

# Planning Council

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## MEETING MINUTES

Date: Friday, March 19, 2021

Time: 10:45 a.m.

Place: Virtually - Microsoft Teams Program

### I. Call to order

Dr. Stephanie Tully-Dartez called to order the regular meeting of the Planning Council at 10:45 a.m. on Friday, March 19, 2021 virtually through Microsoft Teams Program.

### II. Roll Call

*The following council members were present: Dr. Ken Bridges, Benjamin Cagle, Brandi Cotterman, Dr. Justin Geurin, Gary Hall, Caroline Hammond, Mandi Haynes, Dean Inman, Dr. Tim Kirk, Dr. Carolyn Langston, Dr. Casey Martin, Dr. Cindy Meyer, Dr. Derek Moore, Kathy Reaves, Cynthia Reyna, Amanda Rhodes, Philip Shackelford, Veronda Tatum, Carey Tucker, Dr. Stephanie Tully-Dartez, Brooks Walthall, Vanessa Williams, Lauri Wilson, Ray Winiecki, and Dr. James Yates.*

*The following council members were excused: Keith Everett, Tim Johnson, Deborah Moore, Dusty Shepherd, Karsten Tidwell, and Dr. Bentley Wallace.*

*The following guests attended the meeting: Lillian Ellen, Jayna Winiecki, Joy Dupont, and Mary Kate Sumner – Recorder.*

### III. Approval of minutes from previous meetings

Dr. James Yates made a motion to approve the minutes of the council meeting held on Friday, January 22, 2021. Philip Shackelford seconded the motion. The minutes were approved as written.

### IV. President's Updates

- a. VPAA Search: Dr. Stephanie Tully-Dartez has been hired as the new VPAA. Will start officially April 1, 2021.
- b. CARES Funds: Last disbursement of the original CARES Funds being sent out currently for Spring. New round of CARES Funds will start in the Summer.
- c. Over three years, SouthArk will shift 50% of the fees students incur from online classes to the technology fee that all students are charged in order to account for the increased use of blackboard across all classes.
- d. SouthArk will officially have Baseball and Softball

### V. Cabinet Updates

- a. The following items were brought to cabinet as Action items and were approved:
  1. English I to English Fundamentals:
    - a. Explanation of change: English I is the only class left on campus that has the BSTD designation, and the college continues to work toward no longer having BSTD courses.
    - b. Reason for change: To remove the BSTD course designation from the catalog. We would like to change the name to *English Fundamentals*; Course Code Recommendation: *ENGL 0103*
  - ii. Nominating Committee List of nominations from 2-5-2021

### VI. Actions

- a. Academic Affairs – Gary Hall
  - i. To change Course Prefix designation: BSTD 0211 Comp I lab to ENGL 0211 Comp I lab

1. It is part of a national change to reduce remediation and move to the requisite lab model. This will eliminate all BSTD prefixed courses from the catalog and is the final element in the move to the CoReq model which commenced in Spring 2020 with Math courses and CoReq labs and continued with the recently approved change from BSTD 0163 English to ENGL 0103 English Fundamentals.
- b. Student Affairs – *Dr. Casey Martin*
  - i. APM 5.05d Gym Use. Update to Gym Use policy.
- c. Administrative Affairs – *Lauri Wilson*
  - i. APM 2.42 Salary Adjustments for Degree(s) Earned. Update to Salary Adjustments for degree(s) earned policy. (Starts July 2021)
  - ii. APM 2.35a Retirement Benefits. New Policy to explain current benefits.

*All Action items above are to be sent forward to cabinet.*

## **VII. Discussions**

- a. Academic Affairs – *Gary Hall*
  - i. No Report.
- b. Student Affairs – *Dr. Casey Martin*
  - i. No Report.
- c. Administrative Affairs – *Lauri Wilson*
  - i. No Report.

## **VIII. Announcements**

- a. Academic Affairs – *Gary Hall*
  - i. Academic Support Committee approved a new OER plan, and it will be heading to Academic Affairs Council next! - Philip Shackelford
- b. Student Affairs – *Dr. Casey Martin*
- c. Administrative Affairs – *Lauri Wilson*
  - i. New Employee Orientation via Zoom: April 16 & 30. Please provide any feedback to HR of who would like to be involved or contribute to the orientation.
  - ii. Employee Recognition: Please contact Mike Roberts with any suggestions on new ways to recognize staff members.
- d. Nominating Committee – *Brandi Cotterman*
  - i. Nominating Committee met and sent a list of committee membership nominations to Cabinet. Those were approved. The new committee members and corresponding chairs have been notified by email.
- e. Cabinet
  - i. VPFA - Carey Tucker
    1. Wants to thank the HR committee, VPFA division, and Administrative Affairs Council for all of their hard work with the updates made to the APM.
    2. Due to a pipe bursting in the Administration Building during the snow, will have construction work performed on the floor. All Admin building employees will move to a different location for a few weeks May 3 until May 21.
- f. Planning Council Members
  - i. Next Planning Council Meeting will be a meeting held April 23, 2021.

## **IX. Comments**

### **X. Adjournment**

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

*Minutes submitted by: Mary Kate Sumner*