

**PRESIDENT'S CABINET MEETING**  
**March 24, 2020**  
**MINUTES**

**CALLED TO ORDER**

9:07 am

**ADJOURNED**

10:25 am

**MEMBERS PRESENT**

Bob Austin; Kevin Ball (via phone); Tamara Clunis; Cara Crowley; Cheryl Jones (via phone); Russell Lowery-Hart; Chris Sharp; Joe Bill Sherrod; Mark White

**MEMBERS ABSENT**

**OTHERS PRESENT**

Joy Brenneman (via phone)

**DISCUSSION:**

<b>1. LEGISLATIVE UPDATES</b>	<b>Cabinet</b>
<p>Dr. Lowery-Hart learned in his discussions yesterday with legislators and state leaders that there is a push to cap property valuations for the next two years as one way to solve the economic fallout of COVID-19. Recent increased valuations have allowed the college to give raises over the past two years. AC needs to prepare now for decreased valuations, decreased state funding (perhaps retroactive) and the possibility that the State asks for a return of funds. Cabinet members should carefully consider the need to fill open positions and the possibility of salary savings if hiring is delayed 3 to 6 months.</p> <p>Once the crisis is over, higher unemployment rates could result in increased enrollments for which the college would not be ready. Dr. Lowery-Hart will ask Dr. Clunis and Collin Witherspoon to develop a capacity plan for the Fall. The college will need to insure that full-time faculty hires are kept to a minimum during an increased enrollment so that there will not be too many once enrollment returns to normal. Mr. Witherspoon's projections based on unemployment could be used to inform this discussion. Consideration will be given to hiring more adjunct faculty and providing the needed professional development. Structural processes will need to be worked out. Realigning and utilizing grants already in place and seeking out federal funds focused on education could be used for this. The next Title V submission could focus on part-time faculty and advising. Some budgeted funds not being used now for travel, etc. might be allocated towards this as well.</p> <p>Cabinet discussed continued operations for the Hagy Center, particularly since the clientele includes the children of the community's healthcare workers. The Hagy Center and AC Lab School are combining the children who attend these programs as well as the personnel to continue operations.</p>	
<p><b>Action Items:</b></p> <ul style="list-style-type: none"><li>• Capacity Plan will be developed by Dr. Clunis and presented to Cabinet in April.</li></ul>	

<b>2. REMOTE WORK</b>	<b>Lowery-Hart</b>
<p>Cabinet discussed the opportunity to determine the college's long-term office foot print. With a majority of employees currently working from home, the need for some office space could be reexamined. Several questions were discussed: does the college need all of its office space; could some employees continue to work from home; what are the technology needs; could some spaces and/or buildings be redirected or repurposed to create revenue opportunities?</p>	

Once the new normal is in place after the crisis, possible mental health concerns resulting from isolation should be alleviated.

Cabinet discussed revisiting selected bond projects to support a new footprint, once it had been determined.

**Action Items:**

- Discuss new AC footprint needs for offices in Summer 2020.