

Planning Council
Friday, February 28, 2014
Administration Building Board Room

Meeting called to order at 10:46AM

Present: Dr. Stephanie Tully-Dartez, Dr. Jim Bullock, Dr. Tim Kirk, Dr. Barbara Jones, Casey Martin, Veronda Tatum, Robin Jardine, Phil Ballard, Art Brown, Dr. Sandra Pugh, Dr. John Spencer, Susan Spicher, Christy Wilson, Roslyn Turner, Francis Kuykendall, Ken Kelley, Brett Powell

The meeting was called to order at 10:46 a.m. Christy Wilson made a motion to approve the minutes from the previous meeting and seconded by Dr. Sandra Pugh.

Dr. Barbara Jones gave an update on the campus construction projects as well as various other continuing issues.

- Jones stated that the company who obtained the contract to build the parking lot on Summit has been given 60 days to finish. This would put the project completion date near the end of April.
- The Heritage Plaza project has been awarded to GAG Construction and a meeting is scheduled next week to begin laying plans with the company. This will be a 180 day project.
- Economy Inn/Townhouse Restaurant – The owner aggressively pursued SouthArk for the purchase of this property. He was repeatedly turned down and was given an amount the college might consider. He brought his asking price to that amount. Papers are to be signed and, once the check changes hands, we will take possession. Jones stated that at this time there are no plans for construction just that it will be razed within a few months. The restaurant has been given that time to find another space to do business.
- The private option vote could have a major budgetary impact on college and universities in Arkansas.
- The college is investing time and money to improve the college's emergency preparedness and safety. We are using GIF funds from Senator Bobby Pierce to improve the emergency notification system, both inside and outside the buildings on both campuses. Pugh asked if the college could work on the lighting from the corner of the health science parking lot to the Callahan house. Jones agreed to have the space looked at.
- VPFA candidates are being interviewed.
- **Academic Affairs proposals-**
 - Library policy manual has been approved and will be sent to the Executive Cabinet
 - Pugh reported that Gayle Norman explained that Reading I & Writing I will become English I and that Reading II & Writing II will become English II. Statistically students that enroll in English I & II vs. reading and writing remedial courses have been more successful in closing the college readiness gap. Casey Martin, director the TLC, said she found the Compass test score chart somewhat confusing. Tully-Dartez admitted they failed to consider the Compass test automatic response when the chart was developed. As a result, Martin recommended that clarification to the chart be considered. Tully-Dartez asked that she Martin call a meeting where Tully-Dartez, Martin, and the advisors could come up with an adequate table. Phil Ballard asked for the inclusion of the ALP on the table as well.
 - The 2 year Academic Calendar has been approved and will proceed to the Executive Cabinet
 - The AA council is still waiting on the Distance Learning policy.
- **Student Affairs proposals** - Dr. John Spencer reported that the Student Affairs Council have no proposals.
- **Administrative Affairs proposals:** - Dr. Kirk reported that the Administrative Affairs Council have no proposals
- **Announcements from Academic Affairs-**

- Tully-Dartez asked if there had been any action or follow up on the two discussion items from the January meeting, Health Science Math Course and a universal course evaluation model. Pugh said that there had not been further discussion and Tully-Dartez asked that they please take the topics back to the committees for review.
- **Announcements from Student Affairs –**
 - Connecting the Early Alert process with the Withdrawal for Excessive Absences was discussed and referred to the Recruitment, Retention and Student Success Committee
 - The dress code was approved and has been passed to the Academic Affairs Council
 - The Academic Calendar has been reviewed some minor corrections were noted and modified prior to the draft that was presented today.
- **Announcements from Administrative Affairs –**
 - All emergency alert boxes have been installed – all responsive after testing. Personal computers will also connect to the system which provide another method of informing staff. The projector system is partially complete and the emergency call boxes for the parking lot will be installed soon.
 - Jenzabar upgrade – contracts have not yet been finalized due to a problem with wording but they should be signed in the next couple of weeks.
- **Announcements/Discussion for the Planning Council:**
 - HLC Assurance Argument Preliminary Timeline - Letters are being drafted and will be sent to the committee members. Committee members will be asked to participate in a one day retreat which will be held in May before the end of the school year.
 - CCSSE – Tully-Dartez said we are working more closely to make the survey process easier for those instructors whose classes may be chosen. The surveys should arrive in late March.
 - Next meeting date will conflict with Spring Break. After discussion it was decided we will meet on March 21 at 10:45 AM following the Administrative Affairs Council
 - Possible dates for the Planning Retreat in June or July will poll using Doodle after individual calendars are reviewed.

The meeting adjourned at 11:50 A.M.