

Cabinet Meeting – Monday, September 12, 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 – September 7, 2016 – [approved with edits](#)

President
VPFA
VPL
VPSS
CIO
CIEAO

II. Discussion

President

1. Mock Site Visit Agenda for September 26-27
2. SouthArk Lead Class II Agenda for September 21 meeting
3. Constitution Day/ Voter Registration – [Friday, September 16th – trivia challenge Heath Waldrop and Dean Inman – deadline for voter registration October 10th](#)
4. Community College Work\$ Events – [October 4th – Manufacturing Day – planning meeting on Wednesday](#)
5. Campus Conversation Dates – West Campus location revised to Library Auditorium
6. Trail of Holiday Lights 2016 – Chamber of Commerce
If your business/organization is hosting a special event for the Christmas season and you would like for it to be included in the Trail of Holiday Lights magazine please contact Ty Morgan at the Chamber at (870) 863-6113 or tyteonia@goeldorado.com. Submissions must be emailed to Ty by Tuesday, September 13th at noon. [Lights and decorations and fountain](#)
7. Grant Updates/Reports
 - DOL/Apprenticeship **AAIP (Arkansas American Apprenticeship Initiative (AAPI) (Welding)** – Dr. Best – no updates from previous week
 - DOL/NEG/ASP – Dr. Bullock – [Job Fair and Soft Skills Speaker – invited participants; interviewed for Admin II position; participated in Outdoor Expo, contacted 2 students interested in MSSC/CPT](#)
 - DOL/TAACCCT – Dr. Best
 - New Growth, third party evaluator will be on campus on September 29.
Prior to the visit, they will advise A. Lopez/L. Lephiew what documentation they need, present a tentative meeting agenda, and request a student forum
 - USDA/**SIM Lab** – no updates from previous week
 - ADHE **FIT (Futures in Information Technology)** – Dr. Best

- An advisory meeting was held on Thursday, September 8th, to review course sequencing for Spring 2016. Also reviewed was the proposed CPs content since these will be going to Curriculum Committee soon. In terms of recruitment efforts Cathy Harrell will be working with all schools this Fall to build toward future enrollments, but especially El Dorado and Smackover since they are the two largest K-12 partners, expressed the most interest and had no students. Cathy has met the students and spent time reading all of the consultant reports.
 - **ADHE RAMP (Regional Advanced Manufacturing Partnership: Building the Pipeline)** – Dr. Best – no updates from previous week
 - **ADHE – CCRP (College and Career Readiness Program)** – Dr. Bullock – [coaches attended ARACRO \(3 CEUs\)](#) – 8th grade study skills, 7th grade overview, 7 grade parent meetings – 468 total contacts
 - Others
8. HLC Projects
- Assurance Argument – Dr. Bullock – [draft sent out to SACC-All and Board of Trustees](#)
 - Federal Compliance – Carey Tucker – [posted](#)
 - Faculty roster report – Dr. Best – [progress report](#)
 - Master Syllabi – Dr. Tully-Dartez and Dr. Mickey Best – 53% “clean” and loaded – total 459
 - [Course Schedule](#) – Dr. Tully-Dartez and Dr. Tim Kirk to work on this for HLC portal

VPFA

1. HR Update

VPL

1. Can PAFs be set up in Jenzabar rather than using the present approach of electronic signatures with multiple saves by each level of manager and Dr. Jones? – [yes, but not yet available. Contained form update and will get training](#)
2. Conference call update (Mr. Lloyd Hammonds – HLC) and clarifications for visiting team logistics regarding travel, proposed schedule, communication to him regarding identification of “institutional groups,” requested group meetings
3. HLC billing to SouthArk

VPSS

1. Political Debate Update – [offered the Library auditorium for a forum](#)
2. On-Campus Medical Services – [consensus was not needed at this time](#)
3. Enrollment Update – [working on 11th day official count](#)

CIO

CIEAO

1. Community College Work\$ Update conference call tomorrow (Tuesday 9/13) at 10 a.m.

III. Announcements

President

1. Board Meeting is September 20th – board reports/agenda items due to Susan
2. September 21, 2016, Wednesday – SouthArk Library Commemoration/Recognition – revised date
3. [El Dorado Promise inquiry](#)

VPFA

VPL

1. Faculty Roster report/update (as of 09/09/2016)

VPSS

CIO

CIEAO