

University of Arkansas Community College at Batesville
Administrative Cabinet+ Meeting
March 17, 2025 / 9:30 a.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 9:30 a.m.

Vice Chancellor for Academic Affairs – Dr. Brian Shonk – Dr. Shonk noted that he had attend training last week at the Presidents and Chancellor’s meeting for the Aspen Presidents Institute. Dr. Shonk noted that his discussions and training he received over the week had helped him come to a decision about the open Vice Chancellor for Academic Affairs role. Dr. Shonk noted Dr. Perrine has been filling in the role since November, and doing an excellent job. Dr. Shonk noted that he has been looking at the budget and reminded everyone of the challenges we are facing with a tight budget going into the next academic year. Dr. Shonk commented that he has been looking at positions within the budget for positions that we could potentially eliminate or not fill. He noted that there really isn’t a lot of room to eliminate positions on campus. He further noted that there will be an increase cost to budget for salaries based on the institutionalization of the CTLE roles on the campus based on ending of the grant. Mr. Hankins clarified that Dr. Shonk was proposing to keep Dr. Perrine in the role and combine the Vice Chancellor for Academic Affairs and Vice Chancellor for Student Affairs. Dr. Shonk confirmed that is what he is proposing the position would be more similar to a provost position, which he mentioned is what many community college are shifting to. Dr. Shonk requested that Dr. Perrine recuse himself from the following conversations about the change in position. Dr. Shonk further commented that this might not be permeant dependent on enrollment increasing in the future. Ms. Crystal Blue asked what the repercussions would be if we gave up the positions. Dr. Shonk noted that we would not give up the position, and we would be able to look at splitting the role in the future. Ms. Stacey Gross asked about duties of the position, because this would be a combining of two full-time roles. Dr. Shonk noted that he felt that we would keep the distinction and definitions of both roles, so in the future if split the duties are retained. Ms. Gross further expressed her concern to ensure that Dr. Perrine would not be overwhelmed or burnout in the position with the combined duties. Dr. Shonk noted that there will be opportunity for Dr. Perrine to delegate and that he will keep watch on the split of duties. Dr. Shonk further noted that we are in a place now for capacity to combine the roles with number of students versus the number of students the campus has had previously. Mr. Bruce Hankins commented that the combination of roles and workload is very much the nature of community colleges and the work that is demanded. Mr. Hankins commented that he felt that with our size the combination of the roles would be fine, but he did note that it would just be a matter of making sure the academic side of the house is maintained with the additional work there. Ms. Jeanette Youngblood voiced that she feels that there is faculty concern that academics might not get as much attention without there being a full-time position, however, she felt that most of the hesitation comes from the uncertainty of the situation since November. She further commented that if we have developed a clear plan of what will happen, she feels that they will collectively feel better about the situation. Ms. Gross noted that there is an importance in the way decisions are communicated, that everything is communicated in a positive light and to talk about this as a positive move for the college. Ms. Akins further commented that she felt that the last few months have been very productive with both sides of the house coming together. She noted it has

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allowed Student Services and Academic Affairs to learn a lot about one another and figure out how to work together better. Mr. Hankins further commented that he might have some concerns about what HLC might think of the change but also noted the large changes that are happening within accrediting bodies. Mr. Hankins and Ms. Gross asked if we would like to set an FTE level that we would consider splitting the position again. Dr. Shonk responded that he has been thinking about this, but has not landed on a specific FTE number. He did note that as we approach 900 FTE, as a campus, we would need to start evaluating the need to split the positions again. Dr. Shonk asked that everyone ask about communicating the message and what that looks like. Ms. Guinnip and Ms. Youngblood expressed the importance of sending the message as soon as possible, to ensure direct communication without confusion was incurred on the change itself. Ms. Youngblood also noted the importance of letting the campus know that additional information would be provided, like an updated organizational chart. Ms. Akins asked what the official title would be for Dr. Perrine. Dr. Shonk noted that the position would be called the Provost. Mr. Hankins asked who works under Dr. Perrine that helps run the areas. The discussion was that the Academic Dean, Student Affairs Dean, and the Director of Academics Operations become the persons under that help manage the processes on both sides. Mr. Wooldridge asked what the red line is for considering looking at the position again, or if Dr. Perrine happened to vacate the role, what the plan would be. Dr. Shonk noted that he has thought about this, and reflects on the changes that have happened to our campus. He noted the change from four division chairs to two deans within the past several years. Mr. Hankins noted his appreciation of Dr. Shonk's approach to keeping the future of the college at the forefront of his decision making. Ms. Akins asked if the change in the position will add an administrative assistant position within the office for assistance. Dr. Perrine noted that no, he believes that the filling of the Academic Operations Specialist position will fill this role. Mr. Wooldridge further asked at what level we would consider not filling a position. He asked if the perception might be that we will not fill positions when they are vacated. Ms. Akins noted that she typically questions when positions become vacant if we will fill them. Dr. Shonk noted that it is important for us to evaluate all positions when positions are vacated.

Dr. Shonk made a motion to place Dr. Perrine into a combined role of the Vice Chancellor for Academic Affairs and Vice Chancellor for Student Affairs with the title of Provost effective March 17, 2025, per Campus Policy 220.1. Mr. Bruce Hankins seconded the motion. With no further discussion, the motion passed.

Open Discussion

Meeting was adjourned at 10:35 a.m.

Minutes respectfully submitted by Tiffany Guinnip.