

Cabinet Meeting – Monday, March 6, 2015  
Administration Building Board Room  
Minutes

President, Dr. Barbara Jones  
Vice President for Learning, Dr. Mickey Best  
Vice President for Student Services, Dr. Jim Bullock  
Interim Vice President for Finance & Administration, Mr. Lathan Hairston, **absent**  
Chief Information Officer, Dr. Tim Kirk, **absent/in training**  
Chief Institutional Effectiveness & Advancement Officer, Dr. Stephanie Tully-Dartez  
Interim Chief Administrative Services Officer, Dr. Michael Chikeleze  
Interim Chief Financial Officer, Mr. Bruce Hankins

**I. Action**

Approval of Minutes – February 23, 2015 (have not received)

**II. Discussion**

President

1. HLC:
  - a. Dr. Tully-Dartez to do Annual Institutional Data Update
  - b. Dr. Best to notify HLC about change in MLT program accreditation status and Bruce Hankins as interim CFO
2. Calendar:
  - a. Annual Calendar to come up through Vice Presidents
  - b. Dr. Jones and Dr. Tully-Dartez will work on policy
3. Work Hours:
  - a. Dr. Chikeleze to designate
4. Succession in Administration:
  - a. Not in writing, for Vice Presidents
  - b. Board Policy for President
5. Highway Bill: Not proceeding this session.
6. Lottery Bill
  - a. Bill failed, but was expanded, so it will go back for another vote.

VPL

1. Faculty Evaluation Critique:
  - a. Is ¾ done.
  - b. Plan to bring forward thoughts next week.
2. Deans Retreat:
  - a. Focused on summer and fall schedule development.
  - b. Shifting from a “roll over” schedule to one based on student need and growth opportunities.
3. Cosmetology Summer Bridge
4. Accelerated Business Degree
5. Credit When It’s Due Program
  - a. Statewide: 500 consents, 200 awards
  - b. SouthArk: Minimal numbers
6. Statewide Apprenticeship – SouthArk considering welding at Universities
7. ADHE Policies – 5.14 Conditional admissions
  - a. Must complete core
8. Performance Based Funding (PBF):
  - a. 3 community colleges impacted.
  - b. Senator Maloch – changed from 25% to 10% until at 75% of formula funding achieved.
9. Secondary Career Center for funding:
  - a. Mr. Hankins asked to prepare a flow chart of revenues and expenses of Secondary Career Center.

10. Concurrent Enrollment:
  - a. Meeting with Union County superintendents and principals
  - b. Set targets.
11. Early College High School concept. – College and high school credit.

#### VPSS

1. HLC Update:
  - a. Calendar for HLC Committee completion dates of writing and reporting.
  - b. Faculty Handbook – dates for completion.
  - c. Job descriptions (in process) – to be done by Becky Riggs.
2. ACC Conference Call for CAOs/CSSOs
  - a. PBF issues – recommend benchmarks
  - b. Legislative updates
3. Senate Bill 476 – Procurement – much reporting required.
4. Senate Bill 742 – Community colleges to provide education to prisoners, alternative sentencing, etc.

#### Interim VPFA – N/A

#### CIO – N/A

#### CIEAO

1. HLC - Annual Institutional Data Update
2. Weave training
  - a. Stephanie, Marguerite, HLC Steering committees, Deans
  - b. Faculty training – Opportunities in April, May and June
  - c. Will provide timeline for implementation in next week.

#### Interim CASO

1. HR – Job descriptions, faculty credentials, compliance.
2. IPEDS report related to HR
3. Diversity Report
4. Acquired building on South West Ave.
5. Town House restaurant being vacated. Demolition will commence once approval attained.

#### Interim CFO

1. Budget Hearings
  - a. Include Vice Presidents and Deans
2. Audit – Still on campus.

### **III. Announcements**

#### President

#### VPL

#### VPSS

#### Interim VPFA

#### CIO

#### CIEAO

#### Interim CASO

#### Interim CFO