

Cabinet Meeting – May 23, 2019
Health Science Center Conference Room – 2:00 p.m.
Minutes

| Present | Absent | Cabinet Member Name |
|---------|--------|---|
| X | | President, Dr. Barbara Jones |
| | X | Vice President for Finance & Administration (VPFA), Mr. Carey Tucker |
| X | | VP for Academic Affairs (VPAA/), Dr. Michael Murders |
| 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

- A. Approval of Minutes – May 16, 2019 – **approved**

President

VPAA

VPSA

- A. Student Handbook – **approved**. Asked everyone to look over one more time for changes made by AG’s office.

VPFA/ AVPA

- A. Payout Criteria for Bonus – FT, June payroll, or faculty completed obligations/retire following Spring term, completed annual evaluation with satisfactory or better evaluation. If started after July 1st, 2018, will be prorated.

AVPASA

AVPPCE

- A. Title III – tentatively approved moving forward. Need more information. Will ask Linda to get more details from Chris Spencer.

AVPWA

II. Discussion

President

VPAA

- A. Catalog Updates – 11 June target for Cabinet review
- B. Summer classes – low enrollment / cancellations
- C. ADHE update on new programs – Workforce data/surveys as part of new program proposal. – now must go through Ark DFA for Workforce analysis - look at SOC/CIP codes (contracted through EMSI). 3-4 weeks turnaround
- D. MOU webpage updates working with Tim and Charley to update MOUs and to add college/university logos. UALR, ULM and Henderson finalizing
- E. Variable/flexible work hours

VPSA

- A. Summer and Fall Enrollment

Sum Long 100% @ May 30 453

Sum I – 80% 215

Sum II - 206

- B. Student accommodations (emotional support animals) – [service animals only](#)
- C. Athletics [summer seminar for AD put on by NJCAA in NC](#)
- D. Common Academic Experience/Reader – FYE – “Outcast United”
- E. Divisional retreat – [mid-July](#)
- F. Office vacancies (after Admin. Renovations)

VPFA/ AVPA

A. HR Updates

B. Facilities/Grounds:

- Thomas 1905 Administration Building
 - Part of the HVAC will be online today to help with climate control in the building.
- McWilliams House Restoration
 - Projected Substantial completion date is May 31.
 - The last aspect will be completing the floors that will be one week in the upstairs and one week in the down stairs.
 - Migration of SuddenLink overhead feed to underground conduit in process – final review by SuddenLink engineer
- 1940 Gymnasium
- Heritage Plaza
 - Tentative start date is this week.
 - The work order was submitted in Glenn’s system after the meeting with Greg Lisenby from Pfsist.
- Culinary Arts – timeline:
 - 6/24 – issue the bid
 - 6/23 – 7/9 run ads for the bid
 - 7/2 – mandatory walk through of the facility
 - 7/9 - bid opening
- Edie’s Village
 - Significant improvement in exterior lighting at night

AVPASA

AVPPCE

A. Planning Council Retreat Agenda – [aligned with Guided Pathways and Strategic Plan](#)

AVPWA

III. Grant Updates/Progress Reports

A. Grant Development

1. Harwood Grant (OSHA) – Sherry Howard

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

C. **ADHE FIT (Futures in Information Technology)** – Dr. Yates

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

E. **DOJ (Department of Justice) Consortium**– Dr. Moore

F. **Verizon** - Dr. Yates

G. **Delta Regional Authority (DRA)** – Dr. Tully-Dartez – [see timeline above](#)

H. **Career Coach grant** – Awarded

IV. Announcements

- A. Brandi Cotterman, Dr. Tim Kirk, Ann Southall, Chris Sullivant, and Kim Vaughn will be off campus at JAM next week.
- B. Upward Bound Senior Recognition & Awards Ceremony, 5/23 @ 6:00pm, EHS
- C. Resignations – [Ted James](#), [Marcus Burrell](#)
- D. Academic Affairs organization
- E. Submit Summer Vacation dates to Susan

Please review. Send any edits/additions to Susan Jordan.

| SouthArk Upcoming Events | | | |
|---------------------------------|---------------------------------|-----------------------------|-------------------|
| Date | Description | Location | Time |
| Thurs., May 23 | Upward Bound Senior Recognition | EHS | 6P |
| Tuesday, June 11 | Cabinet Retreat | Dr. Jones' | 8A – 12P |
| Tuesday, June 25 | Planning Council Retreat | Whitfield, ECE (potluck) | 8A – 4:00P |