

Cabinet Meeting – Monday, September 14, 2015  
Administration Building Board Room – 3:00 P.M.  
Minutes

President, Dr. Barbara Jones  
Vice President for Finance and Administration, Mr. Carey Tucker  
Vice President for Learning, Dr. Mickey Best  
Vice President for Student Services, Dr. Jim Bullock  
Chief Information Officer, Dr. Tim Kirk  
Chief Institutional Effectiveness & Advancement Officer, Dr. Stephanie Tully-Dartez

## **I. Action**

Approval of Minutes – September 3, 2015 – [Approved with minor edits](#)

## **II. Discussion**

### President

- SouthArk Leadership Academy Class I, 2015-2016 – [Starts 9/23](#)
- Higher Education Master Plan – [Reviewed assignments for ADHE meetings](#)
- Budget – [With slight decrease in enrollment and SSCH's, we need to be cautious with budget.](#)

### VPL

- APM Responsibilities
  - [The APM document is located under “Operations.” It is current. Dr. Kirk suggested putting the annual chart for BOTs which includes a summary of changes as a historical document.](#)
  - [Suggested Bryce Faulkner send out email when APM changes are approved by cabinet.](#)

### CIEAO

- Cost of Program Analysis – [For review & input.](#)

### CIO

- Does the cabinet have any agenda items for administrative council? – [Meeting of Administrative Committees suggested.](#)

## **III. Announcements**

### President

- [Apprenticeship Grant approved – Partnering with Thermoflite and Systems Group. This will run through DWS.](#)

### VPSS

- SouthArk Booth Activity at Expo
  - [Thanks to everyone for volunteering](#)
  - [Consistent look “Branded” for recruiting material.](#)
- NEG/ASP Grant Update – [“Back on Track” – Grace Palculict, Career Counselor – Starts next week.](#)
- Financial Aid Analyst Position Update – [Interviewing this week.](#)
- CAO/CSAO Meeting at ADHE, September 15 in Little Rock
- Counselors' Update: January 27, 2016

## CIO

- Jenzabar PX to EX migration:

We had a successful 1<sup>st</sup> pass moving our data from PX into EX. While there were some issues identified during the data validation last week, the conversion team said that we are in a good position to make our go live date.

Upcoming training dates:

Registration		
Advising	Oct 13 - 16	Nancy Bluse
Student Life		
General Ledger		
Accounts		
Receivable		
Accounts Payable	Oct 20 - 23	Terry Hoxmeier
Purchasing		
Fixed Assets		
Human Resources	Oct 27 - 30	Terry Hoxmeier
Budget		
Basic Infomaker	Nov 16 - 20	Sue Hess
Financial Aid	Dec 1 - 3	Michael Poma
Portal Training	Dec 15 - 16	Chris Shackleton

- Power Outage:

The touch panel in HSC272 video classroom has failed; we have not been able to power it on since the outage. The video codec is functional and we can make and receive conference calls using the remote control. Denise and Benjamin have been conducting training for faculty using the room.

We are reviewing battery condition in the uninterruptible power supplies protecting our servers and network electronics as several units did not support their load as expected.

- 2015 United Way Campaign: - [October 2<sup>nd</sup> – 3<sup>rd</sup> week](#). [Complete before Foundation Annual Fund Drive](#).

