

Cabinet Meeting – Monday, November 27, 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 – November 13, 2017 – [Approved](#).

President

A.

VPFA

- A. Door Lock Proposal – [Cabinet members asked to discuss with staff/faculty](#)
- B. New APM for Web Site – [okay to be posted to website](#)
- C. Classroom Emergency Response Guide
- D. APM – [approved all](#)
 - [1.10 – Shared Governance Structure](#)
 - [2.12 – Grievance Process](#)
 - [2.05/6.07 – Weapons on Campus](#)
 - [2.35 – Retirement Plan Options – \(on hold until feedback from AG’s office received\)](#)
 - [2.48 – Medical Marijuana](#)

IVPASA/P

AVPA

IAVPWFCE

IAVPASAS

II. Discussion

President

- A. Project Updates
 - 1. Guided Pathways – [meeting scheduled for 11/28. Academic maps submitted to committee.](#)
 - 2. Productivity Funding Task Force – [Workforce and Post-Completion](#)
 - 3. Community Service – [Donna Hendricks announced collection](#)
 - 4. Diversity and Inclusion Workshops – [well received; those employees that missed have been asked to view](#)
- B. Holiday Coverage – [Dr. Yates out 12/18-20](#)
- C. ACC Leadership Institute – [April 17-19, 2018](#)
- D. Name Change Considerations – [costs; timing](#)
- E. [Housing – student results were favorable toward student housing](#)

VPFA

- A. HR Report
- B. Construction Update

AMTC

- Furnishings estimated @ \$50,000
- Steel frame is going up. Block work to be completed by 12/18
- Plumbing being installed

JCI – lighting project to be completed in next 2 weeks

CT Building – transformer change over 12/15 by Entergy

McWilliams – punch list

- C. Valley Contract Update – finalizing
- D. AMTC Tour – Trustees at 2:45 p.m. – no hard hats needed

IVPASA/P

- A. Graduation Update – Rep. Sonia Barker confirmed; Henry Culbreth – Grand Marshall; Donna Hendricks – Faculty Marshall; Nancy Whitmore – Student Marshall; Scott Larkin – Student Marshall
- B. Convocation: Possible theme or topic for a speaker?
- C. Updates on Academic Affairs Goals
 - Faculty Evaluation Process – presented to Faculty Affairs
 - Academic Plan map goals to Strategic Plan
- D. Productivity Funding
 - Task Force met Nov. 20, 10:30 a.m.
 - Updates from team leaders
 - Progression** – kinesiology, biology, & business in summer
 - Degree audit** – need 18 months before putting in place? (Dr. Kirk will check on this.)
 - Gateway and Remediation Courses** – summer – increase summer II offerings
 - Marketing** – Phlebotomy, summer incentives (free course), scholarships to incentivize “15 to finish” program

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IAPWFCE

- A. Cosmetology Audit
- B. FERPA

IAPASAS

III. Grant Updates/Progress Reports

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

DOL/NEG/ASP – Dr. Bullock
– On hold

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 11/13/17 – 11/17/17

- Financial Aid workshop at EHS 11/14
- Financial Aid workshop at Strong 11/16
- 9 Individual Contacts
- 96 Group Contacts

IV. Announcements

President

- A. see next page
- B. Employee Holiday Brunch
 - Tuesday, December 12 – Library – 11A -1P

VPFA

IVPASA/P

- A. Stress Relief Week, Student Activities/Student Success Services/SGA/SouthArk Library, November 27-30
- B. Massages by PTA Students, November 28, 10 a.m. to 3 p.m., HSC 234
- C. Meeting in HSC Conference Room with Medical Center of South Arkansas, November 28, 8 a.m.
- D. NSLS Induction Ceremony, SouthArk Library Auditorium, November 30, 6 p.m.
- E. Red Cross Blood Drive, SouthArk Gym, December 6, 10 a.m. to 2 p.m.
- F. SouthArk on Tour Dates
 - November 29, Douglas Chapel Baptist Church, 969 Smackover Hwy., El Dorado, 6:30 p.m.
 - December 11, 5:30 p.m., Union Parish Library, Farmerville, LA
- G. Commencement, Thursday, December 14, 7 p.m. (Speaker: Rep. Sonia Barker)

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Please review and send any additions/changes to Susan.

Upcoming Events:

SouthArk Upcoming Events			
Date	Description	Location	Time
November 28, 2017 (rescheduled from 21 st)	Board of Trustees Meeting	East Campus, WFB Building, Conference Room 103	3:45 p.m.
November 29, 2017	Foundation Board Meeting	Admin Board Room	Noon
November 30, 2017	National Society of Leadership and Success (NSLS) Induction Ceremony	Library Auditorium	6:00-9:00 p.m.
December 4, 2017	RN and Warren PN Pinning Ceremony	El Dorado Conference Center	6:30 p.m.
December 7, 2017	El Dorado Christmas Parade		7:00 p.m.
December 12, 2017	Employee Holiday Brunch/Potluck	Library	11:00 a.m. – 1:00 p.m.
December 14, 2017	Commencement	El Dorado Conference Center	7:00 p.m.