Cabinet Meeting – September 5, 2019
Health Science Center Conference Room – 3:00 p.m.
Minutes

<table>
<thead>
<tr>
<th>Present</th>
<th>Absent</th>
<th>Cabinet Member Name</th>
</tr>
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<tbody>
<tr>
<td>X</td>
<td></td>
<td>President, Dr. Barbara Jones</td>
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<tr>
<td>X</td>
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<td>VP for Academic Affairs (VPAA), Dr. Michael Murders</td>
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<td>X</td>
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<td>VP for Student Services (VPSS), Dr. Derek Moore</td>
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<td>X</td>
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<td>Vice President for Finance &amp; Administration (VPFA), Mr. Carey Tucker</td>
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<tr>
<td>X</td>
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<td>Associate VP for Administration (AVPA), Dr. Tim Kirk</td>
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<td>X</td>
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<td>Associate VP for Institutional Planning &amp; Academic Support (AVPIP/AS), Dr. Stephanie Tully-Dartez</td>
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</tbody>
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I. Action
A. Approval of Minutes – August 15, 2019 - Approved with minor edits

President
A. South Ark Lead Class
   a. applications – reviewed – Alejandra Munoz, Mary Kate Sumner, Gary Hall, Kathy Modica, Andrew Fielder - Approved
   b. dates for Lead Classes – reviewed and revised
B. U-Lead : Ray Winiecki - Approved

VPAA
A. Nominating Committee – committee nominations - Approved

VPSS

AVPA

AVPIP/AS

II. Discussion
President
A. Rural Workforce Development- Southern Region Summit – Dr. Murders and Dr. Tully-Dartez will attend
   a. October 2-4, 2019 – Winthrop Rockefeller Institute and UACC-Morrilton
B. Legislative Committee meeting at SouthArk/ECC – October 28th
   b. focus will be on veterans
C. South Arkansas Small Business Awards Ceremony – October 23, 5:30-7:30P at ECC – Moriah Hicks is on the planning committee
D. Entergy grant proposal update
E. AIPs – due date September 23rd – appointments to review AIPs will be during regularly scheduled meetings
F. Lecture Series – October 10th, 7:00pm – Spencer Stone
G. Tentative Date for open houses November 7 (?) - (Thomas 1905 Administration Building & McWilliams House)
H. Presidential Search Committee - Search Firm visit – September 9 & 10
I. ACC Conference information

VPAA
A. Nominating Committee charge - discussion
B. Criminal Justice Program Review Update – 2nd week in October for site visit
C. December Graduation change – 6:00 p.m., December 12
D. Admin position supporting Health Science/Nursing – recommend remaining as an administrative Specialist II, but reporting to HSC Dean with assignment of programs

VPSS
A. Enrollment update – headcount- 1469 (99%), SSCH- 13,699 (101%)
B. Academic Program handbooks (student conduct-related) – recommend linking to current student handbook.
C. Food Pantry – meetings – distribution dates to be established for twice a month; date for food drive to be announced.
D. Athletics update – need storage for equipment
   a. Meet Stars for September 18 at noon & October 8 at Barton, 5:30pm-6:30pm
E. CAS Standards – functional area reviews – Advising and Counseling to begin first.
F. MAD – Music Fest (student tickets) - discounts
G. Fall meeting (with area high school administrators) – date to be determined

VPFA
A. HR Updates
B. Facilities/Grounds:
   • Thomas 1905 Administration Building – furniture to be installed on 9/9
   • 1940 Gymnasium – bids in October, contract in November, begin in December.
   • Computer Tech – roof still in progress
   • AMTC – Sod and irrigation completed
   • Heritage Plaza – simcard for fountain arrived, but to be installed soon
   • Welding Roof- estimation of $60,000 – recommend getting specifications started
C. Leave Request Form – need to complete new form
D. Jenzabar RUG in October in Claremore, Oklahoma
E. Parking in the U behind Conference Center is prohibited except in pull-in parking spaces. Maintenance will be painting curbs no parking areas.
F. Kudos to Benefits for the retirement information sessions. Employees have expressed their appreciation.

AVPA

AVPIP/AS
A. Productivity Funding
B. Culinary Renovation
C. Workforce/Community Ed Classes

III. Grant Updates/Progress Reports
A. Grant Development
   1. Harwood Grant (OSHA)
      a. No new news on Harwood, but should know by end of the September 2019.
B. ADHE FIT (Futures in Information Technology) – Dr. Murders
C. ADHE RAMP (Regional Advanced Manufacturing Partnership: Building the Pipeline) – Dr. Tully-Dartez
D. DOJ (Department of Justice) Consortium– Dr. Moore
E. Verizon - Dr. Murders
F. Delta Regional Authority (DRA) – Dr. Tully-Dartez
   a. Construction began on Tuesday, September 3 for DRA Kitchen
G. Career Coach grant – Dr. Moore
H. Mentor-Links Grant – Dr. Murders
I. Career Pathways – Dr. Moore
J. Upward Bound – Dr. Moore
K. NSF Grant – Dr. Murders
IV. **Announcements**

A. Health Science Open House – October 22, 4:00 -6:00 p.m., HSC building

B. Constitution Day – September 17, 11:00 a.m. -1:00 p.m., Whitfield Atrium

Please see the following table and send additions/edits to Mary Kate.

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**Please review the following, edit, add any additional upcoming events and send/return to Mary Kate.**

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Location</th>
<th>Time</th>
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<tbody>
<tr>
<td>September 7</td>
<td>Outdoor Expo</td>
<td>ECC</td>
<td>9:00 a.m.-4:00 p.m.</td>
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<tr>
<td>September 17</td>
<td>Constitution Day</td>
<td>Whitfield Atrium</td>
<td>11:00 a.m. – 1:00 p.m.</td>
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<tr>
<td>September 17</td>
<td>Board of Trustees Meeting</td>
<td>East Campus, Center for Workforce Development</td>
<td>3:45 p.m.</td>
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<tr>
<td>September 25</td>
<td>Foundation Board Meeting</td>
<td>ECC</td>
<td>Noon</td>
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<tr>
<td>October 10</td>
<td>Lecture Series, Spencer Stone “Everyday Heroes”</td>
<td>El Dorado Conference Center</td>
<td>7:00 p.m.</td>
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<tr>
<td>October 15</td>
<td>NSLS Speaker</td>
<td>Library Auditorium</td>
<td>6:00-8:00 p.m.</td>
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<td>October 16</td>
<td>Union County College Fair</td>
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<td>8:30 a.m.-12 p.m.</td>
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<tr>
<td>October 22</td>
<td>Heath Science Open House</td>
<td>Health Science Building</td>
<td>4:00 – 6:00 p.m.</td>
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<td>October 31</td>
<td>FallFest</td>
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<tr>
<td>November 6</td>
<td>NSLS Speaker</td>
<td>Library Auditorium</td>
<td>6:00-9:00 p.m.</td>
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<tr>
<td>November 6</td>
<td>PTK Induction Ceremony</td>
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<tr>
<td>November 14</td>
<td>Fall Student Recognition Ceremony</td>
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<td>6:00 p.m.</td>
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<tr>
<td>November 19</td>
<td>Board of Trustees Meeting</td>
<td>East Campus, Center for Workforce Development</td>
<td>3:45 p.m.</td>
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<tr>
<td>November 25</td>
<td>National Society of Leadership and Success (NSLS) Induction Ceremony</td>
<td>Library Auditorium</td>
<td>6:00 -7:00 p.m.</td>
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<tr>
<td>December 4</td>
<td>Foundation Board Meeting</td>
<td>ECC</td>
<td>Noon</td>
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<td>December 9</td>
<td>PN &amp; RN Pinning Ceremony</td>
<td>ECC</td>
<td>6:30 p.m.</td>
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<td>December 12</td>
<td>Commencement</td>
<td>El Dorado Conference Center</td>
<td>6:00 p.m.</td>
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