

Planning Council

MEETING MINUTES

Date: Friday, March 17, 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 11:00 a.m. on Friday, March 17, 2017, in the ADM Board Room.

II. Roll Call

The following council members were present: Dr. Barbara Jones, Jennifer Baine, Dr. Mickey Best, Dr. Jim Bullock, Keith Everett, Caroline Hammond, Sherry Howard, Dean Inman, Dr. Tim Kirk, Valerie Lewis, Casey Martin, Robert Norman, Philip Shackelford, Heather Smith, Susan Spicher, Mr. Carey Tucker, Dr. Stephanie Tully-Dartez, Christy Wilson, Ray Winiecki,

The following council members were absent: Richard Dunlap, Ken Kelley, Kathy Reaves, Cynthia Reyna, Veronda Tatum, Vanessa Williams, and Dr. Jim Yates

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

III. Approval of minutes from last meeting

Dean Inman made a motion to approve the minutes of the council meeting held on Friday, March 17, 2017. Philip Shackelford seconded the motion. The minutes were approved as written.

IV. Actions/Discussion

- a. Academic Affairs- *Jennifer Baine*
 - i. Proposal to accept Wage Certificate of meeting basic skills/ college readiness requirements, with an amendment of Arkansas residents only would be approved, a
 1. Need clarification on outcomes and encourage conversations and check the test to make sure the math would qualify to be college algebra ready.
 2. Review after a year if passes through Planning Council and Cabinet.
 - ii. Proposal for the closure of the MLT and suspension of CNA programs. With no opposition, the recommendation was accepted and will move forward to the Cabinet.
 - iii. Proposal to accept the changes to the APM 1.10 Shared Governance. With no opposition, the recommendation was accepted and will move forward to the Cabinet. Prior to being brought to cabinet, the APM form should be filled out.
 - iv. Proposal to adjust the catalog to reflect the 11th day as the day that is required for the student to finish the Campus Technology course.
 - v. Changes in The Policies and Procedure Manual of Distance Learning – On hold and to bring back with form in April.
- b. Student Affairs – *Dean Inman*
 - i. No Report
- c. Administrative Affairs – *Valerie Lewis*

- i. Change in Health Benefits effective July 1st. Information from Carey Tucker.
 1. Insurance broker on March 27th in LR, consortium on March 30th to finalize.
 2. April 12th - Qualchoice 10:45 - east campus
 3. April 12th - Qualchoice at 2pm - west campus

V. Announcements

- a. Academic Affairs – *Jennifer Baine*
 - i. ASL - state documents must go to Arkansas State Library
 - ii. Library Community Forum at 6:00 p.m. on _____
- b. Student Affairs – *Dean Inman*
 - i. Jenzabar Training in TEC 128 on March 28 at 9:15.
- c. Administrative Affairs – *Valerie Lewis*
 - i. Fire Safety – Will review manual. Will work with first responders to request they come on campus to understand where we are and how our layout is.
 - ii. Be aware of your locking and unlocking the doors. Please make sure it is locked behind you when you leave.

VI. Comments

- a. Art in April begins April 1
 - b. 25th Anniversary Kick-off: March 30th from 12-1 in Heritage Plaza
 - c. AMTC Groundbreaking: March 31st at 10 a.m.
 - d. Tourism Summit – Thursday April 13, 10-3:30 at the Conference Center
 - e. Gun Bill
 - f. Our Futures (STEM) passed.
 - g. Classified Employees Bill has been passed.
- Motion to extend the meeting by Caroline Hammond for 15 minutes. Jennifer Baine seconded
- h. Strategic Planning is April 6-7, business casual
 - i. HLC Report is on the U:Drive

VII. Adjournment

A motion to adjourn was made by Philip Shackelford and seconded by Susan Spicher. The meeting was adjourned at 12:06 p.m.

Minutes submitted by: Mary Kate Sumner