

Cabinet Meeting
Monday, July 28, 2014
3:00 p.m., West Campus – Administration Building Board Room
Minutes/Notes

I. Approval of Previous Meeting Minutes – July 21, 2014 – approved

II. Issues for Discussion

Dr. Barbara Jones, President

- A. Southern Governors' Association (SGA) Annual Meeting – Thursday, August 14, 2014 - Sunday, August 17, 2014 – attendees? Susan Jordan will send agenda and information to cabinet. Those interested in attending should notify Dr. Jones.
- AATYC Support Staff Meeting – Tuesday, August 5th from 10 a.m. to 2 p.m. at Union Station in Little Rock – limited to 3 attendees per college Vice Presidents – Check with administrative assistants and submit names of those interested in attending to Dr. Jones/S. Jordan.
- B. South Arkansas Administrative Professionals (SAAP) – SouthArk hosting on October 2 at noon in the conference center – cabinet speak/present on programs we offer
- Welcome – Dr. Jones
 - Reserving Rooms – Dr. Belinda Aaron
 - Programs – Dr. Holly Ayers
 - Non-credit Courses – Jamie McConathy
- C. STAND – MOU changes
- D. Joint Performance Review Committee – Dr. Jones, Jamie McConathy, and Greg Taylor testified concerning our PTEC program, industry partnership, and SWACCC DOL grant.

Dr. Belinda Aaron, VPFA

- E. Arboretum contact information on website
- Carol Modica-Smith is the contact person for reservations
 - Updating information on website
- F. Payroll certification form for non-classified employees – reviewed and approved

Dr. Holly Ayers, VPL

- G. Catalog updates – major changes made/finalized
- H. Final plans/script for Commencement – to be sent out on Tuesday.
- I. Items of interest from CAO/CSAO Meeting
- AA vs AS in Liberal Arts – (35 credits core; 25 credits elective pool suggested) (letter of notification?)
 - AAT vs AS in Education, possible statewide blanket submission
 - Quantitative Literacy, transfer degree acceptance issues
 - Title IX
 - SGA

Dr. Jim Bullock, VPSS

- J. Dr. Sterling Claypoole is recommending an opportunity with Project South to provide honor cords to SouthArk veterans who graduate. – ok – add notation to commencement program

III. Action

Dr. Ayers, VPL

- K. Approve Convocation Schedule – final revisions to be sent out

IV. Announcements – no action

Dr. Aaron, VPFA

- Non-Classified Payroll Certification training for supervisors July 29th, 9:30 am, Health Science Building Lecture Hall. Form uploaded to new portal.
- AMTC site preparation: surveyor and forester initial visit to site; bid specs and contract vetted by AG office.
- Summit Street parking lot too wet to stripe today as scheduled; anticipate opening Wednesday, June 30th, however, street still needs work by City so caution is urged until project complete.

Dr. Ayers, VPL

- OTA Pinning – Friday, August 1st at 2pm in the Library Auditorium
- Surgical Tech Pinning – Thursday, July 31st at 6:30pm in Murphy Hall
- Update on unfilled/offered positions
 - Welding (hired)
 - Secondary Technical Center Director (hired)
 - WAGE Instructor (hired)
 - Biology Instructor
 - Respiratory Therapy Program Director
 - OTA Program Director
 - E-Learning Specialist
 - DOL Grant positions – welding, mechanical, PTEC
 - HSC Advisor Coach
 - Security Officer
 - Administrative Assistant
 - Foundation Assistant