

Planning Council

MEETING MINUTES

Date: Friday, September 22, 2017

Time: 10:50 a.m.

Place: ADM Board Room

I. Call to order

Dr. Jim Bullock called to order the regular meeting of the Planning Council at 10:50 a.m. on Friday, September 22, 2017, in the ADM Board Room.

II. Roll Call

The following council members were present: Dr. Barbara Jones, Dr. Jim Bullock, Dr. Ken Bridges, Keith Everett, Peg, Cole, Caroline Hammond, Casey Martin, Sherry Howard, Dean Inman, Dr. Tim Kirk, Valerie Lewis, Quincie DeLoach, Robert Norman, Philip Shackelford, Susan Spicher, Heather Smith, Veronda Tatum, Carey Tucker, Cynthia Reyna, Ray Winiecki, Vanessa Williams, Ted James, and Dr. Jim Yates

The following council members were excused: Bernadette Hall, Dr. Carolyn Langston, Dr. Stephanie Tully-Dartez

The following guests attended the meeting: Mary Kate Sumner-Recorder

III. Approval of minutes from last meeting

Dean Inman made a motion to approve the minutes of the council meeting held on Friday, August 25, 2017. Caroline Hammond seconded the motion. The minutes were approved as written.

IV. Actions/Discussion

- a. Academic Affairs- *Susan Spicher*
 - i. A procedure was proposed and approved by the AAC for following APM operating policy and Robert's Rules of Order in Council meetings (See Attached).
- b. Student Affairs – *Dean Inman*
No Report
- c. Administrative Affairs – *Valerie Lewis*
No Report

V. Announcements

- a. Presidential Updates – *Dr. Barbara Jones*
 - i. Strategic Plan approved by Board of Trustees on September 19, 2017.
 - ii. Productivity Task Force will be formed.
 - 1. Dividing into teams to look at what we need to do to improve related to the Productivity Funding Model.
 - a. Examples:
 - i. To be able to increase the number of hours (15 instead of 12).
 - ii. To be able to increase the number of Technical Certificates.
- iii. College and Career Readiness Coaches will not be funded for a second year, notified by ADHE.
 - 1. ADHE will pay for August and September

2. The High Schools and SouthArk will help to pay through October.
3. Arkansas Career Education will cover Bridge to College Algebra and English, and ACT prep workshops, but will not cover salaries.
- iv. Rail line is placed, Railcar will be placed on Monday, September 25, 2017.
- v. McWilliams house will be done shortly
- vi. SouthArk Lead Class 2017
 1. Tim Johnson, Susan Spicher, Robert Norman, Philip Shackelford, Roslyn Nipper, Vanessa Williams
- b. MAD Parking update – *Carey Tucker*
 - i. Pick-up passes and make sure you have your SouthArk photo ID
 - ii. Campus will be closed at 4:31pm on Thursday, September 28.
 - iii. Townhouse property will be used as parking. It will be blocked off and striped.
 - iv. Students will earn money for their Student Organizations/Clubs for volunteering to help with parking at MAD.
- c. Academic Affairs – *Susan Spicher*
 - i. Committee Populating: Nominating Committee met the morning of September 1, 2017. They finished populating the committees who needed new members. On behalf of Dr. Bullock, Mary Kate sent out an email announcing the new committee memberships on September 6, 2017. Updates will be sent out as well.
 - ii. Faculty Evaluation Process: The process is being reviewed in detail. The VPAA, AVPs, and Deans will be making recommendations to faculty affairs once the process has been reviewed and changes have been made. The recommendations will be focused on making sure the process makes sense, is clear, and there is no confusion. (No time frame given, however the evaluation process is expected to proceed during the fall semester using the current APM procedure while updating is in process).
- d. Student Affairs – *Dean Inman*
 - i. Will meet on Friday, October 6th to make updates to the positions on the committees and update committee functions
- e. Administrative Affairs – *Valerie Lewis*
 - i. *None*

VI. New Business

VII. Other Announcements

- a. Title IX has many changes – Vanessa Williams will send out updates.
- b. Announcements:
 - i. Manufacturing Day: Save the date Thursday, October 5th on East Campus. Industry people will be there along with activities.
 - ii. October will be Cyber Security Month. There will be a Cyber Expo with speakers and more.
 - iii. Lecture Series: October 12th, John Douglas, FBI
 - iv. Spirit of South Arkansas Small Business Awards October 18th
 - v. Global Business Workshop will be on February 8th with a speaker from Michigan State.

VIII. Adjournment

A motion to adjourn was made by Casey Martin and seconded by Valerie Lewis. The meeting was adjourned at 11:09 a.m.

Minutes submitted by: Mary Kate Sumner