

**Cabinet Meeting – November 18, 2020  
East Campus – WFD Room 121 - 8:30 a.m.  
Minutes**

Present	Absent	Cabinet Member Name
X		President, Dr. Bentley Wallace
X		VP for Academic Affairs (VPAA), Dr. Michael Murders
X		VP for Student Services (VPSS), Dr. Derek Moore
	X	Vice President for Finance & Administration (VPFA), Mr. Carey Tucker
X		Associate VP for Administration (AVPA), Dr. Tim Kirk
X		Associate VP for Institutional Planning & Academic Support (AVPIP/AS), Dr. Stephanie Tully-Dartez

**I. Action**

A. Approval of Minutes – November 4, 2020 - Approved

President

VPAA

A. Change *OCCU 2103 Knowledge, Health, and Wellness of Disease Processes* course description - Approved

B. APM 1.10 Change - Revise function 4 and 5 of the Academic Support Committee to include the statement “annually and as needed” - Approved

VPSS

VPFA

AVPA

AVPIP/AS

**II. Discussion**

President

A. Holiday Week Schedule – The work schedule for the Cabinet during the Thanksgiving Holiday week was discussed

VPAA

A. Academic Strategies to promote Spring Enrollment – An update was given on each division (the majority of students “in programs” are registered)

B. Spring Term Logistics – The Spring schedule is available (more marketing/promoting ideas for new and transfer students were discussed)

VPSS

A. National Student Clearinghouse reporting / Jenzabar – Updates/changes for the reporting in Jenzabar were discussed

B. Food pantry location (temporary) – The Cabinet discussed temporary relocations for the Food Pantry

C. Staff salary adjustments for degree(s) earned – The Cabinet will be reviewing section 2.42 of the APM

VPFA

A. HR Update – Data was shared with the Cabinet (available positions are listed on the web)

B. Facilities Update – The Heritage Plaza has had some work done on the flower beds

C. Warren Update – There are 7 classrooms currently available for use in Warren

AVPA

AVPIP/AS

**III. Grant Updates/Progress Reports**

- A. Grant Development
- B. **ADHE RAMP (Regional Advanced Manufacturing Partnership: Building the Pipeline)** – Dr. Tully-Dartez
- C. **DOJ (Department of Justice) Consortium**– Dr. Moore – Consortium members will participate in virtual NASPA Strategies Conference; Safe Colleges Software for Prevention and Awareness Training was approved
- D. **Verizon** - Dr. Murders –
- E. **Verizon Foundation Grant** – Dr. Moore – Verizon Food Pantry Grant - Thanksgiving food bags for students will be distributed on November 18<sup>th</sup> and 19<sup>th</sup> at SouthArk’s West, East, and Warren locations
- F. **Delta Regional Authority (DRA)** – Culinary – Dr. Tully-Dartez
- G. **Early College/Career Coach grant** – Dr. Moore – New Career Coach at Lakeside School District begins November 30<sup>th</sup>; Working on Spring Concurrent Enrollments
- H. **Mentor-Links Grant** – Dr. Murders -
- I. **Career Pathways** – Dr. Moore – Preparing for Fall Book Return / Spring Pick-Up
- J. **Upward Bound** – Dr. Moore – Preparing for Annual Performance Report/APR and will reach out to RMA
- K. **NSF Grant** – Dr. Murders -
- L. **JAG (Jobs for America’s Graduates)** – Dr. Moore – Advertising for Career Coach Position will begin soon
- M. **Perkins** – Dr. Moore – Received commendations from recent compliance review

**IV. Announcements**

- SouthArk Graduation – ECC -Thursday, December 10, 2020 (two sessions – 1:00 p.m. and 4:00 p.m.)
- ARNEC Pinning Ceremony & Warren PN Ceremony – ECC - Thursday, December 10, 2020 – 9:00 a.m.
- PTK Induction Ceremony – ECC - Wednesday, December 9, 2020 – 6:00 p.m.
- November Book Drive (Boss/Brotherhood of Scholarship & Service Student Club)
- Starting in November, Career Services functions will be held on Thursday’s in the Learning Center (ADMN – 109C)