



PRESIDENT'S CABINET MEETING

March 30, 2021

Attending: Dr. Joe Whitmore, Mr. Vann Scott, Ms. Shelley Smith, Ms. Teresa Walker, Ms. Kelli Conley, Dr. Greg Randall, Mr. Jason Cannon, Mr. Don Roden, Mr. Michael Gibson

Convened 3 p.m.

Old Business

1. SACSCOC Update
 - Michael Gibson led discussion about the SACSCOC 10-year Reaffirmation in 2024. The deadlines for documentation fall within 2023.
 - He shared a timeline of reaffirmation and of QEP dates identified by SACS and dates that the College has set to comply with the SACS deadlines.
 - The QEP report will follow a separate process based on the College's ongoing planning.
 - Mr. Gibson outlined the duties and members of the SACSCOC Steering Committee.
 - Data that is currently being compiled for the 8.2.a Monitoring Report will be updated and applied to the Reaffirmation Report.
 - The Cabinet agreed to add a Student Services representative to the Committee.
 - Mr. Gibson reviewed with the Cabinet a list of SACSCOC Standards, including core requirements. The College already has a solid foundation of data for most of the standards that can be updated for the Reaffirmation.
 - Dr. Whitmore added that the College received a letter from SACSCOC stating the College's Teach Out Plan was accepted.
2. ASPIRE Update
 - At the President's Meeting last Thursday, the Chancellor announced a two-week extension in the submission of the Phase II report. The deadline is now April 30.
 - Cabinet members will be tasked with updating the Phase I report based on feedback received.
3. Enrollment Update
 - Credit hours for the spring semester is 18,653, which is about 83.3% of last year's enrollment. Headcount for the spring semester is 1,879, which is about 85.8% of last year's enrollment.

- Spring enrollment system-wide is about 83% of last year's enrollment. The college that have recorded increases in enrollment are Jeff State, Enterprise, and LBW.
 - Mr. Cannon reviewed enrollment data he'd collected.
 - Summer registration opens at midnight.
 - Mr. Cannon encouraged the Cabinet to begin promoting fall registration.
 - Academic achievement scholarship applications have closed, but applications for other scholarships are still being accepted.
4. McCain Update
- Most of the brickwork is done on the outside, and most of the sheetrock is up on the inside. The windows are expected to be delivered any day. The furniture is expected to be delivered June 1. The elevator is also being installed.
 - A plan for moving into the building this summer still needs to be developed.

New Business

1. President's Meeting
 - Dr. Whitmore reviewed the topics of discussion during the meeting, include ASPIRE, CARES funding and other initiatives.
2. SACSCOC 8.2.a Monitoring Report
 - Melissa Rice, Mr. Scott and Dr. Randall are putting in a lot of time in developing the Monitoring Report.
 - Dr. Randall provided an updated on the CTE portion. Each Career Technical program developed two-five learning outcomes, and the consultant reviewed and provided feedback for editing. April 15 is the deadline for the programs to have the final outcomes and documentation submitted for review and formatting prior to submission. Submissions will be in a pdf stacked format.
 - Mr. Scott reviewed the procedure for documenting the student learning outcomes. The deadline to submit the documentation is April 8. He informed the Cabinet the changes in the reporting process for 2019-2020 and for 2020-2021.
3. Commencement
 - Commencement is set to be held outdoors at the Sand Mountain Park Amphitheater. The College has an indoor location reserved as a back-up in case of inclement weather.
 - Dr. Whitmore is still trying to confirm a Commencement speaker.
 - The ceremony will begin at 6 p.m.
 - Last year's graduates were invited to participate. About 15 have responded that they will participate.
 - Mr. Cannon reviewed the plans for the ceremony. Instead of a rehearsal, the Commencement committee will host an instructional meeting via Zoom and record the meeting for graduates who aren't able to log in during the scheduled time.

- The ceremony will be livestreamed.
4. Summer and Fall Reopening Plan
 - The summer plan has to be submitted tomorrow. The College is planning to operate as normal for the summer, which already had a lot of instruction held online.
 - Dr. Whitmore reviewed ideas for the fall reopening plan, including reopening the dorm and cafeteria.
 - TRIO will not be using the dorm this summer, and the Alabama School of Gospel Music will not be held this summer. Athletics will also not hold any overnight camps.
 5. Open Discussion
 - Dr. Whitmore reported on the audit results. The College received three findings dealing with Financial Aid, and they were considered non-material. Appropriate measures are being taken to make sure the findings are corrected and will not occur again.
 - Mr. Roden announced that the College will soon have a new phone system, and the network and switches are being revamped to expand the wireless coverage on campus.