

Cabinet Meeting Summary
Conway Campus – President’s Boardroom
Meeting Dated June 15th, 2022

Cabinet Attendees:

Dr. Marilyn Fore, President
Mr. Harold Hawley, VP - Finance and Administration
Dr. Melissa Batten, VP – Student Services
Mrs. Lori Heafner, VP - Institutional Effectiveness and Development
Dr. Jennifer Wilbanks, EVP- Academic Affairs
Mr. John Dove, VP - Information Technology *
Mrs. Jacquelyn Snyder, VP – Human Resources
Mrs. Lari Roper, Marketing Director
Ms. Nicole Hyman, Public Relations Director

Also attending: Ms. Beth Havens

Meeting Summary:

Guest Presentations:

Discussion Topics:

1. In addition to the published agenda Cabinet discussed the Fall enrollment trends; communicating HGTC’s free tuition to external organizations; Perkins Grant Award of \$605,158; Leadership Conway; and various Human Resources updates including Professional Development and employee performance review deadlines.
2. Mrs. Snyder and Dr. Wilbanks shared a state-wide update on various models for delivering professional development and discussed establishing new formats to ever meet the training needs of faculty and staff professionals.

Action Topics:

1. Dr. Wilbanks presented a request and justification for a new Paramedic/EMS faculty position. The request was unanimously approved.
2. Mrs. Heafner presented the 2022-23 budget for the Perkins Grant in the amount of \$605,158. After discussion, the budget was unanimously approved.
3. Mrs. Heafner presented a request and justification to purchase air brake training equipment for the Diesel Technician Program in the amount of \$56,000 and an OHM’s Law circuit trainer for the Marine

Motor Technician Program in the amount of \$13,000. These items will be purchased with Perkins Grant proceeds in the new fiscal year 2022-23. The request was unanimously approved.

4. Cabinet members and President Fore discussed strategic initiatives for the new fiscal year to include professional development, new programs, and additional fiscal updates at future all college meetings. Mrs. Heafner mentioned that she would be including the topics of professional development in future strategic plans.

The Cabinet meeting adjourned. The next Cabinet meeting is scheduled for Wednesday, June 22th and will be in the Boardroom on the Georgetown Campus at 9:00 am. That meeting will be a long agenda.

* Not in attendance.
