

**Cabinet Meeting – Tuesday, July 3, 2018**  
**Health Science Center Conference Room –4:00 p.m.**  
**Minutes**

Present	Absent	Cabinet Member Name
X		President, Dr. Barbara Jones
X		Vice President for Finance & Administration, Mr. Carey Tucker
X		Interim VP for Academic Affairs/Provost, Dr. Jim Bullock
X		Dr. Derek Moore, VP for Student Affairs
X		Associate VP for Administration, Dr. Tim Kirk
X		Associate VP for Workforce & Career Education, Dr. Stephanie Tully-Dartez
	X	Associate VP for Arts, Sciences, & Academic Support, Dr. James Yates

**I. Action**

- Approval of Minutes – June 25, 2018 – [approved with minor edits](#)

President

VPFA

- A. Dental Insurance – [approved](#)
- B. Vision Insurance – [approved](#)
- C. Long term Disability Insurance – [approved](#)

IVPAA/P

VPSA

AVPA

AVPWCE

AVPASAS

**II. Discussion**

President

- A. Chamber U-Lead class on campus July 25, 2018, 1-3PM location???
  - [West Campus](#)
  - [Meet at Bistro](#)
  - [Walk and talk past Administration Building](#)
  - [HSC Lecture Hall](#)
  - [And HSC programs \(Stephanie to coordinate\)](#)
- B. National Junior College Athletic Association (NJCAA) application
  - [\\$2000 application](#)
  - [\\$1700 membership](#)
  - [approved to proceed with application funded through student activity fee](#)
- C. Administration Building updates
- D. Project Updates
  - 1. Productivity Funding Task Force - [NA](#)
  - 2. Community Service - [NA](#)
- E. [Lanxess Global BOD visit to AMTC – Wed.](#)

## VPFA

### A. HR update

- Janie Looney resigned (Business and Community Educ. Coord & Prof Dev Courses) - approved to fill
- Student Advising Coach –HSC – approved to fill
- Director of Distance Learning – approved to fill

### B. Construction update

#### Administration Building

- Shingles next week
- RFQ out for architect
- Remove stairs

#### AMTC

- Projectors up this week
- Stone to arrive for monumental sign – due to be done by August 1

Welding – roof warranty – someone from roofing company to visit

## IVPAA/P

### A. OER project – Webinar in September

### B. Articulation Agreements

1. 2+2 articulations – list of approved MOUs: ASU, ATU, UALR, ULM, SAU – Dr. Bullock to send list.

### C. Self-studies

1. Business – July 16<sup>th</sup>
2. Phlebotomy – Caroline Hammond and Dr. Tully-Dartez working on this.

### D. Academic Plan – finished editing

### E. Guided Pathways – CTE maps submitted

### F. Catalog – Edits due by end of week

### G. Signatures on Letters of Agreement – Dr. Kirk to develop fillable form

## VPSA

### A. (follow-up) Concurrent course scholarships (taught on high school campus by their faculty) - \$45 - approved

### B. New Student Orientation (revised) handout

- Topics
- Asked for Academic Representatives on Committee
- Online Ready prior to fall.
- 2 face – 2 face

## AVPA

Onsite training session for Jenzabar for SS & CE

## AVPWCE

Professional Development for IR for Productivity Funding

## AVPASAS

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

### A. Grant Development

1. Culinary Arts – working on a DRA grant for Culinary Kitchen, due end of June - \$281,771 – kudos to Sherry Howard, Linda Lephiew, Dr. Stephanie Tully-Dartez
2. NSF
  - Call with Mentor

- Faculty workshop in Florida
- 3. Verizon
- 4. Other

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

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

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

#### **IV. Announcements**

##### President

- Board of Trustees Retreat – Friday, July 20

##### VPFA

##### IVPAA/P

##### VPSA

##### AVPA

##### AVPWCE

##### AVPASAS