

Cabinet Meeting – Monday, August 15, 2016
Administration Building Board Room – 3:00 P.M.
Minutes

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

I. Action

Approval of Minutes – August 10, 2016 – approved

President

1. ACC Leadership Institute – Carey Tucker – approved

VPFA

VPL

1. Master Syllabus and Course Syllabus

- Template on U-drive and catalog need to be updated with new attendance policy – To be done by Marguerite Rodgers.
- Master Syllabi to be put on Website by Bryce Faulkner, and Charley Hankins.

VPSS

CIO

CIEAO

II. Discussion

President

1. Grant reports:

- DOL/Apprenticeship **AAIP (Arkansas American Apprenticeship Initiative (AAPI) (Welding))**
 - Another planning meeting was held on July 28th, 2016 in order to further identify the key components of SouthArk's Welding Apprenticeship Program. Company representatives from The Systems Group and Great Lakes Solutions, a new partner, participated in the meeting along with SouthArk's welding faculty.
 - The search continues for a part-time AAPI program manager
- DOL/ASP/NEG – pursuing to leverage scholarship for formerly incarcerated – judicial system has coaches to help identify participants
- DOL/TAACCCT – MSSC – CPT credential – seeking approval for this IBC: through ADCE.
 - Just completed DOL monitoring visit Friday
 - 2 Industrial Tech courses are scheduled this fall (one is full with 12/12 students)
 - MSSC non-credit training will begin August 22. We are projecting 30 completers by March 31, 2017
 - June 28-29, The SouthArk Teachers Engaged in Advanced Manufacturing (STEAM) workshop was held. Twenty one local grade school, middle school, and high school teachers participated in this 2-

day event. Activities included workshop sessions covering processes used in manufacturing and also industry tours of Martin Lubricants, El Dorado Chemical, and Georgia Pacific.

- **ADHE FIT (Futures in Information Technology)**
 - Interviews for Grant Manager/Career Coach will be taking place today (August 15, 2016). Several applications were submitted and three applicants have been identified. Division Chair Roomsburg, to encourage early enrollments from HSs, is planning a series of visits this week to get enrollments completed by Friday, August 19.
- **ADHE RAMP (Regional Advanced Manufacturing Partnership: Building the Pipeline)**
 - August 1-5, twenty three 7th-9th grade students participated in the Young Manufacturers' Academy (YMA). Students participated in activities that showcased manufacturing processes and careers. In addition, several guest speakers from local industries presented to the students. August 5, The Be Pro Be Proud Manufacturing Simulation Unit was on site on the east campus as part of YMA.
 - Carey Beevers from the Haas Corporation visited the camp Thursday and presented the grant check (\$5,000).
 - SouthArk has hired, Ms. Faith Elliott, as our new Industrial Technology Mechatronics instructor.
- ADHE – College and Career Readiness – 4 coaches hired; trained last week; on High School campuses.
- Others – America's Promise proposal – DWS & ACC – EMT/Paramedic – at SouthArk involve 15/year total of 60 for 4 years
- AARP Grant proposal being written
- Office of Skilled Workforce grants – Submit 25 days in advance of the start of the classes

2. HLC Project

- Assurance Argument – Dr. Bullock
- Federal Compliance – Carey Tucker
- Faculty roster report – Dr. Best – due 8/15 – not complete – will check off justification
- Assessment Plan – Dr. Best and Dr. Tully-Dartez – can send it out 8/16 to cabinet to review
- QI Report – Dr. Tully-Dartez – 8/16 to cabinet for review
- Timeline for August – November (attached)

3. CTE Budget

VPFA

1. HR Update
2. Budget Update – 80% of SSCH for fall enrollment at this time

VPL

1. Revised MOU – Pafford – approved with extending date until June, 2017

VPSS

1. HLC

CIO

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III. Announcements

President

VPFA

VPL

1. Live links are available for electronic sign up for convocation breakout sessions

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New Student Orientation

Tuesday, August 16, 2016

8:30 a.m.—3 p.m.

Board of Trustees Meeting

Tuesday, August 16, 2016

3:45 p.m.

Administration Building Board Room

Convocation

Wednesday, August 17, 2016

8:00 a.m. – El Dorado Conference Center

All employees – college closed half day

Thursday, August 18, 2016

Faculty department meeting/division meetings

New Employee Orientation

Friday, August 19, 2016

8:00 a.m. – 12:00 p.m.

Administration Building Board Room