

Cabinet Meeting – Monday, May 15, 2017  
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 Academic Affairs, Dr. Mickey Best
<u>  X  </u>	_____	Vice President for Student Services, Dr. Jim Bullock
<u>  X  </u>	_____	Associate Vice President for Administration, Dr. Tim Kirk
<u>  X  </u>	_____	Chief Institutional Effectiveness & Advancement Officer, Dr. Stephanie Tully-Dartez

**I. Action**

Approval of Minutes – May 11, 2017 – [approved](#)

President

VPFA

VPAA

A. Consideration of DRAFT 2 of Fall 2017 Convocation (emailed to Cabinet)

B. Consideration of ACC Conference Proposals (HANDOUTS)

- a. SouthArk Assessment Coaching Model (Presenters: Ms. Vicki Badgley, Ms. Genevieve White, Ms. Christy Wilson) – [approved](#)
- b. Improving College Completion Using Databased Decision Making (Presenters: Dr. Barbara Jones and Dr. Stephanie Tully-Dartez) – [approved](#)
- c. Blackboard for Library Instruction (Presenters: Mr. Robert Norman, Mr. Phillip Shackelford) – [requested more information](#)

VPSS

AVPA

CIEAO

**II. Discussion**

President

A. Juneteenth Prayer Breakfast, June 10<sup>th</sup> – Dr. Stephanie Tully-Dartez will attend

B. Promise letter response

C. Arboretum – State Parks letter

VPFA

A. Construction update

- Chiller installed this week; programming controls continue; building insulation/envelope
- AMTC construction began today
- McWilliams basement work starts tomorrow; footing poured; insulation installed

VPAA

C. College catalog: Mary Kate Sumner and M. Best continue to monitor the progress for the upcoming e-publishing of the 2017 – 2018 College Catalog. MK Sumner has completed inputting of information received.

- a. Do we have updates in the following areas?
  - i. General Information, Health and Student Safety, Tuition and Fees (VPFA)
  - ii. Continuing Education, Adult Basic Education (CIEAO)

iii. About The College (President and VPAA  
June 12<sup>th</sup> – due date to send to Heath Waldrop  
To go live July 1

D. APHE approval of LON for CP in Networking – CP in Support Specialist

VPSS

- A. Digital Learning Approved Courses – need to review framework for Comp I & II, U.S. History I & II, World History I & II and College Algebra
- B. Student Death – procedure discussed
- C. New AR Association of CAOs being formed. Meeting on June 26<sup>th</sup>.
- D. Mentors for SouthArk Lead – outside college

AVPA

CIEAO

- A. Mission Drafts

**III. Grant Updates/Progress Reports**

DOL/Apprenticeship (**Arkansas American Apprenticeship Initiative (AAPI) (Welding)**) – Dr. Best

- We are still awaiting information from Karen Breashears concerning our status as a DOL registered apprenticeship program. We have emailed her again with this inquiry.
- Work is ongoing for James DuBose’s workload configuration as program coordinator.

DOL/NEG/ASP – Dr. Bullock

**Weekly Summary 5/5-5/12 2017**

- Contacted 3 businesses that may be closing their doors
- Recruited at Rue21, business closing (4)
- Attempted contact with student (dropped out) to encourage completion of CPT; currently unemployed
- Working on advertising for the purchased digital advertising screens
- Recruiting from Donald Lee’s CPT list
- Prep. work for NISOD conf. session options
- [Extension of grant a possibility. Hope to know soon.](#)

DOL/TAACCCT – Dr. Best

ADHE **FIT (Futures in Information Technology)** – Dr. Best

- Of the three high school students enrolled, two earned the Computer Support Certificate approved by ADHE this month.
- Two of the students will be travelling to the national PBL conference to compete in programming. All three earned at least one professional certification.
- Vicki Badgley and Roslyn Turner will be attending a conference this week in New Orleans and will be completing additional training later this summer.
- Equipment has been received for the summer camp program. Registration processes have been set up and marketing materials developed.
- The Coordinator is projecting a surplus (funds remaining) after June of \$70,000.00 if no additional expensing occurs. This is due primarily to delays in hiring, which accounts for at least \$55,000 of the remaining funds. However, these additional funds can be expended before June 30, 2017.

ADHE **RAMP (Regional Advanced Manufacturing Partnership: Building the Pipeline)** – Dr. Best –

- Six-month Progress Report – Due to Tommy Cobb, RAMP Project Coordinator from COSSATOT. ADHE has indicated the due date of June 15, 2017. R. Winiecki has received the “template” to use in preparing the report

**Weekly Update May 8-12, 2017**

- 14 Individual contacts
- 7 *documented* Group contacts
- 21 total *documented* contacts
- Accuplacer test was given at Smackover

**IV. Announcements**

President

VPFA

VPAA

VPSS

AVPA

CIEAO

- Remember to participate in the internal customer service survey 54% responded so far.

<b>SouthArk Upcoming Events</b>			
<b>Date</b>	<b>Description</b>	<b>Location</b>	<b>Time</b>
Tuesday, May 16, 2017	GLAMS	West Campus	
Tuesday, May 16, 2017	Board of Trustees Meeting	Administration Building Board Room	3:45 p.m.
Thursday, May 18, 2017	ACAP Graduation	Library Auditorium	6:00 p.m.
Wednesday, May 24, 2017	Foundation Board Meeting	El Dorado Conference Center	Noon
Tuesday, August 1, 2017	OTA Pinning Ceremony	El Dorado Conference Center	4:30 p.m.