

Cabinet Meeting – Monday, September 19, 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 – September 12, 2016 – [approved with minor edits](#)

President

VPFA

VPL

1. Distance Education Policies and Procedures Manual placement into APM

VPSS

CIO

CIEAO

II. Discussion

President

1. Standing Committee Membership List – [Dr. Best will be the “keeper” of the standing committee membership list. VPFA and VPSS must send the vacancies to Dr. Best/Marguerite](#)

[To upload meeting minutes:](#)

- [Marguerite-Academic Affairs](#)
- [Adrienne-Student Services](#)
- [Carol-Administrative](#)
- [Bryce-Planning](#)

[VPs asked shared governance website to review for council/committee minutes](#)

2. Grant Updates/Reports

- [DOL/Apprenticeship AAIP \(Arkansas American Apprenticeship Initiative \(AAPI\) \(Welding\) – Dr. Best – no applicants; Ray Winiecki working on bids.](#)
- [DOL/NEG/ASP – Dr. Bullock – Job Fair & Job Readiness Workshops – 8 businesses registered/AR Rehab, US Army recruiter, & two SouthArk tables – Spoke to 7 new students](#)
- [DOL/TAACCCT – Dr. Best – visit Sept. 29; conf. Sept. 28 @ UACC-Hope; reports due 9/23](#)
- [ADHE FIT \(Futures in Information Technology\) – Dr. Best – 2 new CPs to go to Curriculum Committee for consideration](#)

- ADHE RAMP (Regional Advanced Manufacturing Partnership: Building the Pipeline – Dr. Best – No updates
 - ADHE – CCRP (College and Career Readiness Program) – Dr. Bullock – coaches – 7th grade overview, 9th grade; school board meeting at PCSB & JCSB; 806 total contacts
 - EDA/AMTC – They asked for prior year college audit, so seems to be progressing
3. HLC Projects
 - Assurance Argument feedback – Dr. Bullock – two suggested adjustments recieved
 - Faculty roster report – Dr. Best – at 62% CTE- 64% HNS-70% Liberal Arts-50%
 - Master Syllabi – Dr. Mickey Best – 55%
 - Logistics – Dr. Patrick Corr, Dr. Best to pick up in Little Rock; Dr. Jason Morrison driving from Poteau, OK; Mr. Lloyd Hammonds driving in from St. Louis – Agenda expected next week.
 - Buildings/grounds preparation
 4. HE Realignment Task Force – send info to SACC-info
 5. El Dorado Promise
 6. STEM Coalition/Million Women Mentors Program – October 21st
 7. Title III Certification – exempt from formula based on expenditures per FTE – IPEDS – low income & Pell % - Strengthening Institutions – Pell% Fall

VPFA

1. Lost Keys – APM & rekeying costs
2. Budget update – 95% of estimate
3. HR update

VPL

1. Class Absence Form submission from Faculty directly to Student is supported by the deans and directors. However, current catalogue and master syllabi indicates that the communication goes out from the VPL office. If SouthArk's main communication tool with students is email, then we can eliminate snail mail. Have we communicated this to students? – suggested changes will go through the Academic Standards Committee
2. Nominating Committee status and concern for input from Student Services and Administrative Services.

VPSS

1. HLC Update
2. Enrollment Update
3. Student Request

CIO

CIEAO

III. Announcements

President

1. Board Meeting is September 20th
2. September 21st, Wednesday – SouthArk Library Commemoration/Recognition/
3. World Festival Activities – 11A-1P – food & music; classroom presentations
4. Lecture Series – October 13th
5. ACC Conference – October 9th-11th

VPFA

VPL

VPSS

1. Sep. 20-22: World Day Activities during noon hour at Bistro
2. Oct. 13: Senior Day and Fall Fest

CIO

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