

Cabinet Meeting
Monday, June 23, 2014
3:00 p.m., West Campus – Administration Building Board Room
Minutes

I. Issues for Discussion

- A. Salary Equity Study – Dr. Belinda Aaron
 - Review of old SACC Salary Guide (2005-2006); use of guide for placement
 - Further research and review to be done with new CAO
- B. COLAs – Dr. Aaron
 - Recommend approval of 1% COLA. Funds are in contingency. Request will go to Board of Trustees Finance Committee and full Board.
- C. Summer & Fall enrollment – Dr. Barbara Jones
 - Reviewed summer course offerings and enrollment to determine any trends
- D. ADE Digital Learning requirement – missed deadline to be a vendor. Can be one through Ray Hinson at ACE. Also, can apply in September. Dr. Jones
 - Dr. Bullock will inquire further on proposal to become a vendor.
- E. Statewide Open House – Monday, December 1st – community leaders involved – PR people meeting in July – will develop a tool kit. – Dr. Jones
 - Asked Cabinet to put date on calendar and brainstorm about what we can do on campus.
- F. Legislative issues – Dr. Jones:
 - Performance Based Funding
 - Equity funding
 - Technical Education/Workforce funding
 - Government Relations Institute – in September – Friday-Saturday event (2-3/institution)
 - Career Pathways Initiative
 - Career Coaches

II. Action

- A. It was discussed at the Administrative council and it was recommended that that all employees must provide a valid telephone number; it was further recommended that when the portal is made available that it will require an entry in either the home phone or cell phone field before granting access to the system. – Dr. Tim Kirk
 - This was identified as a HR process. Data entry of employee information will now become part of HR in-processing and the new employee orientation. We are at 73% of employee compliance with phone number entry.

Cabinet action: no action necessary – referred back to HR

III. Announcements – no action

- A. Pipeline for Enrollment (handout) – Dr. Stephanie Tully-Dartez
- B. Our VFA dashboard data has been published on the AACC website. Anyone can access our information, but you have to be a registered user to look at Benchmarking information. Until all data is validated later this month, I could not register anyone as a data viewer only; so I have signed Kathy Waldrop with an admin account. If you wish to look at benchmark data right away, please schedule a time with Kathy so that she can walk you through it. – Dr. Tully-Dartez
 - Nationally - Should be done by June 30th.

- C. The **mycampus.southark.edu** portal was shown at the Administrative Council last Friday (06-20-14). – Dr. Kirk
- Cabinet members were asked to review and to suggest information to be included on portal. (As an admitted student, what do they need to be successful?)
- Student Services, the Business Office, and Human Resource offices were charged with content development and appointing someone to work with OIT to implement their content. – Dr. Kirk
 - There was considerable excitement about the site and OIT was charged with creating some additional general ledger reports for PXWebQuery. – Dr. Kirk
- D. Board of Trustees Meeting – Wednesday, June 25, 2014 at 3:45 p.m. – Dr. Jones
- E. ADHE online course repository for all colleges – Dr. Jones
- F. ADHE is developing an online course application-statewide – Dr. Jones
- G. AR Education to Employment Report – good info to share! – Dr. Jones
- H. Lottery not going to meet current budget so might not be able to award as many scholarships as in past – may use GPA – Dr. Jones
- I. AATYC Conference – October 12-14, 2014 in Hot Springs – Dr. Jones
- Speaker on workforce training