

**CABINET MEETING
MINUTES**

Wednesday, January 31, 2024

January

Members	10	31			
Dr. Russ Deaton	X	X			
Brett Stoller	X	X			
Dr. Terri Day	X	X			
Dr. Emily Short	X	X			
Karen Mitchell	X	X			
Nick Bishop	A	X			
Greg McCalley	X	X			
Tami Wallace	X	X			
Lori Cutrell	X	X			
Faculty Council Speaker Laura Black	X	X			
Professional Staff Council Chair Meredith Young	X	X			
Staff Council Chair Darrell Rogers	X	X			
Recorder Karen Waller	X	X			

Others in Attendance:

TOPIC	DISCUSSION/CONCLUSION/RECOMMENDATION	ACTION / FOLLOW-UP
CALL TO ORDER	9:30 AM	
SFFA Summaries	<p>Discussion:</p> <ul style="list-style-type: none"> • McCalley is compiling the summaries <p>Conclusion/Recommendation</p> <ul style="list-style-type: none"> • VPs and Wallace were instructed to send summaries to McCalley 	Send SFFA summaries to McCalley.
2024 Summer Schedule – July 5	<p>Discussion:</p> <ul style="list-style-type: none"> • Work schedule/plans for July 5 <p>Conclusion/Recommendation</p> <ul style="list-style-type: none"> • Summer schedule approved during January 10, 2024, meeting; Speak with supervisor regarding details • Campus will be closed July 5; Employees can work remotely or take annual leave; work with supervisor 	<p>Speak with supervisor regarding details for the 2024 Summer Schedule.</p> <p>Campus will be closed July 5. Employees can work remotely or take annual leave (work with supervisor).</p>
FY25 Fee Charges	<p>Discussion:</p> <ul style="list-style-type: none"> • Fee chart changes are due to TBR February 9, 2024 • Discussion of an online course fee. This year, TBR is proposing a standard (an all or nothing approach) \$25.00 per credit hour if the institution approves the fee <p>Conclusion/Recommendation</p> <ul style="list-style-type: none"> • Obtain additional information about the online course charge • This agenda item will be brought back to the February 7 meeting for further discussion 	FY25 Fee Charges will be brought back to the February 7 meeting for further discussion.
Marketing Transition Plan	<p>Discussion:</p> <ul style="list-style-type: none"> • Wallace reviewed the Marketing Plan that will be presented during the 2024 February SWIM visit • Feedback on PowerPoint outline <p>Conclusion/Recommendation</p> <ul style="list-style-type: none"> • Include alumni in the Plan/PowerPoint • Promote ticketing system 	
FYI/ANNOUNCEMENT	<p>Discussion:</p> <ul style="list-style-type: none"> • TN Governor State of the State - Monday, February 5 at 6pm • Cookeville Middle College is underway; an open house will be on April 1 • Hearts and Minds – Foundation Event benefitting Vol State students in the Upper Cumberland; held in Cookeville on February 10 from 6:00 -11:00pm • Gallatin Chamber Breakfast with Governor Bill Lee – February 15, 8:00 -10:00am at NorthField Church 	
ADJOURNMENT	There being no further business, the meeting adjourned.	Meeting adjourned at 11:15am