

Cabinet Meeting – March 17, 2021
East Campus - 121 - 8:30 a.m.
Minutes

Present	Absent	Cabinet Member Name
X		President, Dr. Bentley Wallace
X		VP for Academic Affairs (VPAA), Dr. Stephanie Tully-Dartez
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 – March 3, 2021 (will be approved on April 7th)- Approved

President

VPAA

VPSS

A. Approval of Fall Schedule – (schedules will no longer have to be approved by the Cabinet) - Approved

VPFA

A. Approval of Budget Adjustment – Current Year - Approved

- Income from the state to be recognized for Budget purposes
- The loss of income from the spring be recognized in this year's Budget

AVPA

AVPIP/AS

II. Discussion

President

A. Spring Break / Bentley Vacation – Dr. Wallace will be taking the following days for Spring Break:

Friday, March 19th

Monday, March 22nd

Tuesday, March 23rd

Wednesday, March 24th

B. “Interviewing” Status on Job Announcements – Online Postings of Job Announcements are being reviewed by the Cabinet (detailed information will be monitored more closely)

C. Performance Reviews – Reminders for Performance Reviews will be sent out by Human Resources (due in May)

D. Student Housing Feasibility – An RFQ (Request For Quote) is being reviewed for the feasibility services of student housing

E. Ongoing IT Issues / Major Outages – Ongoing IT issues are being reviewed by the Cabinet (additional IT support/tools may be needed to help resolve some of the issues)

F. 9/11 Memorial Event – The 20th Anniversary is this year (projects for this special event are being developed)

G. eSports Champion? – eSports (electronic sports) – SouthArk is looking into adding eSports and the process of finding eSport Champions

H. **Action Item** – Kathy Modica - to set up a meeting with the Deans and Dr. Moore (Subject - Internal and External communication)

Follow Up to Action Item –The meeting has been scheduled for Monday, April 12th – 11:00 – 12:00p.m.

VPAA

- A. CARES Act Positions – The possibility of adding more Academic Support positions with CARES funding was discussed by the Cabinet
- B. CCSSE Administration for Spring 2021 – Will be done completely online
- C. Commencement – Location, Timing, Guest, Divisions – Several options were discussed by the Cabinet; the El Dorado Football Stadium is being considered
- D. **Action Item** – Kathy Modica – to order a new SouthArk Flag for outside of the Library
Follow UP to Action Item – The new SouthArk Flag has been delivered to the Library

VPSS

- A. Summer / Fall Advising and Registration – The location is being reviewed by the Cabinet
- B. Student Recognition Ceremony – April 8th is the date for the Student Recognition Ceremony (a virtual or outside ceremony is being reviewed)
- C. Boys & Girls Club Project (aviation) – A general update on the new Aviation Program for the Boys & Girls Club was shared with the Cabinet
- D. Athletics – There are three basketball games left to play (a banquet is being discussed)

VPFA

- A. HR Update – Available positions are listed on the web
- B. Facilities Update
 - Administration Floor – The repairs could possibly be a 3-week project to complete (alternative work locations during this period for staff were discussed)
 - Roofing Project – The project will begin early next week (starting with the IT Building)
- C. AG Request for Racial Profiling Policy – The Racial Profiling Policy is being developed
- D. Student Liability Insurance – Student Liability Insurance is being researched by the Cabinet
- E. Spending Stimulus Funds – The spending of SouthArk's portion of Stimulus Funds was discussed (this is an opportunity for SouthArk to purchase needed equipment/technology for employees to efficiently work from home)
- F. Employee Recognition – Options discussed:
 - date/time for recognition
 - virtual recognition
 - picnic style recognition (social distancing will be enforced)
- G. New Employee Orientation – The New Employee Orientation will be held Virtually April 16th – 30th (Human Resources will send an email with more detailed information)

AVPA

- A. Work Orders – Extension 120 can be used for IT help

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 – Reviewing results from Student Climate Survey
- D. **Verizon** – Dr. Tully-Dartez
- E. **Verizon Food Pantry Grant** – Dr. Moore – Planning student food distribution in prep for Spring Break
- F. **Delta Regional Authority (DRA)** – Culinary – Dr. Tully-Dartez
- G. **Early College/Career Coach grant** – Dr. Moore – Planning for Summer and Fall Advising/Registration
- H. **Mentor-Links Grant** – Dr. Tully-Dartez
- I. **Career Pathways** – Dr. Moore – Discussing additional strategies to expend remaining funds

- J. **Upward Bound** – Dr. Moore – Identifying speakers for Saturday Academy
- K. **NSF Grant** – Dr. Tully-Dartez -
- L. **JAG (Jobs for America's Graduates)** – Dr. Moore – Engaging faculty and students at Murmil Education Center
- M. **Perkins** – Dr. Moore – Assisting upcoming Spring Graduates with resume development & interviewing skills

IV. Announcements

- SouthArk Stars remaining basketball games:
 - 3/18 @ ASU Mid-South
 - 3/20 home against North Arkansas
 - 3/25 @ National Park College
- Student Recognition Ceremony (April 8th)