

**Cabinet Meeting – Wednesday, August 1, 2018**  
**Health Science Center Conference Room – 3:30 p.m.**  
**Minutes**

Present	Absent	Cabinet Member Name
X		President, Dr. Barbara Jones
X		Vice President for Finance & Administration (VPFA), Mr. Carey Tucker
X		Interim VP for Academic Affairs/Provost (IVPAA/P), Dr. Jim Bullock
X		VP for Student Affairs (VPSA), Dr. Derek Moore
X		Associate VP for Administration (AVPA), Dr. Tim Kirk
	X	Associate VP for Planning & Career Education (AVPPCE), Dr. Stephanie Tully-Dartez
X		Associate VP for Arts, Sciences, & Academic Support (AVPASAS), Dr. James Yates
X		Associate VP for Workforce & Advancement (AVPWA), Sherry Howard

**I. Action**

- Approval of Minutes – July 23, 2018 – [approved](#)

President

VPFA

- A.** At the start of the fall semester change Boomtown Bistro closing hours moved to 5:30 pm Monday through Thursday. [This will be as test period. Sales reviewed to determine feasibility. Approved.](#)

IVPAA/P

VPSA

AVPA

AVPPCE

AVPASAS

AVPWA

**II. Discussion**

President

**A. ACC**

1. Conference
2. App [development](#)
3. Marketing – [statewide](#) – have we send videos or pictures
4. Quantitative Literacy – [putting on ACTs](#)
5. Student Success Center Advisory Board – [Dr. Derek Moore is SouthArk representative](#)
6. [A & D project](#) – holistic student services and advising – grant funding

**B. Productivity Funding**

**C. College Calendar** – [send dates to Charley Hankins](#)

**D. Lecture Series update** – [first choice already committed to SAUM](#)

**E. Industrial Plant Manager Luncheon** – week of August 27<sup>th</sup> – Wednesday preferred

VPFA

**A. HR Update**

## B. Facilities/Grounds

### 1. Administration Building Update

- Architect recommendation to Board on Thursday
- Historic Restoration Code recommendation
- Metro should be done with mold mitigation by August 31st

### 2. McWilliams House – delay of MEP caused design delay of about one month

### 3. AMTC – welding booths in, but need to make some electrical changes

### 4. Welding – floor complete; walls to be cleaned – waiting on warranty decision on roof

### 5. Heritage Plaza conference call with Roman Fountains – sending drawings and pictures of problem

### 6. Other – security issues

## C. Boomtown Bistro Update – food and drink changes well received. Increase in sales.

## IVPAA/P

### A. Draft of Convocation Agenda

### B. OER project – no update

### C. Articulation Agreements

#### 1. 2+2 articulations & MOU signings – planning signings for ATU and ASU

### D. Program Reviews and Accreditations

#### 1. Phlebotomy

#### 2. Business – received extension; reports received and sent to faculty for response and plan.

#### 3. Other

### E. Letters of Notifications – updates being sent to ADHE

### F. Faculty hiring updates

### G. Chamber New Teachers Breakfast

## VPSA

### A. Enrollment update

### B. Marketing - new website (division/department sign-offs) – assigned Cabinet members to review

### C. Concurrent course fee update & MOUs

### D. New Student Orientation (discussion regarding mandatory)

### E. Sports Update – NJCAA application due September 15<sup>th</sup>

### F. Activities Update

- work on Student Club and Organization handbook
- meeting with club officers and sponsors
- identify activities upfront
- SGA Activities Fair/Welcome

## AVPA

## AVPPCE

## AVPASAS – approved Director of Liberal Arts and Director of Math, Science and Tech

## AVPWA

### A. Community Service Employee hours – investigating – if possible will work through HR Committee

### B. Outdoor Expo - \$51,000 in sponsorships (total)

### C. September –February – CSTOP for Delek contractors – classes start at 7 a.m.

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

### A. Grant Development

#### 1. Culinary Art – DRA Grant – waiting to hear – September

#### 2. NSF

#### 3. Verizon - \$23,310 additional received

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

- No Cabinet meeting August 6<sup>th</sup>.

VPFA

- Computer Tech Room 225 is the new Jenzabar Training room

IVPAA/P

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