



PRESIDENT'S CABINET MEETING

January 13, 2022

Attending: Dr. Joe Whitmore, Mr. Vann Scott, Ms. Shelley Smith, Ms. Teresa Walker, Dr. Greg Randall, Mr. Jason Cannon, Mr. Don Roden, Ms. Melissa Rice

Convened 2 p.m.

Old Business

1. Enrollment Update
 - Only 90 students were dropped for non-payment. The Business Office and Student Services worked hard to contact students, so the drop number was not as high as it was two days ago.
 - As of this afternoon, enrollment is down 2,194 credit hours and 176 students from Spring 2021 to Spring 2022. The comparison includes the final enrollment for 2021 while enrollment for 2022 is just the full semester and Mini I.
 - Mr. Cannon reported the recruiters' efforts to continue to make contact with the local schools to encourage dual enrollment. With the semester starting a week later than other colleges and universities, there is still time to boost enrollment.
 - The faculty is contacting students who were registered in the Fall but have not registered in the Spring.

New Business

1. Strategic Planning (Melissa Rice)
 - Ms. Rice led discussion on updating the Strategic Plan.
 - She recommended including in the Strategic Plan something to indicate whether the plan follows a calendar or an academic year. The Cabinet determined the plan would be drafted based on an academic year.
 - The first step is to review the 2019-2021 plan and needs to be documented. The document should be set up the same as the plan.
 - Dr. Randall and Mr. Scott will draft a review of Strategic Goal No. 1. Dr. Randall will draft a review of Strategic Goal No. 2. Mr. Cannon will draft a review of the first and third

objectives for Strategic Goal No. 3, and the Cabinet discussed the review response for the second objective. Ms. Smith and Mr. Cannon will draft the review for Strategic Goal No. 4. The Cabinet also discussed the review response for Strategic Goal 5. The drafts of the reviews need to be submitted to Ms. Rice by the end of January, and she will combine everyone's drafts into a final review.

- Ms. Rice recommended drafting an interim one-year plan to follow while a more comprehensive plan is being developed.

2. Snead State Mission Statement

- The Mission Statement will need to be renewed by the State Board of Trustees in February.
- Ms. Rice recommended keeping the Mission Statement the same with one addition of "through different modalities" following "the educational needs".
- Ms. Smith and Mr. Scott drafted sample Mission Statements. Ms. Smith will send both to the Cabinet to finalize the draft.
- Ms. Rice will look into the procedures for approving the Mission Statement.

3. 2022 ACCSHRMA Virtual Diversity Conference (Thursday, Feb. 17)

- Cabinet members need to check with their employees to see who wants to attend and send those names to Ms. Kelli Conley by Jan. 21.

4. Fall 2022 Welding Program

- Dr. Randall updated the Cabinet on plans to implement a new Welding Program.
- The details are reading to submit to ACCS and ACHE.
- Ms. Rice will check the SACSCOC timeline and criteria for submission. Because it is a new degree program and will be taught at an off-site location, it will need to be submitted to the Substantive Change Committee before it can be submitted to SACSCOC for approval.
- The Cabinet agreed for Dr. Randall to proceed with the process.

5. Open Discussion

- Dr. Whitmore received a call from the Chairman of the Marshall County Commission about partnering to use COVID funding the Commission has and wants to use for a College initiative or project.
- Dr. Whitmore reminded the Cabinet members to submit their staffing plan by Friday to the President's Office.
- Dr. Whitmore reminded the Cabinet that a decision will need to be made soon to prioritize any substantive changes that need to be submitted to SACSCOC this year. They all have to be submitted as separate requests.
- Ms. Rice asked the Cabinet to review the list of policies she shared and make sure those that pertain to their respective area are compliment with the System's policies.
- Ms. Rice also shared a list of standards and asked for primary authors be assigned to draft the College's response to the standards. The Cabinet discussed who the primary authors should be. The English Department is putting together a style guide to be used to draft the responses.
- Dr. Randall asked for the Cabinet's feedback on holding the Technology Competition in-person due to the fluid situation with the COVID-19 pandemic.