

**Cabinet Meeting – April 7, 2021**  
**Administration Building – Board Room - 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

**I. Action**

A. Approval of Minutes – March 3, 2021 – Approved - March 17, 2021 - Approved

President

VPAA

A. To change Course Prefix designation: BSTD 0211 Comp I lab to ENGL 0211 Comp I lab - Approved

B. Psychology Position – Refill the Position - Approved

VPSS

A. APM 5.05 Gym Use – Policy Update - Approved

B. 2021-2022 Cost of Attendance - Approved

VPFA

A. APM 2.42 Salary Adjustments for Degree(s) Earned. Update to Salary Adjustments for degree(s) Earned Policy - Approved

B. APM 2.35a Retirement Benefits. (New Policy to Explain Current Benefits) - Approved

AVPA

**II. Discussion**

President

A. Student Housing Feasibility – Further review/discussion of an RFQ (Request for Quote) for student housing is being done by the Cabinet

B. Building Repairs (inclement weather the week of 2/15/21) – Repairs are to start May 3<sup>rd</sup> and should be completed by May 31<sup>st</sup>

C. Summer Remote Work – The Cabinet is reviewing options for remote work during the summer:

- 4 – days 10 hrs. work week
- work from home 1 day of the week

D. Vacation – (B. Wallace) - Dr. Wallace will be taking some vacation time the last of June and the first of July

VPAA

A. Industrial Trainer Position – Discussed by the Cabinet

B. Graduation – SouthArk Graduation will be held at the El Dorado Memorial Stadium on May 13<sup>th</sup> at 6:00 p.m. (more detailed information will be sent out)

C. WHT- Room Vacancies – Vacant rooms are being reviewed for better use of office space

### VPSS

- A. ADHE Request (fall '21 student success plans/initiatives) – Data is being gathered and will be submitted to ADHE on April 12<sup>th</sup>

### VPFA

- A. HR Updates – Data with open/available positions was shared with the Cabinet
- B. Facilities Updates
- Generator Project – Currently waiting for the meter
  - Roofing Project – Roof repairs are completed on the IT building
  - McWilliams House – The ventilation will be updated
  - HSC Cooling Tower – The cooling tower is the next upcoming project (currently not working)
- C. IT/Security Updates –
- Microsoft Exchange – had several issues last month
  - SouthArk's exchange service has been cleaned
  - Security Profile Report – is sent every 4 hours
  - SouthArk Web – employees are to report problems to Dr. Kirk

### AVPA

## **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**

- Student Recognition Ceremony (April 8<sup>th</sup>)
- Planning for end-of-year basketball recognitions