

**Cabinet Meeting Summary**  
**Conway Campus – President’s Board Room**  
**Meeting Dated July 28th, 2021**

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**Cabinet Attendees:**

Dr. Marilyn Fore, President  
Mr. Harold Hawley, VP - Finance and Administration  
Mr. Greg Mitchell, VP - Continuing Education & Workforce Development  
Dr. Melissa Batten, VP – Student Services  
Mrs. Lori Heafner, VP - Institutional Effectiveness and Development (by conference call)  
Dr. Jennifer Wilbanks, EVP- Academic Affairs  
Mr. John Dove, VP - Information Technology  
Mrs. Jacquelyn Snyder, VP – Human Resources  
Mrs. Lari Roper, Marketing Director  
Ms. Nicole Hyman, Public Relations Director

**Meeting Summary:**

**Guest Presentations:**

1. Consultants David Miley and Erin Rudin from SIG provided Cabinet with an overview of the College’s ERP System and the technological landscape in higher education.

**Discussion Topics:**

1. In addition to the published agenda, Cabinet discussed the scheduled de-registration for no FAFSA tentatively scheduled after the close of business on August 3<sup>rd</sup>, changes in South Carolina’s concealed weapons laws, and enrollment outreach.

**Action Topics:**

1. Dr. Boone presented a tentative version of the 2022-23 academic calendar. After review, the proposed academic calendar was unanimously approved.
2. Dr. Batten presented a request and justification to replace a vacant position to support the Perkins Grant. The position is also funded by the Perkins Grant. After discussion, the request was unanimously approved.
3. After meeting with consultants from SIG, Cabinet members unanimously agreed to support:
  - Acquiring a software solution that is specifically designed to support the Continuing Education Division;

- Pursuing the “back-to-basics” project with SIG that identifies best practices in ERP management; and
- Establishing a small task-team to work with SIG representatives to assess the economics and pros/cons of an ERP cloud migration.

The Cabinet meeting adjourned. The next meeting will be scheduled for August 4<sup>th</sup> and will be in the President’s Boardroom on the Conway Campus at 8:30 am. That meeting will be a long agenda.

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\* Not in attendance.