

President's Cabinet Meeting Minutes

August 22, 2022

1. Student Guest: Mark Persaud is a Paramedic student in his third semester of the program. He moved to Tennessee from Brooklyn, NY. Mark has both a Bachelor's and a Master's degree from Tusculum and currently works in the leadership team in the ER at Blount Memorial Hospital. He chose Roane State based on the recommendation of friends and co-workers. He especially appreciates the way in which his professor (Tom Herron) proactively reached out to students, is able to relate to the students' stressors and commitments outside of class, and provides a variety of resources to assist students. Mark explained that the relationship he has formed with his cohort members has been particularly valuable. His ideas for improvement include more options for clinical placements and more opportunities for students in the different healthcare disciplines to interact on the Knox campus. He believes that more aggressive face-to-face contact with prospective students would help recruitment.
2. Knox County Facility/SIM Center: David Blevins, Kirk Harris, and Dr. Pat Jenkins joined the Cabinet, Tamsin Miller and Scott Niermann to begin discussions for planning the interdisciplinary SIM Center at the new Knox County facility. Among the first tasks to be done to ensure good planning are the development of a comprehensive mission statement for the SIM Center and a job description for the Center director. The goal is to have a director on board by the first of the year (2023). Dr. Jenkins and Tamsin have met with Susan Hebert, a consultant at UT/Knoxville who led the university through the process of getting their simulation center accredited. In the interim before a director can be hired, a contract will be awarded to Hebert to bridge the gap. Tamsin reported that the building design by Barber McMurray has been submitted to the State Building Commission for approval at their October meeting. Once TBR completes the land transfer process, a ground-breaking celebration can be scheduled.
3. Cumberland Addition Update: The design for the Cumberland addition has been submitted to the State Building Commission for approval at their October meeting. A date for a groundbreaking will be scheduled once a contractor has been selected.
4. Fentress County Campus Update: Upland Design has been selected as the design firm for the campus. Diane Ward will work with education and community/business leaders to identify a program in healthcare that will meet local workforce needs.
5. Enrollment: Jamie Stringer predicts that we will be between 4% and 7% down after the purge which is scheduled for 8/24. Jamie has been in discussions with the Noel Levitz organization to work with Roane State to (1) conduct a comprehensive enrollment process audit, (2) evaluate programs based on four-year market and area population demands, and (3) conduct training, both on campus and virtually. Dr. Whaley asked Jamie to invite a representative from Noel Levitz to present their proposal to Cabinet. He would also like Jamie to reach out to MTSU and TTU to get their feedback on the outcomes they achieved by working with Noel Levitz in a similar way.
6. 2022-2023 Academic Audit Update: Karen Brunner reported that this year's scheduled Academic Audits will be for the following three programs: AAS Health Science, AAS Medical Informatics, and AAS/Certificate GIS. TBR will no longer cover travel expenses for audit teams doing a site visit on campus.

7. Institutional Mission Profile Update: The annual mission profile has been submitted to TBR. This profile is separate from the mission statement developed by the college in association with its strategic plan. Each year TBR drafts the profile update with demographic and graduation data, and the institution has the opportunity to provide additional updates of note. Karen Brunner requested that Roane State's SOAR partnership award for 2022 be added to the profile.
8. Updates from the TBR President's Meeting: Dr. Whaley updated Cabinet on the memo from TBR General Counsel regarding prayer at Commencement. Any such prayer must be non-sectarian and must not be delivered by a college employee.
9. Upcoming legislative luncheons: Dr. Whaley requested that Cabinet plan for two events sometime during the fall semester – One in Cumberland County, accommodating Speaker Cameron Sexton's schedule; and one in Knoxville, accommodating Lieutenant Governor Randy McNally's schedule. We will ask Parkwest Hospital if we can host the Knoxville event at their facility.
10. New Workforce Development leader: Teresa Duncan announced that Mike Magill, former TN Department of Labor Commissioner, has entered into a temporary contract, beginning September 1, to serve in multiple workforce capacities previously done by Kim Harris.