



SNEAD STATE COMMUNITY COLLEGE

PRESIDENT'S CABINET MEETING

January 16, 2019

Attendees

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

Convened

2 p.m.

Old Business

1. Strategic Planning
 - Dr. Exley and Ms. Smith led discussion on a new printed Strategic Planning document in terms of the information that should be included and next steps.
 - The Cabinet discussed those who would receive the document and what information would be pertinent to include in that document that would be beneficial to that audience.
 - The Cabinet agreed the format of the printed document was acceptable as it is.
 - Dr. Exley and Ms. Smith will begin working on a draft of the document for the Cabinet to review.

2. Enrollment Update
 - Dr. Exley reviewed the most recent enrollment data for Spring.
 - In reviewing the enrollment graphs, there wasn't as large a dip in enrollment following the drop.
 - Enrollment numbers are up as of today, but the data doesn't show how many of the students are those who were able to register now for the Mini II term. In 2018, students had to wait until the end of the Mini I term before they could register for the Mini II.

New Business

1. ACCSHRMA Diversity Conference (February 21, 2019 @ Jeff State Chilton-Clanton Campus)
 - The early bird deadline is Jan. 25, so attendees need to be submitted this week.
 - Cabinet members identify employees in their areas who can attend and send those names to Amanda Gunnels and copy Ms. Conley on the email.
2. AACC Annual Meeting (April 13-16, 2019 in Orlando, FL)
 - Dr. Cederholm will be attending.
3. SACSCOC Fifth Year Report – Dr. Annette Cederholm
 - Dr. Cederholm reviewed the standards that will need to be included in the 5th year interim report and who the primary and secondary writers are for each standard. She included deadlines for the completion of each section.
 - Dr. Cederholm also identified the proofreaders for each section of the report.
 - Mr. Maltbie will work on updating SPOL to the next version so the information can be accessed and included in the report.
 - Dr. Cederholm will send a link of the new standards and the resource manual to the Cabinet.
 - The deadline to have the report to SACSCOC is Sept. 13.
4. Open Discussion
 - Mr. Whitmore updated the Cabinet on plans to police parking during the Marshall County Basketball Tournament, which will be held on campus Jan. 21-26. Dynamic Security will also have extra security personnel available that week.
 - Mr. Whitmore updated the Cabinet on the budget. He accesses the budget based on the number of credit hours students have registered for. In terms of credit hours versus the budget, the College is down a bit but not as much as this time last year.
 - Mr. Maltbie shared that he has accepted a new position with the System Office effective the first of February. He's been with the College 20 years. Ms. Smith will work with Lindsey King to plan an appreciation reception to honor Mr. Maltbie.
 - The Cabinet discussed the process of working with the System Office on implementing a system-wide operation management system. The Cabinet identified challenges employees have had in working on the implementation and discussed options to help employees address those challenges.
 - Dr. Cederholm reported that an adjunct instructor was hired today for Aviation, so no classes need to be cancelled. The program was in need of instructors in light of the resignation of Program Chair Dan Owen.
 - Mr. Cannon reported that Misty Merilien has resigned from the Student Services Office. She submitted a 30 day notice on Tuesday.
 - Dr. Cederholm reported on the progress of the summer faculty work policy. The faculty has reviewed it and signed off on the policy. Mr. Maltbie made a motion

to approve the policy. Ms. Smith second the motion, and the motion passed unanimously.

- Dr. Cederholm reported that the Swift Apple App program now has six students enrolled this Spring.
- Dr. Exley asked the Cabinet for input on a place to display the Alabama Bicentennial flag that he was given. Mr. Whitmore said he would consult with Steve Williams on a place to display it.

Upcoming Events

January

- 17 Last Day to Register or Add a Class
Last Day to Drop a Class without Penalty
Women's Basketball @ Oakwood University, 5:30 pm
Men's Basketball vs Beville State, 7 pm, SSCC
- 19 Women's Basketball vs Carver College, 2 pm, SSCC
- 21 Martin Luther King, Jr. Holiday (College Closed)
- 22 Men's Basketball @ Marion Military, 7 pm
- 24 Women's Basketball @ Southern Union, 5:30 pm
Men's Basketball @ Southern Union, 7:30 pm
- 25-26 Softball @ Galveston College Invitational
- 25 Jeff Kensmore Recital, 7 pm Fielder Auditorium
- 26 Voice Masterclass, 10 am-12 noon, Fielder Auditorium
Tennis @ Birmingham Southern, 12 noon
- 28 Pell Grant Check Release
Women's Basketball vs Wallace-Hanceville, 5:30 pm, SSCC
Men's Basketball vs Wallace-Hanceville, 7:30 pm, SSCC
- 30 SSCC Alumni Association Chili Luncheon Fundraiser, 11 am-1 pm, Commons Area
Women's Basketball @ Chattanooga State, 4:30 pm
Men's Basketball @ Chattanooga State, 6:30 pm

February

- 1-2 Baseball vs Mineral Area College, 1 pm, SSCC
- 2 Tennis @ Shorter University, 12 noon
- 4 Women's Basketball vs Lawson State, 5:30 pm, SSCC
Men's Basketball vs Lawson State, 7:30 pm, SSCC