

Cabinet Meeting – Friday, October 2, 2017  
Administration Building Board Room – 3:00 p.m.  
Minutes

<u>Present</u>	<u>Absent</u>	
<u>X</u>		President, Dr. Barbara Jones
	<u>X</u>	Vice President for Finance and Administration, Mr. Carey Tucker
<u>X</u>		Interim VP for Academic and Student Affairs/Provost, Dr. Jim Bullock
<u>X</u>		Associate Vice President for Administration, Dr. Tim Kirk
<u>X</u>		Interim Associate VP for Workforce and Career Education, Dr. Stephanie Tully-Dartez
<u>X</u>		Interim Associate VP for Arts, Sciences, and Academic Support, Dr. James

**I. Action**

Approval of Minutes – September 22, 2017 – approved

President

VPFA

IVPASA/P

AVPA

IAVPWFCE

IAVPASAS

**II. Discussion**

President

- A. Lead Class Curriculum Schedule assigned new topics to Dr. Yates and Dr. Kirk. All to review schedule and provide input next week.
- B. Campus Conversations – any conflicts with October dates: confirmed
  - Thurs., October 19 – East Campus – 10:45-11:45 a.m. – WFD Room 121
  - Friday, October 20 – West Campus – 8:30-9:30 a.m. – TBD
- C. Barb's Wire – paragraphs due on Friday, October 6<sup>th</sup>.
- D. Productivity Fund Task Force Teams – 3:00 p.m. October 25<sup>th</sup>

VPFA

- HR Report – no report
- Construction Update
  - AMTC - railcar in place, semi-trailer moved – will begin installing block because of steel delays
  - Chiller loop – running on TEC and ECC right now
  - McWilliams – working on punch list
- MAD Parking Update
  - Many students participated (200 student hours)
  - Staffed a few more than needed
  - Need better signage
  - Needed ECC and Townhouse parking only

- Recommend student, staff, and faculty in HP next year
- Don't need to do parking if events in Music Hall

### IVPASA/P

### AVPA

### IAVPWFCE

- Cosmetology Program- Provided a list of former students with program credits to the instructors and met with them to discuss. Shannon Rogers is meeting with A. Munoz [advisor](#), today and has a two week goal on [contacting](#) the most likely [students on](#) of the list to return.
- EMT-Paramedic- Curricular changes are going to Curriculum committee with anticipated notification to ADHE about credit hour changes in November. ([Letter of Notification](#))
- Medical Transcription- Caroline will complete documentation for program closure (Board in November, ADHE in November for January AHECB meeting)
- VFA- Data available soon. Discuss with your divisions about scheduling time to discuss.

### IAVPASAS

- Compensation Question – [related to substitute instructors](#)
- Guided Pathways Update – [weekly meetings; workgroups, Pathway form](#)
- EMA Update – [completing ADHE form](#)

## **III. Grant Updates/Progress Reports**

DOL/Apprenticeship (Arkansas American Apprenticeship Initiative (AAPI) (Welding) – Dr. Tully-Dartez

DOL/NEG/ASP – Dr. Bullock

- **Weekly Summary of Activities: Sept. 25<sup>th</sup> -29<sup>th</sup>**
  - NEG client update: Upon graduating the CPT program, a student has been hired by Millbank's full-time at \$15.30/hour plus 20% pay increase for third shift.
  - Learned from a conversation with a new potential NEG participant that Hubbell Lighting/Prescolite is facing an impending layoff of up to 13 employees. Transferred information to CPT instructor Donald Lee.

ADHE FIT (Futures in Information Technology) – Dr. Bullock

ADHE RAMP (Regional Advanced Manufacturing Partnership: Building the Pipeline – Dr. Tully-Dartez

ADHE – CCRPP (College and Career Readiness Pilot Program) – Dr. Bullock

- **Weekly Update 9/18/17 - 9/27/17**
  - College applications projects are being completed
  - ACT registration & college applications account for 97% of this week's total contacts
  - 39 individual contacts
  - 147 group contacts
- **Weekly Update 9/25/17 – 9/29/17**
  - El Dorado coaches attended ESD Parent Teacher Conferences 9/25/17
  - Team meeting 9/28/17
  - 10 Individual Contacts
  - 279 Group Contacts

#### **IV. Announcements**

President

VPFA

IVPASA/P

- IVPASA/P to attend Partners for Student Success Conference in Hot Springs October 4-6
- IVPASA/P out of town the weekend of October 5-7

AVPA

IAVPWFCE

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