

**Cabinet Meeting – February 21, 2023**  
**ADM Board Room – 8:15 a.m. – 11:00 a.m.**

**Minutes**

Present	Absent	Cabinet Member Name
X		President, Dr. Bentley Wallace
X		VP for Academic Affairs (VPAA), Dr. Stephanie Tully-Dartez
X		VP for Student Services (VPSS), Interim-Dr. Stephanie Tully-Dartez
X		VP for Finance & Administration (VPFA), Mr. Michael Armstrong
X		Associate VP for Finance (AVPF), Mr. John Baine
X-8:50		Associate VP for Administration (AVPA), Dr. Tim Kirk

**I. Action**

A. Approval of Minutes – February 7, 2023 - Approved

President

VPAA

A. Approval of Position – ITH – Career Accelerator Executive Director – Approved  
(Dr. Wallace to process the ITH form with HR)

VPFA

A. Approval of Position - ITH - Fiscal Support Specialist – (Approved via Email)

- Discussion and request for more information
- Michael Armstrong to submit requested follow-up via email – Cabinet to vote via email

AVPF

AVPA

SHARED GOVERNANCE

**II. Discussion**

President

A. Student Printing Process

- Discussion by Cabinet of paper usage for students

B. HR Position Postings

- Online Process discussed by the Cabinet

C. Operation Plan-It Mission Control Team Meeting

- Meeting to be scheduled

D. Legislative

- Discussion /Updates

VPAA

A. Calendar 24-25

- Discussed by the Cabinet

VPFA

A. HR Updates

- Open Positions – reviewed/discussed by the Cabinet

- B. Facilities Updates
- C. eCampus Bookstore Model
  - Updates/Discussion of transition
- D. Bistro Operations
  - Updates/Discussion on future opportunities and improvements

AVPE

Updates:

AVPA

Updates:

**III. Announcements:**