



**PRESIDENT'S CABINET MEETING
PRESIDENT'S CONFERENCE ROOM - TRENHOLM CAMPUS
APRIL 24, 2007**

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

ABSENT:

The meeting was called to order by Interim President Sam Munnerlyn, at 8:00 a.m.

GENERAL COMMENTS/DISCUSSION ITEMS:

- ◆ President Munnerlyn began the meeting with a moment of silence after which he welcomed Dr. Kaushik back to the Cabinet.
- ◆ Dr. Molina's portrait has been completed. A private ceremony will be held to unveil the portrait. Will ask foundation if they can pay for another Portrait to be placed on the Patterson Campus.
- ◆ Mimi Johnson is requesting that the Cabinet members give to the Molina Scholarship fund.
- ◆ All personnel that has knowledge of anyone's personal information will be asked to sign a confidentially statement. We as the cabinet need to set a good example and keep confidential items confidential.
- ◆ A letter will be drafted to each of the former cabinet members thanking them for their contribution to the cabinet.
- ◆ Walker case has been settled.
- ◆ Discussion about Bullock County Site – suggested that we limit faculty to the local instructors to teach. Tennie to register students. Immediate goal to recruit and build up enrollment for the fall. Schedule meeting with Ben Main, Christie Sellers, Julian Coat, Keith Steward, Charles Cook and Ron Smith.

ROUNDTABLE UPDATES:

Debbie Griggs

- ◆ Budgets-working on finishing up.
- ◆ Facilities use – recommends that Shearese Gipson be contact person for all building usage.
- ◆ Franchise Agreement for the Bridge Project has been completed but Alabama Power has an objection.

Barbara Anne Spears

- ◆ SACS going well; we are in a good position;
- ◆ School Catalog almost ready for print.
- ◆ Finishing up DOL report.
- ◆ Suggested items for professional development activity.
 - Business Office Procedures
 - Foundation
 - Student Retention
 - Summer Contract Policy
 - Information Technology/Security
 - Grant Update

- Customer Service
- SACS
- Information Literacy

Charles Harris

- ◆ Secondary A/C is still needed for the fourth floor IT room.
- ◆ Guard Shack needs to be replaced on the Patterson Campus.
- ◆ Communication with Landmark Signs on getting a quote for signage
- ◆ Screws application has been completed.
- ◆ There will be a social security number conversion after registration.
- ◆ Webanair on May 2nd at 2:00.

Suresh Kaushik

- ◆ Title III Grant Update

Wilford Holt

- ◆ DOL Site visit Tuesday – Thursday. Grant administrator will meet with some of the cabinet members, students and business and industry partners. Only problem insight is the building and equipment.
- ◆ Montgomery Mall sold property. We have an opportunity to buy what we want in the Mall.
- ◆ Tech Prep took a hit on some of its dollars. A consortium was formed which includes five schools. May have some personnel issues as a result.
- ◆ Would like for school to organize a Trenholm trip to the Biscuits game.

ANNOUNCEMENTS

- **APRIL STATE BOARD MEETING (APRIL 25-26 DECATUR)**
- **GRADUATION – FRIDAY, MAY 11, 2007 – 6:00 P.M.**

NEXT MEETING

The next meeting will be held on May 2, 2007 at 10:00 am.

The meeting adjourned at 12:00 noon

Respectfully submitted by:

Shearese G. Gipson

Shearese G. Gipson

Approved on _____