

## LEADERSHIP TEAM MINUTES

Wednesday, June 11<sup>th</sup>, 2025

### June 2025 Attendance

Member List	35 Attending
Dr. Wendi Tostenson – <i>Chair</i> /President	X
Karen Waller – Executive Administrative Assistant to the President	X
Nancy Batson – Internal Auditor	A
Dr. Richard Rhoda – Interim VP for Academic Affairs	X
Brett Stoller – VP for Business and Finance	X
Dr. Emily C. Short – VP for Student Services	A
Greg McCalley – VP for Research, Assessment, and Special Initiatives	X
Karen Mitchell – VP for Advancement	A
Lori Cutrell – VP for Human Resources	A
Nick Bishop – VP for Economic Development and Regional Centers	X
Duane Berry – AVP for Academic Affairs	X
Dr. AnneMarie McKee – AVP for Student Services	X
Dr. Walter Tarver – AVP for Student Success	X
Charlotte Soporowski – AVP for Business and Finance	X
Tim Amyx – Registrar/AVP for Strategic Enrollment Systems	X
Jason King – Chief Information Officer	X
Joe Pennington – Chief of Campus Police	X
Shane Talbott – Dean, Math and Science	X
Dr. Erin Mann – Dean, Humanities and Fine Arts	X
Kim Christmon – Dean, Health Sciences	X
Cassie Koester – Dean, Nursing	X
Dr. Rhonda Gregory – Dean, Social Science and Education	X
Dr. Kevin Blankenship – Dean, Business and Technology	X
James Roberson – Sr. Director of Workforce Development	X
Will Newman – Sr. Director of Plant Operations	X

Leah Balli – Sr. Director of Admissions/Strategic Enrollment Systems	X
<b>Member List (continued)</b>	
Dan Whicker – Director of Marketing	X
Delois Reagan – Director of Learning Commons	X
Sheila Jessup – Director of Payroll and Benefits	X
Tiffany Summers – Director of Financial Aid	X
Jennifer Johnson – Director of Admissions	X
Michelle Boyd – Director of Plant Operations	A
Bobby Hudson – Director of Athletics	X
Deb Moore – Faculty Council Speaker	X
Allison Marberry – Admin of Training and Development	X
Alison Webster – Development Officer	X
Billy Dye – Assistant Dean/Biology Faculty	X
Len Assante – Assistant Dean/Communication Studies Faculty	A
Greg Lyons – Bursar	X
April Corkin – Coordinator of Purchasing and Contracts	X
Amy Hoffman – Grants Administrator	X
Joshua King – <i>Recorder</i> /RASI Data Technician	X

June 2025 Minutes

TOPIC	DISCUSSION/ANNOUNCEMENT/CONCLUSION	ACTION/FOLLOW-UP
<b>CALL TO ORDER (9:35 AM)</b>	Leadership Team called to order at <b>9:35 AM</b> on <b>June 11<sup>th</sup>, 2025</b> .	
<b>REVIEW OF PRIOR MEETING MINUTES (9:36 AM)</b>	<p>Deb Moore reviewed the minutes from the last Leadership Team meeting.</p> <p><b>Outcome:</b></p> <ul style="list-style-type: none"> <li>• Motion: Kevin Blankenship</li> <li>• Second: Tim Amyx</li> <li>• Motion carried to approve prior meeting minutes.</li> </ul>	<p>Motion carried to approve prior Leadership Team minutes.</p> <ul style="list-style-type: none"> <li>• Motion: Kevin Blankenship</li> <li>• Second: Tim Amyx</li> </ul>
<b>POLICY ADOPTIONS (9:37 AM)</b>	<p><b>TBR Policies to Adopt:</b></p> <ul style="list-style-type: none"> <li>• V:02:01 – Annual Leave</li> <li>• V:03:01 – Equal Employment Opportunity</li> </ul> <p><b>Outcome:</b></p> <ul style="list-style-type: none"> <li>• Motion: Brett Stoller</li> <li>• Second: Nick Bishop</li> <li>• Motion carried to approve the adoption of the listed TBR policies.</li> </ul>	<p>Motion carried to approve the adoption of the listed TBR policies.</p> <ul style="list-style-type: none"> <li>• Motion: Brett Stoller</li> <li>• Second: Nick Bishop</li> </ul>
<b>POLICY REVISIONS (9:38 AM)</b>	<p><b>Policy Revisions:</b></p> <ul style="list-style-type: none"> <li>• III:00:01 – Appeal of Financial Aid Suspension</li> <li>• VII:01:02 – Use of Software</li> <li>• VII:01:04 – Cloud Use</li> <li>• VII:01:05 – Purchasing Hardware and Software</li> </ul> <p><b>Outcome:</b></p> <ul style="list-style-type: none"> <li>• Motion: Brett Stoller</li> <li>• Second: Nick Bishop</li> <li>• Motion carried to approve the revision of the listed policies.</li> </ul>	<p>Motion carried to approve the revision of the listed policies.</p> <ul style="list-style-type: none"> <li>• Motion: Brett Stoller</li> <li>• Second: Nick Bishop</li> </ul>

<p><b>PLANT OPERATIONS UPDATES (9:40 AM)</b></p>	<p>Will Newman made announcements in the following areas:</p> <p><b>New Project Request Form:</b></p> <ul style="list-style-type: none"> <li>• A new Project Request Form has been put in the myVolstate portal.</li> <li>• This request goes back to Jason (for IT-related changes) and Will (for Plant Ops-related changes.)</li> <li>• The goal of the form and workflow is to formalize an informal process.</li> <li>• Projects such as moving and square footage changes must go through this Request Form <ul style="list-style-type: none"> <li>○ Any square footage changes must also be reported to TBR/THEC as they impact the Outcomes Based Funding Formula</li> </ul> </li> <li>• When deciding if you should put in a Project Request or not, go ahead and put it in the request for further guidance.</li> </ul> <p><b>Notification Speaker Systems:</b></p> <ul style="list-style-type: none"> <li>• The notification speakers on campus have never fully worked, this system is now being redesigned through TBR.</li> <li>• The bid opens first week of July.</li> <li>• This wireless speaker setup will also be at all Vol State locations.</li> </ul> <p><b>Domestic Water:</b></p> <ul style="list-style-type: none"> <li>• This project will impact all areas of the Gallatin campus.</li> <li>• The project will be done in sections, as every building is moving to 8" lines.</li> <li>• Expect patches of grass, ditches, piles of dirt, etc. as the water lines are dug up.</li> <li>• The project will start in the front of campus and the C lot.</li> <li>• Begins this week, with dirt to be moved within 2 weeks.</li> </ul>	
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	<p><b>Front Campus:</b></p> <ul style="list-style-type: none"> <li>• This front campus renovation project is still in the bidding process. Requesting lower costs.</li> <li>• Out to bid by August, with a start date of January 2026.</li> </ul> <p><b>Baseball Complex:</b></p> <ul style="list-style-type: none"> <li>• Baseball complex does not have restrooms.</li> <li>• Plans from the softball field are being used to maximize efficiency and minimize cost.</li> </ul> <p>Plant Operations current has 37 active projects.</p>	
<b>IT UPDATES (9:56 AM)</b>	<p>Jason King made announcements in the following areas:</p> <p><b>Faxing:</b> IT is looking to move inbound fax to Webex. They would like to know the following determine infrastructure needs:</p> <ul style="list-style-type: none"> <li>• How often does each department fax?</li> <li>• Can occasional faxing be taken to other locations on campus (IT, HR, etc.)?</li> </ul> <p><b>Data Classification and Labeling:</b></p> <ul style="list-style-type: none"> <li>• Currently, Microsoft Copilot can read all anything from OneDrive.</li> <li>• Setting new data classification labels with a stricter default can prevent Copilot from skimming and training against Vol State data.</li> </ul> <p><b>SSB8 End of Support:</b></p> <ul style="list-style-type: none"> <li>• SSB8 will no longer receive updates starting December 2025.</li> <li>• Vol State and TBR are working on modules for SSB9.</li> <li>• Almost all SSB9 Student modules are needed.</li> <li>• Due to the shift to Banner SaaS soon, TBR is working on de-modding everything.</li> </ul>	

	<b>NINJIO Training:</b> <ul style="list-style-type: none"> <li>• Vol State is currently at an 85% completion rate.</li> <li>• Jason asked supervisors to encourage employees to complete their training before their accounts get deactivated.</li> </ul> <p>IT currently has 43 active projects.</p>	
<b>SPORTS UPDATE (10:15 AM)</b>	<p>Coach Bobby Hudson shared news that a Tennessee Baseball Coach Association (TBCA) event is being hosted at Vol State.</p> <ul style="list-style-type: none"> <li>• TBCA is looking for a home campus, and Vol State intends to take the opportunity.</li> <li>• During the event, high school baseball players will have an opportunity to connect with Vol State and potentially become new students when they graduate high school.</li> </ul>	
<b>DR. RICHARD RHODA INTRODUCTION (10:26 AM)</b>	<p>Dr. Richard Rhoda, the interim VP for Academic Affairs, was formally introduced to the Leadership Team.</p> <ul style="list-style-type: none"> <li>• Dr. Rhoda will serve as interim until a new VP for Academic Affairs is found.</li> </ul>	
<b>MURAL PROCESS (10:30 AM)</b>	<p>Dr. Tostenson gave an update on the mural approval process.</p> <ul style="list-style-type: none"> <li>• Some additional questions need to be added to the process. <ul style="list-style-type: none"> <li>○ Where will the mural go?</li> <li>○ How big will the mural be?</li> </ul> </li> <li>• We should add somebody from facilities to the mural approving process.</li> <li>• We should also have The Foundation involved to ensure there are not any donor issues.</li> <li>• Dr. Tostenson will contact Karen Mitchell for additional information on the wall donors.</li> </ul>	

	<b>Post Meeting Update:</b> <ul style="list-style-type: none"> <li>On June 25<sup>th</sup>, Dr. Tostenson emailed the Leadership Team to share that Karen Mitchell had contacted the donor and confirmed the wall plaque will remain in place. She also announced that Vol State is ready to begin the first mural project.</li> </ul>	
<b>WILSON COUNTY PROJECT (10:39 AM)</b>	<p>Leadership is working with an architect on the rough square footage of the Wilson County center building.</p> <ul style="list-style-type: none"> <li>TBR is putting together the same capital outlay used by TCATs.</li> <li>TBR budget is finalized June 12<sup>th</sup>, where everything must be approved by the Governor.</li> </ul>	
<b>PELL WORKING GROUP (10:45 AM)</b>	<p>A working group has been formed to assess the impacts of Pell changes invoked by the One Big Beautiful Bill Act.</p> <ul style="list-style-type: none"> <li>The working group's goal is to bring a presentation which makes helps people understand the issue and provides pivoting strategies.</li> <li>Vol State was successful before these funding sources, but leadership should know how to adjust if they must.</li> </ul>	
<b>ADJOURNMENT (10:56 AM)</b>	Chair Dr. Tostenson ended the meeting at <b>10:56 AM</b> .	