

Cabinet Meeting Summary
Conway Campus – President’s Boardroom
Meeting Dated March 23rd, 2022

Cabinet Attendees:

Dr. Marilyn Fore, President
Mr. Harold Hawley, VP - Finance and Administration
Mr. Greg Mitchell, VP - Continuing Education & Workforce Development *
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:

Meeting Summary:

Guest Presentations:

Dr. Christopher Greggs – System Office (Classification and Compensation Overview and SCEIS Update)

Discussion Topics:

1. In addition to the published agenda Cabinet discussed the Summer enrollment trends; scheduled drops for no-FAFSA; various enrollment outreach; summer pilot work schedule and communications plans; SEM Works consulting presentation; Fall opening registration dates; and the agenda for the upcoming Area Commission meeting.
2. President Fore and Mrs. Heafner discussed the meeting scheduled with Dr. Black and SEM Works and shared some insights as to the general observations and recommendations. Cabinet members looked forward to the SEM Works presentation.

Action Topics:

1. The Policies and Procedures as submitted by Ms. Hyman were approved as revised. Copies will be sent to President Fore for her consideration and approval.
2. Cabinet members discussed the drop for no-FAFSA (for the summer session) that is scheduled for May 3rd and unanimously agreed to adhere with that event as planned.

3. Dr. Wilbanks presented a request and justification to support a “jeans week” during April 25-29. The request was unanimously approved.

The Cabinet meeting adjourned. The next Cabinet meeting is scheduled for Wednesday, April 6th and will be in the President’s Boardroom on the Conway Campus at 9:00 am. That meeting will be a long agenda.



* Not in attendance.