1. Opening Remarks – Dr. Payne

- The Grandin Bank has made a donation in memory of Robert Kitterman, one of our founding board members and long-time president of the bank. This is an important step in completing the goal of the Endowment Trust in raising funds for the Sports Complex.
- Open discussion on the Missouri Promise and the ramifications to the A+ program currently in place. The Missouri Promise is geared more to the four year university and providing opportunity for students to attend those colleges.
- Dr. Payne updated the cabinet on the progress of the Classroom building. The nursing department is in the process of moving from South Campus to the top floor of the building. The business department will for the most part occupy the first floor classrooms.
- The final step on the Sports Complex is to obtain the guaranteed price to build from the contractors. This is being worked on and hopefully will be forthcoming in time to be presented at the August board meeting.
- Convocation will be on August 10. A representative from OTC will present information on Title IX and our HLC representative has agreed to present requirements for accreditation to the faculty and staff. There will be an employee satisfaction survey at the beginning of the meeting. After the survey has been completed, Dr. Payne has requested that all electronic devices be turned off during the remaining sessions.
- The search for the Development Officer position has been reopened. We are looking for a community member that will be the “face” of the trust.
- We are currently working on plans for the signage and landscaping of the new entrance road. As we go into fall planting will begin.

2. Follow-up Items

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<thead>
<tr>
<th>Item</th>
<th>Responsible Party</th>
<th>Status</th>
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<tbody>
<tr>
<td>Facilities Usage</td>
<td>Janine Heath/Tim Thompson</td>
<td>Chuck Stratton to provide a list to Dr. Payne for conversation with Chief Whiteley.</td>
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<tr>
<td>Transition to Student Resource Officer</td>
<td>Chuck Stratton, Rob Tomlinson, Barb Stiriz</td>
<td>Chuck Stratton to provide a list to Dr. Payne for conversation with Chief Whiteley.</td>
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3. **Institutional Effectiveness**
   - The office has been working on faculty credentials module in SPOL to bring it online.
   - SPOL will be down tomorrow to install the new module that will allow the credentials to be entered into the system.
   - HLC will conduct a visit this fall to the off campus locations. They have chosen Dexter and Sikeston for the visit. Missy Marshall will co-chair the visit with Dr. M. Payne.
   - Employee survey is ready to be given for the Adjunct meeting and during Convocation.
   - All curriculum changes and assessment measures must be placed in SPOL and reviewed by the Office of Institutional Effectiveness to ensure that we are tracking changes made to improve the curriculum. This applies to any items that should be evaluated and assessed. This review should be conducted prior to being presented in the College Curriculum meetings.
   - Dr. W. Payne stressed the importance of assessment of outcomes. The college has consistently fallen short in this area during each of the HLC visits over the last 30 years. We cannot continue to have this as an issue that is reported in our visits. Every program at the college will be reviewed prior to the 2017-2018 visit.
   - We need to review how far we have come since 2009 and recognize the success we have had. This is due to the cooperation and focus on student success.

4. **Student Services**
   - Open discuss regarding Financial Aid and the Work Study program. A committee is being formed to review requests on a semester basis and evaluate needs of each department to make recommendation for approval of hours by department. The fall hours have been reduced in order to ensure that money is available in the program for the Spring. Supervisor and work study classes will be scheduled in order to properly administer the program. The committee will report back to the cabinet after each meeting to keep everyone informed of the process.
   - Discussion of the possibility of providing affordable health care to the housing students. Dr. W. Payne will continue to investigate various opportunities.

5. **Academic Instruction**
   - The adjunct meeting is scheduled for August 7. Breakout sessions will be held to provide an opportunity for the department chairs to review the programs and answer questions.
   - There is an issue with Teacher Education and transfer to SEMO. Dr. Brown is to call Rusty Mullhand to discuss the issues and work through them for the benefit of the student.
   - Dr. Brown will work with PBHS on the issues regarding College Now and payment for classes.
   - Discussion of dual credit requirements and what the college can do to provide the classes and still satisfy the state requirements.

6. **Career Education and Workforce Development**
   - We have entered into a partnership with SEMO to offer Associate Degrees of Applied Science in Agriculture. We will jointly hire the instructors with compensation being split based on the number of hours taught.
• Dean Whitlow has accepted the position of Director of MOSTEMWin. This is a grant to work with the industry to assess the workforce and create training programs to strengthen the skill level of the employee.

7. Centers
• All centers are working through the reduction of Work Study hours.
• Enrollment for the fall is going well.
• Center Director meetings will resume in the fall
• Continue to search for a Director at Malden
• Ms. Marshall informed the cabinet that for the first time in a very long time SEMO is advertising their nursing program.
• The Missouri Conservation Department has donated a landscape plan to the Sikeston site.

8. Communications
• There will be pictures taken of faculty and staff prior to the beginning of Convocation and at lunch in order to update the photos on line.
• A ticket system is being set up for the communications department in order for them to schedule requests
• There is great feedback on Kaitlyn. She seems to be working out well
• E-Brochures are now available on line

9. Financial Services
• Interviews for the Mail Room/Receiving Clerk and Purchasing Agent have concluded. We are close to filling both positions
• Audit team will be on campus the first part of September
• The current organization is being evaluated to determine how we will replace Rose Maxwell.
• There are two new vehicles in the fleet

10. Human Resources
• All employees should review their checks carefully to make sure that the benefits they selected are reflected on their check stubs.
• Discussion on the Department of Labor proposal for changing requirements for exempt employees
• Several positions are vacant and are posted on the web site
• Discussion of the new hire orientation proposal.
• The employee evaluation form is now completed and ready for use. All employees should be evaluated by the end of August. Employees and supervisors should complete the form independently and then come together to discuss the actual review and set goals for the next year.

11. Information Technology
• Cole Allen has accepted a position at Auburn University and will be leaving the middle of September
• All old phone numbers are now gone. All numbers for the college are on the VoIP system.
• Testing being done on the Link system in the tutoring center. If the testing is successful this will be rolled out to the rest of the college.
• General update on projects in process in order to start the new semester