



**SNEAD STATE COMMUNITY COLLEGE
PRESIDENT'S CABINET MEETING
September 4, 2019**

Attendees

Dr. Robert Exley, Mr. Jason Cannon, Ms. Kelli Conley, Mr. Don Roden, and Mr. Joe Whitmore

Absent

Dr. Annette Cederholm, Ms. Shelley Smith, Ms. Teresa Walker

Old Business

1. Strategic Planning

- There was no discussion on this item.

2. Enrollment Update

- Dr. Exley stated that the latest report shows headcount is down 6% and credit hours are down 5% from last fall; however, a drop for non-payment still has not occurred.
- Jason Cannon informed the Cabinet that 51 registrations were reinstated this morning that were dropped earlier as no shows.
- Argos reports are starting to gradually materialize.

3. McCain Update

- Joe Whitmore reported that the landscape design is finished and work is continuing on the interior design.
- Contractors must be pre-qualified in order to bid on the project. The pre-qualification will be completed prior to Phil Black leaving on his trip.
- Bids will be due the end of September and the bid will be awarded in early October.
- Construction should begin in January.

New Business

1. Personnel Handbook Approval

- Ms. Conley has completed work on updating the personnel handbook. The Cabinet approved the personnel handbook pending the addition of the Recruiting Practices Policy as required by the DOD.
- Mr. Cannon will send Ms. Conley the required wording for the new Recruiting Practices Policy to be added to the personnel handbook.

2. Clean Up Alabama Campaign

- Ms. Conley will submit the information to David Walters naming Miranda Collier as the contact for our college.

3. Reception for Skip Thompson, TVA Board Chairman, Sept. 24, 5-7 pm, The Reserve Clubhouse

- Dr. Exley forwarded the email invitation to the Cabinet members earlier today. He cannot attend due to chairing a SACSCOC visit in North Carolina.
- Any Cabinet member that wishes to attend should RSVP directly and copy Ms. Conley on the RSVP. Joe Whitmore has sent his RSVP for the event.

4. Open Discussion

- Dr. Exley informed the Cabinet that Bryan Helms has been named the Acting President at LBW.
- The next CLNA Perkins V meeting is scheduled for September 12. Presidents have been told that they must attend; however, no further information has been received on who should attend.
- Joe Whitmore stated that the process for the 2019-2020 budget will be as simple as possible. He does not expect any major cuts. Dr. Exley said that a separate budget for the JV basketball team will be added and possibly a separate budget for Ms. King to use for events.
- Mr. Whitmore added that the college is inquiring about the brick home with the circular drive on Highway 168 that adjoins college property. If cost efficient, the College may ask the Foundation to purchase and hold the property.
- Mr. Whitmore informed the Cabinet that a new roof has been installed on the English Building and new furniture for the lobby and for one classroom in the Norton Building should be delivered soon.
- Mr. Whitmore shared that the greenhouse is complete except for the gas. Dr. Warren was ordering the plants today for the landscaping. The students will complete the landscaping as a class project. Shelley and Lindsey are planning the ribbon cutting. Plans are to wait until after the ribbon cutting to install the storage shed.

Upcoming Events

September

- 4 Volleyball @ Bevill State, 6 pm
- 6 Women's Tennis vs Wallace-Hanceville, 4 pm, SSCC
- 8-10 Men's Golf vs Wallace State, TBA, Jasper
- 8 Baseball vs Coastal-East, 3 pm, Troy University
Baseball vs Enterprise State CC, 5:30 pm, Troy University
- 9 Volleyball @ Gadsden State, 6 pm
JSU Advisor, 9:00-11:30 am, Commons Area
- 10 College Day, 9 am-12 noon, Gym/Bevill
- 11 Volleyball vs Lawson State, 6 pm, SSCC
UAH Transfer Fair, Commons Area
- 12 Volleyball @ Cleveland State, 6 pm
- 13 Baseball vs TBD, TBA, University of Tennessee
- 14 ACT Exam, 7:30 am-12:30 pm, Administration Building
Women's Tennis vs Piedmont Community College, 1 pm, Gadsden Tennis Courts
Softball @ Columbia State Tournament, TBA
- 15-17 Women's Golf vs Wallace State, TBA, Cullman
- 15 Baseball vs Indiana Team, 12 noon & 3 pm, SSCC
- 16 First Baptist Boaz in Bevill, 6 pm
Marshall-DeKalb in Fielder, 7 pm
- 17 Constitution Day, 10:30 am, Norton Lawn
Huntingdon College Transfer Advisor, 9 am-12 noon, Commons Area
Volleyball @ Wallace-Selma, 6 pm
Lebaron Trio Recital, 7 pm, Fielder Auditorium
- 18 Volleyball vs Reinhardt University JV, 6 pm, SSCC
- 20 Volleyball vs Coastal-South, 3 pm, SSCC
- 21-24 Women's Golf @ William Carey, TBA, Hattiesburg, MS
- 21 Women's Tennis vs Shorter University, 1 pm, Gadsden Tennis Courts
- 22-24 Men's Golf @ Georgia Military, TBA, Greensboro, GA