

Cabinet Meeting – Thursday, June 22, 2017
Administration Building Board Room – 4:00 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
<u>X</u>	_____	Chief Institutional Effectiveness & Advancement Officer, Dr. Stephanie Tully-Dartez

I. Action

Approval of Minutes – May 31, 2017 – approved with edits

President

VPFA

IVPASA

AVPA

CIEAO

II. Discussion

President

- A. BOT Retreat reports – Dr. Bullock, Mr. Tucker, & Dr. Tully-Dartez to prepare departmental slides for year successes and future goals
- B. Club Sports - Basketball and Shooting Clubs being investigated
- C. Residential Halls – Dr. Kirk toured dorms at SAU Magnolia
- D. Work order systems – Dr. Tim Kirk to investigate new system
- E. APM review/revision process – Board review is for information only. Mr. Tucker to work with Carol Modica-Moore and Charley Hankins to assure the changes are posted in timely manner.
- F. Campus Culture – Employees that have worked at other college campuses believe SouthArk is very transparent and committees are active in comparison.
 - a. Suggest that we use calendar more (new module for Jenzabar in January)
 - b. Suggest Deans communicate more regularly with faculty
 - c. Suggest committees dates/times/locations set at first meeting in fall and posted to calendar

VPFA

- A. HR Update
- B. Construction update
 - a. chiller installed, but need to take off line to add dampers
 - b. JCI training for controlling systems
 - c. JCI still working on controls
 - d. McWilliams project behind schedule
 - e. AMTC on track – footings down
- C. Real Estate update – making offers on a couple of properties
- D. Offices update –
 - a. Business offices to move to 1st floor later this summer.
 - b. Marketing and Webmaster to move to 3rd floor
- E. Merit Bonus discussion – Corrections to be made for retirees
- F. Janitorial personnel – Hiring FT and PT positions

IVPASA

A. Cost of Attendance Changes – approved

B. Dr. Claypoole proposals

- a. Campus Ministry proposal – previously had such a student organization – may still have by-laws. Dr. Bullock to check files.
- b. Adjunct mentoring – discussion of ways to mentor/train adjunct. This will involve deans.

AVPA

A. Auto Attendant Numbers and Offices

CIEAO

III. Grant Updates/Progress Reports

DOL/Apprenticeship (**Arkansas American Apprenticeship Initiative (AAPI) (Welding)**)

- Karen Breashears stated, to Dean Winiecki, that she would like to meet with our prospective employers who are seeking to place apprentices. Dean Winiecki is awaiting her response on when she might be available in order to set up the meeting.

DOL/NEG/ASP – Dr. Bullock – [will be advertising for position](#)

ADHE FIT (**Futures in Information Technology**) – Dr. Bullock (VPAA) – [student camp in August](#)

ADHE **RAMP (Regional Advanced Manufacturing Partnership: Building the Pipeline**

- Registration for STEAM (June 27-28) has concluded. We have 19 local educators registered. We will be touring El Dorado Chemical and Lanxess during the workshop. In addition, the “Be Pro-Be Proud” vehicle will be on the east campus June 27.
- Preparation continues for the Young Manufacturers Academy (YMA) to be held July 31-August 4.

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

IV. Announcements

President

VPFA

IVPASA

AVPA

CIEAO

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