

Cabinet Meeting – Wednesday, May 20, 2015  
Administration Building Board Room  
Minutes

President, Dr. Barbara Jones  
Vice President for Learning, Dr. Mickey Best **Absent**  
Vice President for Student Services, Dr. Jim Bullock  
Chief Information Officer, Dr. Tim Kirk  
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 – May 13, 2015 – [Approved as amended](#)

### CIO

A. Spreadsheets or independent databases that need to be submitted to Jenzabar – [send to Dr. Kirk by Friday, May 22.](#)

### CIEAO

A. APM Updates – [Approved with minor edits](#)

- 1.04
- 1.05
- 1.05a
- 1.08
- 1.08a

### Interim CASO

A. Process for APM changes modified – [in preface](#)

- [Template change form](#)
- [Forms portal on Jenzabar](#)

### Interim CFO

A. [Facilities under 4 section, trying to combine into 1 section.](#)

## II. Discussion

### President

- A. Catalog – Due May 15<sup>th</sup> to Cabinet
- [Need to bring to Cabinet next Wednesday, May 27.](#)
  - [Need 2 year academic calendar](#)
- B. Debrief
- [Graduation – Discussion; Dr. Best to hold graduation debriefing meeting.](#)
  - [Power Outage – Generator for TEC and check on emergency lights for critical areas.](#)
- C. Presentation at Rotary – [Monday, June 29<sup>th</sup>. Dr. Bullock to organize PPT.](#)
- D. EHS Meeting – [Manufacturing education/recruitment](#)
- E. PARCC SAUM Study – [Not interested in participating at this time.](#)
- F. El Dorado News Times – [Article on career colleges vs. community colleges – to respond](#)

### CIO

- A. Taking electronic leave certification to Planning Council on Friday, May 22.
- B. Administrative Affairs Council – need for Administrative Affairs Committee

### CIEAO

A. Planning Council on Friday

- B. Website – “new” look – send comments
- C. Virtual Video – Will show Cabinet next Wednesday, May 27

Interim CASO

- A. APM – VP for

Interim CFO

**III. Announcements**

- A. BRT training – if funds available

Next Cabinet meeting: Wednesday, May 27, 9:00 a.m.