

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

<u>Present</u>	<u>Absent</u>	
<u> X </u>	<u> </u>	President, Dr. Barbara Jones
<u> X </u>	<u> </u>	Vice President for Finance and Administration, Mr. Carey Tucker
<u> X </u>	<u> </u>	Vice President for Learning, Dr. Mickey Best
<u> X </u>	<u> </u>	Vice President for Student Services, Dr. Jim Bullock
<u> X </u>	<u> </u>	Chief Information Officer, Dr. Tim Kirk
<u> X </u>	<u> </u>	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

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

CIEAO