

Cabinet Meeting – Monday, September 22, 2014  
Administration Building Board Room  
Meeting Notes/Minutes

**I. Action**

Approval of Minutes – September 15, 2014 - approved

**II. Discussion**

Dr. Barbara Jones, President

- APM 3.01, Chapter 1

Dr. Jim Bullock, Vice President of Student Services

Dr. Belinda Aaron, Vice President of Finance and Administration

- Faculty job descriptions and resumes
- APM review and proposed assignments and timeline

Dr. Stephanie Tully-Dartez, Chief Institutional Effectiveness and Advancement Officer

- Campus Conversations
- Web Editors (possibly catalog editors)

Dr. Tim Kirk, Chief Information Officer

**III. Announcements**

Dr. Barbara Jones, President

- VPL Update
- AR STEM Coalition Meeting, SAU-M, September 25, 9:30A-2:30P

Dr. Jim Bullock, Vice President of Student Services

- Update on National Society of Leadership and Success – 94 applications received
- Hiring Updates
  - Gabriel Williams will begin duties as Student Advising Coach in Health Sciences on Thursday, September 25
  - Selecting finalists this week to interview for Financial Aid and Student Advising Coach positions that have been operationalized from Title III
  - Getting ready to post position for Accommodative Specialist/Perkins

Dr. Belinda Aaron, Vice President of Finance and Administration

- New FOI booklet distributed; will include FOI training in HR orientation process and staff development opportunity
- Flower Fund – will send out new form to all employees and post on portal.

Dr. Stephanie Tully-Dartez, Chief Institutional Effectiveness and Advancement Officer

- Catalog Style Committee met on Thursday. Next meeting is 9/23/2014
- Please submit any agenda items for the Planning Council meeting by 5PM on 9/23/14. Currently, there are no action items being brought forward.
- IPEDS data is being entered now. I will be sending info for review or confirmation. Please respond by Oct 5 if I send you anything. Thanks.

Dr. Tim Kirk, Chief Information Officer

