Mastermind Discussion
Approve Minutes from 8/11/2021
• Approved

Finalize Welcome Back Campus Agenda
• Sandy is creating a PowerPoint for the meeting.
• Cabinet will review the information.
• Add a Teams link to the Welcome Back and Faculty Sessions

Potluck Decision & Communication
• Decision: Cancel the potluck.

UM Mask Announcement
• The HC community received a communication this morning about UM’s decision to mandate masks on their campus until the end of September based on the health departments recommendation for their county.
• HC is following the local health department recommendations.

Access to Success Update
• Craig Crawford resigned.
• Josh McKay is the interim administrator for the ABE and Access programs.
  o He will be on campus one time per week.
  o The vacancy is advertised.

Marketing Toolkit (DB)
• The toolkit gives the campus the resources to promote an internal event.
  o Request: Review the draft and provide feedback to Donna.

Great Conversations Event
• November 17, 2021 from 5:30 to 9 p.m.
• Good press and goodwill for HC.
• Donaldson Student Center
  o Catered event with 35 tables.
  o Break-out to classrooms for the conversations.

**Determination:** Charge the group for the IT and Facilities personnel only.
  ▪ Check with Christy on pricing and liability insurance for damages.
  ▪ IT is needed for the first 1 to 2 hours. $30 per hour minimum.
  ▪ Facilities needed the entire evening with set up before the meeting. Four man hours at $20/hour minimum.

**Student Center Setup before August 30th**
  • The orientation will use a different set up in the Student Center on Friday, August 27th
  • The furniture for the SC needs to be assembled before the 30th.
  • Ask for volunteers to help assemble the Student Center furniture and clean classrooms and other areas.