



**PRESIDENT'S CABINET  
PRESIDENT'S CONFERENCE ROOM – TRENHOLM CAMPUS  
FEBRUARY 23, 2011**

**PRESENT:** Sam Munnerlyn, Cathy Wright, Barbara Anne Spears, Charles Harris, Arlinda Knight, Dr. Mimi Johnson, Wilford Holt

**ABSENT:** Deborah Griggs, Beverly Ross, Charles Harris, Dr. Suresh Kaushik

**GENERAL COMMENTS/DISCUSSION ITEMS:**

The meeting was called to order by President Sam Munnerlyn at 9:00 a.m. with a moment of silence and remarks by the President.

- Everfi Webinar:
  - The Cabinet participated in the webinar to learn more about the services offered by Everfi. The webinar focused on a program which teaches students to manage their finances.
  - The President thinks this may be a good thing for our students.
  - The President asked Larry Achord, Cathy Wright and Dean Spears to discuss getting the service and think about where we need to implement for the students. Orientation maybe where it needs to be implemented. Further discussion to be held on this.
  - We need to look at more of the content and how to get the students to review the information.
  - Cabinet members are in support of the program. Dean Spears and President Munnerlyn to get a committee together to review.
- Carol Chastain Visit:
  - Dean Holt reported that Ms. Chastain, the COE Consultant, has scheduled a visit for April 5<sup>th</sup> and 6<sup>th</sup>. Hopes she will meet with the steering committee on Friday morning.
- Noel-Levitz Video Presentation:
  - President Munnerlyn will attend a video presentation tomorrow on social media. There are several topics up for discussion. The one of most interest to him is social media.
  - The webinar will be at 11:30 in the President's Conference room and will involve Freddie Williams and others. Someone from the social media committee should be in attendance at the meeting.
- Naming of Buildings and Facilities:
  - President Munnerlyn distributed the State Board policy for naming buildings.
- Review of Action Items:
  - Status and review of the College Committees – review of committees is in progress. Dean Spears reported that Thursday afternoons, 3:15-4:15, have been set aside for faculty meetings starting in the fall.
  - In-house OSHA training has begun.
  - Dean Griggs must move forward with having the fence behind the Joseph Dickinson Building installed.
  - Dean Holt stated that the fence between Building E and Automotive must also be installed. A fence is also needed for the area where the oil is dumped. Dean Holt would like to have a fence with panels that can hide the area. President Munnerlyn assigned Dean Holt to get prices for all fences.
  - Dr. Johnson wanted to know the status of resurfacing and painting. The President stated that this is part of the Master Plan. The work is about to go out for bid. We are about three

months away from getting actual work done. Some of the first projects are the restrooms on Patterson and Trenholm Campuses, Building D on Patterson Campus, and the parking lot on Trenholm Campus.

- The President stated that we have requested the \$7 building fee. It will be on the Board agenda for March 24<sup>th</sup>.
- The College will be completing the necessary work for The Adult Education building. We will not release any rent until the work is completed.
- The President reminded Arlinda Knight of the ribbon cuttings to be planned. We will wait until the parking lot is finished.
- President Munnerylyn asked Dean Holt to get gates for the bridge. Holt should ask Mr. Webb to take measurements so we can put a gate on each side.
- The Joseph Dickerson Building and Bridge ribbon cutting should be held on the same date. Office furniture for the Dickerson Building will be delivered March 8<sup>th</sup>.
- A brief discussion about Pell Grants for the summer was held. President Munnerylyn talked about how the Pell Grants will be reduced. Tech prep and state grants were cut by \$102m.
- HBCU Conference will be hosted by ASU. We will have a reception honoring the congressman. Cathy Wright, Dr. Mimi Johnson and Arlinda Knight to work together on getting the reception together.
- We need a video presentation to play continuously, a view book, fact sheet, etc.

**Updates:**

- COE/SACS:
  - Dean Spears reported that everything is on track with SACS.
  - A COE meeting was held yesterday; everything is on schedule.
- Proposed 2012 Federal Budget:
  - Foundation and Advisory Board meeting will be held on the 3<sup>rd</sup> of March.

**ACTION ITEMS**

ITEM NO.	ACTION ITEM	PERSON RESPONSIBLE	DATE TO BE COMPLETED
1.			
2.			
3.			
4.			
5.			

**ANNOUNCEMENTS**

1. none

**NEXT MEETING**

The next meeting to be announced. The meeting adjourned at 11: 00a.m.

Respectfully submitted by:

Shearese G. Gipson

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Approved on \_\_\_\_\_