

Planning Council

MEETING MINUTES

Date: Friday, February 24, 2017

Time: 10:45 a.m.

Place: ADM Board Room

I. Call to order

Dr. Stephanie Tully- Dartez called to order the regular meeting of the Planning Council at 10:49 a.m. on Friday, February 24, 2017, in the ADM Board Room.

II. Roll Call

The following council members were present: Dr. Jim Bullock, Keith Everett, Sherry Howard, Dean Inman, Dr. Tim Kirk, Casey Martin, Robert Norman, Cynthia Reyna, Philip Shackelford, Veronda Tatum, Mr. Carey Tucker, Dr. Stephanie Tully-Dartez, Vanessa Williams, Christy Wilson, Ray Winiacki, Dr. Jim Yates

The following council members were excused: Dr. Barbara Jones, Jennifer Baine, Dr. Mickey Best, and Caroline Hammond, Susan Spicher

The following council members were absent: Richard Dunlap, Ken Kelley, Doyle Manis, Kathy Reaves, and Genevieve White

The following guests attended the meeting: Quincie Deloach, Heather Smith, Nancy Whitmore, and Mary Kate Sumner-Recorder

III. Approval of minutes from last meeting

Meeting Minutes from previous meeting on January 27, 2017 were not able to be presented at this meeting. Minutes will be sent out for approval by email, or presented at the March meeting on March 17, 2017.

IV. Actions/Discussion

- a. Academic Affairs- *Jennifer Baine*
 - i. Nancy Whitmore was asked by Mr. Carey Tucker if the Academic Affairs had been presented with the APM 1.1 procedure. It has not approved. This questioned made the council cancel the discussion of the APM 1.1
- b. Student Affairs – *Dean Inman*
 - i. Student Affairs has Approved Clarification of APM 1.1
- c. Administrative Affairs – *Valerie Lewis*
 - i. APM 1.10 Shared Governance Procedure Amendment was approved by Administrative Affairs.

V. Announcements

- a. Academic Affairs – *Jennifer Baine*

- i. Christy Wilson and Dr. Yates mentioned the Lecture Series – Tim Ernest will be here on March 9th at 7pm. Dr. Kirk mentioned that this conflicts with the Community Education class “A Bed for Blue Birds.”
 - ii. Nancy Whitmore would like when activities or events are mentioned, to be placed on the academic calendar. Reminder will be sent out to remind the Admins to add information to the calendar.
- b. Student Affairs – *Dean Inman*
 - i. Spring Fling will be March 9th held in the Gym. Senior Day will be on March 9th as well. Scholarship applications are due March 1st. Spring Student Recognition is April 20th.
- c. Administrative Affairs – *Valerie Lewis*
 - i. In the last meeting of Administrative Affairs, Genevieve White, the chair, submitted her resignation. Valerie Lewis was elected Chair, Dr. Tim Kirk was elected Vice Chair, and Kim Vaughn was elected Secretary.
 - ii. Carey Tucker announced that on April 12th QualChoice will be on campus to discuss changes that will be coming to our healthcare plan. They will be on both campuses at some point that day. They will try and have them on East campus at 10:45 and West afternoon.

VI. Comments

- a. Strategic Planning Process – *Dr. Stephanie Tully-Dartez*
 - i. Will be signing contract with Ken Hubbel soon. We will do preliminary surveys with the board, community, and various groups to have an “environmental scan” and include their input in the plan. This plan will be more outward focused instead of inward focused. April 6th-7th will be the dates he will be on site. The Afternoon of the 6th and the morning of the 7th will be when the Planning Council will be requested to attend.
- b. Job Readiness/Job Fair – *Vanessa Williams*
 - i. Job Readiness Workshop on April 4th, Community Job Fair April 5th.
- c. Library – *Philip Shackelford*
 - i. Information on the State Library and documents depository program. We are required to send copies of publications we generate to the state library.
- d. March Meeting Date – Meeting would conflict with Spring Break.
 - i. Proposal was made by Christy Wilson to meet March 17, 2017 at 10:45am in the ADM Board Room. This was seconded by Philip Shackelford. All approved.

VII. Adjournment

A motion to adjourn was made by Dean Inman and seconded by Philip Shackelford. The meeting was adjourned at 11:06 a.m.

Minutes submitted by: Mary Kate Sumner