIDENT'S CABINET MEETING**

Oct. 20, 2016

Attendees

Dr. Robert Exley, Ms. Teresa Walker, Mr. Jason Cannon, Dr. Annette Cederholm, Mr. Randy Maltbie, Mr. Joe Whitmore

Absent

Ms. Shelley Smith

Convened

2 p.m.

Old Business

1. Strategic Planning
 - Cabinet members need to finish inputting their information into SPOL by Nov. 1.
2. EAB Onboarding Update
 - The product is up and going. Students have been using it, and admissions letter include information about using the product.
 - Dr. Cederholm talked about the EAB summit meeting she attended in September.
 - Mr. Cannon mentioned that Tonya Clowdus and Ina Smith are currently working with Dual Enrollment students using Onboarding.
3. ACCA Conference (Nov. 20-22, Renaissance Montgomery)
 - Mr. Cannon, Ms. Walker, Dr. Exley and Mr. Whitmore will be attending

New Business

1. AdAstra
 - Dr. Exley mentioned that he and Mike Gibson attended a meeting at Calhoun about AdAstra software. A one-year subscription is \$25,000. Dr. Exley said this is worth exploring.
2. Fall Enrollment Update
 - Dr. Exley shared the recent numbers and gave a projection of what we need to reach for spring and summer in order to meet our numbers from last year.
3. Cabinet Retreat
 - Dr. Exley will be in Montgomery for the regularly scheduled Nov. 2 cabinet meeting, so he proposed having a cabinet retreat on Friday, Nov. 4 from 9:00-12:00. The location will be determined at a later time.

4. ESL

- Dr. Cederholm talked about her conversation with Kip Williamson, Northeast Alabama Adult Education director about possibly offering ESL class for our students. The cabinet asked for more information such as what is our student need, how many students and a cost analysis before moving forward. Dr. Exley also mentioned that Snead is the only community college in the state that does not have an Adult Basic Education program and asked if we should consider having this program on our campus. He mentioned contacting David Walters, Director of Adult Basic Education for the state, to come and talk to the cabinet to see if this is something we want to pursue.

5. Open Discussion

- Dr. Exley reported on his President's meeting regarding Dual Enrollment, Workforce development and regional councils. The 2016-2017 Workforce Development Dual Enrollment Grant will only fund level 1 (high wage/high demand) jobs; the grant will no longer cover books and/or supplies, and also will only cover the required math, English and science courses for the tech. program. Dr. Exley also mentioned that Jeff Lynn is the new Director of Workforce Development; he comes from Louisiana. The regional councils have also gone from 10 to 7 regions.
- Ms. Smith and Dr. Cederholm are working on co-branding classroom space at Boaz High School and Marshall Technical School.

Upcoming Events

October

- 20 Volleyball vs Jefferson Davis, 5 pm, SSCC
Gerhart Children's Concert, 6 pm, Fielder Auditorium
Halloween Dance, 8:30-11:30 pm, SUB
- 21 Gerhart Educational Concert for Corley 2nd & 3rd Graders, 12:30-1:30 pm, Fielder
Tennis vs Shorter, 2 pm, SSCC
- 22 Tennis vs Wallace-Hanceville, 9 am, Hanceville
Gerhart Master Class, 10 am-12 noon, Maze Music Building
Alexander Technique Seminar, 1:30-3 pm, Administration Building 221
Gerhart Master Class Concert, 4 pm, Fielder
- 23 Gerhart Concert, 2 pm, Fielder
- 24-25 History Club Bake Sale, 10:30-11 am, SUB
Women's Golf Redhawks Fall Classic, TBA, Athens, AL
- 24 Volleyball vs Lawson, 6 pm, Birmingham
- 25 Powder Puff Football Game, 1-2:30 pm, English/Cafeteria Lawn
- 26 60% Day of Term
El Dia de los Muertos Presentation, 10:30-11 am, SUB
- 27 Men's Basketball vs Shorter, 7 pm ET, Rome, GA
- 28-30 Volleyball District Tournament, TBA
- 28 Women's Basketball vs Stillman College, 6 pm, Tuscaloosa
- 29 Tennis vs Meridian, 10 am, Meridian, MS
Tennis vs Hinds, 2 pm, Meridian, MS
- 30 Softball vs Birmingham Southern, 10 am, Birmingham
- 31 Pell Grant Release for Mini II

November

- 1 Basketball vs Cleveland State, 5:30(W)/7:30(M) pm ET, Cleveland, TN
- 3 Veterans Serving 3 Veterans Cookout, 10:30 am-1:30 pm, Commons/Gazebo
Women's Basketball vs Oakwood, 5:30 pm, Huntsville
- 5 Women's Basketball vs Andrew College, 2 pm, SSCC

Matthew Hoch of Auburn University Master Class, 10 am, Fielder
Matthew Hoch Recital, 2 pm, Fielder



**SNEAD STATE COMMUNITY COLLEGE
PRESIDENT'S CABINET MEETING
October 7, 2015**

Attendees

Dr. Robert Exley, Dr. Annette Cederholm, Ms. Shelley Smith, Mr. Randy Maltbie, Mr. Jason Cannon, Dr. Jason Watts, Ms. Teresa Walker, Ms. Kelli Conley, Mr. John Haney, Ms. Tina Simons, Dr. Amy Langley, Ms. Brittany Goble, Dr. Dustin Smith, Mr. Steve Williams, Ms. Melissa Rice

Absent

Mr. Mark Richard

Convened

1:30 p.m.

Old Business

1. QEP Update

- Dr. Smith passed out the following tracking report:

Item to be Tracked	Fall 2015 (As of 11/4)
Academic Performance	719
First Week Attendance	84
Cumulative Attendance (2 weeks)	258
Attendance Not Corrected (3 weeks)	134
Total Flags	1,195
Unduplicated Student Count	690
Usage and Student Outreach	
Computers/WiFi (non-athletes)	215
Student Success Workshop	179
Tutoring Appointments	540
Postcards	131
Phone calls	229

2. Strategic Planning

- Dr. Exley reviewed the Cabinet's unit plans. Each Cabinet member needs to review the edits he made and let him know if there are any questions.

New Business

1. Debriefing of October 19 Threat

- The Cabinet reviewed the timeline and the response to determine what could have been done differently or better.
- Ms. Smith and Dr. Exley will work on a response plan to have in the event of future situations.

2. Open Discussion

- Dr. Exley led discussion about fall credit hours at Snead and other colleges in the system.
- Mr. Cannon provided details about a project enabling dual enrollment students to receive Pell grant assistance.
- Mr. Haney announced he is scheduling Quality Matters professional development training for all faculty to promote quality assurance in online courses. The workshop will be Jan. 5-6.

Upcoming Events

November

- 5 Veteran Services Presentation, 10:30 am, Fielder Auditorium
Women's Basketball vs Itawamba, 5:30 pm, Fulton, MS
Men's Basketball vs Itawamba, 7:30 pm, Fulton, MS
- 6 Men's Basketball (Developmental Team) vs Blue Mountain College, 7 pm, Tupelo, MS
- 8 Community Wind Band Concert, 3 pm, Bevill Center
Volleyball Try-outs, 4-6 pm, SSCC Gymnasium
- 9 Online Registration Opens for All Students
- 10 Women's Basketball vs Cleveland State, 5:30 pm, SSCC Gymnasium
Men's Basketball vs Cleveland State, 7:30 pm, SSCC Gymnasium
- 11 Veterans Day Holiday (College Closed)
60% Day of Fall Mini II
Tennis vs Central Alabama, 1 pm, Alexander City
- 12 Women's Basketball vs Carver, 5 pm, Atlanta, GA
- 14 Women's Basketball vs Andrew College, 2 pm, SSCC Gymnasium
Men's Basketball vs LaGrange, 4 pm, SSCC Gymnasium
- 17 Women's Basketball vs Motlow State, 5:30 pm, Lynchburg, TN
Men's Basketball vs Motlow State, 7:30 pm, Lynchburg, TN
- 18 Social Media Workshop, 10:30 am, Academic Success Center



**SNEAD STATE COMMUNITY COLLEGE
PRESIDENT'S CABINET MEETING
November 16, 2016**

Attendees

Dr. Robert Exley, Ms. Teresa Walker, Mr. Jason Cannon, Dr. Annette Cederholm, Mr. Randy Maltbie, Mr. Joe Whitmore

Absent

Ms. Shelley Smith

Convened

2 p.m.

Old Business

1. Strategic Planning
 - Cabinet members need to complete their SPOL information asap.
 - Need to look at new software options.
2. EAB Onboarding Update
 - The product is in operation and being used by students.

New Business

1. Grant Acceptance
 - Marshall Medical Centers Human Patient Simulator (Dr. Amy Langley) grant award letter was received from ACCS and the Cabinet approved to accept the grant.
 - Upward Bound grant was submitted this week.
 - Kelli Conley to send the Grants Submission, Acceptance and Management Procedures Policy to the Cabinet for review and updates to be submitted to Joe Whitmore.
2. Dr. Exley attended AACC/AASA Dialogue to Improve College Readiness Meeting with Dr. Cindy Wigley.
 - 4th annual dialogue around issue of college readiness.
 - 35 attendees.
 - Kelli Conley to forward Wisconsin's Academy info.
3. Conversation on McCain and Student Union Building
 - Mr. Whitmore has been looking at deferred maintenance.
 - SUB needs replacing desperately. Safe to inhabit but 2nd floor will be evacuated. The plan is to build a new SUB at a later date.
 - The recommendation is to not take on any new debt at this time.

- The existing debt is set up short term. There are two scenarios, pay off just the balloon or all of it.
 - The mechanical in McCain is the most pressing at \$803,000 but the outside of the building has issues, which is \$3 million.
 - The recommendation is to restructure the current debt and renovate McCain to reconfigure as needed with one stop programming in mind.
 - Cabinet discussed what SUB/McCain/Student Success/Academic Success would look like.
4. Open Discussion
- The Chancellor, Jeff Lynn and Russ Rothamer will visit on December 12. Cabinet to review the presentation and send updates to Dr. Exley and plan to do a run through on December 7th.
 - Joe Whitmore distributed the new Fair Labor Standards Act Policy 414.02. The Cabinet approved to adopt the policy.
 - Dr. Exley is working on finalizing the donation of a jet for the Albertville Aviation College. Grant DeMuth is working as a consultant to assist with aviation college.

Upcoming Events

November

- 17 Men's JV Basketball vs AL Prep Sports Academy, 3 pm, Montevallo
 Women's Basketball vs Martin Methodist, 5:30 pm, SSCC
 Fall Theatre Production, 7 pm, Bevill
- 18 60% Day of Term
 Fall Theatre Production, 7 pm, Bevill
- 19 Fall Theatre Production, 7 pm, Bevill
- 20-22 ACCA Conference, Montgomery
- 20 Fall Theatre Production, 7 pm, Bevill
 Men's JV Basketball vs Wallace Hanceville JV, 4 pm, Hanceville
- 21 Fee Assessment Begins for Spring 2017
- 22 Basketball vs Cleveland State, 5:30 pm(W)/7:30 pm(M), SSCC
- 23-25 Thanksgiving Holidays
- 28 Dress Rehearsal for Community Wind Band Concert, 6:30 pm, Bevill
 Men's JV Basketball vs LaGrange JV, 7 pm, LaGrange, GA
- 29 College Transfer Fair, 9:30-11:30 am, SUB
 Parson Pride Giving Day
 Basketball vs Chattanooga State, 5:30(W)/7:30(M), SSCC

December

- 1 Faculty/Staff Appreciation Day, 10 am-2 pm, SSCC Bookstore
 Women's Basketball vs Oakwood, 5:30 pm, SSCC
 Men's Basketball vs AL Prep Sports Academy, 7:30 pm, SSCC
- 2 Last Day to Withdraw with "W"
- 3-6 SACSCOC Annual Meeting, Atlanta, GA
- 3 Women's Basketball vs Stillman College, 5 pm, Tuscaloosa
- 4 Community Wind Band Concert, 3 pm, Bevill
- 5 Basketball vs West GA Tech, 5:30(W)/7:30(M), SSCC
- 6 Fall Semester Voice & Piano Juries for Music Dept., 12-3 pm, Fielder
 Men's JV Basketball vs Middle GA Prep, 6 pm, SSCC
- 7 David Walters of ACCS, Adult Education Discussion at President's Cabinet Meeting



**SNEAD STATE COMMUNITY COLLEGE
PRESIDENT'S CABINET MEETING
December 7, 2016**

Attendees

Dr. Robert Exley, Ms. Teresa Walker, Mr. Jason Cannon, Dr. Annette Cederholm, Mr. Randy Maltbie, Mr. Joe Whitmore, Ms. Shelley Smith

Convened

1:30 p.m.

Old Business

1. Strategic Planning
 - No update.
2. EAB Onboarding Update
 - No update.

New Business

1. Adult Education Discussion – David Walters, State Director of Alabama Adult Education
 - Mr. Walters shared information with the Cabinet about the Adult Education program and answer questions from Cabinet members about funding, service areas, instructors and online education.
2. McCain and SUB update
 - Mr. Whitmore updated the Cabinet on a recent meeting with architects about the two facilities.
3. Presentation for Chancellor's visit
 - Ms. Smith will prepare orientation binders for the Chancellor and others from the Chancellor's Office who will accompany him. The binders will contain copies of the PowerPoint presentation to be shown as well as certain publications.
4. Open Discussion
 - The undistributed funds given to the College by the Foundation will be used this year to replace the outdated phone system.

Upcoming Events

December

- | | |
|---|-------------------------------|
| 8 | Schedule Drop for Non-Payment |
| 9 | Last Class Day |

- Women's Basketball vs Central Georgia, TBA, Marianna, FL
Men's JV Basketball vs Alabama Prep Academy, 5:30 pm, SSCC
Fine Arts Winter Showcase, 7 pm, Fielder
- 10 Women's Basketball vs East Florida, TBA, Marianna, FL
SSCC Softball Elite Hitting Camp, 9-12 noon, SSCC Softball Field
ACT Exam
- 11 Men's JV Basketball vs Middle Georgia Prep, 4 pm, Barnesville, GA
- 12-16 Final Exams
- 13 Basketball vs Roane State, 5:30 pm (W)/7:30 pm (M), SSCC
Community Choir Concert, 7 pm, Bevill
- 15 Basketball vs Southern Crescent, 5 pm (W)/7 pm (M), SSCC
- 19-21 Faculty Duty Days
- 19 Dorm Closes
Basketball vs Southern Crescent, 5 pm (W)/7 pm (M), Griffin, GA
- 22-29 Christmas Break
- 30 New Year's Holiday
- January
- 2 Local Professional Development