

Cabinet Meeting – March 7, 2019
Health Science Center Conference Room – 3:00 p.m.
Minutes

Present	Absent	Cabinet Member Name
X		President, Dr. Barbara Jones
X		Vice President for Finance & Administration (VPFA), Mr. Carey Tucker
X		VP for Academic Affairs (VPAA/), Dr. Michael Murders
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

A. Approval of Minutes – February 28, 2019 – **approved**

President

VPAA

VPSA

A. External Funding Pre-Approval Form (Career Coach grant program) – **approved**

VPFA

A. APM 2.25 – Tuition Waiver

Accepted I.; Denied II. – corrected copy to be brought to next meeting

B. APM 5.33b – Data Management, Use and Protection

Approved. Suggest including training at next convocation.

AVPASAS

AVPA

AVPPCE

AVPWA

II. Discussion

President

A. Legislative updates

B. Productivity Funding

C. Information:

- Facilities utilization – building updates

D. March Board agenda items

E. Lead Class March 14 – Leadership roles and Responsibilities, and Community Relationships – Dr. Moore, Dr. Yates???

VPAA

A. Catalog Updates – **parts due on April 1st. Send to Michelle and copy to Dr. Murders and Mary Kate.**

B. Criminal Justice Program Review Update (June site visit/reviewer, **one from Stephen F. Austin University**)
 August submission anticipated

- C. HLC Assurance Efforts – expected to meet week after Spring Break – will set up meeting schedules
- D. Academic Calendar – Spring Schedule – finalizing
- E. Culinary Arts – Postsecondary and Career Center opportunities
 - instructor hired and working
 - will talk to ACE about Culinary and EMT possibilities

VPSA

- A. Summer & Fall registration – summer schedule is available
- B. Mentor update – 21 mentors and mentees – will track retention
- C. Athletics update – looked at Boys and Girls Club gym. Meets size requirements – discussed options for practices and game nights
- D. Student housing - (RFQ?)

VPFA

- A. HR Updates
- B. Facilities/Construction:
 - Thomas Administration Building – plaster
 - McWilliams House Restoration – roof leak fixed; sheet rock going up
 - Heritage Plaza – mechanical engineer reviewing
 - McGehee – Culinary – design being completed by CADM
 - AC units for Culinary and Library to be installed
- C. Letter from Energy – changing meters
- D. Email Distribution Groups – stay with classified, professional, and faculty
- E. Travel Reimbursement – work on training and information guide and APM update
- F. Convenience Fees on Credit Cards – 1.7-1.8% fee charged
- G. Brookshire’s Parking Lot – students parking in Brookshire’s parking lot a problem

AVPASA

AVPA

AVPPCE

AVPWA

III. Grant Updates/Progress Reports

- A. Grant Development
 1. NSF – Dr. Tully-Dartez – meeting to make more edits
 2. EMA – Dr. Yates
 3. Harwood Grant (OSHA) – Sherry Howard
- B. **DOL/Apprenticeship (Arkansas American Apprenticeship Initiative (AAPI) (Welding)** – Dr. Tully-Dartez
- C. **ADHE FIT (Futures in Information Technology)** – Dr. Yates – Show & Tech tomorrow – online judging next week
- D. **ADHE RAMP (Regional Advanced Manufacturing Partnership: Building the Pipeline** – Dr. Tully-Dartez
- E. **DOJ (Department of Justice) Consortium**– Dr. Moore- Project Coordinator interviews scheduled for week of March 11
- F. **Verizon** - Dr. Yates – camp – July 8th-26th
- G. **Delta Regional Authority (DRA)** – Dr. Tully-Dartez
- H. **Career Coach grant** due 4/5/19
- I. **ANCRC Grants** – McWilliams and Gym – submitted
- J. **Automotive/AR Motor Vehicle grant** – sounds like we should receive a part of funds requested

IV. Announcements

- A. Spring Fling (March 12 – 14) main & east campus
- B. Student Services restructure – *Advising and Career Services* combined plus CPI. Kathy Reaves will be lead advisor. An advisor will be hired (50% Carl Perkins). Tim Johnson will serve as Director of Advising and Career Services.
- C. Chamber of Commerce Events
- D. *Weldathon* March 14 – 14 companies

Please review. Send any edits/additions to Susan Jordan.

SouthArk Upcoming Events			
Date	Description	Location	Time
March 9, 2019	Literary Festival	ECC	9:00 a.m.
March 9, 2019	SHOW & TECH 2019	Library Auditorium	8:30 a.m.
March 12, 2019	Manufacturing Day	ECC	8:30 a.m.-2:30 p.m.
March 12, 2019	Spring Fling	Gym	11 a.m.-2 p.m.
March 14, 2019	Weldathon	East Campus	8 a.m.-2 p.m.
March 19, 2019	Board of Trustees Meeting	East Campus, WFD	3:45 p.m.
March 18-22, 2019	Spring Break for Students		
March 22, 2019	Spring Break College Closed		
March 27, 2019	Foundation Board Meeting	WHT Room 231	Noon
April 1, 2019	SouthArk Library Arts & Crafts Expo	SouthArk Library	9 a.m.-4 p.m.
April 2, 2019	SouthArk Library Arts & Crafts Expo	SouthArk Library	9 a.m.-4 p.m.
April 3, 2019	EMA Media Day	Whitfield Atrium	8 a.m.-5 p.m.
April 4, 2019	PTK Induction Ceremony	Library Auditorium	6:00 p.m.
April 9, 2019	Poetry Reading <i>Between the Lines</i>	Boomtown Bistro	5:30-7:30 p.m.
April 13, 2019	Arts in April: Renaissance Faire	Library Area	1-5 p.m.
April 15, 2019	Arts in April: Faculty Showcase	Library Auditorium	6-8 p.m.
April 18, 2019	Student Recognition Ceremony	ECC Murphy Hall	6:00 p.m.
April 22, 2019	NSLS Induction		
April 22-26, 2019	Arts in April: Hitchcock Festival Monday: Rope Tuesday: To Catch a Thief Thursday: Marnie Friday: Frenzy	Library Auditorium	6-9 p.m.
April 23, 2019	Worker’s Safety Conference	WFD	7:30 a.m-2:30 p.m.
April 27, 2019	Arts in April: Student Film Showcase	Library Auditorium	6-9 p.m.

May 8, 2019	GLAMS		
May 9, 2019	Employee Recognition Program	ECC	10:30 a.m.
May 10, 2019	Commencement	ECC	7:00 p.m.
May 21, 2019	Board of Trustees Meeting	East Campus, WFD	3:45 p.m.
May 22, 2019	Foundation Board Meeting	WHT Room 231	Noon