

# Planning Council

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## MEETING MINUTES

Date: November 19, 2021

Place: Virtually - Microsoft Teams & Microsoft Forms

Responses Due: November 29, 2021 at 12:00 pm (Extended to Nov. 30 at 5:30pm)

### I. Call to order

Mary Kate Sumner called to order the virtual form meeting of the Planning Council at 4:40p.m. on Thursday, November 18, 2021 virtually by email. The email requested that the members respond to the form before 12:00pm, Monday, November 29. However, this was extended to the end of the day on November 30, 2021.

### II. Roll Call

- a. Those that are *present* filled out the form. Those that were *excused* or *absent* did not. *Guests* would be anyone that filled out the form that were not Council members.

***The following council members were present:*** John Baine, Benjamin Cagle, Ashley Dougan, Shannon Forrest, Dr. Justin Geurin, Caroline Hammond, Mandi Haynes, Dr. Tim Kirk, Scott Larkin, Dr. Cindy Meyer, Dr. Derek Moore, Kathy Reaves, Cynthia Reyna, Philip Shackelford, Susan Spicher, Mary Kate Sumner, Veronda Tatum, Dr. Cassandra Tavorn, Dr. Stephanie Tully-Dartez, Dr. Bentley Wallace, Brooks Walthall, Christy Wilson, Jayna Winiecki, and Ray Winiecki.

***The following council members were excused:*** None

***The following council members were absent:*** Martha Dunn, Tim Johnson, Michael Roberts, Karsten Tidwell, and Vanessa Williams.

### III. Approval of minutes from previous meetings

The minutes of the council meeting held Friday, October 20-22, 2021. The minutes were approved as written.

### IV. President's Updates

#### V. Cabinet Updates

- a. The following items were brought to cabinet as Action items and were approved:
  - i. APM 1.10 Shared Governance - Functions and Membership updates - Committees and Councils that were updated:
    1. Planning Council, Academic Affairs Council, Assessment Committee, Curriculum Committee, Faculty Affairs Committee, Student Affairs Council, Retention and Student Success Committee, Recruitment Committee, Student Services Committee, Administrative Affairs Council, Human Resources Committee, Professional Development Committee
    2. Removal of Emergency Response Team from APM 1.10
  - ii. APM 2.35A Retirement Benefits

#### VI. Actions

- a. Academic Affairs – Scott Larkin
  - i. APM 3.19 – Deletion of APM 3.19 Faculty Manual from the APM
  - ii. APM 3.03a – Academic Rank for Faculty
    1. This is to encourage us to recognize faculty's years of experience in other establishments of higher learning, as well as their years at SouthArk.
    2. Changes include

- a. FROM: Only years of full-time teaching at South Arkansas Community College, not previous experience at other colleges, will count towards advancement in rank.
  - b. TO: Years of full-time teaching at South Arkansas Community College and previous full-time teaching experience at other colleges, will count towards advancement in rank.
- b. Student Affairs – *Vanessa Williams*
  - i. No Report
- c. Administrative Affairs – *Michael Roberts*
  - i. No Report.

*All items were approved and will be sent forward to cabinet.*

## **VII. Discussions**

- a. Academic Affairs – *Scott Larkin*
  - i. No Report.
- b. Student Affairs – *Tim Johnson*
  - i. No report.
- c. Administrative Affairs – *Michael Roberts*
  - i. No report

## **VIII. Announcements**

- a. Academic Affairs – *Scott Larkin*
  - i. Fall 2021 Commencement:
    - 1. December 16, 2021 – 2 ceremonies
    - 2. Arts and Sciences & CTE at 5pm
    - 3. Health Sciences at 7pm
  - ii. Curriculum Committee has created new forms and a flow chart. Please contact Susan Spicher for any questions related to the updated forms.
  - iii. Curriculum Committee is ready to begin accepting curriculum proposals. Updated forms must be used. We will have them posted on the U drive for easy access.
  - iv. *Assessment Week!*
    - 1. We will have open computer labs that will be staffed with help from assessment committee members in Whitfield 101 and 102 during the following times:
      - a. Monday, December 13 from 10am -12pm and 1pm to 5pm
      - b. Tuesday, December 14 from 8am-12pm and 1pm to 5pm
        - i. Genevieve White will be available in HSC 272 on Tuesday, December 14th 8a-12p and 1:30p-5p
      - c. Wednesday, December 15 from 8am-12pm and 1pm to 5pm
  - v. Student Preparation and Online Training for Success (SPOTS) Taskforce - The committee has created a taskforce to review the process by which incoming South Ark students are trained and acclimated via both online and in-person courses or training. The taskforce membership has been confirmed and a blackboard course shell has been created for them to begin reviewing the existing structures in place to train our students. The taskforce will meet soon to begin discussing the next steps.
  - vi. IREPO Grant - The two positions listed as a part of the IREPO Grant have been posted and the hiring committee is in the process of reviewing applications
  - vii. Academic Affairs Council's next meeting is scheduled for December 3, 2021. There will not be a council meeting in January.
- b. Student Affairs – *Vanessa Williams*
  - i. The next Student Success and Retention meeting will be Wednesday, February 9, 2022, at 4:00 pm via Microsoft Teams.
  - ii. There will be a non-AR-ACRO event at Junction City in January. Programs from SouthArk can give out candies and other items during this event. As a reminder, when events are affiliated AR-

ACRO events, only pens can be handed out and usually only one table from a given school is allowed.

iii. The 2022-2023 scholarship application is NOW open.

iv. Student Affairs Council's next meeting is scheduled for February 11, 2021.

c. Administrative Affairs – *Michael Roberts*

d. Nominating Committee – *Martha Dunn*

i. Nominating Committee will meet in January after we return from break. Please send all membership change requests to Mary Kate Sumner, and she will provide the nominating Committee with the updated requests.

e. Shared Governance

i. More APM 1.10 updates and changes will come through Planning Council in the near future. We will wait to send Academic Standards Committee APM 1.10 update that was sent through Academic Affairs Council on November 3<sup>rd</sup>, through with the other items.

f. Planning Council Members

i. Monday, December 6 - 6:00 PM | SouthArk Library Auditorium

ii. *College Students, First Amendment Rights, and the Digital Age*. Join Amanda Rhodes for an exploration of college students' first amendment rights and how changes in technology, as well as a recent Supreme Court ruling, impact these issues moving forward. CWSLOs: CT1, CT3, CT5, C1, C2, R3.

## **IX. Comments**

## **X. Adjournment**

The meeting was adjourned on November 30, 2021 5:30pm.

*Minutes submitted by: Mary Kate Sumner*