

**PRESIDENT'S CABINET MEETING**  
**October 8, 2024**  
**MINUTES**

**CALLED TO ORDER**

9:07 am

**ADJOURNED**

11:28 am

**MEMBERS PRESENT**

Bob Austin, Denese Skinner, Chris Sharp, Joe Bill Sherrod, Dr. Frank Sobey, Mark White, Cheryl Jones

**MEMBERS ABSENT**

Kevin Ball

**OTHERS PRESENT**

**DISCUSSION:**

<b>1. Classified Counsel</b>	<b>Skinner</b>
Denese Skinner touched base on if we need a classified council. Mr. Austin stated it makes sense for non-administrator staff to have a community of practice that is open for anyone to participate but without the need for formal bylaws or authority to alter the current process and that this shouldn't be considered a committee. Mr. Austin gave some historical background on past committees that were made up of administrative assistants and clerks. Cabinet deliberated and determined that they should encourage a community of practice.	
<b>Action Items:</b> <ul style="list-style-type: none"><li>Cabinet will encourage a community of practice.</li></ul>	

<b>2. SB17 Form</b>	<b>Sobey</b>
Dr. Sobey discussed a recent SB17 Form submission regarding a visiting speaker. Dr. Sobey continued that the speaker would be hosting a volunteer faculty/staff workshop. Mr. Austin added that this speaker aligns with a grant and is within the bounds of the grant initiatives and provided background on the grant. Cabinet agreed that the college should proceed with the training.	
<b>Action Items:</b> <p>Cabinet will let the Executive Committee know about the training. Dr. Sobey will approve.</p>	

<b>3. OTHER DISCUSSION</b>	
Ms. Jones provided an update on the president search. Cabinet discussed how we want to do the Presidential Search candidates interviews on campus with recommendations to hold the meetings in the Concert Hall or Ordway. Cabinet suggested using chairs instead of a podium. Mr. Austin suggested Karen Welch to moderate the interviews and perhaps work with the theater department on making the lighting look inviting.	
Mr. Austin discussed the college's current process for Title IX related items and proposed utilizing ATIXA. Cabinet discussed the costs and options related to ATIXA. Ms. Skinner proposed using ATIXA for 6 months and then as needed. Cabinet agreed. Mr. White asked who the Title IX coordinator would	

be on the website when Ms. Jones leaves. Ms. Jones stated that it will need to be Tammy Coats, effective October 18<sup>th</sup>.

Dr. Sobey gave an update on the rank and tenure process, and discussed the need to adjust several individuals who came in with rank but were not given it at the time of hire. Dr. Sobey asked Cabinet if he could apply the newly developed rank crosswalk, from the Rank and Tenure committee, to those individuals and give them rank. Cabinet agreed that this should happen.

Mr. Sharp discussed an issue related to signage at East Campus and ideas for utilizing an old guard house on the property. Mr. Sharp will get with the airport manager to discuss options.

Ms. Skinner discussed the fire protection program with the city and if this is a service that AC could provide. Mr. Sharp stated it would be a conversation with Laura Storrs, the assistant city manager, to see what her feelings are. Dr. Sobey said he would follow up with Steve Malley and Becky Burton.

Mr. Sharp stated that on Friday the 24<sup>th</sup>, the street will be shut down for 4 to 5 hours to restripe the roundabout with thermal stickers.

Mr. Sharp discussed the parking situation on Jackson. The fire chief and marshal came out and said that they want no parking on the east side, and the west side needs to be a fire lane.

**Action Items:**

Ms. Skinner will show the cost sheet for ATIXA to Mr. White.

Ms. Greenwood will add Tammy Coats as the Title IX Coordinator on the website effective October 18, 2024.