

**CABINET MEETING
MINUTES**

Wednesday, July 27, 2022

July

Members	13	27			
Dr. Orinthia Montague	X	X			
Beth Carpenter	X	X			
Dr. Jennifer Brezina	X	X			
Dr. Emily Short	X	X			
Karen Mitchell	X	X			
Nick Bishop	X	X			
Mike Powell	X	A			
Tami Wallace	X	A			
Lori Cutrell	A	X			
Faculty Council Speaker Nan Blomgren	X	X			
Professional Staff Council Chair Meredith Young	X	X			
Staff Council Chair Darrell Rogers	X	A			
Recorder Karen Waller	X	X			

Others in Attendance:

TOPIC	DISCUSSION/CONCLUSION/RECOMMENDATION	ACTION / FOLLOW-UP
CALL TO ORDER	9:00 AM	
POLICY REVIEW SPREADSHEET	<p>Discussion:</p> <ul style="list-style-type: none"> • Per VSCC policy 1 01 00 Approval of Institutional Policies and Procedures all existing policies should be reviewed by the responsible department once every five years unless revisions are needed prior to the review requirement • The review timeline can be found in the VSCC Campus Share in the policies folder <p>Conclusion/Recommendation:</p> <ul style="list-style-type: none"> • Reminder to check timeline for due date 	
DOD INSTITUTIONAL COMPLIANCE FEEDBACK REPORT	<p>Discussion:</p> <ul style="list-style-type: none"> • Discussed findings and recommendations for corrections <p>Conclusion/Recommendation:</p> <ul style="list-style-type: none"> • Send report to cabinet for review 	
REGIONAL ADVISORY BOARDS FOR ROBERTSON COUNTY AND UPPER CUMBERLAND	<p>Discussion:</p> <ul style="list-style-type: none"> • Bishop would like to assemble an Advising Board in the UC and in Robertson County • Consist of business owners/leaders, county chambers, legislators, K-12 personnel, internal employees... • Initial meeting with both Boards in September then start quarterly meetings in 2023 	
FYI AND ANNOUNCEMENTS	<p>Discussion:</p> <p>Montague</p> <ul style="list-style-type: none"> • VP of Business and Finance – Brett Stoller was the selected candidate to move forward; contacting Stoller for next steps • Changes in Public Relations Office and ECD Office • Cabinet Retreat in September - Focus on Emotional Intelligence <p>Brezina</p> <ul style="list-style-type: none"> • Project Calypso RFP meeting August 28 –grant award amounts and timeline (applications due to be submitted to TBR by September 12. Brezina will send out additional information and a voting request for approval via email) • SACS Conference Update <p>Short</p> <ul style="list-style-type: none"> • Enrollment update: Numbers are slightly down; Last Campus Connect is July 29; Calling campaign; Holds lifted July 19 <p>Cutrell</p> <ul style="list-style-type: none"> • Alternate work arrangements – training with supervisors begins next week; roll out for Fall <p>Mitchell</p> <ul style="list-style-type: none"> • Trustee Board Meeting and Trustee Tour/Orientation for new members – August 19 	<p>Project Calypso RFP - Brezina will send additional information and a voting request for approval via email. Applications are due September 12.</p>
ADJOURNMENT	There being no further business, the meeting adjourned.	Meeting adjourned at 10:15 AM