

**Cabinet Meeting – October 21, 2019**  
**ADMN – Conference Room (311A) 4:00 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 – October 10, 2019 – Approved with edits.

President

VPAA

A. Spring Schedule – Some changes made; Dr. Murders will resend out draft for a final review.

VPSS

VPFA

- A. Floor Repairs in the Administration Building this weekend.
- B. Paint Built – ins in the Administration Building this weekend.

AVPA.

AVPIP/AS

**II. Discussion**

President

- A. Board Policies for the November Board Meeting – to be sent to Kathy by the week of November 11<sup>th</sup>.
  - #2, #3 - sections - Dr. Barbara Jones
  - #4, #5, #7 – sections - Mr. Carey Tucker
  - #23 (Connections Report) - Dr. Stephanie Tully-Dartez
- B. Learn and Earn program update
- C. AMTC (DRA) project
  - Selected to receive the Star of the Southwest Award for Arkansas – Selected by the State Planning Development Association
- D. Safety/Security – suggestions from ACC:
  - MOU with neighboring CCs to assist in case of emergency.
  - “Shadow” teams
  - Space designated for classes

VPAA

- A. HLC Conference Attendees – Dr. Murders, Dr. Stephanie Tully-Dartez, Dr. Moore, and new President plus more
- B. HLC Multi-site visit – November 11-12; report sent to reviewer
- C. Criminal Justice – program review – Dr. Murders reviewing and editing

- D. CAO Meeting at ACC
  - 1. Concurrent Challenge update
  - 2. Transfer Data – use of NSC data vs. 4-year University’s data – NSC more accurate and includes out-of- state
  - 3. CIP Codes – Standardization at State level
  - 4. AR Future for Education programs – suggest ability to add as a state agency (not 22 separate CCs)
- E. Alternate class schedules – suggest offering classes - Friday: 8:00 a.m. – 3:00 p.m.; Saturday: 10:00 a.m. – 2:00 p.m.; Sunday: 1:00 p.m. – 5:00 p.m. – when security is on campus

VPSS

- A. Marketing and Public Relations updates – ENT Magazine – 1<sup>st</sup> issue is food-centric – sent information on SouthArk culinary program.
- B. Student handbook (enforcement) and Convocation Session – suggest presenting information at campus conversations
- C. High School administrators meeting (agenda) – November 4<sup>th</sup> at 2:00 p.m. at East Campus
- D. Athletics – 150 plus in attendance at women’s scrimmage, table crew did well – cancelled next two women’s exhibition games
- E. Priority Registration – November 19<sup>th</sup>
- F. Preview Day – October 23<sup>rd</sup>

VPFA

- A. HR Update
- B. Facilities and Grounds updates:
  - a. 1905 Thomas Administration Building –punch list items in progress: floors, built-ins, basement, soffit (November 1<sup>st</sup>)
  - b. Heritage Plaza – Water proofing to be done
  - c. Old Learning Center – Adding walls
  - d. New Student Activities Building – Taking down walls
  - e. AMTC Concrete work – C & K - \$7500 – for walk between trailers
  - f. Facilities, Energy, and Safety Committee 2019-20 – Terms need to be overlapping
  - g. Gymnasium – Plans go out for bids once approved by ANCRC
- C. Centralized Calendar – Charley Hankins uploads information on academic and student activities; Barry Bagwell schedules rooms: ECC, Library, Gym and informs parties involved.
- D. Office Décor – guidelines – Mr. Tucker to research thru CFO list-serve
- E. EOP – revisions – Dr. Jones has submitted revision in titles, Dr. Tully-Dartez suggested adding tabs  
Dr. Kirk and Mr. Tucker to meet this week for finalize

AVPA

- A. “Big Voice” re-installed in Administration Building
- B. 168 Cameras up
- C. Painting fire lanes for safety
- D. Jenzabar 1 is up for testing

AVPIP/AS

- A. Culinary Equipment – coming in this week
- B. Punch list – for kitchen project next week
- C. Grant in Adult Ed for GED – can take culinary classes

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

- A. Grant Development
- B. **ADHE RAMP (Regional Advanced Manufacturing Partnership: Building the Pipeline)** – Dr. Tully-Dartez
- C. **DOJ (Department of Justice) Consortium**– Dr. Moore
  - Submitted strategic plan
- D. **Verizon** - Dr. Murders
- E. **Delta Regional Authority (DRA)** – Culinary – Dr. Tully-Dartez
- F. **Career Coach grant** – Dr. Moore
  - Hired new part-time coach (Strong school district)
- G. **Mentor-Links Grant** – Dr. Murders
- H. **Career Pathways** – Dr. Moore
- I. **Upward Bound** – Dr. Moore
  - Upcoming “fish-fry fundraiser”- Saturday from 10:00 a.m. – 2:00 p.m.
- J. **NSF Grant** – Dr. Murders

### **IV. Announcements**

- Preview Day (October 23<sup>rd</sup>, 10:30 a.m.) ECC
- Upward Bound “fish fry” fundraiser (October 26<sup>th</sup>, 10:00 a.m. – 2:00 p.m.) – St. James Baptist Church  
1400 E. Hillsboro
- Aerojet Rocketdyne (October 24<sup>th</sup>, 9:00 a.m. – 1:00 p.m.) – Whitfield Atrium
- AR Challenge – November 19<sup>th</sup> at 3:30 p.m. – Dr. Maria Markham and Johnny Key to attend Board Meeting to present check.

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.**

<b>SouthArk Upcoming Events Fall Semester 2019</b>			
<b>Date</b>	<b>Description</b>	<b>Location</b>	<b>Time</b>
October 22	Heath Science Open House	Health Science Building	4:00 – 6:00 p.m.
October 23	Preview Day	ECC	10:30 a.m.
October 24	Aerojet Rocketdyne	Whitfield Atrium	9:00 a.m. – 1:00 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	El Dorado Christmas Parade	North West Avenue	7:00 p.m.
December 12	Commencement	El Dorado Conference Center	7:00 p.m.