

Cabinet Meeting – Monday, November 6, 2017  
Administration Building Board Room – 3:00 p.m.  
Agenda

<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 VP for Academic and Student Affairs/Provost, Dr. Jim Bullock
	<u>X</u>	Associate Vice President for Administration, Dr. Tim Kirk
<u>X</u>	<u>X</u>	Interim Associate VP for Workforce and Career Education, Dr. Stephanie Tully-Dartez
<u>X</u>		Interim Associate VP for Arts, Sciences, and Academic Support, Dr. James

## I. Action

Approval of Minutes – October 23, 2017 – approved with changes

### President

A. Vision Statement – Survey resulted to be “pulled” on Tuesday, 11/7. Review next week.

### VPFA

- A. APM 1.10 – approved the intent of the recommendations, but requested to add definitions for ex-officio and “advisory”. Ex-officio will be used in place of “permanent” and “advisory” will replace old “ex-officio” (non-voting; non-quorum) Changes will be made and brought back to next meeting. Approved meeting times and templates changes. Approved changes to Recruitment Committee and Retention and Student Success Committee functions and ex-officio permanent position membership.
- B. Assessment Manual changes – (see handout ) approved
  - Assessment Committee Function changes
  - VPL to VPAA
  - Program Review Schedule changes (Spring to Fall)
- APM 3.17

### IVPASA/P

- A. Items from Academic Affairs Council (see above)
- B. Items from Student Affairs Council (see above)

### AVPA

### IAPWFCE

### IAPASAS

## II. Discussion

### President

A. Project Updates

1. Gun Procedures
  - APM 6.07 revision based on new law going to Administrative Council
  - APM 6.07 Training during convocation
2. Safety and Security Policy Review
3. Guided Pathways – work group meetings
4. Productivity Funding Task Force – December 8<sup>th</sup> – reports from team chairs to Dr. Bullock
5. Community Service – draft of program pilot for food pantry – 4 sites – Cabinet supports (Strategic Plan)
6. Diversity and Inclusion Workshops – first workshops on November 15<sup>th</sup> (Strategic Plan)

#### VPFA

- A. HR Report
- B. Construction Update – AMTC exterior wall 95% complete; steel due 11/8
- C. Security at Warren – check with BCMC
- D. Date for swapping transformer by Entergy – December 15 or 20?
- E. Building Doors and locks – open 7:30A-5:30P only. “Drive” people to main entrances; lock end door for outside. Exit is ok.
- F. Students photos in data base – password protected only
- G. New work order system for facilities management to be installed.

#### IVPASA/P

- A. CCRPP Updates – sent information to DWS on Union County. Funds to be sent to ADHE
- B. Faculty Evaluation Process Updates – updated forms and rubrics, explanation sent to Faculty Affairs Committee for review and feedback.
- C. Eight-week Mini-Mester Concept for Spring – meeting with Arts and Sciences Divisions this week. Will discuss.

#### AVPA

#### IAVPWFCE

#### IAVPASAS

### **III. Grant Updates/Progress Reports**

DOL/Apprenticeship (**Arkansas American Apprenticeship Initiative (AAPI) (Welding)**) – Dr. Tully-Dartez

DOL/NEG/ASP – Dr. Bullock  
– On hold

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

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

ADHE – **CCRPP (College and Career Readiness Pilot Program)** – Dr. Bullock

- Weekly Update 10/30/17 – 11/3/17
  - 37 Individual contacts (majority of contact relate to ACT Registration)
  - 37 Group contacts
  - Team Meeting (General meeting, AIPs, Exit Interview) 11/3/17

### **IV. Announcements**

#### President

- A. see next page
- B. Employee Holiday Brunch  
– Tuesday, December 12 – Library – 11A -1P

#### VPFA

- A. Diversity and Inclusion Professional Development Discussion, Nov 15, 2017 at 9:00 am and 3:00 pm in the Library Auditorium

#### IVPASA/P

- A. **SouthArk on Tour Dates**
  - November 7  
Strong Community Center  
9400 Strong Hwy.

Strong, AR. 71765

Time: 6:30 p.m.

- November 11  
Macedonia Baptist Church  
1030 Gibson Rd.  
Camden, AR. 71701  
Time: 10:00 a.m.
- November 29  
Douglas Chapel Baptist Church  
969 Smackover Hwy  
El Dorado, AR. 71730  
Time: 6:30 p.m.

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**Please review and send any additions/changes to Susan.**

Upcoming Events:

SouthArk Upcoming Events			
Date	Description	Location	Time
November 6, 2017	Employee Health and Benefits Fair	El Dorado Conference Center	10:00 a.m.-4:00 p.m.
November 8, 2017	Veterans Appreciation Day at SouthArk	El Dorado Conference Center Lobby	12:30 p.m. - ceremony
November 9, 2017	PTK Induction Ceremony	Library Auditorium	6:00 p.m.
November 16, 2017	Fall Student Recognition Ceremony	El Dorado Conference Center	7:00 p.m.
November 28, 2017 (rescheduled from 21 <sup>st</sup> )	Board of Trustees Meeting	East Campus, WFB Building, Conference Room 103	3:45 p.m.
November 29, 2017	Foundation Board Meeting	TBD	Noon
November 30, 2017	National Society of Leadership and Success (NSLS) Induction Ceremony	Library Auditorium	6:00-9:00 p.m.
December 4, 2017	RN and Warren PN Pinning Ceremony	El Dorado Conference Center	6:30 p.m.
December 7, 2017	El Dorado Christmas Parade		7:00 p.m.
December 12, 2017	Employee Holiday Brunch/Potluck	Library	11:00 a.m. – 1:00 p.m.
December 14, 2017	Commencement	El Dorado Conference Center	7:00 p.m.