

PRESIDENT'S CABINET MEETING

October 17, 2023

MINUTES

CALLED TO ORDER

9:00 a.m.

ADJOURNED

11:00 a.m.

MEMBERS PRESENT

Bob Austin; Kevin Ball; Tamara Clunis; Chris Sharp; Denese Skinner; Cara Crowley; Mark White; Joe Bill Sherrod

MEMBERS ABSENT

Cheryl Jones

OTHERS PRESENT

Carolyn Leslie – Recorder

DISCUSSION:

1. INNOVATION OUTPOST	Crowley
<p>Cara Crowley addressed four possible areas of development for the Innovation Outpost to enhance its impact on students and the Panhandle Area. The four areas presented were: 1) Sprints and Employer Contract Training; 2) Research & Development; 3) Economic Development; and 4) AC Student Pitches. Further discussion and evaluation will be done in the implementation of each of these areas.</p>	
<p>Action Items:</p> <ul style="list-style-type: none">• Events such as Health Care Pinning Ceremonies and training will be scheduled at the Innovation Outpost to increase usage of this space.• Cabinet will evaluate the process of implementing the four areas discussed in 6-12 months as to their effectiveness.	
2. OTHER DISCUSSION	Cabinet
<p>Denese Skinner met with the Faculty Senate a week after their regularly scheduled meeting. Members of the Faculty Senate asked Ms. Skinner if a student goes to a cabinet member with a complaint, are they referred to the lowest level of the chain of command to resolve the issue or does the cabinet member get involved directly when the student brings the complaint to them. Cabinet members discussed how this same problem occurs with employees. When an employee has a complaint, many times they are going to the Human Resources Department rather than speaking with their Supervisor first.</p>	
<p>Action Items:</p> <ul style="list-style-type: none">• Denese Skinner asked the cabinet to speak with their departments to verify that all employees know the proper procedure for registering a complaint. Students and employees are to speak with the lowest level in the chain of command first to let them address the issue then if needed the next level of command can be brought in.• Ms. Skinner will speak with Cheryl Jones, Vice President of Human Resources, to make sure the HR department has an understanding of the proper procedure.• Students also need to be informed as to the process for academic grievances.	