COLLEGE CABINET MEETING MINUTES
Tuesday, January 19, 2016
9:30am

Attendance
Dr. Wesley Payne        Charlotte Eubank        Dr. Mary Lou Brown
Ann Matthews            Dr. Maribeth Payne        Kristina McDaniel
Teresa Johnson          Steve Atwood              Missy Marshall

1. Opening Remarks
   • Dr. Payne reported on the progress of purchasing a rodeo facility.
     ▪ Our current situation is that we rent a facility for approximately $32,000 per year. We can purchase a farm in Ripley County for approximately the same amount of money on an annual basis and would have the benefit of all of the improvements.
     ▪ The college needs to hire a coach that has the experience to coach the students, expand the farm function and have academic experience.
   • The Libla Family Sports Complex expense is now set at $10.5 million. This results in a building that has 3,000 seats and 3 courts. The proposal will be presented at the board meeting tomorrow.
   • Discussion of budgets for 2017. MCCA agreed with the Governor last year not to raise tuition for FY17. Dr. Payne is working with Rob Dixon to see if we can negotiate an increase with the governor if the equity funding is not received.

2. Follow-up Items

<table>
<thead>
<tr>
<th>Item</th>
<th>Responsible Party</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>10 Month Hourly Employee – how do we pay?</td>
<td>Charlotte Eubank/Kristina McDaniel</td>
<td>Will research and return recommendations. Kristina reported that other schools only pay for what is worked.</td>
</tr>
<tr>
<td>Locking and unlocking doors</td>
<td>Charlotte Eubank</td>
<td>Barb Stiriz is putting together a list of who has what key</td>
</tr>
</tbody>
</table>

3. Institutional Effectiveness
   • Discussion of the revised planning priorities from the January 5h meeting
   • Prior to the planning retreat the cabinet members should
     ▪ Meet with their staff to ensure that plans are being followed and data is being collected and used
     ▪ Discuss the new priorities with your staff to prepare them for a retreat.
4. **Human Resources**
   - Ms. McDaniel updated the cabinet on all open positions.
   - Sexual Harassment training has been sent to all employees

5. **Information Technology**
   - There is an issue with Image Now servers. Mr. Atwood queried as to whether or not we kept paper backup and if so for how long.
   - Over spring break there will be system maintenance performed. Mr. Atwood will work with Dr. Brown on scheduling.
   - Evaluating the possibility of upgrading our wireless internet infrastructure.

6. **Student Services**
   - Discussion of our application process and the question regarding felonies. Should every application be looked up on case net? Decision was made to take the application as presented by the student.
   - Discussion on whether or not to allow hover arounds on campus. Ms. Matthews, Ms. McDaniel and Dr. M. Payne will collaborate on language to be included in the student and employee handbooks.

7. **Centers**
   - Conference call with all center directors on January 25 at 9am
   - Need paperwork for Byron McVey to complete the hiring process
   - Sikeston will host a Noranda job fair on Feb 5 at the Sikeston building.

8. **Communication**
   - January 24th at 2pm will be the kickoff for the 50th anniversary of the college.
   - Currently processing commercials for fall registration

9. **Financial Services**
   - Ms. Eubank gave an update on Higher One.
     - Department of Education has investigated Higher One on improper business practices. Result was to
       a. Pay back to students various fees that have been levied in the past years.
       b. Expand the ATM network to give students a broader base in order to get funds
       c. Colleges must post the contract with Higher One on the website
       d. Each institution has to attest every two years that the contract is in the best interest of the student
       e. Online refund option for the students will change. The prior default option will be removed and the student must choose from either their current checking account or Higher One.