

Cabinet Minutes

August 5, 2020

District Office
9:00 a.m.

Participants: Ryan Gower, Paul Bruinsma, Alex Cline, Michael Conn, Robert Conn, Jay Edgren, Matt Fowler, Dana Hart, Ryan Hawkins, Andrea McDowell, Mike Thomas, Brent Todd.

Recorder: Sheryl Childers

Not Participating: Rodney Raney

Approval Items

- 1. 2020 Program Review (M. Conn)** –Cabinet acceptance was given for the 2020 Program Review presented by Michael Conn. The 2020 Program Review will now be presented for acceptance at the August 18th Board of Trustees meeting.
- 2. Articulation Agreements with SIU-C (Gower)** –Cabinet approval was given for the Articulation Agreements with SIU-C presented by Ryan Gower. The Articulation Agreements with SIU-C will now be presented for approval at the August 18th Board of Trustees meeting. (list the three)
- 3. Emergency Response Plans (Gower)**- Cabinet approval was given for the Emergency Response Plans presented by Ryan Gower. The Emergency Response Plans will now be presented for approval at the August 18th Board of Trustees meeting.
- 4. Violence Prevention Plan (Gower)** – Cabinet approval was given for the Violence Prevention Plan presented by Ryan Gower. The Violence Prevention Plan will now be presented for approval at the August 18th Board of Trustees meeting.
- 5. Emergency Guides- DO and WRC (Gower)** – Cabinet approval was given for the Emergency Guides for District Office and West Richland Center. The Emergency Guides will now be presented for approval at the August 18th Board of Trustees meeting.
- 6. Special Assignment in Business Office WED/ Change in Exempt Status (Thomas)**- Cabinet Approval was given for a Special Assignment for Laurie Taylor (WED Director of Business & Finance) to serve as the Coordinator of Student Services. She will assume duties previously done by Sybil Janello. Special Assignment and Change in Exempt Status will now be presented for approval at the August 18th Board of Trustees meeting.
- 7. Business Procedure 300.1- Drop for non-payment (Hawkins)**- Cabinet approval was given for Business Procedure 300.1/ Drop for non-payment as presented by Ryan Hawkins. Business Procedure 300.1 will now be presented for approval at the August 18th Board of Trustees meeting.
- 8. Change to Administrative Guidelines- Adult Ed Faculty Pay Rate (Hawkins)**- Cabinet approval was given for a Change to Administrative Guidelines/ Adult Ed Faculty Pay Rate as presented by Ryan Hawkins. The Change to Administrative Guidelines/ Adult Ed Faculty Pay Rate will now be presented for approval at the August 18th Board of Trustees meeting.

9. Waive Online Hybrid Course Fee (Gower)- Cabinet approval was given to waive the Fall & Spring Hybrid Course Fee as presented by Ryan Gower. The Hybrid Course Fee will now be presented for approval at the August 18th Board of Trustees meeting.

10. Other-

a. Policy 100.31 (McVicker)- Cabinet approval was given for Policy 100.31 (Preventing Sexual Violence) as presented by Libby McVicker. The policy has been rewritten to remain in compliance with new federal regulations & guidelines. Policy 100.31 will now be presented for approval at the August 18th Board of Trustees meeting.

Informational Items

1. FCC Title III Update (Edgren) – Jay Edgren provided a Title III update.

2. LTC Health Careers Program Handbook (Todd) – Brent Todd reviewed the LTC Health Careers Program Handbook.

3. FY '21 Tentative Budget (Hawkins) – Ryan Hawkins reviewed the FY '21 Tentative Budget.

4. Payment Plan Software (Hawkins) – Ryan Hawkins reviewed the Payment Plan Software.

5. Faculty Professional Development Day Agenda for August 14th (Gower) – Ryan Gower reviewed the Faculty Professional Development Day Agenda for August 14th.

6. Zoom Class for Workforce Ed- Mike Thomas expresses gratitude towards Alex Cline for his assistance in developing a Zoom class for WED. The class was positively received.

7. Athletics- Matt Fowler and Jay Edgren review concerns regarding athletics in Fall 2020. The Presidents Council will finalize recommendations for when Fall athletic practices will end as well as travel/overnight restrictions for teams.

8. Other-