

PRESIDENT'S CABINET MEETING
August 18, 2026
MINUTES

CALLED TO ORDER

9:01 am

ADJOURNED

9:59 am

MEMBERS PRESENT

Bob Austin, Kevin Ball, Dr. Mychal Coleman, Dr. Jamelle Conner, Joe Bill Sherrod, Denese Skinner, Dr. Frank Sobey, Ramon Suarez, Mark White

MEMBERS ABSENT

OTHERS PRESENT

Ally Greenwood, Executive Assistant, recorder
Will Ratliff, Director of Organizational Effectiveness

DISCUSSION:

1. 90-DAY EXECUTIVE ONBOARDING PLAN	COLEMAN
Dr. Coleman discussed a 90-day executive onboarding plan. This plan would also be transferred down to directors as well. Mr. Will Ratliff discussed the overview of the 90-day framework, which is to learn AC culture, master leadership demands, and build critical relationships. Core program components will include 1-on-1 cabinet meetings, VP-team integration sessions, participation in executive coaching series, and appointing officers' council meetings. Mr. Ratliff presented a week-by-week timeline and key milestones. Cabinet provided feedback.	
Action Items: • Dr. Coleman will amend the executive onboarding plan based on Cabinet feedback.	
2. MASTER PLANNING VISIT	SUAREZ
The Cabinet discussed the draft of the master planning visits and the scope for the plan. Dr. Conner requested to add a focus group that involves the neighborhood. The planning days for the first master planning visit has been set for September 2 nd and 3 rd . Mr. Suarez discussed getting a call scheduled with Dr. Conner and himself regarding confirming the schedule and discussed the questionnaire. There should be a proposed agenda in the next few days.	
Action Items: • Mr. Suarez will arrange a call with Broaddus to finalize the details for the first visit.	
3. ACADEMIC AFFAIRS POSITION REQUESTS	SOBEY
Dr. Sobey discussed four academic affairs position request needs. • Part-time classroom assistant for Hagy (replacement) – to be expedited. This is to maintain consistent classroom coverage for licensing. • Full-time welding trainer (replacement) – to be expedited. Enrollment is up significantly.. This is an area that the college hopes to expand with dual credit. • Full-time Admin specialist for Nursing (replacement). This position will handle student compliance, faculty workload entry, clerical support for Nursing and Allied Health, and budget tracking. • Full-time Campus Operations Specialist at MCC Technical Campus (replacement).	

Dr. Sobey gave Cabinet a heads-up on part-time instructional needs for Advanced Manufacturing to ensure that course sections have assigned instructors. There are two individuals in the pipeline for those classes. There is room in the part-time instructional budget, but the needs are in advanced manufacturing. This is an immediate need as classes start on Monday.

Ms. Skinner moved to approve. Mr. Ball seconded. The motion passed unanimously.

Action Items:

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4. POLICE EMAIL SURVEY RESULTS	BALL
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Mr. Ball shared the results of the police email survey with Cabinet. Cabinet reviewed and discussed.

Action Items:

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5. OTHER DISCUSSION	
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Part-time student percentages

Dr. Sobey discussed that the college's part-time percentage is now 46%, which is down from 56% part-time last fall. When the college implemented 8-week courses in 2016, the percentage was 64% part-time. The average age has dropped to 24 years old.

Action Items:

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