

University of Arkansas Community College at Batesville
Administrative Cabinet+ Meeting
March 5, 2025 / 2:00 p.m.
IH 104
Minutes

The members present were Dr. Brian Shonk, Dr. Zach Perrine, Mr. Bruce Hankins, and Mr. Heath Wooldridge. Minutes recorded by Ms. Tiffany Guinnip. Others present were Ms. Meagan Akins, Ms. Crystal Blue, Ms. Jeanette Youngblood, Dr. Becky Warren, and Ms. Stacey Gross.

Dr. Shonk called the meeting to order at 3:05 p.m.

Dr. Zach Perrine motioned to approve the minutes from the February 26, 2025 meeting. Mr. Heath Wooldridge seconded the motion. With no further discussion, the motion passed.

Higher Learning Commission (HLC) Institutional Update – Cabinet – Dr. Shonk noted that before the meeting began he heard from Mr. Bruce Hankins and Ms. Rhonda Loper that the report has been submitted successfully. Dr. Shonk noted that this is a report that we are required to submit each year. Mr. Hankins added that each year he completes the report and calculates our CFI index. He noted that for the data he just prepared, we scored in the range of the fours. Mr. Hankins noted that anything above a 5 or a 6 indicates that the college has ability to complete tasks as it wishes.

AR Access HB1512 – Cabinet – Dr. Shonk noted that discussions have continued on the new bill and it appears that amendments may be submitted on Friday, and we may potentially have more information at the beginning of next week.

Arkansas Division of Higher Education (ADHE) Return on Investment (ROI) – Dr. Brian Shonk – Dr. Shonk noted that a piece of the funding formula is going to be replaced with a return on investment measure, as suggested by an outside consulting firm. Dr. Shonk explained that an ROI will be figured by looking at the rate at which college completers and high school graduates meet in earnings for each degree program and compared to median salaries earned.

Procedure 560.0 – Dr. Zach Perrine - Dr. Perrine commented that there were new rules put through at the state level to update the policy on hazing. Dr. Perrine noted that we has updated our hazing policy recently so minimal changes were needed to be in compliance. Dr. Perrine noted that he has spoken with the Welcome Center and Student Activities about speaking with students about hazing.

Dr. Perrine made a motion to approve the updates to policy 560.0. Mr. Bruce Hankins seconded the motion. With no further discussion the motion passed.

Arkansas Community College Association Conference Proposals – Cabinet – Dr. Shonk noted that the proposals for the ACC conferences are due on May 1. Dr. Shonk further noted that in the past, there has been no coordination of who is attending the conference or what they are submitting for proposals. He noted that in his upcoming Monday email, he will ask individuals to submit proposals to their Cabinet member for review and approval.

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

- a. Executive Assistant to the Chancellor – Dr. Brian Shonk (Chair), Dr. Drew Davidson, Ms. Tina Goodman, Ms. Tiffany Guinnip, and Mr. Mark Cartwright

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Dr. Brian Shonk made a motion to approve the search committee for the Executive Assistant to the Chancellor position. Dr. Zach Perrine seconded. With no further discussion, the motion passed.

- b. Admissions Processing Coordinator – Mr. Nate Pyle (Chair), Ms. Meagan Akins, Ms. Amber Halverson, Mr. McKenzie Jackson, and Ms. Whitney Stone

Dr. Zach Perrine made a motion to approve the search committee for the Admissions Processing Coordinator position. Mr. Bruce Hankins seconded. With no further discussion, the motion passed.

- c. Highland Adult Education ABE Position Repost – Ms. Elizabeth Taylor (Chair), Ms. Beth Hawkins, Mr. Loyd Barry, Ms. Tess Weatherford, Dr. Zach Perrine

Dr. Zach Perrine made a motion to approve the standing committee for the Highland Adult Education position. Mr. Heath Wooldridge seconded the motion. With no further discussion the motion passed.

Open Discussion

- a. **Dr. Becky Warren** – Dr. Warren noted as a follow-up on previous ATI discussions, she looked into the services that are in use. She noted that a significant majority of resources within the platform are in use by the nursing department. Dr. Warren further noted that she has requested Ms. Dana Cox to reach out to other nursing directors and check if other UA schools are using ATI. Dr. Shonk made a note that potentially the nursing fees may need to be increased in order to cover the cost of ATI per students. Dr. Warren noted that with this year, around 75% of the M&O budget is covered by nursing fees. Dr. Warren noted that she is concerned with too much of an increase in nursing fees may price our program out compared to other programs. Dr. Perrine echoed the sentiment of the price out for the program, but he added to the conversation how to roll out increased costs to students and if the conversation needs to be if we keep using ATI over the past year.
- b. **Ms. Stacey Gross** – Ms. Stacey Gross noted that she is very close to having the positions on campus matched up to the appropriations act. She further noted that there are a little over 200 positions sitting out under managers and she noted that it would help significantly if any positions that are not being used will be closed out. Ms. Jeanette Youngblood asked if managers could be provided a list of positions that are open for consideration. Mr. Wooldridge asked if positions are closed, if it is trouble to reopen the position or get it back. Ms. Gross noted that she will noted out the list to each manager for consideration.

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Meeting was adjourned at 4:35 p.m.

Minutes respectfully submitted by Tiffany Guinnip.