The Board of Trustees of Pulaski Technical College met for a regular meeting on Monday, April 6, 2015, at Pulaski Technical College’s Campus Center-Grand Hall, North Little Rock, Arkansas. Chairman Dedman called the meeting to order at 10:35 a.m. with a quorum present.

**Members Present:**
Ronald Dedman, Chair  
James Herzfeld, Vice Chair/Secretary  
Diane Bray  
Mary Jane Rebick  
Tamika Edwards  
Emily Jordan Cox

**Staff and Faculty Present:**
Dr. Margaret Ellibee, President  
Dr. Michael DeLong, Executive Vice President and Provost  
Patricia Palmer, Vice President for Finance  
Mary Ann Shope, Vice President for Learning  
Cindy Harkey, Vice President for Student Services  
Bentley Wallace, Vice President for Economic Development  
David Glover, Associate Vice President for Information Services  
Shannon Boshears, Chief Development Officer  
Gloria Maddox Powell, Interim Associate Vice President for Human Resources  
Tim Jones, Associate Vice President for Public Relations and Marketing  
Stacey Hogue, Associate Vice President for Finance  
Jasmine Ray, Associate Vice President for Planning and Effectiveness  
Pam Cicirello, Associate Vice President for Learning  
Tony Washington, Governmental Affairs  
Rhonda Carroll, Dean Academic Success  
Wendy Davis, Dean Libraries  
Christy Sherrill, Dean of Business  
Joseph Cole, Dean of Fine Arts/Humanities  
Todd Gold, Dean Culinary Arts  
Dick Burchett, Dean of Technical and Industry  
Jeanne Williams, interim Dean of Allied Health  
Megan Pritchett, Director of Admissions  
Catherine DiVito, Registrar  
Tena Carrigan, Recorder

**Others Present:**
Aziza Musa, Reporter *Arkansas Democrat Gazette*
Agenda Item No. 1
Public Comment

There was no public comment.

Agenda Item No. 2
Strategic Communications Plan

Tim Jones, Associate Vice President for Public Relations and Marketing, with Sharon Tallach Vogelpohl, President, Mangan Holcomb Partners, and Stacey Jones, Owner, Ariel Strategic Communications, presented to the board the Strategic Communications Plan. Ms. Vogelpohl and Ms. Jones explained what the plan outlined and how the college would benefit with more exposure to the community.

The objectives of the plan include increasing overall familiarity/awareness of Pulaski Tech and also increasing favorable impressions of the college. Key elements of the plan include a website overhaul, media placement within our service area, and increasing advertising with billboards and social media.

Agenda Item No. 3
Minutes of Meeting-January 26, 2015

Chairman Dedman called for corrections to the minutes of the January 26, 2015 meeting. There being no corrections, Emily Jordan Cox moved, seconded by Diane Bray, to approve the minutes as presented. Motion passed unanimously.

Agenda item No. 4
Finance Report

Patricia Palmer, Vice President for Finance, reviewed the balance sheet, statement of revenue/expenditures and construction projects. James Herzfeld moved, seconded by Emily Jordan Cox, to approve the reports as presented. Motion passed unanimously.

Agenda Item No. 5
Finance Committee Report

MaryJane Rebick, Chair of the Finance Committee, recommended the following items for board consideration: Tuition Recommendations; Fee Recommendations; 2014-2015 Faculty Employment Contracts; and Provisional Positions.

Tuition Recommendations: Dr. Ellibee presented to the board 6 options for tuition increases and the how the college would use the increase in funds. She stated that the college recommends option 3, which would increase tuition by $15.00 per credit hour. The additional costs to a full-time student would equal $450.00, which would be covered by financial aid for those who qualify. Dr. Ellibee stated that the tuition increase, contingent on enrollment projections, would be used in the following areas: contingency; operation of physical plant; scholarship budget; and
general operation. Monies will be used to increase the institutional advertising budget to increase the college’s presence in the community.

Diane Bray moved, seconded by James Herzfeld, to approve the tuition recommendation as presented. Motion passed unanimously.

**Fee Recommendations:** Dr. Ellibee stated that in an effort to respond to feedback about student bills and the number of fees assessed, the following proposals will consolidate and convert fees to a semester credit hour fee structure. By doing this, students can easily calculate the estimated tuition and fees for any given semester. The proposal is as follows:

The college proposes a general fee of $39.00 per credit hour to replace the following fees:
- General Fee
- Technology Fee
- Equipment Improvement Fee
- Library Fee
- Assessment Fee

Consolidate the Student Support Services and Public Safety fee into one fee:
- Student Support Services Fee $4.00 per credit hour.

Increase Non-Resident Tuition to $168.00 per credit hour. In the future, non-resident tuition should increase if in-state tuition rises.

Remove the 21 credit hour cap. Currently, students taking over 21 credit hours are not assessed tuition and fees.

<table>
<thead>
<tr>
<th>Current Fee</th>
<th>Proposed Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Automotive Course Fee</strong></td>
<td>$15.00</td>
</tr>
<tr>
<td><strong>Aviation Course Fee</strong></td>
<td>$15.00</td>
</tr>
<tr>
<td><strong>Collision Repair Course Fee</strong></td>
<td>$35.00</td>
</tr>
<tr>
<td><strong>Machine Shop/CNC Course Fee</strong></td>
<td>$25.00</td>
</tr>
<tr>
<td><strong>Welding Course Fee</strong></td>
<td>$40.00</td>
</tr>
</tbody>
</table>

Consolidate and convert the following fees from per course or per semester to per credit hour:

<table>
<thead>
<tr>
<th>Current Fee</th>
<th>Proposed Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Applied Guitar Fee (one credit hour)</strong></td>
<td>$150.00</td>
</tr>
<tr>
<td><strong>Distance Education Fee</strong></td>
<td>$35.00</td>
</tr>
<tr>
<td><strong>Special Course Fee</strong></td>
<td>$30.00</td>
</tr>
<tr>
<td><strong>Certified Nursing Assistant Fee</strong></td>
<td>$230.00</td>
</tr>
<tr>
<td><strong>Property Maintenance Fee</strong></td>
<td>$11.50</td>
</tr>
<tr>
<td><strong>Dental Assisting Fee</strong></td>
<td>$80.00</td>
</tr>
</tbody>
</table>

Remove the special course fees from Online courses and Developmental Education courses.

Delete the Respiratory Therapy Student Insurance Fee and the Respiratory Advance Cardiac Life Fee. Both fees will be consolidated into one program fee.
Fee Increases in the following areas:

Baptist Health School-Occupational Therapy Assistant Fee would increase $20.00 to $205.00 to cover administrative cost of the program at Baptist Health. Monies would be forwarded to Baptist.

Practical Nursing Testing (Traditional and Non-Traditional) The increased costs would cover students testing and consumables for the Nursing program.

<table>
<thead>
<tr>
<th></th>
<th>Current Fees</th>
<th>Proposed Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Practical Nursing Testing Fee (Traditional)</td>
<td>$250.00</td>
<td>$290.00</td>
</tr>
<tr>
<td>Practical Nursing Testing Fee (Non-traditional)</td>
<td>$130.00</td>
<td>$145.00</td>
</tr>
</tbody>
</table>

New Fees

- **Baptist Health Lab Fee** $50.00 per course
  To supply labs with teaching materials, consumables and utilities at Baptist Health

- **HVAC/EPA Testing Fee** $28.00 per credit hour
  To cover the Federal EPA Certification exam required for the program

- **Technical and Industry Student Uniform Fee** $40.00 per semester
  To cover the cost of providing uniform shirts and laundry service for students

- **Drug Testing Fee** $10.00 per semester
  To cover the cost to administer drug testing for specific Technical and Industry programs and Allied Health students

- **Cosmetology Fee** $17.00 per credit hour
  To cover student permit and licensure exam fees

- **Respiratory Therapy Program Fee** $30.00 per credit hour
  Required to meet the standards of the Committee on Accreditation for Respiratory Care. This fee will cover life support courses, liability insurance, and the national board exams.

Diane Bray moved, seconded by James Herzfeld, to approve the fee recommendations as presented. Motion passed unanimously.

**2015-2016 Non-Classified Employment Contracts:** MaryJane Rebick recommended that the board approve the employment contracts for full-time faculty for the upcoming 2015-2016 fiscal year. Diane Bray moved, seconded by James Herzfeld, to approve the list of faculty employment contracts as presented. Motion passed unanimously.

**Provisional Positions:** Diane Bray moved, seconded by James Herzfeld, to approve the college’s provisional positions as presented. Motion passed unanimously.
Other Business: The Finance sub-committee, chaired by Diane Bray, recommended the following items to the Finance Committee for board consideration: Bond Refinancing; Course Assessment; and Tuition Increase Recommendation.

Bond Refinancing- Ms. Bray stated the college could save a significant amount of money if the 2004-2006 series bonds were refinanced. Patricia Palmer, Vice President for Finance, stated the college needed board approval before beginning the process and would bring information back to the board as the process moves forward. Diane Bray moved, seconded by James Herzfeld, to approve the college moving forward with the 2004-2006 series bond refinancing. Motion passed unanimously.

Course Assessment- Ms. Bray asked the college to continue to assess course offerings and degree/certificate programs to see if they are viable to the college. Dr. Ellibee stated that Dr. DeLong’s office is working with the Vice President for Learning, to ascertain the request.

Tuition Increase Recommendation- Ms. Bray asked the committee to consider putting in place a set dollar amount to raise tuition yearly to assist the college in purchasing major items; Ms. Bray stated that board approval would still be needed before raising tuition. Ms. Tamika Edwards and James Herzfeld expressed concern about setting a monetary figure. Dr. Ellibee stated that we would replicate the process with the Finance sub-committee of the board, meeting early in fall so that information can be obtained to make a more formal decision.

Agenda Item No. 6
Academic Affairs Committee Report

Diane Bray, Chair of the Academic Affairs Committee, recommended for board consideration the following: Ratifications of Employment and Letters of Notification/Arkansas Department of Higher Education.

Ratifications of Employment: Ms. Bray presented a request to ratify the following non-classified professional staff members: Roslyn D. Tillman, Academic Coordinator; Monica Jones, Academic Advisor; Lentonieal Washington, Legislative Liaison; Alvin Bell, Science Instructor; Ernesto Velazquez, Spanish Instructor; Rachel Caruthers, Developmental Math Instructor; Sherrie Ray-Trevino, Spanish Instructor; Jolie Mosley, Lead Instructor for Culinary Arts; Jennifer Danser, Chef/Director of Purchasing; Joe McAfee, Chair Technical and Industrial Programs; and Kyanna Beard, Associate Director of Admissions. MaryJane Rebick moved, seconded by Emily Jordan Cox, to ratify the request as presented. Motion passed unanimously.

Letters of Notification/Arkansas Department of Higher Education-Review Only-

Mary Ann Shope, Vice President for Learning, presented a listing of notifications to Arkansas Department of Higher Education for program change. The list is for board of trustees review only and does not require a vote.
Name Change

Current Name: Small Engine Technology (Motorcycle/ATV, Marine, Lawn/Garden)
Proposed Name: Power Sports/Equipment Technology

Undergraduate Certificate Program

Certificate of Proficiency- Entrepreneurship
The college currently has the Technical Certificate and Associate of Applied Science in Entrepreneurship. The addition of the Certificate of Proficiency will provide students with a credential.

Hospitality Management Technical Certificate with online option


Reconfiguration of Existing Degree Programs for Transfer Purposes

Associate of Science in General Education reconfigured to create Associate of Science (AS) in Technology and Engineering.

Reconfiguration of Existing Degree Programs

AAS in Air Conditioning and Refrigeration to AAS in Heating, Ventilation, Air Conditioning, and Refrigeration

Existing Certificate or Degree Offered via Distance Technology

AAS in Hospitality Management

Agenda Item No. 7
President’s Report

Dr. Margaret Ellibee, President, reported on several activities at the college.

The college has received initial accreditation for the Anesthesia Technology program; it is also the first national accredited program.

Mary Ann Shope, Vice President for Learning, along with faculty representatives have completed the faculty handbook and the faculty performance evaluation template.

On March 21 Pulaski Technical College and Habitat for Humanity worked in the Baring Cross neighborhood on a revitalization project.
We have had two successful events with the Pulaski Tech foundation, Diamond Chef Preliminaries and the “Teach your Children Well” at Bernice Garden.

Bank of America donated $15,000 to the Center for Arts and Humanities building.

Public Relations and Marketing won 2 national Paragon awards.

Graduation is May 16 at Verizon Arena at 10:00 a.m. Frank Scott Jr. will be our graduation speaker.

**Agenda Item No. 8**

**Spring 2015 Enrollment Report**

Jasmine Ray, Associate Vice President for Planning and Effectiveness, reported the spring 2015 enrollment report. The spring 2015 enrollment report shows the college reported 8,321 students which represented a decrease of 16.6 percent (1,656 students) from spring 2014. Data shows that females (64 percent) continue to enroll at a significantly higher rate than males (36 percent). Statistics show that the main campus in North Little Rock represents approximately 43 percent of total enrollment with an average enrollment age of 30.

**Agenda Item No. 9**

**Reports**

**Provost Report**

Dr. Michael DeLong, Executive Vice President/Provost reported the following:

**Center for Humanities and Arts Update**

The IPR (In Process Review) Team met in March; construction is approximately 9 days behind due to weather, but will make it up with weekends. The only thing of note that came up in the meeting is a window was put in above the Art Gallery that has to be taken out or covered up. CDI will ensure the window is walled inside so light will not get into the Gallery. The window will still be installed and visible from the outside due to structure already in place to support it.

**Board Policies**

The Administrative sections of the College are currently reviewing and fine-tuning the Board Policies and associated Administrative rules for submittal to the Board in June.

**Program Review**

Academics (Mary Ann Shope) and I have been reviewing all academic programs and courses for viability. There are several programs that will be deleted due to low enrollment such as Avionics, Aviation Management, and Nail Technology. Courses that have not made over the past several semesters will also be dropped. We are also aligning courses and programs and looking at creating Technical and Proficiency certificates for those programs that facilitate
stackable credentials. Welding, Construction, Automotive, and HVAC programs are receiving a facelift in curriculum and equipment to bring these programs current.

**Concurrent Enrollment**

Student Services and Academics have joined forces to develop a comprehensive plan to certify our Concurrent Enrollment Program with ADHE and start the dialog with high schools in our service area. So far, their attempts have been very productive already generating enrollment for the fall. PTC PR and Marketing is also an intricate part of the plan, producing flyers and other handouts to “get the word out” to students and their parents.

**Quality Council/Shared Governance**

Quality Council continues to meet addressing new ideas and opportunities. Various new and updated policies have been vetted through this process with positive results. The associated committee structure has been working well, allowing members of the College an opportunity to be part of the decision making and communication process and help reshape the future of PTC.

**Technology Report**

David Glover, Associate Vice President for Information Technology, reported to the board:

**Wide Area Network Upgrade**

The Wide Area Network upgrade with AT&T is about 95 percent complete, the new ASE communication circuits are fully installed, and Pulaski Tech switched over to the new network the weekend prior to spring break.

The communication speed increased exponentially as shown by the following:

- Main campus to the network was increased from 20 MB to 200MB
- Little Rock-South site was increased from 100Mb to 500 Mb
- Saline County Career Center was increased from 10Mb to 50Mb
- Business and Industry Center was increased from 10Mb to 100Mb
- Little Rock-West was increased from 20Mb to 100Mb
- North Little Rock-Aerospace Center was increased from 20Mb to 100Mb
- Little Learners Center was increased from 5Mb to 50Mb

**UAMS Co-location Data Center**

The college has engaged ClearPointe Technologies to develop and implement a plan for a new data center at UAMS that will address Disaster Recovery, Business Continuity, and Private Cloud-based storage. This plan and data center will allow Pulaski Tech to take full advantage of the capacities that we now have as a member of the ARE-ON network.

A Disaster Recovery Plan Design statement of work (SOW) has been completed and submitted to the Information Technology Services for review. The SOW outlines connectivity design from
engineers, new equipment installation, and documentation to facilitate the business continuity requirements of Pulaski Tech’s critical operations.

**Continuing Education/Business Outreach Report**

Bentley Wallace, Vice President for Economic Development, reported to the board the following:

**Dassault Falcon Jet**

- Talent pipeline development program expanded to include cabinet building / finishing training. Labs at the Business and Industry Center have been reconfigured to accommodate training.

**Dassault Falcon Jet**

- Partner funding has allowed for the acquisition of four new industrial sewing machines and twelve new heavy-duty work benches.

**Partnership Opportunities and Projects Currently in Development Phase**

- **Little Rock Port Authority**
  - Multiple employers - Advanced Manufacturing Talent ID and Training

- **Commercial Construction Sector**
  - Lead general contractor with multiple subcontractors for new-hire skilled trade training

- **Progress Rail**
  - Supervisor and Programmable Logic Control training.

- **Kimberly-Clark Conway**
  - For-credit advanced manufacturing series of courses

- **Grocers / Meat Cutters**
  - Training series to increase skills for butchers at independent grocers statewide

- **Welders / Welding Academy at BIC**
  - Returning BIC space to welding lab for entry-level welder training with multiple employers

- **Employer / Student Match System**
  - Exploring new methods for accommodating employer requests for PTC students to apply for open positions

**Total Non-Credit Contact Hours Jan. – Mar. 2015**

- **10,036**

**Total Same Quarter Last Year**

- **18,422**

**Total Same Quarter Two Years Ago**

- **17,499**
Several factors contribute to the reduced total for non-credit contact hours this quarter vs. previous years: Less-than a full quarter in the reporting numbers; several inclement weather days resulting in cancelled meetings and classes; reduced overall numbers in Professional Development Institute, Adult Education, CRC and Training/Partner events.

**Foundation Report**

Shannon Boshears, Director of Development, updated the board on activities of the foundation.

The capital campaign for the Center for Humanities and Fine Arts is moving into a more active phase. Donor materials are being produced featuring our own Fine Arts students. An integrated marketing/fundraising plan has been developed. We are beginning to actively pursue major donors and grants. Originally, the fundraising goal for the campaign was $1 million. However, we are raising that amount to $1.6 million and hope to have it in place by December 2015.

Currently, we show that the Foundation has raised approximately $500,000 towards the goal. The campaign theme is “The Show Must Go On.” Once we have raised 80% of our goal, we will conduct a public campaign to secure the remaining gifts and a successful campaign.

The PTC Foundation’s 2013-14 Annual Report is posted online; it can be found at [http://www.pulaskitech.edu/pulaski_tech_foundaton/content/2013_2014.pdf](http://www.pulaskitech.edu/pulaski_tech_foundaton/content/2013_2014.pdf)

The Foundation is currently promoting several fundraising events.

- “Get Down in the Garden” was held on Thursday, April 2 and coincided with “Arkansas Gives” which is a day of giving just for Arkansas non-profits. “Arkansas Gives” was created by The Arkansas Community Foundation and it will be the first event of its kind in the state. Matching funds and bonus money will be given through the Arkansas Community Foundation to all participating non-profits.

- The Diamond Chef Preliminaries were held on Tuesday, March 31 and the Diamond Chef Finale will be held on June 2 at the Statehouse Convention Center at 6pm. Our Diamond Chef Chairman this year is Mike Flagg, the GM of Hiland Diary and he has brought a lot of new people to the table at PTC. This year is on course to be our biggest year yet regarding event cash sponsors.

- The Faculty Staff Campaign will kick-off on Friday, April 17. The campaign theme is “You’re a Rockstar.” All employees will be asked to become annual donors to the college.

The foundation report also showed the balance sheet and profit/loss year-to-date comparisons from the first quarter of the year.
Public Relations and Marketing Report

Tim Jones, Associate Vice President for Public Relations and Marketing updated the board on media contacts. He stated that his department is working on several projects: Website redesign of high-traffic pages; continued collaboration on campus-wide recruitment with Student Services, and a continued emphasis on “Education that Works” in marketing materials.

The purchase of billboards at the following locations:
- 67/167 Kiehl Exit, Sherwood
- 1-30 Saline County Line, Little Rock
- 1-40 Morgan Exit, Maumelle
- 1-30 & Cypress, Downtown North Little Rock

Fall/winter 2014 media earned includes newspaper articles and television segments.

Mr. Jones stated that his department has won two NCMPR (National Council for Marketing and Public Relations) Paragon Awards for the following:
- Wild Card-High School counselor survival kit
- Brochure-High School-oriented Viewbook with 3-D glasses

Student Services Report

Cindy Harkey, Vice President for Student Services, reported the following to the board.

The Pulaski Technical College’s Financial Aid Office was randomly selected for a full review by the Arkansas Division of Legislative Audit. The review, conducted over a ten-day period in January, included an evaluation of the 2013-2014 aid processing year. There were no findings noted in this review.

The 2012 three-year draft cohort default rates were released to schools February 2015. PTC’s draft rate is 19%. The official rate will be published in September of 2015. The official three-year default rate was 22.7% in 2011.

On February 19, 2015, PTC Counselor Daniel George attended the We End Violence: Arkansas Higher Education Summit on Campus Sexual Violence at the University of the Ozarks in Clarksville. Topics discussed included new laws and legislation pertaining to campus sexual assaults and reporting, campus programming and prevention ideas, and the statewide collaboration of higher education institutions and state agencies.

The Office of Veterans Services was audited by the State Approving Agency on February 10, 2015. Agency Representative LaTrenda Jackson audited 35 PTC student files during the complete audit which examined grades, reporting increases, reductions, terminations, billing, payments, and other areas. The audit was scheduled for two full days, but lasted just under three hours. Ms. Jackson had high praise for the office and its operations, especially in the area of customer service. This great outcome means no more audits for this office until 2017.
PTC students, faculty, and staff participated in a community service project making sleeping mats for the homeless. Sleeping mats were made by using plastic grocery bags and cutting them into strips to make plastic yarn. This activity was organized by the Office of Student Life and Leadership, the PTC chapter of Arkansas Association of Women at Two Year Colleges, and instructor Cynthia Hendricks as a part PTC’s Service Week. Other Service Week activities included an Involvement Fair, Red Cross Blood Drive, and a Martin Luther King, Jr. memorial program and luncheon.

Counselors from the Office of Counseling and Disability Services partnered with the Office of Student Life and Leadership to host a Health Fair on March 11, 2015. PTC partnered with community agencies to provide vision screenings, substance abuse prevention information, blood pressure monitoring, and much more. Over 19 organizations took part in the event.

The Office of Student Life and Leadership hosted scholarship fairs on all three campuses during the month of March. The scholarship fairs provide students the opportunity to get information and applications for several scholarships offered each year. Over 200 students utilized this service and gathered applications and information in hopes of being awarded one of the many scholarships.

The Office of Advising and Career Services hosted a Transfer Fair on March 13, 2015. Sixteen institutions were on hand to provide valuable information pertaining to admissions requirements, academic program options, and priority deadlines. Among those present were Arkansas State University, University of Central Arkansas, Harding University, and Arkansas Tech University.

The Maumelle Chamber of Commerce and Maumelle High School provide MHS Seniors with Senior-Business Networking Luncheons each month during the school year. These events encourage partnerships between the school and business community in the implementation of activities that encourage students to develop habits of success before graduation. Pulaski Technical College hosted one of these luncheons on Tuesday, March 10, 2015 at the Culinary Arts and Hospitality Management Institute. The 40 students in attendance were provided with information from admissions and given tours of the Little Rock-South campus.

On March 3, 2015, several PTC staff attended the Bryant High School Academic Fair to discuss the new Early College partnership between BHS and PTC. Both parents and students were in attendance to learn about the classes that will be offered at BHS beginning in the fall of 2015. General education classes will be taught at the high school by either a high school faculty member or PTC faculty. Career and technical education classes will be taught at Little Rock-South by PTC faculty.

Approximately 500 North Little Rock high school seniors visited PTC Main Campus on March 3, 2015. Students heard from several speakers on topics such as planning after high school, tips for being a successful high school student, and financial aid. During lunch, provided by PTC, students had the opportunity to visit with faculty from education, allied health, technical programs, math, sciences, fine arts, and humanities. The Offices of Advising and Career Services, Admissions and Financial Aid were also on hand to speak to students. This was the
largest high school group PTC has ever hosted, and it was a great success. Twelve students even completed an application for admission while they were on campus!

On March 2, 2015, the Network for Student Success attended the Annual Network Day at the State Capitol. Network coaches and students had the opportunity to sit in a committee session of the Arkansas Black Caucus and visit the ASU Systems office, where they enjoyed lunch, hosted by Dr. Chuck Welch. After lunch, the students sat in the House Gallery and had the opportunity to watch the debate on HB 1077, concerning handguns on college campuses. Their day concluded with a tour of the Capitol given by Mrs. Erica Meabon, Assistant to Representative Eddie Armstrong.

**Vice President for Learning Report**

Mary Ann Shope, Vice President for Learning, reported on recent activities for her department.

**Learning Goals for 2015-2016**
- Assess Student Learning
- Provide Quality Instruction
- Promote Student Retention and Success

**Recently approved Certificates and Degrees for fall 2015**
- Certificate of Proficiency in Entrepreneurship
- Technical Certificates aligned with Associate of Applied Science Degrees
  - Hospitality Management
  - Heating, Ventilation, Air Conditioning, and Refrigeration
- Associate of Science in Technology and Engineering
  - Current Partners: UAF, UALR, UCA
  - Potential Partner: UAPB

**Other notifications-Arkansas Department of Higher Education**
- Name change for Small Engine Technology Program to Power Sports/Equipment Technology
- AAS in Air Conditioning and Refrigeration reconfigured to AAS in Heating, Ventilation, Air Conditioning and Refrigeration
- AAS in Hospitality Management offered online

**Early College (Concurrent Enrollment of high school students) Progress**

**Potential Partners**

<table>
<thead>
<tr>
<th>Little Rock School District</th>
<th>Pulaski County Special School District</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pulaski Academy</td>
<td>Central Arkansas Christian</td>
</tr>
<tr>
<td>Calvary Academy</td>
<td>Little Rock Christian</td>
</tr>
<tr>
<td>Bryant School District</td>
<td>North Little Rock School District</td>
</tr>
</tbody>
</table>
Permanent Dean of Technical and Industrial Programs named
  • Mr. Dick Burchett (formerly Interim Dean)

Higher Learning Commission (HLC) up-date
  • Upcoming Higher Learning Commission Multi-Campus Visit
  • Approval for Associate of General Studies

Agenda Item No. 10
Other Business

There being no further business, the meeting adjourned at 12:01 p.m.

___________________________
James Herzfeld, Secretary

__________________________
Tena Carrigan, Recorder