

President's Cabinet Meeting Notes
Thursday, August 1, 2018
Administrative Conference Room

Present: Sheila Grimes, Darlene Melby, Beverly Muelrath, Dr. Stephen Schoonmaker, and Dawnie Slabaugh

Guests: Kelly Groppi, Dr. Doug Haugen, Nathan Rexford, Valerie Roberts, and Dr. Zach Zweigle

Absent: Melissa Green, Theresa Richmond, Bart Scott, and Dr. Todd Scott

The meeting began at 10:02 a.m.

1. Review of Notes from Previous Meeting

Notes from the previous meeting were reviewed and the following notations were made:

- Under Item 5, Doug shared that Janice will be able to assist with the 2017-18 National Postsecondary Student Aid Study.
- Under Item 6, Theresa sent out an email to check if October 11-12 will work with everyone's schedule.

2. Orientation Day Agenda – Fall 2018

Dr. Schoonmaker asked for volunteers to assist him in revising the Fall 2018 Orientation Day Agenda and Dawnie, Doug, and Dr. Zweigle will assist him with this.

3. Committee Meeting Times

It was discussed that we need to set our committee meeting times within the office hour scheduled.

4. Administrator On Call

Administrator on call was discussed thoroughly. It was decided that your supervisor and direct reports would be notified if you were not going to be on campus.

5. International Students on Campus

Doug shared that we have 15-16 international students enrolled that are associated with our sports programs and Val commented that we have an orientation day that is scheduled with our international students as well.

6. Good of the Order

- Update on Each Cabinet Members' Summer Projects
 - These items will be reviewed when all of the Cabinet members are back.
- Review of Follow-up and Parking Lot Items
 - There were no additions and/or changes to these items.

There being no further business, the meeting ended at 11:25 a.m.