

**From:** [Melody Carter](#)  
**To:** [Reginald Turner](#)  
**Cc:** [Sheila Tenney](#); [Tim Hynes](#); [Kevin Demmitt](#); [Jill Lane](#)  
**Subject:** RE: Laker Solutions  
**Date:** Friday, May 24, 2019 2:26:00 PM

---

Greetings Reginald:

In preparation for the University Leadership Retreat on 6/4, I'm in the process of updating our Strategic Plan progress for the end of year-three report on the President's webpage. There was great discussion during the Laker Solutions meeting; therefore, I'd like to confirm the *main takeaways* for moving forward, under your leadership:

1. A request to make an attempt to develop a plan to determine what Laker Solutions should look like. As a starting point, consider taking inventory of institutional capabilities—a means to helping us become systematic with which we apply our intellectual capital. Generally, make an attempt to map out a systematic process—Dr. Hynes
2. A recommendation to identify new committee members for Fall 2019—Dr. Demmitt

I will use these understandings as part of a written Laker Solutions progress update for the webpage; therefore, please let me know if I've missed anything.

Regards,  
Melody

---

**From:** Melody Carter  
**Sent:** Tuesday, March 26, 2019 11:32 AM  
**To:** Reginald Turner <ReginaldTurner@clayton.edu>  
**Cc:** Sheila Tenney <SheilaTenney@clayton.edu>  
**Subject:** RE: Laker Solutions

Greetings Reginald: In brief, the president and I are in the midst of the Strategic Plan Update meetings which are held each semester. In that context, the president asked to meet as a follow-up to a number of takeaways from a Laker Solutions meeting in September 2018 because Laker Solutions is currently without leadership (Laker Solutions is one of the 2022 Strategic Plan Priority areas. The president's webpage provides greater detail). Below is an email string with highlights that identify those takeaways. Feel free to contact me if you have additional questions. Regards, Melody

#### Presidential Charge for Laker Solutions

1. Send an update to the President to communicate the Digital Measure intellectual capability capture plan and request for response (Accepted by Lane);
2. The temporary concierge service will be managed through the Office of the Provost by Sheila Tenney (Proposed by Demmitt);
3. As a follow-up to the Provost's proposal, the President suggested that language be imbedded in the job description of the Executive Director of Continuing and Professional Education position to include lead responsibility for Laker Solutions. This would include capturing the intellectual capability of faculty credentials and working collaboratively with

Ms. Tenney as manager of concierge services.

4. The operational process of Laker Solutions will be a “faculty teamwork approach” in which Continuing Education will serve as a “training function” for Laker Solutions in an effort to have shared responsibilities. This is not in an effort to have Laker Solutions take-over consultancy contract operations (Proposed by Chacko).

September 28, 2018

Email String

**From:** Melody Carter

**Sent:** Friday, September 28, 2018 10:20 AM

**To:** Kevin Demmitt

**Cc:** Tim Hynes; Jill Lane

**Subject:** Laker Solutions

Greetings Kevin,

During my one-on-one with Dr. Hynes I addressed a few follow-up items regarding Laker Solutions. In that context Dr. Hynes suggested that language be imbedded in the job description of the Executive Director of Continuing and Professional Education position to include lead responsibility for Laker Solutions. This would include capturing the intellectual capability of faculty credentials and working collaboratively with Ms. Tenney as manager of concierge services. He would like to know your thoughts.

Regards,

Melody

---

**From:** Kevin Demmitt

**Sent:** Friday, September 28, 2018 10:28:20 AM

**To:** Melody Carter

**Cc:** Tim Hynes; Jill Lane; Jacob Chacko

**Subject:** Re: Laker Solutions

I think Continuing Education can serve as an entry point for requests that are then shared with faculty, but limited staffing will make this a fairly passive role of sharing information but not actively monitoring and assessing the initiatives. The Executive Director can also share in informing others of this service as we all can do when meeting with members of the community.

I will ask Jacob to include something to this affect in the job description.

Kevin Demmitt

Provost and VPAA

Clayton State University

**From:** Tim Hynes <[ThomasHynes@clayton.edu](mailto:ThomasHynes@clayton.edu)>  
**Sent:** Friday, September 28, 2018 12:00 PM  
**To:** Kevin Demmitt <[KevinDemmitt@clayton.edu](mailto:KevinDemmitt@clayton.edu)>; Melody Carter <[MelodyCarter@clayton.edu](mailto:MelodyCarter@clayton.edu)>  
**Cc:** Jill Lane <[JillLane@clayton.edu](mailto:JillLane@clayton.edu)>; Jacob Chacko <[JacobMChacko@clayton.edu](mailto:JacobMChacko@clayton.edu)>  
**Subject:** Re: Laker Solutions

Agreed with the limits and thanks for the support

---

Regards,  
Melody

---

**From:** Reginald Turner <[ReginaldTurner@clayton.edu](mailto:ReginaldTurner@clayton.edu)>  
**Sent:** Tuesday, March 26, 2019 9:36 AM  
**To:** Melody Carter <[MelodyCarter@clayton.edu](mailto:MelodyCarter@clayton.edu)>  
**Subject:** Laker Solutions

Melody,

I received a meeting invite for a "Laker Solutions" meeting. Can you provide further insight?

Dr. Reginald H. Turner  
Executive Director  
Continuing and Professional Education  
[reginaldturner@clayton.edu](mailto:reginaldturner@clayton.edu)  
678-466-5115