Cabinet Meeting – Monday, April 11, 2016
Administration Building Board Room – 3:00 P.M.
Minutes

Present | Absent
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_X_ | President, Dr. Barbara Jones
_X_ | Vice President for Finance and Administration, Mr. Carey Tucker
_X_ | Vice President for Learning, Dr. Mickey Best
_X_ | Vice President for Student Services, Dr. Jim Bullock
_X_ | Chief Information Officer, Dr. Tim Kirk
_X_ | Chief Institutional Effectiveness & Advancement Officer, Dr. Stephanie Tully-Dartez

I. Action

Approval of Minutes – March 28, 2016 – approved

President
- President’s Award, Spirit of SouthArk – discussions

VPFA

VPL
- Coverage for last “hard copy” costs associated with *Writer’s Ink* magazine ($500 for graphic design and checks for 18 “cash prizes” totaling $1,350) – approved to use contingency – should not have eliminated entire budget

VPSS

CIO
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CIEAO

II. Discussion

President
- Request for SouthArk e-mail address – *Not approved, unless a student or employee.*
- Debrief of emergency notification process
  - Set Alertus with Tornado Warning time
  - Remember to send out “all clear”
  - Remind building coordinators of their role and responsibilities
  - Update Building Coordinators List – Carey Tucker
  - Community members came in to shelter

VPFA
- Budget under Jenzabar – *should receive email*

VPL
- Community Paramedic CP for incumbent paramedics-LON – *only cost will be for adjunct instructor. Suggest to change the designation to advanced certificate. Dr. Tully-Dartez and Dr. Best to investigate.*
- Need pianist for Commencement

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VPSS
- Term limits for committee chairs – Cabinet suggested to ask Faculty Affairs Committee to modify APM 1.10 to include term limits for members and chair.
- President’s Student Debt Initiative Webinar – Dr. Bullock to send out information for Cabinet to review.

CIO

CIEAO
- Overview of Customer Service Survey results

III. Announcements

President
- Board agenda items due

VPFA

VPL
- Search Committees reviewing applications:
  - Dean of Liberal Arts – (19)
  - Director, Library – (4)

VPSS
- RFP for federal grant proposals (i.e. Upward Bound and Title III) ready to go out

CIO

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