

President's Cabinet Meeting Minutes

March 2, 2020

TOPICS:

1. No student guest
2. Workforce Updates
 - a. Planning is ongoing for the Oak Ridge Enhanced Training Center. This center, under the auspices of the CNS Y-12 National Security Complex will train first responders and other experts in nuclear operations, safeguards, and emergency response. Roane State has been asked to manage the facility. CNS has indicated that they want to be in the building by October 2021.
 - b. IACMI Composites Institute selected RSCC to partner for a grant proposal to the National Defense Education Program STEM education program that would fund Mechatronics equipment for the Campbell County School system. If awarded, this would enable Campbell to have their own equipment and not have to share/alternate with Scott County as specified in the GIVE grant currently awarded.
3. Coronavirus Planning
 - a. Don Conley, Environmental Health and Safety Compliance Manager was asked to take the lead in reviewing the current pandemic influenza preparedness plan and updating for COVID-19.
 - b. Sarah Self, Director of Marketing and Public Relations, will work with VP Brunner to prepare the summary of the plan requested by TBR.
 - c. The college Be Safe webpage has a link to COVID-19 information that will be continually updated, and the president will send periodic email updates to the college community.
4. Summer Work Week
 - a. For the period from May 11 through July 31, the college will be closed on Fridays. Business hours will be from 8:00 a.m. to 5:00 p.m. Monday through Thursday and all offices will need to be staffed during that time.
 - b. Communication regarding details of the summer schedule, including holiday weeks, and options for employee responsibility for working 37.5 hours during regular work weeks will be forthcoming shortly.
5. Upcoming Events
 - a. Governor Bill Lee will be visiting the Clinton Education and Training Center on March 20 at 9:00 a.m. to celebrate Roane State's award of a \$999,950 GIVE grant. The TN Higher Education Commission is working with RSCC to coordinate the event and have asked us to "pack the house." Everyone is invited to attend.
 - b. The SACSCOC Annual Meeting will be in Nashville, December 5-8, 2020.
 - c. Next year's Achieving the Dream annual conference will be in Orlando, February, 2021
6. New Mechatronics teaching location at Roane County campus

- a. To accommodate Mechatronics instruction in Roane County as part of the GIVE grant, a new lab/class will be located on the top floor of the Library adjacent to the Learning Center.