

President's Cabinet Meeting Minutes

July 15, 2024

1. Enrollment Update: Doug Wallace reported that enrollment without dual enrollment was down .8%HC and down 3.1%FTE. Although Middle College enrollment is slightly up, there is a large lag in regular dual enrollment registrations. The form requiring parent signature and immunization records is always a barrier to timely dual enrollment. Second year continuing students and re-admits are also down. Adult student enrollment, however, is currently up. Doug reported that he had conducted a survey of Knox County enrollees in majors not offered at the Knox campus to determine their reasons for choosing RSCC. Although he only received 9 responses, the reasons were interesting and included: availability of a success coach, variety of online offerings, a firm academic plan, ease of contacting advisors/professors, lower student/faculty ratio, and hands-on teaching in science courses.
2. Administrative Council Retreat: The Administrative Council Retreat is scheduled for Monday, July 22 from 9:00 a.m. – 4:00 p.m. ET at the UT Arboretum in Oak Ridge. Salsaritas will cater lunch.
3. Policy Review/Revision Update:
 - a. AA-04-01: Faculty Appointment: Faculty appointment categories (temporary, term, tenure-track, and tenure appointment) were clarified per TBR policy revisions. Cabinet approved the revisions.
 - b. BA-06-01: Motor Vehicles: Revisions added clarification for athletics, student clubs, and student workers. Other changes were made to comply with TBR policy revisions and to better document current practice. Cabinet approved the revisions.
 - c. PA-15-01: Reduction in Force: Reviewed; no changes.
4. Campus Project Updates: Tamsin Miller reported on the following:
 - a. Knox: There have been no weather delays, so the project is currently on schedule. Tamsin is working on quotes for equipment and IT. The contractors are finishing the floors and will soon start framing the walls. There is a sample wall with brick on display at the work trailer. David Webb is looking into getting a trailer for storage of equipment that will be delivered before the building is ready for occupation.
 - b. Cumberland: The addition will be ready for fall classes. Beds and washer/dryer for the Nursing lab have been delivered. Jala Daniel is working on science laboratory supplies. A Nursing cohort of 12 students (some traditional; some LPN mobility) has been accepted. One class will be delivered via distance learning. Dr. Whaley noted that he had spoken to TTU President Oldham, and he had no problem with removing TTU

from the new monument sign, since the university no longer has a physical presence at the campus.

- c. Fentress: Tamsin reported that the drawings are being finalized, and the contractor should be breaking ground in late July or early August. Dr. Whaley is meeting with Fentress County Executive Jimmy Johnson on August 1 to update him on the project.
5. WPI NSF Grant Sub-Recipient: Karen Brunner reported that RSCC has been invited to participate as a sub-recipient in a grant that WPI is submitting to NSF. This grant would provide professional learning and stipend support for faculty to implement project-based learning (PBL). The project will develop three cohorts (3 colleges in each cohort) to serve as research subjects on the challenges community colleges face in scaling PBL.
6. Other:
 - a. Earth movers are starting work on the new TCAT Harriman facility.
 - b. Soccer fields should be ready to start practice on August 1.
 - c. The chairs in the President's Conference Room are being replaced. The current chairs will be sent to the O'Brien conference room, and the O'Brien chairs will be delivered to the Knox campus conference room.
 - d. A totally new Athletics webpage is set to launch soon.
 - e. A commercial about RSCC online classes will also launch soon.