Cabinet Meeting – September 26, 2019
ADM Conference Room (3rd Floor)- 3:00 p.m.
Minutes

Present | Absent | Cabinet Member Name
---|---|---
X | President, Dr. Barbara Jones
X | VP for Academic Affairs (VPAA), Dr. Michael Murders
X | VP for Student Services (VPSS), Dr. Derek Moore
X | Vice President for Finance & Administration (VPFA), Mr. Carey Tucker
X | Associate VP for Administration (AVPA), Dr. Tim Kirk
X | Associate VP for Institutional Planning & Academic Support (AVPIP/AS), Dr. Stephanie Tully-Dartez

I. Action
A. Approval of Minutes – September 16, 2019 -Approved

President

VPAA

VPSS

VPFA
A. Vending Machines in Admin – Basement
B. Locks to be added on cages in basement

AVPA

AVPIP/AS
A. Nominating Committee Nominations – Approved by Cabinet

II. Discussion
President
A. Internal & External -Open House -dates & times (Internal- October 9th -8:00 a.m. – 9:30 a.m.)
   (Internal – Tentative November 7th or 14th – 4:00 – 5:30 p.m.)
B. Wall decorations
C. Legislative Committee Meeting at ECC-October 28th @ 1:00 p.m.
D. ACC Ps/Cs Meeting; Workforce Committee Meetings with State Chamber and AEDC
E. State IT Apprenticeship Grant (FIT) – ACC Coordinating
F. State Workforce Board program reviews – HVAC & Machining to be reviewed first

VPAA – N/A

VPSS
A. Internal marketing promotions (around campus)
B. Enrollment trends (gathering longitudinal data) -1.1%; We are up in Health Science, Basketball Players & Paramedic/EMT
C. FA (student loan update) – down to 21.6% default rate
D. “Shining Star” project (food insecurity)
E. Athletics – Booster Club – setting up a way to pay online
   - Meet the Stars – open to the public October 8th

F. Signage

**VPFA**

A. HR Updates – to be sent out
B. Facilities & Ground Updates
   1. Thomas 1905 Administration Building – Punch list: Still need concrete & soffit
   - Furniture movers for Learning Center Move
   2. Computer Tech Roof - Done
   3. Welding Roof - TBD
   4. Heritage Plaza – Greg Lisenby on campus September 27th to program fountain
   5. Culinary Project – Progressing on time

C. New Health Insurance TPA
D. New Benefits portal through JTS Financial – (formerly thru Hatcher)

**AVPA**

A. Alertus Beacons & Big Voice (on the way); Cameras & TV’s going up next week

**AVPIP/AS**

A. Replacing furniture from the post-fire moves - Done
B. HLC multi-location visit – November 11th or 12th (tentative)
C. Planning Council Meeting-Shared Governance – (APM 1.10 revisions)
D. Workforce Updates – Dean accepted – Brook Walthall- starts November 4th

**III. Grant Updates/Progress Reports**

A. Grant Development
   1. Harwood Grant (OSHA)
      * Harwood awarded and re-starts in October with PPE focus – ($112,125)

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 – completing strategic plan draft

E. Verizon – Dr. Murders

F. Delta Regional Authority (DRA) – Culinary – Dr. Tully-Dartez

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**
Please see the following table and send additions/edits to Kathy.

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

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Location</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<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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<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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<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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<td>PTK Induction Ceremony</td>
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<td>November 14</td>
<td>Fall Student Recognition Ceremony</td>
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<td>6:00 p.m.</td>
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<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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<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</td>
<td>El Dorado Christmas Parade</td>
<td>North West Avenue</td>
<td>7:00 p.m.</td>
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<tr>
<td>December 12</td>
<td>Commencement</td>
<td>El Dorado Conference Center</td>
<td>7:00 p.m.</td>
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