

**CABINET RETREAT
MEETING MINUTES
June 27, 2023, 8:30 a.m.
Administration Building Board Room/Google Meet**

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

ABSENT: Daryl Gehbauer

GUESTS: Tracy James, John Linhorst, Kenny Wilson, Jennifer Baine, Shannon Schoenky, Lisa Vinyard

AGENDA ITEM	DISCUSSIONS/OUTCOMES
Call to Order	Time: 8:31 a.m.
Approval of Minutes	Approval of the June 5, 2023 Cabinet meeting minutes was deferred to the July 10 meeting.
ED Title IV Gainful Employment Data Needs	<ul style="list-style-type: none"> • New regulations are coming out.
Civic Group Membership	<ul style="list-style-type: none"> • There are currently many openings in our area Civic Groups. • Cabinet reviewed the list and discussed who could fill the open spots. • The new Cabinet members were added to the current membership list.
MCCA Leadership Academy	<ul style="list-style-type: none"> • Cabinet discussed who to send (up to two participants). • This academy begins at the end of August. • It was encouraged to send someone who has already completed the JC leadership academy, though that was not made mandatory. • Per Brian Millner, the dates for this next MCCA Leadership Academy have not yet been identified. • This topic will be discussed again on July 10.
Assurance Argument Update	<ul style="list-style-type: none"> • The team wanted to see additional examples of five-year employment rates and information on enrollment trends. • There were also questions regarding where we are on our Assessment Plan and a request for more examples of program IAs that demonstrate the full assessment cycle.
Standing Agenda Items	
Action Items List	<ul style="list-style-type: none"> • Monday Meeting Action Items were reviewed.
Strategic Workforce Planning Permissions to Fill	<ul style="list-style-type: none"> • There were no Permissions to Fill to review.
Purchasing	<ul style="list-style-type: none"> • CARES ACT FUNDING SPREADSHEET 6/22/23
Enrollment	<ul style="list-style-type: none"> • Enrollment is currently flat.
Budget	<ul style="list-style-type: none"> • None
Planning	<ul style="list-style-type: none"> • None
Employee Anonymous Questions	<ul style="list-style-type: none"> • None
Reports No reports this week due to Cabinet Retreat	<ul style="list-style-type: none"> • None

Executive Session	● None
Adjournment	Time: 9:08 a.m.

Respectfully Submitted,

Jennifer Baine

Senior Administrative Assistant to the Vice President of Instruction

and

Shannon Schoenky

Senior Administrative Assistant to the Vice President of Student Services

and

Lisa Vinyard

Executive Assistant to the President & Board of Trustees