

DEAN'S CABINET MINUTES

MONDAY JUNE 20, 2022

Virtual Meeting

CABINET MEMBERS:

- **Sandra Bauman**, Dean/CEO
- **Tricia Fiscus**, Asst. Dean of Admin. Affairs
- **Vacant**, Exec. Dir. CTE
- **Valerie Curtin**, Exec. Dir. Compliance/Fin. Aid
- **Jessie Pate**, Dir. IR/Effectiveness
- **Mel Ewing**, CIO
- **Robyn Kiesling**, Exec. Dir. Gen Ed & Transfer
- **Sarah Dellwo**, Exec. Dir. Enrollment
- **Vacant**, Director of Marketing, Communication, and Alumni Relations
- **Paige Payne**, Executive Assistant to the Dean/CEO (recorder)

**Mastermind Discussion:**

**Approve 6/15/2022 Minutes**

- Valerie moved to approve the minutes. Jessie Pate seconded the motion. Approved.

**Cabinet Meeting**

- Complete agenda and updates by noon on Friday for Monday's Cabinet meeting.
- The Cabinet will meet at the APC campus in the future.

**Next steps on Gracious Space:**

- Sandy will share the notes and recommendations from the facilitators.
- Quarterly check-ins will be scheduled.
- Director's Meeting:
  - Sandy would like to see the notes from Gracious Space facilitators to determine the purpose of the meeting.
  - Sandy will meet with Sarah to determine whether to cancel the upcoming Directors meeting until there is a purpose and decision.
  - Cabinet will discuss the suggestions from Gracious Space.

**Business Office**

- Budgets are due this week and the Business office needs to concentrate on the implementation. Sandy will send out a reminder to the campus to hold off contacting Cari Schwen and Tricia Fiscus.
- The Equinox is available to use for day trips. The BO will create a calendar to reserve the vehicle.
- Tricia will send out the procedure for coding the professional development earmarked in each budget.