



SNEAD STATE COMMUNITY COLLEGE

PRESIDENT'S CABINET MEETING

August 21, 2019

Attendees

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

Absent

Convened

2 p.m.

Old Business

1. Strategic Planning
 - There wasn't any discussion for this item.
2. Enrollment Update
 - Dr. Exley led discussion on enrollment. The percentage difference of enrollment from last fall and from our enrollment goal this fall is difficult to ascertain because there hasn't been a drop for non-payment.
 - About 3-4 class sections have been cancelled for lack of enrollment, but another 4 were added.
3. McCain Update
 - The project is scheduled to go out for bid couple of weeks. Sept. 28 is the bid opening, which can be held on campus.

New Business

1. College Organizational Charts

- Dr. Exley led discussion on streamlining the organization chart listed on the website and included in the SACS Fifth Year Report.
- Dr. Cederholm is getting an updated chart to Ms. Smith to post to the website.

2. Employee Handbook

- Ms. Conley reported on her work in updating the employee handbook. She compared the current handbook with the new ACCS approved policies and updated those that needed updating and deleted those that were no longer valid.
- She hopes to have it completed and posted to the website prior to the submission of the SACSCOC Fifth Year Report.
- The Cabinet will include an Executive Summary explaining the changes and inform employees of the changes and where to access the handbook for their information.

3. Chancellor's Awards

- The Cabinet began discussion on nominees for the Chancellor's Awards and the process to accept nominations. The Cabinet agreed to continue with the process we've used in the past, and Ms. Conley will send the nomination forms to the campus next week.
- The Chancellor's Awards ceremony will be held Nov. 24 in Montgomery.

4. Clean Up Alabama Campaign

- The clean-up is scheduled for Nov. 1-11. A proclamation is expected to be issued and a press conference is expected to be held in September.
- Boone Kinard and David Walker will facilitate the project at the System level.
- Ms. Miranda Collier will serve as the college contact for this initiative.

5. Open Discussion

- Ms. Walker reported on changes with the WIOA program eligibility. She said the program increased eligibility wages for participants (amount of money they can make to qualify for the program). The College has to report its performance data each year, and it's currently time to prepare and submit the report. Factors the College has to track include if the students are working, what field in which they're working, etc. WIOA funds is restricted to career and technical programs, and Ms. Walker said she expects WIOA to require a 70 percent success rate for each career and technical program for the program to remain eligible for WIOA funding.
- Mr. Whitmore led discussion on the approved legislative bill that allows community college to participate in the vanity plate statewide. It is the responsibility of the school to make sure that happens Ms. Conley said she's looked into it, and the program requires each institution to pre-sale 1000 vanity plates before the plate will be made.
- Dr. Cederholm shared United Way pledge forms with the Cabinet.
- Mr. Roden said he's been receiving tickets from students questioning their student webmail login. The students have consulted the student handbook on the website, which is outdated. Mr. Cannon said he is currently working on updating the handbook.
- Ms. Conley mentioned conversations with 2-3 students that they've accessed their schedule via the app, but it's not giving students information on class locations. Ms.

Smith and Ms. Collier will have some Ambassadors to log into the app and report on problems they see, so Ms. Smith can work those out with the System office.

- Mr. Cannon said that attendance verification is due from instructors is Monday at 10 p.m. Then a timeline will be established with the System office on when drops for non-payment and other critical steps will occur.

Upcoming Events

August

- 19-22 Welcome Week, 10:30-11:00 am, Gazebo
- 22 Last Day to Register or Add a Class for Full Term
Last Day to Drop a Class without Penalty for Full Term
- 23-24 Volleyball Season Opener Tournament, SSCC
- 23 Volleyball vs Marshalltown Community College, 12 noon
Volleyball vs Pensacola State, 4 pm
- 24 Volleyball vs Andrew College, 9 am
Volleyball vs Bevill State, 11 am
Baseball Showcase, SSCC
- 27 Volleyball vs Cleveland State, 6 pm, SSCC
- 28-29 Club Rush, 10-11 am, Gazebo
- 28 Athletic Wide Meeting, 2-5 pm, Nursing Auditorium
- 29 Volleyball @ Coastal Alabama-East, 5 pm, Brewton
- 30-31 Volleyball @ Pensacola State Tournament
- 30 Volleyball vs Hillsborough Community College, 3 pm
- 31 Volleyball vs Florida Gateway, 5 pm
Miss/Mr. Sand Mountain Pageant, Bevill Center

September

- 2 Labor Day Holiday (College Closed)
Pell Grant Check Release for Fall Full & Mini I
- 4 Volleyball @ Bevill State, 6 pm