

**CABINET MEETING
MINUTES**

Wednesday, August 10, 2022

August

Members	10				
Dr. Orinthia Montague	X				
Beth Carpenter	X				
Dr. Jennifer Brezina	X				
Dr. Emily Short	X				
Karen Mitchell	X				
Nick Bishop	X				
Tami Wallace	X				
Lori Cutrell	X				
Faculty Council Speaker Nan Blomgren	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	9:00 AM	
CONGRESS TO CAMPUS PROGRAM	<p>Discussion:</p> <ul style="list-style-type: none"> • Dr. Montague brought forward the Congress to Campus Program <p>Conclusion/Recommendation:</p> <ul style="list-style-type: none"> • Consult with key faculty members (TLC/faculty/SGA) • Send information to Merritt McKinney/Scott McMillan/Tabitha Sherrell 	Congress to Campus Program information will be sent to Merritt McKinney/Scott McMillan/Tabitha Sherrell
V 02 07 SICK LEAVE	<p>Discussion:</p> <ul style="list-style-type: none"> • Request for approval to delete VSCC Policy V 02 07 Sick Leave and adopt TBR Policy 5.01.07 Sick Leave • TBR added “All eligible employees (regular full-time and regular part-time) will accrue sick leave after working more than 50% of the month.” This was probably added in the TBR revision (2014) • The section on “Special Disabled Veterans Sick Leave Accrual.” Special Disabled Veterans of 30% or more disability will be granted an additional 36 hours of sick leave each year to specifically cover additional medical appointments. (June 17, 2022) • TBR added a section on “Return to Work” which states “may require a written release to return to work.” <p>Conclusion/Recommendation:</p> <ul style="list-style-type: none"> • Motion carried to adopt TBR Policy 5.01.07 Sick Leave 	Motion carried to adopt TBR Policy 5.01.07 Sick Leave
V 06 04 FACULTY COMPENSATION DURING SUMMER SESSION	<p>Discussion:</p> <ul style="list-style-type: none"> • Updates on TBR 5.02.04.10 Faculty Compensation During Summer Session - VSCC adopted TBR policy (September 30, 2019) • Maymester will continue to be compensated at a rate of 1/32 of academic year salary. • Teaching assignments not part of summer session are paid at overload rates. • Approval for part-time employees’ additional employment is not required. <p>Conclusion/Recommendation:</p> <ul style="list-style-type: none"> • Establishing procedures and practice for Vol State 	Establishing procedures and practice for Vol State
V 01 20 OUTSIDE EMPLOYMENT AND EXTRA COMPENSATION FOR ADDITIONAL ASSIGNMENTS	<p>Discussion:</p> <ul style="list-style-type: none"> • Updates on TBR 05.01.05.00 Outside Employment and Extra Compensation for Additional Assignments - VSCC adopted TBR policy (September 09, 2019) • Approval for part-time employees’ additional employment is not required. • All employees must disclose potential outside employment prior to hiring. <p>Conclusion/Recommendation:</p> <ul style="list-style-type: none"> • HR will send policy information/requirements to campus 	HR will send policy information/requirements to campus

DUAL CREDIT TESTING FEE	<p>Discussion:</p> <ul style="list-style-type: none"> Request to reinstate the dual credit testing fee <p>Conclusion/Recommendation:</p> <ul style="list-style-type: none"> Motion carried to approve as presented; students will be charged \$25.00 per dual credit test 	Motion carried to approve as presented; students will be charged \$25.00 per dual credit test
FYI AND ANNOUNCEMENTS	<p>Discussion:</p> <p>Montague</p> <ul style="list-style-type: none"> Brett Stoller, new VP for Business and Finance and Greg McCalley, new VP for IERPA, begins September 1; both will be attending Convocation on August 16 Convocation - Zoom link will be sent out tomorrow Achieving the Dream Coaches - Meetings August 16-17 with campus teams AVP Business and Finance reposted - Combined Purchasing and Accounting, salary raised <p>Short</p> <ul style="list-style-type: none"> Enrollment Update – HC down 3%; FTE down 2.5% Received a request for a letter of support from Trevecca Nazarene to start nursing program. Request was denied since we have our own nursing program. <p>Mitchell</p> <ul style="list-style-type: none"> Golf tournament raised more than \$20k Completing the Dream 	
ADJOURNMENT	There being no further business, the meeting adjourned.	Meeting adjourned at 11:05 AM