

Planning Council

MEETING MINUTES

Date: Friday, August 25, 2017

Time: 10:45 a.m.

Place: ADM Board Room

I. Call to order

Dr. Stephanie Tully- Dartez called to order the regular meeting of the Planning Council at 10:47 a.m. on Friday, August 25, 2017, in the ADM Board Room.

II. Roll Call

The following council members were present: Dr. Barbara Jones, Jennifer Baine, Dr. Jim Bullock, , Caroline Hammond, Sherry Howard, Dean Inman, Dr. Tim Kirk, Valerie Lewis, Quincie DeLoach, Robert Norman, Kathy Reaves, Cynthia Reyna, Susan Spicher, Heather Smith, Veronda Tatum, Carey Tucker, Dr. Stephanie Tully-Dartez, Christy Wilson, Ray Winiecki, Vanessa Williams, and Dr. Jim Yates

The following council members were excused: Philip Shackelford

The following council members were absent: Keith Everett, Ken Kelley, and Casey Martin

The following guests attended the meeting: Mary Kate Sumner-Recorder

III. Approval of minutes from last meeting

Jennifer Baine made a motion to approve the minutes of the council meeting held on Friday, April 27, 2017. Valerie Lewis seconded the motion. The minutes were approved as written.

IV. Actions/Discussion

a. Academic Affairs- *Susan Spicher*

i. Accelerated Route to Careers (ARC) Program

ii. Assessment Committee Report Reviewing cycle

1. Assessment Committee reviews assessment reports in the Fall, then makes recommendations for Spring, and in the Spring makes recommendations to the Fall. A proposal was made to change to one cycle, to only review in Fall and make recommendations for the Spring that will carry into the following Fall.

iii. Curriculum Changes due date

1. Due to the extensive amount of work that is required for any major curriculum changes, the Curriculum committee proposes that all curricular changes must be approved by the Cabined by March 1st for the coming academic year.

iv. APM 1.10 Shared Governance – Changes to Committees

Approval: All items were approved to go to Cabinet.

b. Student Affairs – *Kathy Reaves*

No Report

c. Administrative Affairs – *Valerie Lewis*

No Report

V. Announcements

- a. Academic Affairs – *Susan Spicher*
 - i. Committee System Structure Evaluation
 1. A proposal was made to establish a plan by the end of September 2017 to evaluate to committee system council structure. Faculty, staff and administrators will be involved. Plan should be based upon input from employees obtained from survey following APM guidelines.
- b. Student Affairs – *Kathy Reaves*
 - i. *None*
- c. Administrative Affairs – *Valerie Lewis*
 - i. *None*
- d. President – *Dr. Barbara Jones*
 - i. Productivity Funding Model
 1. Dr. Jones updated the council on the new productivity funding model.
 - ii. MAD- MusicFest discussion.
 1. Will need a parking pass to park as an employee for those nights.
 2. Entrepreneurship opportunity for SouthArk and for the Student Organizations.
 3. Make sure all employees get their Employee ID with photo.
 - iii. AMTC Building – Rails are being placed for a Railcar
 - iv. SouthArk Expo – September 9th, 2 weeks away, helps to fund Scholarships.

VI. Strategic Plan Review

- a. Changes:
 - i. Student Experience #IV, a: Change wording to “to increase student mentorships.”
 - ii. Change all: K-12 to “P-12”
- b. Going live: If the BOT approves the strategic plan, SouthArk will start the strategic plan September 20th.

Vote: Motion by Dr. James Yates to approve Strategic Plan for 2017-2022 with changes. Kathy Reaves seconded. All Approved.

Vote: Motion to use “Transformational Journey 2017-2022” as the title for the Strategic Plan by Christy Wilson. Susan Spicher seconded. All Approved.

VII. New Business

- a. Changes in Membership
 - i. Susan Spicher was on the Planning Council as a Liberal Arts Faculty member, but now she is on the Planning Council as the Academic Affairs Council Chair
 - ii. Keith Everett is now a Liberal Arts faculty member instead of a Health and Natural Sciences faculty member.
 - iii. Nominating Committee will place new members soon.

VIII. Other Announcements

- a. Manufacturing Day: Save the date Thursday, October 5th on East Campus. Industry people will be there along with activities.
- b. October will be Cyber Security Month. There will be a Cyber Expo with speakers and more.
- c. Lecture Series: October 12th, John Douglas, FBI
- d. Spirit of South Arkansas Small Business Awards October 18th
- e. Global Business Workshop will be on February 8th with a speaker from Michigan State.

IX. Adjournment

A motion to adjourn was made by Ray Winiecki and seconded by Valerie Lewis. The meeting was adjourned at 11:32 a.m.

Minutes submitted by: Mary Kate Sumner