

Cabinet Meeting – Monday, August 13, 2018
Health Science Center Conference Room – 3:30 p.m.
Minutes

Present	Absent	Cabinet Member Name
X		President, Dr. Barbara Jones
X		Vice President for Finance & Administration (VPFA), Mr. Carey Tucker
X		Interim VP for Academic Affairs/Provost (IVPAA/P), Dr. Jim Bullock
	X	VP for Student Affairs (VPSA), Dr. Derek Moore
X		Associate VP for Administration (AVPA), Dr. Tim Kirk
X		Associate VP for Planning & Career Education (AVPPCE), Dr. Stephanie Tully-Dartez
X		Associate VP for Arts, Sciences, & Academic Support (AVPASAS), Dr. James Yates
	X	Associate VP for Workforce & Advancement (AVPWA), Sherry Howard

I. Action

- Approval of Minutes – August 1, 2018 – [approved with minor edits](#)

President
IVPAA/P
VPSA
VPFA
AVPWA

II. Discussion

President

- ACC Conference – [remind employees attending to turn in travel requests](#)
- Productivity Funding action plans – [mini-semesters; new articulation implementation](#)
- Lecture Series update – [finalizing date and contract](#)
- Industrial Plant Managers Luncheon – [end of August](#)
- Potential properties – [discussion](#)
- Student housing – [discussion](#)
- [Foundation Funding Initiatives – support Faculty Endowments and Lecture Series](#)

IVPAA/P

- Convocation – Breakout Sessions
- ACC – Outstanding faculty ([Dr. Sterling Claypoole](#)), Outstanding staff (classified) [Mary Kate Sumner](#), and Outstanding Alum – [to be determined](#)
- OER project – [no updates](#)
- Articulation Agreements
 - 2+2 articulations & MOU signings – [in touch with SAUM, ASU, UALR](#)
- Program Reviews and Accreditations
 - Phlebotomy – [working with PT program director; making progress on documents; due in September](#)
 - Business – [reviewer reports received; faculty working on responses](#)
 - Upcoming – LONs – [AHECB special meeting to consider](#)
- Faculty hiring updates – [new PTA and EMS Program Directors hired](#)

VPSA

- Fall Enrollment Update

August 13, 2018	1250/12034
August 12, 2018	1191/11393
August 14, 2017	1198/12078

B. Summer 2018 Enrollment

VPFA

A. HR Update

B. Facilities/Grounds

1. Administration Building Update

- architects visited building last week
- ALC meeting on 8/15 for architects contract approval and Historic Site Restoration approval

2. Construction Update

- a. Administration Building – mitigation to be completed 8/31
- b. McWilliams House – Phase III specifications being developed
- c. AMTC – ElArk working on electric disconnects; digital signs being installed; light poles up
- d. Welding – roof
- e. Gym – floor has termite damaged floors – boards to be replaced
- f. Heritage Plaza – Roman Fountains to review plans
- g. Other
 - Preventive Maintenance – boilers – pest control
 - Mail Room – to be determined – waiting to hear from insurance adjuster

C. Boomtown Bistro Update – September 4th – change times open

7A-5:30P Monday -Thursday

7A-12P Friday

Open for major events on the weekend

D. Verizon expectations for Saturdays – room to be used and storage of equipment (moving supplies to TEC 225)

E. Revenue projection for Fall Semester – from David Henry – on track

F. Annual Reports

1. Due September 14, 2018

- a. Series 17
- b. Series 21 (Completed)
- c. Series 30
- d. Annual Remediation Report
- e. Series 22
- f. Financial Statements

2. Due October 1, 2018

- a. Series 16

AVPWA

III. Grant Updates/Progress Reports

A. Grant Development and Updates

- 1. Culinary Art
- 2. NSF
- 3. Verizon
- 4. Other

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

ADHE FIT (Futures in Information Technology) – Dr. Yates/Dr. Bullock – changes in goals, outcomes, and timeline to be submitted to ADHE

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

IV. Announcements

