

**CABINET MEETING
MEETING MINUTES
May 8, 2023, 9:00 a.m.
Administration Building Board Room/Google Meet**

MEMBERS PRESENT: Chris DeGeare, Daryl Gehbauer, Kim Harvey-Manus, Josephine Kershaw, Dena McCaffrey, Tasha Welsh

GUESTS: Matt Husky, John Linhorst, Ron Scaggs, Jennifer Baine, Lisa Vinyard

AGENDA ITEM	DISCUSSIONS/OUTCOMES
Call to Order	Time: 9:05 a.m.
Institutional Research Updates	<ul style="list-style-type: none"> ● Matt Husky provided the following Institutional Research updates: <ul style="list-style-type: none"> ○ Demographic Cliff: Jefferson County public high schools will see a gradual decline in graduates in the years ahead. We can expect to see year-over-year declines similar to what we have seen for the past 10 years. ○ Jefferson College awards many more associate degrees than the national average, and our students are much younger. More of our students are part-time. This is a result of the growth of our high school programs. ○ We serve a much larger population of First Generation College Students. Larger percentages of our students receive financial aid of various types when compared nationally. ● Presentation links are included below: <ul style="list-style-type: none"> ○ AACC2023FastFacts ○ Enrollment Projections and AACC
Approval of Minutes	Approval of the April 17, 2023 and May 1, 2023 Cabinet meeting minutes was deferred until the May 15 Cabinet meeting.
Police Chief Interview Questions Review	<ul style="list-style-type: none"> ● Cabinet and John Linhorst reviewed questions for the Police Chief interview, which will be held immediately following this Cabinet meeting. Board of Trustees member Ron Scaggs also sat in the meeting for this portion and stayed for the remainder of the Cabinet meeting.
JCA Enrollment Touch Base	<ul style="list-style-type: none"> ● Item deferred to the May 15 Cabinet meeting due to time constraints.
MCCA Convention and Awards	<ul style="list-style-type: none"> ● Item deferred to the May 15 Cabinet meeting due to time constraints.
June BOT Due Dates	<ul style="list-style-type: none"> ● Item deferred to the May 15 Cabinet meeting due to time constraints.
Library Faculty Policy & Procedure	<ul style="list-style-type: none"> ● Item deferred to the May 15 Cabinet meeting due to time constraints.
Opening Week	<ul style="list-style-type: none"> ● Item deferred to the May 15 Cabinet meeting due to time constraints.
In District Status	<ul style="list-style-type: none"> ● Item deferred to the May 15 Cabinet meeting due to time constraints.
Google Tips Review/Brown Bag	<ul style="list-style-type: none"> ● Item deferred to the May 15 Cabinet meeting due to time constraints.
Standing Agenda Items	
Action Items List	<ul style="list-style-type: none"> ● Monday Meeting Action Items were reviewed.

Strategic Workforce Planning Permissions to Fill	The following Permissions to Fill were reviewed: <ul style="list-style-type: none"> ● Head Men's and Women's Soccer Coach - Replacement for Leo Driscoll, who has submitted his resignation. - Approved
Purchasing	Cabinet reviewed the CARES ACT FUNDING SPREADSHEET 5-4-23 . <ul style="list-style-type: none"> ● Daryl handed out a schedule to Cabinet with current projections.
Enrollment	<ul style="list-style-type: none"> ● No update due to time constraints.
Budget	<ul style="list-style-type: none"> ● No update due to time constraints.
Planning	<ul style="list-style-type: none"> ● No update due to time constraints.
Employee Anonymous Questions	<ul style="list-style-type: none"> ● No discussion.
Reports	Reports were deferred until the May 15, 2023, meeting.
Executive Session	<ul style="list-style-type: none"> ● None
Diversity Discussion	<i>What If: 10th Anniversary Edition: Short Stories to Spark Inclusion & Diversity Dialogue?</i> Chapter 14 was deferred until the May 15 meeting.
Adjournment	Time: 10:51 a.m.

Respectfully Submitted,

Jennifer Baine
Senior Administrative Assistant to the Vice President of Instruction
and
Lisa Vinyard
Executive Assistant to the President & Board of Trustees