

**University of Arkansas Community College at Batesville**  
**Administrative Cabinet Meeting**  
**July 19, 2023 / 3:00 p.m.**  
**Room 104**  
**Minutes**

The members present were Mr. Bruce Hankins, Mr. Heath Wooldridge, Dr. Holly Smith, Dr. Zach Perrine, Dr. Anne Austin, and Dr. Brian Shonk. Guests present were Ms. Crystal Blue. Minutes recorded by Ms. Tiffany Guinnip.

Dr. Shonk called the meeting to order at 3:10 p.m.

*Mr. Heath Wooldridge moved to approve the minutes from the July 12, 2023 meeting. Mr. Hankins seconded and the motion passed.*

**Financial Aid and Bookstore Integrations – Ms. Crystal Blue** - Ms. Blue commented that we are going to need a live integration API that coordinates data from financial aid and the bookstore. She commented that the software that connects the data from financial aid to the bookstore. With the new integration with Workday, we will need to look for a new API. The current API, FA Link, is not compatible with Workday and we will need to look at a new API. Ms. Blue commented than other than looking at a new API, which is going to cost around \$15,000 which was not considered in the IT budget for the current year. Mr. Wooldridge asked if this would be a one-time cost. Ms. Blue said yes, and the cost quoted to her was based on the hours they anticipate needing to build the solution. Mr. Wooldridge asked if any other schools have the same issue. Ms. Blue commented answered that is not the case in the other schools; most of the other schools are using third-party vendors to process bookstore purchases or charges. Mr. Wooldridge asked about the timeline for this project. Ms. Blue answered that she did not have a timeline as of now, but the completion of the project would have to coordinate with the implementation of the Workday Financial Aid configuration. Dr. Shonk commented there has been no discussion of switching to a third-party for a vendor and he did not anticipate that being an option we would pursue. Dr. Perrine commented there is an anticipation that we will see more costs to pay for solutions with the Workday implementation. Dr. Shonk with the Cabinet's approval to go ahead and move forward with the project. Mr. Hankins commented to make sure the cost for the project does not go to IT's budget and it is entered toward the Workday expenditures.

#### **Policies**

- **505.4 Revisions to Financial Aid – Dr. Zach Perrine** – It was noted that this policy was approved by Cabinet on the July 12, 2022, meeting. Policy just to note the change in format of policy.
- **505.5 Return to Title IV – Dr. Zach Perrine**– It was noted that this policy was approved by Cabinet on the July 12, 2022, meeting. Policy just to note the change in format of policy.

#### **Hiring Committee Selections**

- **Psychology Instructor** – Doug Muse, Jeanette Youngblood, Amy Plaster, Dr. Anne Austin, and Maggie Beshears.

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*Dr. Smith made a motion to approve the search committee. Dr. Perrine seconded and the motion and the motion carried with no further discussion or comments.*

**Area Updates**

- **Mr. Wooldridge** – Cleaning out the space of the old Student Success Center in MCB and are getting ready to begin demolition of the space by tearing wall out. The progress on the cyber security classroom is on hold pending the receipt of the additional furniture and equipment from UALR.
- **Dr. Smith** – Nursing acceptance offers were extended this week on Monday or Tuesday. They have had 23 acceptances for RN this far and 2 for LPN. Responses from students are due on Sunday evening. Kids' College is going well and the children seem to be happy. There has been a lot of work going into the Academic Catalog and the schedule for fall.
- **Dr. Perrine** – Working on a few new policies or revisions of policies. A good candidate is was selected in the Hillcrest Career Coach position and interviews for the Southside Career Coach are tomorrow. Dr. Perrine commented on the good vibe on campus.
- **Mr. Hankins** – Commented that Ms. Peggy Jackson is still out and will be back in the office next week. The business office is moving through the end of year reporting. He reported that our liability has increased from the retirement in APERS, but it did assist our bottom line. He posed the question if at some point, if it is an option for those on APERS to go to the other retirement plans. He announced that Ms. Alexas Sterling is getting married tomorrow, and this was celebrated in the Business Office for her today.

Meeting was adjourned at 3:50 p.m.

*Minutes respectfully submitted by Tiffany Guinnip.*