

President's Cabinet Meeting		
4.21.2021	9:00 am	Virtual
Meeting Type	Cabinet	
Note taker	McCartney Johnson	
Project Update		
Presenter	Marc Brunner	
Brunner stated that there are currently 13 projects in planning, 11 projects in design stage, and 10 active projects. He gave a brief overview about the projects in each area.		
Commencement		
Presenter	Carol Clark	
Clark stated that there will be seven Commencement ceremonies in the Dunn Center starting May 4. She stated that event staffing is still needed for the seven ceremonies, particularly the 7 p.m. ceremony on Thursday, May 6. A general discussion followed regarding sending an email to alums and students being event staff.		
Installation		
Presenter	Carol Clark	
Clark stated that we are in the planning stages of the Installation, which will be Friday, November 5 at 10:30 a.m. in the Mabry Concert Hall. There will be more details to come in the summer months.		
Chartwells Contract		
Presenter	Joe Mills	
The Chartwells contract ended over the summer but was extended for a year. An RFP will go out to all food service vendors this fall. Input will be gathered from campus.		
Housing Application Update		
Presenter	Joe Mills	
Mills stated that they need any help to increase the residence halls number. There are currently 775 applications, which is about half returning and half freshmen students. They are down almost 400 students in the residence halls currently compared to 2019.		
Update on Budget Status		
Presenter	Mitch Robinson	
Robinson thanked Sonja Stewart for her service and he stated Sondra Hamilton is the new budget director. He shared the budget status of the University and the budget gap, which includes the previous budget gap, spring 2021 tuition decline, interest income decline, fiscal year 2021-2022 mandatory increases, recurring revenue increases, and recurring budget reductions. The University will be receiving additional HEERF funds, which will be used for lost revenue and within the guidelines stipulated. The funding has been used for PPE, vaccine distribution, and staffing of the COVID testing center. The HEERF III has to be spent by fall 2023. Robinson shared		

the undesignated reserves and the potential tuition and mandatory fee increases for the fall semester. He stated that a Salary Allocation Committee has been established to recommend to the Senior Leadership Team three scenarios for allocating the anticipated salary pool that is in the Governor's budget recommendation. A general discussion followed about how the VRIP program effected the reserves.

Announcements

President Licari announced that Lenora Parks has started in the President's Office as the Executive Assistant. He stated that the HEERF funds allow the University to adjust regarding enrollment. He is continuing to explore options to bring the University some help in enrollment. He shared his thoughts and plans about communications to campus and off-campus.

Cronley, Norman, KingSanders, and Griffy provided an update about the R.O.W. that happened this past weekend.

Phillips gave an update on Govs Give that is occurring now, which has had more than 500 donors already. There has been more participation from faculty and staff this year than in the past. He gave an update on the What if Comprehensive Campaign . Candlelight Ball will be virtual on May 8 and there will be an online auction to benefit student scholarships.

Meeting adjourned at 9:53 a.m.

President's Cabinet Meeting		
3.17.2021	9:00 am	Virtual
Meeting Type	Cabinet	
Note taker	McCartney Johnson	
Welcome		
Presenter	President Michael Licari	
President Licari welcomed everyone. He discussed future initiatives that the group will have an input on including the strategic plan and enrollment.		
Project Update		
Presenter	Marc Brunner	
Brunner reported on the status of current projects. Three projects are waiting on the state legislature's approval, which include the Health Professions Building, the Sundquist Science Complex roofing project and replacement of the exhaust controls. Brunner gave an update on current projects, including the Memorial Health building, the Trahern building, the Dunn Center HVAC and the two legacy projects that TBR is managing.		
Implementation of Annual Space Audit		
Presenter	Marc Brunner	
Brunner discussed the implementation of the annual space audit. Every department will receive the survey. Two colleges have received the survey so far and others will receive it soon.		
Advancement/Alumni Update		
Presenter	Nikki Peterson and Kris Phillips	
Peterson stated that most of the homecoming events are occurring virtually due to COVID protocols and are being posted on Alumni's Facebook page. For Candlelight Ball, the in-person event has been cancelled and moved to a pre-recorded event. It will be streamed on May 8 at 7 p.m.		
Phillips gave a fundraising update. The University has raised \$12 million, and \$3 million is from the Clarksville-Montgomery County Community Health Foundation for the Health Professions Building. Phillips gave a Comprehensive Campaign update and stated the campaign is inches from the goal of \$65 million and it will wrap up early. The Comprehensive Campaign will end on the Govs Give event, which will start at 10 a.m. on April 20 and run till 7:27 p.m. on April 21. The theme will be What if: Govs Give. Additional information will be sent out about the Govs Give campaign in the coming weeks. The website is live already for the event along with the social media information.		
Announcements		
Kasitz reminded everyone that Govs still wear masks even though Montgomery County has lifted their mandate. He thanked the vaccination team and volunteers for their work.		

KingSanders shared that APSU is about to receive HEERF III funding and Financial Aid is working on the mechanism to distribute the funds. APSU was the first institution to distribute the HEERF II funding with students.

Clark stated that additional information is needed regarding the number of graduates before the Commencement ceremonies are set. Additional information will be shared with the deans and provost soon.

Harrison reminded everyone of all the athletic events occurring on campus and for people to come out and support the student athletes.

Meeting adjourned at 9:29 a.m.

President's Cabinet Meeting		
2.17.2021	9:00 am	Virtual
Meeting Type	Cabinet	
Note taker	Joanne Shepard	
Commencement Update		
Presenter	Carol Clark	
Discussion		
<p>Commencement for the December 2020 graduates who have indicated that they wish to participate in a ceremony will be May 4 and May 5 at 4pm in the Dunn Center. Graduates will need to register for the ceremony that they prefer. Commencement dates and times for May 2021 graduates will be finalized after the deadline to apply for graduation has passed and May ceremonies will be arranged by academic college. All ceremonies will be conducted according to CDC guidelines for safety.</p>		
General Assembly Update		
Presenter	Carol Clark	
Discussion		
<p>Clark stated that APSU will be presenting at two budget hearings next week. She thanked everyone for their timely responses to requests for fiscal notes on bills that are filed. She also asked that individuals who know of legislation that could affect the University, to please forward that information to her.</p>		
Governor's Budget		
Presenter	Sonja Stewart	
Discussion		
<p>Stewart presented information on Governor Lee's proposed budget recommendations. The proposed outcomes as it relates to APSU are as follows: \$1.7 million in growth funds, \$2 million in salary increases, \$300,000 for employers cost of insurance. APSU saw a 13.8 percent increase in proposed appropriations. The Health Professions building was approved for \$66.1 million from the capital outlay budget. Another \$4.7 million was recommended for maintenance upgrades. A general discussion followed regarding the budget recommendations and how salary increases would possibly be distributed.</p>		
CRRSA and Higher Education Emergency Relief Funds II		
Presenter	Benji Harmon	
Discussion		
<p>Harmon stated that APSU had received \$4.8 million in HEERF II funds designated for students in need affected by COVID. These funds were distributed last week to qualified students who had signed up for direct deposit. Checks will be written to the remaining students who are to receive aid as soon as possible. Another \$13.6 million was awarded for the institution to use as a reimbursement for expenses incurred related to COVID. These funds will initially to used to recover</p>		

some of the revenue the institution lost due to COVID. A discussion followed regarding the other uses for the institution funds. Teams are being created to gather information about future needs that could be addressed with the funds.

A Coronavirus Response and Relief Supplemental Appropriation (CRRSA) website is in the process of being created where information on the HEERF and COVID expenses can be tracked.

Software and Docusign

Presenter	Eric Norman
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Discussion	
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Norman stated that new technology is needed to reach students since most do not read email. There are many software options being used and he suggested that a task force be formed to study the costs, efficiency, look for gaps, identify priorities and possible consolidation/cancellation of duplicate software performing the same tasks. President Whiteside asked for volunteers to participate on the task force and asked Norman to gather others who would contribute knowledge to the issue. A general discussion followed regarding the need for a process to track software and determine its purpose and the cost of using Docusign.

Covid Memorial

Presenter	Eric Norman
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Discussion	
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A memorial service is scheduled for April 15 at 7:00pm to remember all who have suffered loss from the COVID pandemic. The location has yet to be determined.

Career Services Director Search

Presenter	Eric Norman
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Discussion	
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Interviews for the candidates for the Director of Career Services will be conducted the first or second week of March. Norman stated that he will be contacting some of the members of the Cabinet to take part in greeting the candidates.

Announcements

Kasitz stated that approval has been received for APSU to begin administering COVID vaccinations beginning next week according to the state's plan. Information was sent earlier today to the university campus regarding how to sign up on a waiting list if there are vaccinations left over each day.

Robinson stated that Dr. JaCenda Davidson will be the new Assistant Vice President for Human Resources beginning March 1.

Hutchins stated the eleven employees in the Physical Plant have opted to take the voluntary retirement incentive. He calculated that these employees have contributed a total of 282 years of service to APSU.

Human Resources will communicate with the University community suggestions of safe ways to say goodbye to the retirees in accordance with APSU policies.

Whiteside stated that this was her last meeting to preside over the Cabinet and is looking forward to continuing to work with this group.

The meeting adjourned at 9:55am.

President's Cabinet Meeting		
1.20.2021	9:00 am	Virtual
Meeting Type	Cabinet	
Note taker	Joanne Shepard	
Comprehensive Campaign and Fundraising		
Presenter	Kris Phillips	
Discussion		
<p>The Comprehensive Campaign began its public phase on November 19, 2020 with \$65 million goal. Over \$10 million has been raised thus far this fiscal year, making this the best calendar year start ever for APSU. An announcement will be forthcoming on how to connect the comprehensive campaign to the Govs Give campaign. Phillips thanked the Cabinet for their support in this unprecedented year.</p>		
Homecoming and Other Spring Events		
Presenter	Peterson	
Discussion		
<p>Peterson stated that postponed Homecoming 2020 events will take place March 19-21, with the football game on March 21 at 2pm. Events will be held in three ways: social media posts, virtual events, and small in-person gatherings. Peterson will forward the Homecoming 2020 schedule of events to the Cabinet later this week. A press release regarding the 2021 Candlelight Ball will be publicized on January 21. The 2021 Homecoming date is to be determined.</p>		
Spring Commencement 2021		
Presenter	Carol Clark	
Discussion		
<p>Clark stated that APSU is planning to host in-person commencement ceremonies this spring (with the appropriate COVID precautions) for May graduates. Plans are also being developed for in-person Commencement ceremonies for December 2020 graduates who wish to participate. The number of commencement ceremonies and when they will be held will depend on the number of graduate participants. Clark asked that suggestions regarding commencement procedures be sent to her.</p>		
Energy Savings Over Winter Break		
Presenter	Joe Mills	
Discussion		
<p>Hutchins presented information on the fiscal year 2020 utilities cost and the significant reduction in expenses. Over the recent holiday break, APSU saw approximately \$2,000 a day savings in utility usage. The 2021 fiscal year utility cost is below the projected budget for this item at this time.</p>		
Higher Education Emergency Relief Funds		
Presenter	Mitch Robinson	
Discussion		

Robinson stated that APSU would be receiving additional HEERF (Higher Education Emergency Relief Funds) earmarked for relief for students and for COVID-related expenses, including lost institutional revenue. These funds will help temporarily relieve some of the budget gap the University is experiencing for this fiscal year. A discussion followed regarding the process for submitting COVID-related expenses to be reimbursed from the HEERF funds.

Robinson stated that budget reduction measures already implemented, such as the fifteen percent operating budgets reduction, will continue until the institutional tuition revenue increases from enrollment growth. During the 2020 fall semester, APSU experienced a \$7.1 million budget shortfall, of which about \$5.5 million was due to reduced tuition revenue.

Robinson commended Donna Price and Jackie Struckmeyer on their efforts on the recent State Audit. APSU had no negative findings nor discussion items on this audit.

Announcements

Spring AP days are February 6 and March 20.

Kasitz stated that paperwork has been submitted and we are awaiting approval for APSU to begin administering the COVID vaccinations.

No public list of the APSU employees who are retiring in March and May will be distributed. Human Resources will communicate with the University community suggestions of safe ways to acknowledge retirees in accordance with APSU policies.

Human Resources upcoming training sessions are:

The Peay's Voice: Dialogue on Diversity – January 27 – 11am

Update on COVID-19 Vaccinations – January 28 – 11am

Gen Z & Y: What They Think About D&I – February 3 – 11am

Meisch stated that Science on Tap sessions will begin again on Feb 2 at 7pm virtually with the COVID vaccine as the month's topic.

Williams asked the Cabinet to refer students who are suffering from loss of a loved one due to COVID to Student Counseling for help. A COVID remembrance is being planned in March.

The meeting adjourned at 9:40am.

President's Cabinet Meeting		
11.18.2019	9:00 am	Virtual
Meeting Type	Cabinet	
Note taker	Joanne Shepard	
Comprehensive Campaign		
Presenter	Kris Phillips	
<p>Phillips stated the Clarksville-Montgomery County Community Health Foundation committed to a gift of \$3 million to the university for the establishment of an equipment and building fund to support the Health Professions building.</p> <p>The virtual kick off of the "What If" Comprehensive Campaign will be November 19 in which we will be seeking to achieve a goal of \$65 million.</p> <p>A workshop will be offered for faculty and staff in the "Learn Grow Lead" series on December 1 highlighting how to become involved in fundraising for the Comprehensive Campaign and the role of the University Advancement office at APSU.</p> <p>Whiteside thanked Phillips and his team in their work on the launch of the campaign.</p>		
Dining Venues After November 30		
Presenter	Joe Mills	
<p>Mills stated after November 30, the cafeteria, The Market/MUC and Starbucks will remain open. Other dining venue openings will be evaluated with a tiered approach and will be unique to the customers served. The food court revenue for October 2019 was \$220,000 in comparison to October 2020 which was \$80,000.</p>		
Housing and Dining Over Winter Break		
Presenter	Joe Mills	
<p>Mills stated that housing and limited dining venues will remain open after classes go virtual and will remain open over winter break at no additional cost to students. A general discussion followed on the students remaining on campus over winter break.</p>		
Quarantine & Isolation Over Break		
Presenter	Joe Mills	
<p>Mills stated that many are assisting students in quarantine and isolation with moves and meals each day. Over 1,974 quarantine meals have been delivered this fall. For the students in quarantine and isolation over the holiday break, a Thanksgiving meal prepared by Cracker Barrel will be delivered by our staff next Thursday.</p>		
Housing Occupancy/Budget for Fall and Spring Projections		
Presenter	Joe Mills	
<p>Mills stated that Fall occupancy is at 61 percent which amounts to a \$1.8 million revenue shortfall. He indicated that \$1.3 million has already been cut from the housing budget this year. He estimates a 50 percent occupancy for Spring 2020 due</p>		

to online class offerings, graduations, etc. This will result in an estimated \$2.2 million decrease in revenue for Spring, for a total revenue loss for fiscal year 2020-21 of approximately \$4 million. He asked the Cabinet to help recruit and to encourage students to live on campus.

Feed A Gov Program

Presenter	Joe Mills
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Mills thanked Dr. Loretta Griffy and Cecil Wilson in securing a grant to help feed our most needy students this fall. The program has provided 1,054 students with 23,982 free meals and distributed \$203,000 in total awards.

Announcements

Gilliam-Holmes stated that Human Resources has created a new resource entitled "A Day in the Life" for offices/departments to educate the campus community on their particular roles/activities at APSU.

Clark thanked everyone who volunteered to assist in the upcoming commencements on December 11 and 12. She stated that there is still a need for volunteers on both days.

Mills commended Amy Corlew and her team for a successful AP Day and stated that the next AP Day is scheduled for December 5.

Whiteside stated that the Sunset Hearing and Audit meeting with the Education, Health and General Welfare Joint Subcommittee of Government Operations went well with the APSU Board of Trustees extended for six more years.

Whiteside thanked everyone for their work in making this semester such a success and wished them a Happy Thanksgiving.

The meeting adjourned at 9:18am.

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President's Cabinet Meeting		
10.21.2020	9:00 am	Virtual/UC 303-305
Meeting Type	Cabinet	
Note taker	Joanne Shepard	
Opening Remarks		
Presenter	Dannelle Whiteside	
Whiteside welcomed the members attending in-person and virtually		
Project Update		
Presenter	Marc Brunner	
<p>Brunner stated that the University Design and Construction office will now be known as the Capital Planning, Design and Construction office. He presented a power point depicting the status of construction projects and future planning for the campus. The new Ann Ross Bookstore is open. The next phase for this facility will include a build-out of the second floor and a ground floor conference room, after funding is available. The Newton Military Resource Center is in the final stages of completion. The Multipurpose Event Center will have 34,200 dedicated square foot for APSU basketball operations. APSU will have a 30 year lease in the MEPC beginning in 2024. The Downey Baseball Operations Center & Clubhouse is now complete. He presented the status of the Kimbrough HVAC replacement, the Jenkins Field House, the Greenway trail extension, a new farm residence, and the modular boiler installation for three buildings on campus. He spoke on future projects such as: the Dunn Center HVAC replacement, Health Professions building, Woodward Library renovations and expansion. He also spoke about the APSU Welcome Center, continuation of the Hayes House restoration, and renovations to Browning Plaza, which will start when funds become available.</p> <p>President Whiteside stated that APSU has secured a donor whose gift will satisfy the state's requirement for the private funding match required for the Health Professions building. This project has been moved to the #2 priority in THEC's Capital Outlay Budget.</p>		
Announcements		
<p>Phillips thanked Peterson and her staff for their work on the virtual fall homecoming events. March 21 will be the in-person homecoming. The Comprehensive Campaign will virtually kick off on November 19. There will be a virtual training on December 1 at 10am through the Learn, Grow, Lead series regarding the Comprehensive Campaign.</p> <p>Griffy stated that the Austin Peay State University Foundation is using a Tennessee Community CARES Program grant to offer free hot meals to students in need. The new APSU Foundation program, Feed a Gov, is funded under a grant contract with the State of Tennessee and will use the \$500,000 grant to provide eligible students and their families with meal vouchers to the University's dining venues and expanded opportunities for placing grocery orders through the University's food pantry.</p>		

The majority of the APSU Foundation's grant will fund meal vouchers through Nov. 15, but some of the money will also be used to provide food items to the University's Save Our Students Food Pantry. As part of the grant's requirement, participants will need to complete a short survey identifying how the COVID-19 pandemic has affected their financial situation. Public Relations and Marketing will be promoting this initiative through various medias. To date, seventy-five students have signed up for assistance.

Clements spoke about the Sunset Audit results presented at the October called Board of Trustees meeting. He stated that the Tennessee Comptroller's Office indicated two findings, which dealt with safety and security, seven observations and some considerations for the legislature. The Comptroller will present the report to the legislature for them to determine the status of the governance of Austin Peay State University and the other LGI's in the state. An APSU delegation will meet with the Joint Government Operations Committee on November 17 to address the findings of the report. A general discussion followed regarding the Sunset Audit report.

Closing Remarks

Presenter

Dannelle Whiteside

Whiteside emphasized the importance of maintaining the safety protocols in place to stop the spread of COVID-19: wear masks inside buildings and outside when unable to be six feet apart, wash hands and use hand sanitizer. She stated that APSU employees are to set the example. She stated that the positive cases for the virus are rising on campus and in the county.

Whiteside stated that a virtual Town Hall is scheduled for October 29 at 2:00pm. She and the senior leadership team will give a status on enrollment and the budget.

The meeting adjourned at 10:13am.

President's Cabinet Meeting		
9.16.2020	9:00 am	Virtual
Meeting Type	Cabinet	
Note taker	Joanne Shepard	
Introductions		
Presenter	Dannelle Whiteside	
Discussion		
Whiteside welcomed Ms. Corey Harkey, Interim General Counsel to the Cabinet.		
Alumni Update		
Presenter	Nikki Peterson	
Discussion		
<p>Peterson stated that during the week of September 30-November 9 (which would have been Homecoming week) several alumni will be recognized as award recipients for 2020. Homecoming has been postponed to Spring 2021. A golf tournament is scheduled for October 23 with more information to be provided in the coming weeks. The Comprehensive Campaign video will release on November 19. Two virtual ribbon cuttings are scheduled:</p> <ul style="list-style-type: none"> • October 6 – Ann R. Ross Bookstore • October 9—Downey Baseball Operations & Fieldhouse 		
Comprehensive Campaign		
Presenter	Kris Phillips	
Discussion		
Phillips stated that in November the Comprehensive Campaign will launch and will continue for 12-13 months. It will be led by 12 volunteers and is the second such campaign in the University's history.		
Construction Update		
Presenter	Marc Brunner	
Discussion		
<p>Brunner gave an update on the construction projects across campus. He stated that the Newton Center furniture should arrive mid-October, but there is a potential delay on the furniture delivery due to a COVID backlog of orders at the manufacturers. There are three projects in the planning stages: Dunn Center HVAC, which is scheduled for construction in 2022, Music Mass Comm HVAC, and Newton Center roof replacement. Gutter work for McCord and McReynolds is scheduled for next summer. The fire alarm installation is delayed in Memorial Health due to recent flooding in that building. The library fire alarm system is almost done. The Greenway stoning and paving will begin in the next few weeks.</p>		
Budget Update		
Presenter	Mitch Robinson	
Discussion		

Robinson stated that the University has experienced a budget gap with a decrease in revenue due to: a decline in enrollment (\$5.4 million), mandatory increases to expenses (\$1.5 million), COVID-19 related expenses (\$228,000), and various strategic initiatives (\$600,000). In anticipation of this \$7.7 million decline in total revenue, the Financial Planning Task Force has provided ideas to the Senior Leadership Team for cost containment and efficiencies to bridge the budget gap with potential savings identified to potentially cover \$3.8 million leaving a budget gap of \$3.9 million. He spoke about the University's operating and debt service reserves and how they are being used and how unallocated reserves can temporarily be used to cover the budget gap this fiscal year.

Mills stated that currently there are 695 open beds in housing and a 30 percent decrease in meal plans.

A Place at Our Table

Presenter	LaNeeca Williams
Discussion	

Williams discussed a new, campus-wide initiative, "A Place at Our Table" and invited all members of the Cabinet to be included in a discussion group. Through this initiative, members of the campus community will meet in groups to discuss the nation's racial and social injustices. The 5-6 member group discussions will be guided by an inclusion coach. Presently, 71 people have signed up for this initiative.

A required virtual training session for all employees entitled "Title IX & Unlawful Discrimination" is scheduled on the following days: Sept. 16 at 1pm, Sept 22 at 1pm or Sept 24 at 11am. Employees are asked to sign-up through the Human Resources website.

Williams stated that if anyone has issues, concerns or questions about the Office of Equity and Inclusion, to please contact her directly.

Information Items

Discussion	
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Gilliam-Holmes introduced Ms. LaRae Bain, HR Generalist, to the Cabinet. She will be working with Angie Judish in benefits administration.

Robinson stated that the Sunset auditors are completing their audit which occurs every five years and the State auditors have begun their annual audit.

Hutchins stated that APSU was recognized at the Green Certification banquet for our environmental efforts in the Best Overall Large Organization category and was raised from the gold level to the platinum level for our green efforts. He stated that Ms. Olivia Herron has been hired as the new APSU Sustainability Coordinator.

Aruh thanked everyone involved in making The Unity Step a successful event. He stated 177 students participated.

Norman stated the Law School Fair is Sept. 16 from 10am-12noon and the Meet the Firm event is Sept. 16 from 4-6pm. The Ribbon Garden will end on Sept. 19.

Clark stated that a new web page has been created by Public Relations and Marketing and Political Science Department to promote voting and voter registration. Short videos from students are needed to promote voting for the site.

Gilliam-Holmes stated that a virtual session entitled "Civic Engagement 101: Elections and You" is scheduled for Sept. 30 at 11am.

Whiteside stated that the Board of Trustees meeting is scheduled Sept. 17-18. A workshop is scheduled prior to the committee meeting with Ted Mitchell, President of the American Council on Education. He will be speaking on higher education's path forward post COVID-19.

Whiteside stated that "Pop in with the Prez" began last week. The 1.5 hour meeting times will occur every three weeks in which individuals may schedule a 15-minute meeting with her to discuss what is on their minds. She thanked the members of the COVID Command Team for their efforts to keep the campus safe.

The meeting adjourned at 9:34 am.

President's Cabinet Meeting

8.19.2020 9:00 am Virtual

Meeting Type Cabinet

Note taker Joanne Shepard

Campus Updates

Discussion

Whiteside opened the floor for campus updates.

Norman encouraged the Cabinet to attend the upcoming APEX events to welcome students to campus.

Clark and Whiteside thanked everyone for assisting with the Spring and August commencements. Clark stated that plans are underway for the December 11 commencement.

Cronley encouraged the Cabinet to volunteer next week at the tents that will be set up outside the buildings on campus to welcome students and to encourage them to wear masks and to socially distance. If you have questions, please contact Jane Semler.

Cronley stated that a change was made in the confirmation process for student enrollment due to not purging for non-payment last week. This affected the daily enrollment reports. She stated that after the purge at the end of this week, the enrollment report will show a more accurate picture.

Persinger encouraged the Cabinet to download the PeayMobile app. This app has a daily pre-screening check and self-reporting forms for people who have tested positive for COVID-19 or have symptoms. The app will soon also have a check-in option for classrooms, dorm rooms, and dining areas, which will help with contact tracing.

The Public Relations and Marketing office designed and printed handouts and signs in addition to creating social media graphics to inform students of the quiet zone locations on campus for studying or taking online classes. These locations are in tents around campus and in several campus buildings.

Whiteside introduced Ms. Corey Harkey, Interim General Counsel, to the Cabinet.

Mills stated that there are 600 empty beds in housing for fall, which equals to 68 percent occupancy. He stated that dining will have more prepackaged food in cafeteria and will no longer be self-serve.

Brunner stated that most of the campus construction projects will be completed this week.

Phillips stated that virtual ribbon cutting ceremonies have been scheduled for the Ann Ross Bookstore on August 20 and the Downey Baseball Clubhouse on September 11. He announced that the University has already received a \$1 million and a \$2 million commitment this year from donors. In lieu of the lack of fall sporting events, the Alumni office is working on plans to bring the alumni award winners to campus for a small dinner in their honor.

Kasitz stated the parking portal had experienced a glitch in Banner recently, but should now be properly working. He discussed a COVID-19 dashboard that will be available soon using the campus self-reporting information received.

KingSanders encouraged the Cabinet to participate in the "Adopt-a-Gov" program for incoming freshmen.

Aruh invited the Cabinet to the Unity Step event on August 28 at 5:30pm on the Intramural Field. The event is to promote unity among students. Group Leaders are needed to guide the walk on the trails and to promote social distancing.

Norman invited the Cabinet to visit the Ribbon Garden in the Harned Hall Bowl from August 28-September 4. It is a place for people to express their opinions with a sharpie on a ribbon.

The meeting adjourned at 9:23am.

President's Cabinet Meeting		
7.15.2020	9:00 am	Virtual
Meeting Type	Cabinet	
Note taker	Joanne Shepard	
Opening Remarks		
Presenter	Alisa White	
<p>White stated that she has truly enjoyed working with this group and appreciated their open communication and their love of the students. She expressed her appreciation for the support she and Elliott received during her tenure at APSU.</p> <p>White welcomed Megan Mitchell, the incoming Staff Senate president, and Dr. Maria Cronley, provost and senior vice president for academic affairs, to the Cabinet.</p>		
Project Update		
Presenter	Marc Brunner	
<p>Brunner gave an update on the construction projects on campus. The Newton Center is set to open on Oct 15. Kimbrough HVAC installation is set to be completed August 10. He spoke with the contractors on campus to remind them of the APSU mask policy in response to a report that some contractors had tested positive for COVID-19.</p>		
August Commencements		
Presenter	Carol Clark	
<p>Clark stated that there will be multiple commencement ceremonies in August – three on August 6 and three on August 7. The ceremonies will be shortened in length, limited in attendance and adhere to social distancing guidelines. Thirty volunteers will be needed for each ceremony. More information will be forthcoming about this opportunity to serve.</p>		
Closing Remarks		
Presenter		
<p>White introduced Whiteside as the incoming interim president. She stated that Whiteside will do well in this position and emphasized that she already has great rapport with the Board of Trustees.</p> <p>Whiteside stated that she was saddened by President White's leaving, but was excited about the new opportunity to lead APSU.</p> <p>Aruh stated that on behalf of the student body, President White will be greatly missed and wished her all the best in her new role.</p> <p>The meeting adjourned at 9:17am.</p>		