

**CABINET MEETING
MINUTES**

Wednesday, April 19, 2023

April

Members	5	19			
Dr. Orinthia Montague	X	X			
Brett Stoller	X	X			
Dr. Jennifer Brezina	X	X			
Dr. Emily Short	X	X			
Karen Mitchell	X	X			
Nick Bishop	X	X			
Greg McCalley	X	X			
Tami Wallace	X	X			
Lori Cutrell	X	X			
Faculty Council Acting 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: Merritt McKinney, Nanny Batson

TOPIC	DISCUSSION/CONCLUSION/RECOMMENDATION	ACTION / FOLLOW-UP
CALL TO ORDER	9:30 AM	
Convocation	<p>Discussion:</p> <ul style="list-style-type: none"> • Possible name change • Agenda changes • Invite guest speaker; selection discussion forthcoming <p>Conclusion/Recommendation:</p> <ul style="list-style-type: none"> • Fall Convocation will be held on August 14, 2023 	Fall Convocation will be held on August 14, 2023.
College Steering Committee Proposals	<p>Discussion:</p> <ul style="list-style-type: none"> • McKinney presented recommendations on behalf of the College Steering Committee for review/approval • Steering Committee identified and voted to fill vacant committee positions for the 2023-2024 academic year • Proposed changes to the guidelines (Change the Ex Officio for the Diversity and Cultural Awareness Committee from AVPSS to President) <p>Conclusion/Recommendation:</p> <ul style="list-style-type: none"> • Changed the Ex Officio for the Diversity and Cultural Awareness Committee from AVPSS to President • Motion carried to approve the recommendations as presented (including the one modification listed above) 	<p>Changed the Ex Officio for the Diversity and Cultural Awareness Committee from AVPSS to President.</p> <p>Motion carried to approve the recommendations as presented (including the one modification listed above).</p>
Risk Assessment	<p>Discussion:</p> <ul style="list-style-type: none"> • Batson presented TBR's Ten Key Risk areas for this year's risk assessment • Assessment process • Additional risks to consider • Summary spreadsheet of the activities reported last year <p>Conclusion/Recommendation:</p> <ul style="list-style-type: none"> • Cabinet will meet on April 24 to complete the risk assessment • Submit to Internal Auditor by May 15 • Internal Auditor will review and submit a review letter to TBR 	<p>The Cabinet will meet on April 24 to complete the risk assessment.</p> <p>Submit risk assessment summary to the campus Internal Auditor by May 15, 2023. The campus Internal Auditor will review the college risk assessment documentation and summary and submit a review letter to TBR.</p>
II 15 09 Transfer Credit Policy II 15 15 Alternate Sources of Credit Policy	<p>Discussion:</p> <ul style="list-style-type: none"> • 3rd reading for both policies • Brezina presented a minor change to policy III 15 12 based on feedback from Faculty Council <p>Conclusion/Recommendation:</p> <ul style="list-style-type: none"> • Motion carried to approve both policies as presented 	Motion carried to approve both policies as presented.

FYI/ANNOUNCEMENT	Discussion: Short <ul style="list-style-type: none">• Swim Update – Representatives on-site visit is scheduled for May 18-19 Brezina <ul style="list-style-type: none">• Skills USA – Won State Championship in CJ, CSI, and IT	
ADJOURNMENT	There being no further business, the meeting adjourned.	Meeting adjourned at 9:40