

**University of Arkansas Community College at Batesville**  
**Administrative Cabinet Meeting**  
**June 5, 2024 / 3:00 p.m.**  
**IH 104**  
**Minutes**

The members present were Mr. Heath Wooldridge, Dr. Holly Smith, Dr. Zach Perrine, and Dr. Brian Shonk. Minutes recorded by Ms. Tiffany Guinnip.

Dr. Shonk called the meeting to order at 3:15 p.m.

*Dr. Zach Perrine moved to approve the minutes from the May 29, 2024, meeting. Mr. Heath Wooldridge seconded. With no further discussion the motion passed.*

**Welcome Center, Pre-Construction Meeting Update – Mr. Heath Wooldridge** – Earlier today there was a pre-construction meeting for the Welcome Center project. During the on-site meeting, it was realized that the cost for running the networking cable in MCB was not included in the final project, which makes this an additional cost for the project. Cabinet members discussed that they felt that this was in the project scope. Dr. Zach Perrine noted that he would begin working with Ms. Crystal Blue and the members of IT to begin working on finding a solution. Dr. Shonk asked about Mr. Johnny Babb and Mr. Dustin McAnally's interest in running the network cable as an extra appointment. Mr. Wooldridge asked questions about MCB 217 and the office that is currently occupied by Mr. Philip Landers. Dr. Perrine noted that Mr. Landers is going to relocate, and the storage closet has been cleaned. Dr. Perrine noted that we will still need access to MCB 217.

**Gateway Center Update – Dr. Brian Shonk** – Dr. Shonk noted that he has emphasized to the architects the importance of developing at tight timeline to complete the work on the Gateway Center. He noted that the tenants would like to be on site by October and has been discussing with them how to make this timeline. The architects noted that it would save time if there is a construction manager for the project to help coordinate vendors.

**581.0 Grade Forgiveness Policy (2<sup>nd</sup> Reading) – Dr. Zach Perrine** – Dr. Zach Perrine noted that this policy was worked on by faculty and staff after EAB came to campus and spoke about grade forgiveness. Dr. Perrine noted that he has worked on the submission from faculty and staff to clean the language of the form.

*Dr. Holly Smith moved to table the review of proposed policy 581.0 Grade Forgiveness Policy while additional work and review is completed. Dr. Zach Perrine Someone seconded. With no further discussion the motion passed.*

**Hiring Committee Selections (if needed) – Cabinet**

Meeting was adjourned at 3:50 p.m.

*Minutes respectfully submitted by Tiffany Guinnip.*