

Cabinet Meeting – Thursday, August 13, 2015
Administration Building Board Room – 3:00 P.M.
Minutes

President, Dr. Barbara Jones

Vice President for Learning, Dr. Mickey Best – [Absent, excused](#)

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

I. Action

Approval of Minutes – August 3, 2015 – [Approved](#)

II. Discussion

President

- Personnel Requests – Becky Riggs – [Presented information](#). Asked for feedback if any new positions needed or desired.
- E-Books – [Take it under consideration for Spring Semester](#). Ask Linda Rathbun to work with Dr. Best. [Questions arose on why use Red Shelf instead of just using existing publishers.](#)
- ACC Leadership Institute – [Approved Dr. Best & Dr. John Spencer.](#)
- State Grants – [MFG, IT](#)
- SouthArk Leadership Academy Curriculum Schedule – [Asked for agenda Class I, 2015-2016](#)

VPL

- Fall 2015 Convocation – Draft
- Post Update August 2015 Graduation
 - [Wireless Mics so not on podium.](#)
 - [Feedback from sound system.](#)
 - [Slow down name reading a little.](#)
 - [Days and time.](#)
 - [Ambassadors to serve as ushers.](#)
 - [Student marshal training.](#)
 - [Rehearsal for new positions.](#)
 - [Move table to middle.](#)

VPSS

- Community Library Patrons

ICASO

- Positions Update – [Review of hiring](#)
- Finance and Facilities Update
 - [Flood at AWBC.](#)
 - [Welding Building renovation – request sent to DOL Office.](#)
 - [AMTC – contract in revision.](#)
 - [ABA Loan for energy improvements – report received from MEP/Brown](#)
 - [Recommend waiting for Director of Facilities can have opportunity to assess and recommend with goal project for 16-17.](#)

CIEAO

- Employee Blog

- Template/layout – Dr. Tully-Dartez and Marketing/PR Staff.
- Pictures – Katie
- Data Entry – HR/Carol
- Calendar for the Website
 - Layout to change.
 - Keep 2 year calendar up-to-date
- Legal Aid
 - Expungement Workshop

III. Announcements

VPSS

- Enrollment Numbers Update – Purge on Thursday – 8/20 – Financial Conversation issue
- Admission steps info sheet

CIEAO

- #SouthArk4U Social on the first day of classes – Bancorp South will be cooking, 2 large outdoor cooling units have been rented, businesses are being contacted about student discounts/freebies – [HP](#)

CIO

- New Blackboard updated.