

**CABINET MEETING  
MINUTES**

**Wednesday, May 4, 2022**

May

<b>Members</b>	<b>4</b>				
<b>Dr. Orinthia Montague</b>	<b>X</b>				
<b>Beth Carpenter</b>	<b>X</b>				
<b>Dr. Jennifer Brezina</b>	<b>X</b>				
<b>Dr. Emily Short</b>	<b>X</b>				
<b>Karen Mitchell</b>	<b>X</b>				
<b>Nick Bishop</b>	<b>X</b>				
<b>Tami Wallace</b>	<b>X</b>				
<b>Lori Cutrell</b>	<b>X</b>				
<b>Faculty Council Speaker Jennifer James</b>	<b>X</b>				
<b>Professional Staff Council Chair Meredith Young</b>	<b>X</b>				
<b>Staff Council Chair Darrell Rogers</b>	<b>A</b>				
<b>Recorder Karen Waller</b>	<b>X</b>				

**Others in Attendance:**

TOPIC	DISCUSSION/CONCLUSION/RECOMMENDATION	ACTION / FOLLOW-UP
<b>Clery Act Compliance Training Online</b>	<p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• Dr. Montague shared information received from TBR concerning the training sessions and due dates</li> </ul> <p><b>Conclusion/Recommendation:</b></p> <ul style="list-style-type: none"> <li>• Required college leadership and staff positions to complete through DRL one or more of the four sessions</li> </ul>	
<b>Campus Connect</b>	<p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• Short presented a PowerPoint highlighting the new Campus Connect process</li> </ul>	
<b>Holiday Schedules – 2023 &amp; 2024</b>	<p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• Reminder: Cutrell sent out for a vote the Holiday Schedule vs. bringing it back to the May 4 Cabinet meeting</li> </ul> <p><b>Conclusion/Recommendation:</b></p> <ul style="list-style-type: none"> <li>• Brought back to cabinet due to low response to email vote</li> <li>• Motion carried to approve</li> <li>• The schedule will be sent to TBR</li> </ul>	<p>Motion carried to approve.</p> <p>The schedule will be sent to TBR.</p>
<b>FYI AND ANNOUNCEMENTS</b>	<p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• At this time Dr. Montague will be the point of contact concerning grants</li> </ul> <p><b>Cutrell</b></p> <ul style="list-style-type: none"> <li>• Biometric Screening – September 23 in the gym</li> </ul>	
<b>ADJOURNMENT</b>	There being no further business, the meeting adjourned.	Meeting adjourned at <b>11:15</b> a.m.