

Cabinet Meeting – October 10, 2019
ADMN – Conference Room - 3:00 p.m.
Minutes

Present	Absent	Cabinet Member Name
X		President, Dr. Barbara Jones
X		VP for Academic Affairs (VPAA), Dr. Michael Murders
X		VP for Student Services (VPSS), Dr. Derek Moore
	X	Vice President for Finance & Administration (VPFA), Mr. Carey Tucker
X		Associate VP for Administration (AVPA), Dr. Tim Kirk
X		Associate VP for Institutional Planning & Academic Support (AVPIP/AS), Dr. Stephanie Tully-Dartez

I. Action

A. Approval of Minutes – September 26, 2019 – Approved.

President

A. APM 1.04 Grants and Grants Management: Approved with minor edits. Signature page to be sent by email.

VPAA

- A. Curriculum Proposal – split 4-hr Kinesiology course into a 3-hr lecture/1-hr lab. Approved.
- B. Assessment Committee – Requesting an exception to have Assessment Coach accept role of a Chair this year. Approved.

VPSS

VPFA

AVPA

- A. Jenzabar Intern – proposal to Jenzabar for intern funding. Approved.
 - Projects to be done by intern: textbook adoptions and form, non-credit/workforce course registration billing, and transcribing.

AVPIP/AS

II. Discussion

President

- A. Learn and Earn program progress
- B. Legislative Audit reviewed and explained
- C. Productivity Funding report draft recommendation from ADHE is 1.1% decrease
 - Suggestions from Cabinet on ways to increase transfer by further developing the University Center using adjuncts.

VPAA

- A. Criminal Justice Program Review Update
- B. HLC Assurance Meeting, Friday, October 11th @ 9:00 a.m. Board Room
- C. ACC Conference – VPSS and AVPS will be on campus

- D. Concurrent Challenge Update – Rules developed by ADHE
To be presented for approval by AHECB at October meeting
The rules and procedures have not been shared with CAO/CSOS yet
- E. CNA program testing updates

VPSS

- A. First time enrollment report – to be reviewed by recruiter and recruitment committee
- B. Student insurance – options for students
- C. DACA procedures – gathering examples of procedures from other institutions for in state scholarship
- D. ADHE lottery scholarship check presentation – suggested Photo OP in Whitfield Atrium
- E. Athletics – Score table crew being developed
- F. Recruitment plans from programs – AR Challenge Scholarship for students

VPFA

- A. McGee Building
 - Culinary renovation progressing
- B. Building Construction updates
 1. AMTC electrical repairs
Reviewing some issues with the electrical work completed by original subcontractor
 2. GYM
 3. Heritage Plaza Fountain – fountain leak so using a water proofing company
Waiting for waterproofing seal at stairs
 4. McWilliams House
Painter scheduled 10/15/19
 5. Welding Building
 6. Administration Building inspection of mechanical and finishes for architects
 - El Ark for TVs and Alertus installation 10/11/19
 - QA engineer inspection 10/5/19
 - White Boards assigned and to be installed
 - Soffits, sidewalks, and concrete for west side of building to begin in the next few weeks
 7. ACAP - roof and 2 houses – reroofing to begin.
 - El Dorado Roofing scheduling work – no date at this time
 8. Computer Technology Building
 - Waiting for QA inspection for warranty – all work completed

AVPA

- A. HR has suggested an “Office Trick or Treat” event on Halloween. Basically, from 3:30 – 4:30 p.m. open our offices for our family to bring our kiddos trick or treating. Each office that wants to participate would provide the candy and dress up if they wish. – Approved for employees and their families (in house) only.
- B. Blackboard password changes

AVPIP/AS

- A. ACAP plans for next year: possible pilot with CP programs – looking into new program criteria and adding options with CP programs
- B. Workforce – Schedules, SAWTEC

III. Grant Updates/Progress Reports

- A. Grant Development
 - 1. Preliminary discussions on data needs for Title III
- B. **ADHE RAMP (Regional Advanced Manufacturing Partnership: Building the Pipeline)** –Dr. Murders
- C. **DOJ (Department of Justice) Consortium**– Dr. Moore
- D. **Verizon** - Dr. Murders
- E. **Delta Regional Authority (DRA)** – Culinary – Dr. Tully-Dartez
- F. **Career Coach grant** – Dr. Moore
- G. **Mentor-Links Grant** – Dr. Murders
- H. **Career Pathways** – Dr. Moore
- I. **Upward Bound** – Dr. Moore
- J. **NSF Grant** – Dr. Murders

IV. Announcements

- At the Arkansas Library Association (ArLA) Conference in Hot Springs September 27-29,2019, Philip Shackelford garnered the Emerging Leader Award
- College Fair (October 16, 2019 – 8:30 a.m. – 11:30 a.m.) ECC

Please see the following table and send additions/edits to Kathy.

Please review the following, edit, add any additional upcoming events and send/return to Kathy.

SouthArk Upcoming Events Fall Semester 2019			
Date	Description	Location	Time
October 22	Heath Science Open House	Health Science Building	4:00 – 6:00 p.m.
October 31	Fall Fest		
November 6	NSLS Speaker	Library Auditorium	6:00-9:00 p.m.
November 7	Campus Conversations	Workforce (East Campus)	10:45 a.m.
November 8	Campus Conversations	Library Auditorium	8:30 a.m.
November 21	PTK Induction Ceremony	Library Auditorium	6:00 p.m.
November 14	Fall Student Recognition Ceremony		6:00 p.m.
November 19	Board of Trustees Meeting	East Campus, Center for Workforce Development	3:45 p.m.
November 25	National Society of Leadership and Success (NSLS) Induction Ceremony	Library Auditorium	6:00 -7:00 p.m.
December 4	Foundation Board Meeting	ECC	Noon
December 9	PN & RN Pinning Ceremony	ECC	6:30 p.m.
December 12	El Dorado Christmas Parade	North West Avenue	7:00 p.m.
December 12	Commencement	El Dorado Conference Center	6:00 p.m.