



SNEAD STATE COMMUNITY COLLEGE

PRESIDENT'S CABINET MEETING

January 2, 2019

Attendees

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

Absent

Mr. Randy Maltbie, Ms. Kelli Conley

Convened

1:30 p.m.

Old Business

1. Strategic Planning
 - Cabinet members need to continue to update their information on the SPOL.
2. Aviation Update
 - Dan Owen submitted his resignation, and his last day as the Director is January 31.
 - A job posting was set to expire January 3, but since there were no applicants, the posting was extended to January 10.
 - Mr. Michael Gibson is working on plans for a retirement celebration for Mr. Owen.
3. Enrollment Update
 - There has been a little activity for Spring enrollment. Credit hours are increasing, but headcount is not rising.
 - An Advising Blitz is scheduled for Jan. 8 in the Commons.
4. SACSCOC Update
 - Mr. Whitmore, Mr. Cannon and Mr. Gibson attended the SACSCOC meeting.
 - Sept. 13 is when the five-year report has to be submitted.

- Dr. Exley led discussion on the standards to be addressed and what has to be done to get organized.
 - Dr. Cederholm and Mr. Gibson are to review what standards need to be included and will report on a plan for the Cabinet to address the standards.
5. McCain Building Update
- Mr. Whitmore reported that the RFQ was posted on Tuesday. The deadline to submit is Friday, January 11.

New Business

1. Open Discussion
- Dr. Exley asked for feedback on content for the upcoming Monday Memo. He mentioned adding a notice about no driving or parking in the lots by the SUB. Grass has been planted in that lot. The Monday edition will be a Welcome Back edition with several notices for employees' information, such as the county tournament coming up, a reminder to be aware of phishing attempts, and the Advising Blitz that is scheduled for next week.
 - Mr. Whitmore will attend the next Board of Trustees meeting and work session on January 9.
 - Patti Morgan and Kasey Saucer will represent the College at the Governors Summit on Work-Based Learning meeting January 10 in Montgomery.
 - Dr. Cederholm reported on a new procedure being implemented in the Spring semester to better monitor the academic progress for athletics and other student groups, such as dual enrollment and TRiO students.
 - The Cabinet discussed the possibility of implementing an orientation for new students that would be a first-semester requirement. Dr. Cederholm and Mr. Gibson will discuss and prepare a plan for this.
 - Mr. Cannon and Dr. Exley will finalize the number of tuition waivers to set aside for Career and Technical programs.