

Cabinet Meeting – Wednesday, May 31, 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>	_____	Interim Vice President for Academic and Student Affairs, Dr. Jim Bullock
_____	<u>X</u>	Associate Vice President for Administration, Dr. Tim Kirk (attending conference)
<u>X</u>	_____	Chief Institutional Effectiveness & Advancement Officer, Dr. Stephanie Tully-Dartez

I. Action

Approval of Minutes – May 24, 2017 – [approved with edits](#).

President

VPFA

A.

IVPASA

AVPA

CIEAO

II. Discussion

President

A. Club Sports

- [Received potential budget for club basketball team from NPC – estimated at \\$16,000](#)
- [Contacted local former basketball coach and EHS athletic director about possible coaches](#)

B. Residential Halls – [approximately \\$100/sq. ft. for modular unit](#)

C. Properties

D. Planning Retreat – [July 11th – WHT 231](#)

E. BOT Retreat – [July 21 – Conference Center – put on calendar](#)

F. APM – [annual report](#) – [Dr. Tully-Dartez and Susan Jordan working on document](#)

G. Facilities Master Plan Projects – [Polk, Stanley, Wilcox working on conceptual drawings – to discuss in Board Retreat](#)

H. Summer II Enrollment – [25th Anniversary - \\$25 bookstore voucher](#)

I. Parking – [Murphy Arts District](#)

J. June Leave Calendar – [Dr. Bullock will have signing authority for Dr. Jones, during her vacation, if urgent](#)

VPFA

A. HR Update

B. Construction Update

- [shutting down server on 6/1/17 for TEC Chiller installation](#)
- [McWilliams supposed to be done on June 30th](#)

IVPASA

A. ADA Audit report given to Physical Plant – [report done by Vanessa Williams. She is asked to prioritize.](#)

B. Summer enrollment update

C. Exploring program viability in light of ADHE report

AVPA

CIEAO

- A. Internal Customer Service Survey
- B. Shared Governance – suggest administrative assistants send out SACC-all message when all committee’s and council meeting minutes have been posted to website
- C. Offsite work in June

III. Grant Updates/Progress Reports

DOL/Apprenticeship (**Arkansas American Apprenticeship Initiative (AAPI) (Welding)**) – no report from Ray Winiecki

DOL/NEG/ASP – Dr. Bullock – Grace Paculict is at a conference – no report

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

- Restructuring the degree plan to work better with Jenzabar and Financial Aid
- We are launching a Facebook advertising campaign using an animated video that Heath had created for us. [<https://youtu.be/nEuDSJ-NXWU> on our You Tube Channel]
- Vicki and Roslyn attended a conference on security and hacking, including a two day workshop.
- Vicki and Roslyn are taking a programming class this summer for Mobile Applications, which ties in to our Mobile Apps for Android Systems that we are developing for the Spring Semester
- We have purchased the equipment we need for the Summer Camp program and have begun advertising; a flyer was sent out campus-wide and is being distributed throughout the community.
- Financial accounts have been set up for the Summer Camp to handle registration and expenses.

ADHE RAMP (**Regional Advanced Manufacturing Partnership: Building the Pipeline**) – no report from Ray Winiecki

ADHE – CCRP (**College and Career Readiness Program**) – Dr. Bullock (VPSS)

- **Weekly Update 5/22 – 5/26**
 - Career coaches worked on campus
 - ACT Prep Instructor’s meeting 5/22
 - Parent Involvement presentation and course launch 5/22
 - On-campus financial aid workshop (7 student contacts)
 - Career coach evaluations began

IV. Announcements

President

- A. Board of Trustees **June 20** meeting time moved to **2:45P**

VPFA

- A.

IVPASA

- A. ADHE has announced the official opening of the ARFuture Grant application. Will offer training June through August.

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SouthArk Upcoming Events			
Date	Description	Location	Time
Tuesday, August 1, 2017	OTA Pinning Ceremony	El Dorado Conference Center	4:30 p.m.