



**PRESIDENT'S CABINET MEETING
PRESIDENT'S CONFERENCE ROOM - TRENHOLM CAMPUS
MARCH 28, 2007**

PRESENT: Sam Munnerlyn, Debbie Griggs, Charles Harris, Wilford Holt, Barbara Anne Spears

The meeting was called to order by the presiding officer, Dean Sam Munnerlyn at 10:10 a.m.

GENERAL COMMENTS:

- ◆ Dean Munnerlyn began the meeting with a moment of silence.
- ◆ Advertising for Summer begins next week
 - Billboard, Television, Website
- ◆ Schedules will be ready Monday of next week. Need to improve on the schedule for fall.
- ◆ Stated that Mrs. Knight will be doing some cut backs on Title III proposal and that Dr. Kaushik will be involved when he gets back.
- ◆ Patterson Campus needs some work; therefore, we should schedule a clean up day

ROUNDTABLE DISCUSSIONS:

Wilford Holt

- ◆ Scholarships – Do we have letter from chancellor indicating how many scholarships we have for the upcoming academic year. Dean Holt indicated that he thought we had 225 scholarships for the school and only 20 were used. This term we have 74 scholarships out there.
- ◆ Dean Munnerlyn stated that we would increase scholarships to 125. Asked for letter from chancellor stating to decrease scholarships.
- ◆ Would like to get horticulture equipment purchased from Title III. Will talk with Dr. Carter about including Horticulture in Activity I.
- ◆ Suggested that we get updated equipment for walking track on the Trenholm Campus through Title III.
- ◆ SACS – Sam Munnerlyn, Mimi Johnson, Barbara Anne Spears, and Wilford Holt met with Ann Chard. It was agreed that we would submit our SACS application in September.
- ◆ Meeting with Dwight-DOL project director and meeting was very positive. Discussed building. He will email items of concern he will be looking for when he comes for visit.
- ◆ Working with the Chamber to see what our part is in the co-op grant.
- ◆ Mr. Whittington has been out sick will hire substitute for him to start tomorrow.
- ◆ Tim Gates' last day was yesterday.

Deborah Griggs

- ◆ Audit came back with only one finding. Will be released Friday. Mike Evans will get statement ready for media.
- ◆ Warehouse in process of being all cleaned out. Paper is ready for Shred It
- ◆ The plans for the Bridge Project have been completed and DOT has it for review. A franchise agreement has to be completed with the city of Montgomery. Agreement will cost approximately \$2,000 – \$3,000.
- ◆ HVAC on Patterson Campus will have to be placed on board agenda again.
- ◆ Will meet with Dennis Monroe and Mr. Rawson to get plan for landscaping.
- ◆ Debbie to handle facilities master plan meeting

Charles Harris

- ◆ Protestors – inquired where the college boundaries were to make sure protestors are not on Trenholm's property
- ◆ Screws property – waiting for Renee Culverhouse & Sandra Ray on this issue.
- ◆ Phone lines will be upgraded next weekend.
- ◆ Air Conditioning in the Library Tower went out. We need an independent remote system for the IT area where major equipment is stored for the college.
- ◆ Quote to replace air conditioning units at the tower is \$152,000.
- ◆ Stated that after this term he will not be the activity II director for Title III.
- ◆ Need to discuss procedures for setting up labs with Maria Jones (AMTC).

Barbara Anne Spears

- ◆ Attended Developmental Ed. Conf. last week.
- ◆ Currently completing survey
- ◆ Developmental Ed. Summit to be held on Apr. 10th
- ◆ Working on Information Literacy
- ◆ DOL applications close on the 6th
- ◆ Meeting this afternoon to discuss catalog

ANNOUNCEMENTS

NEXT MEETING

The next meeting will be held on April 3, 2007 at 10:00 am.

The meeting adjourned at 12:00 noon

Respectfully submitted by:

Shearese G. Gipson

Shearese G. Gipson

Approved on _____