

**South Arkansas Community College**  
**Planning Council Meeting**  
**September 23, 2016, 10:45 a.m.**  
**Administration Building Board Room**

Staff Present: Dr. Stephanie Tully-Dartez, Dr. Barbara Jones, Carey Tucker, Dr. Mickey Best, Dr. Jim Bullock, Benjamin Cagle, Cynthia Cagle, Veronda Tatum, Casey Martin, Philip Shackelford, Vanessa Williams, Dr. Jim Yates, Caroline Hammond, Dean Inman, Sherry Howard, Ray Winiecki, Genevieve White, Susan Spicher, Christy Wilson, Ken Kelley, Keith Everett, Tim Kirk

Absent: Jennifer Baine

- I. Call to Order – Dr. Stephanie Tully Dartez called the meeting to order at 10:54 am.
- II. Approval of Regular Meeting Minutes – April 22, 2016 – A motion for an approval was made by Susan Spicher, and Christy Wilson seconded the motion - Approved
- III. President’s Announcements – Dr. Barbara Jones – Preliminary Fall enrollment is 1537. Of that 380 were High School students. In comparison with other two year colleges, we are in the middle with our enrollment. The College will be giving a 1% raise/bonus to all faculty and professional staff. Dr. Jones recommended to let the community decide, like they did in the past, whether SouthArk would become part of a system or remain independent. The Biennial Legislative Session will be help in the Spring. We will be moving forward with the Performance Contract which will go before ADHE on the 30<sup>th</sup>.
- IV. Actions/Discussion
  - A. Academic Affairs – Susan Spicher presented in Jennifer Baine’s absence.
    1. Approved the Assessment Manual to be added to the APM.
    2. Committee on Committees was originally passed through, but changes have since been made. The title has been changed to Nominating Committee. The purpose suggests a more refined way of selecting faculty and staff to participate on the various committees. It would also make sure the faculty and staff members, along with the chairs and vice chairs, are rotated and do not hold positions on these committees for long periods of time. It is being resubmitted to Academic Affairs Council. Dean Inman asked for an email to be sent out. A SACC-All email will be sent out with the document attached. There will be an E-vote on October 7<sup>th</sup> from all on the proposal for Nominating Committee.
    3. Committee Structure of Faculty Affairs Committee was tabled but was not approved to be passed through.
  - B. Student Affairs – Dr. Jim Bullock - None
  - C. Administrative Affairs – Genevieve White
    1. The council voted in favor of the committee’s recommendations to:
      - i. The mag lock system be disabled
      - ii. A single door in each building be designated for afterhours access
      - iii. The designated door be cored with a low level key that can be issued to authorized personnel
      - iv. The College explore other electronic door control systems more appropriate for our use
      - v. The College reinforce use of the installed alarm systems

V. Announcements

A. Academic Affairs – Mrs. Baine

B. Student Affairs – Dr. Bullock

1. Will be electing a new Chair in October meeting.

C. Administrative Affairs – Mrs. White

1. Genevieve White was elected on Sept. 16<sup>th</sup> as the new Chair for the Administrative Affairs Council.

2. The council voted in favor of making emergency response preparedness be part of the spring 2017 convocation.

3. The council voted in favor of an ad hoc committee be formed to further the 2015-2016 wellness initiative.

VI. Comments

VII. Adjournment – Genevieve White made a motion to adjourn, Philip Shackelford seconded the motion.