

**CABINET MEETING
MINUTES**

Wednesday, January 10, 2024

January

Members	10				
Dr. Russ Deaton	X				
Brett Stoller	X				
Dr. Terri Day	X				
Dr. Emily Short	X				
Karen Mitchell	X				
Nick Bishop	A				
Greg McCalley	X				
Tami Wallace	X				
Lori Cutrell	X				
Faculty Council Speaker Laura Black	X				
Professional Staff Council Chair Meredith Young	X				
Staff Council Chair Darrell Rogers	X				
Recorder Karen Waller	X				

Others in Attendance:

TOPIC	DISCUSSION/CONCLUSION/RECOMMENDATION	ACTION / FOLLOW-UP
CALL TO ORDER	10:00 AM	
Enrollment Update	<p>Discussion:</p> <ul style="list-style-type: none"> • Short presented an enrollment update through the Slate Database • Reviewed overall enrollment for date-to-date Spring 2023 vs Spring 2024 • Slate has been a huge factor in collecting data and detecting needs related to the student application process 	
SFFA	<p>Discussion:</p> <ul style="list-style-type: none"> • SFFA review/summary first review • No challenging compliance issues/concerns were discovered • Reviewed websites, publications, materials, programs, data, and policy language for compliance <p>Conclusion/Recommendation</p> <ul style="list-style-type: none"> • VPs and Wallace were instructed to send a summary of their review, including changes made, to Waller by noon January 11 	VPs and Wallace were instructed to send a summary of their review, including changes made, to Waller by noon January 11.
2024 Summer Schedule	<p>Discussion:</p> <ul style="list-style-type: none"> • Presented for approval • Four-day work week/campus closed on Fridays except for holiday work weeks; During weeks with a holiday all employees will work four 7.5-hour days and will be off on the holiday (Juneteenth and July 4); Summer work schedules will not be in effect during those weeks; 37.5 hours need to be worked weekly totaling 157.5 for Jun/Jul paycheck and 172.5 for Jul/Aug paycheck • Employees are to work with their supervisor to set schedule • Schedule to begin June 3 and end August 9 <p>Conclusion/Recommendation</p> <ul style="list-style-type: none"> • The Testing Center will be open on Friday, August 2nd for the administration of final exams • Motion carried to approve. 	<p>Motion carried to approve.</p> <p>Note: The Testing Center will be open on Friday, August 2nd for the administration of final exams</p>
FYI/ANNOUNCEMENT	<p>Discussion:</p> <ul style="list-style-type: none"> • Inclement Weather – notification responsibilities; Wallace will send text alert information to exchange users and students • Cabinet meeting on January 31 will be held at CHEC • TBR Workforce Convening - the event will be held on campus on April 22 	
ADJOURNMENT	There being no further business, the meeting adjourned.	Meeting adjourned at 11:05am