

Planning Council

MEETING MINUTES

Date: Friday, February 28, 2020

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 10:47 a.m. on Friday, February 28, 2020 in the ADM Board Room.

II. Roll Call

The following council members were present: Dr. Ken Bridges, Benjamin Cagle, Keith Everett, Justin Geurin, Caroline Hammond, Charley Hankins, Mandi Haynes, Dean Inman, Tim Johnson, Dr. Carolyn Langston, Dr. Cindy Meyer, Dr. Derek Moore, Dr. Michael Murders, Kathy Reaves, Amanda Rhodes, Philip Shackelford, Karsten Tidwell, Carey Tucker, Dr. Stephanie Tully-Dartez, Dr. Bentley Wallace, Brooks Walthall, Ray Winiecki, and Dr. James Yates.

The following council members were excused: Will Clayton, Dr. Tim Kirk, Casey Martin, Cynthia Reyna, and Veronda Tatum.

The following guests attended the meeting: Dr. Susanne Wache, Jayna Winiecki, and Mary Kate Sumner – Recorder.

III. Approval of minutes from previous meetings

Philip Shackelford made a motion to approve the minutes of the council meeting held on Friday, December 6, 2019. Brooks Walthall seconded the motion. The minutes were approved as written.

IV. President's Updates

- a. Budget Season – Cabinet is preparing for Board of Trustee Finance Committee meeting on March 10 & the Board of Trustee Board meeting on March 17.
- b. There will be Legislative meeting in April that Dr. Wallace and Carey Tucker will attend.
- c. Meeting for Enrollment management/Recruiting/Tracking are being conducted with the faculty and staff of the different divisions.
- d. Henderson has offered a \$6000 scholarship to one of our students.

V. Cabinet Updates

- a. The following items were brought to cabinet as Action items and were approved:
 - i. APM 3.08 Discretionary Leave
 1. An additional statement was added to clarify college practice. “The discretionary leave will not carry over to the next fiscal year.”
 - ii. APM 2.50 Merit Bonus – new policy
 1. Clarification was added- “Satisfactory or Above.”

VI. Actions

- a. Academic Affairs – Dr. Cindy Meyer

- i. Elimination of the English II course (BSTD 0613 English II) and replace with Composition I (BSTD 0211) with Laboratory course (including changing all current catalog entries regarding prerequisite of English II toward any and all college level courses).

Send Forward to Cabinet	Send Back to Committee
X	

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- ii. APM 1.10 Change - Merge the Distance Learning Committee and Library Committee into a new, combined Academic Support Committee.
- b. Student Affairs – *Tim Johnson*
 - i. SouthArk’s Academic All-Star eligibility, selection process, and application process.
- c. Administrative Affairs – *Charley Hankins*
 - i. No Report.

All action items above have been sent forward to cabinet.

VII. Discussions

- a. Academic Affairs – *Dr. Cindy Meyer*
 - i. Newly formed task force, Curriculum Proposal Process.
 - 1. This is to streamline the process. Please send any comments to Dr. Murders or Michele Hildreth. The first meeting will be on March 13.
- b. Student Affairs – *Tim Johnson*
 - i. No Report.
- c. Administrative Affairs – *Charley Hankins*
 - ii. No Report.

VIII. Announcements

- a. Academic Affairs – *Dr. Cindy Meyer*
 - i. A consistent grading scale will be placed on each course master syllabus – for each section of that course.
- b. Student Affairs – *Tim Johnson*
- c. Administrative Affairs – *Charley Hankins*
 - i. Dusty Sheppard is our new Physical Plant Director.
- d. Nominating Committee – *Dr. Carolyn Langston*
 - i. Nominations for committee members were sent to Cabinet on January 22 and were approved. The nominated committee member and the chairs of the committees they were placed on have been notified. (List is attached).
- e. Cabinet
- f. Planning Council Members
 - i. The THIRD ANNUAL South Arkansas Literary Festival will be Saturday, April 4, 2020!
 - ii. March Board of Trustees Meeting will be March 17, 2020. (Wear your Green!)
 - iii. Next Planning Council Meeting will be March 20, 2020 at 10:45am. The Administrative Affairs Council has generously moved their council meeting for us to meet

IX. Comments

X. Adjournment

A motion to adjourn was made by Philip Shackelford, and seconded by Justin Geurin. The meeting was adjourned at 11:04 a.m.

Minutes submitted by: Mary Kate Sumner