

**Cabinet Meeting – April 21, 2021**  
**Workforce Building -East Campus – Board Room - 8:00 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 – April 7, 2021 - Approved

President

VPAA

A. Approval of the following Positions: - Approved

1. English / AA Position
2. Math Position
3. Simulation Lab Technician
4. Industrial Trainer

VPSS

A. Approval of the following Positions: - Approved

1. Registrar's Position
2. Director of Student Experience Position
3. Dean of Student Success
4. Dean of Enrollment Management
5. Dean of Student Support Services

VPFA

AVPA

**II. Discussion**

President

A. Upcoming BOT Committee Meetings:

- Policy Governance Committee
- Nominating Committee
- Budget/Finance Committee

B. One-on-One Meetings with the Board – Dr. Wallace has met with several of the BOT members One-on-One

C. Tour of McWilliams House – The Board of Trustees will tour the McWilliams House and Gymnasium on Monday, May 3<sup>rd</sup>

D. Outdoor Expo – Planning/preparations are being made for SouthArk's Outdoor Expo – Saturday, September 11<sup>th</sup> - 9:00 – 4:00 p.m.

E. Email Problems – The network is currently experiencing outages. The Cabinet is working closely with IT for immediate solutions (outside resources may be needed)

F. 911 Memorial Event – Being planned

### VPAA

- A. Graduation – The layout for graduation has been sent out
- B. AA Degree Promotion Plan – Plans are on the way for General Ed Position for the Summer (transfer courses for students)
- C. Office Moves in May – Employees in the Administration Building will be placed temporarily in the the following locations:
  - Whitfield Math Dept.
  - Computer Lab
  - McWilliams House
  - HSC(more detailed information will be sent out)

### VPSS

- A. Classroom Usage (Upward Bound Summer Program) – The Whitfield Building will be utilized
- B. Gym Usage (Public) – Public usage/expense for the gym is being reviewed
- C. Food Pantry (Location) – The Library currently has available space for the Food Pantry

### VPFA

- A. HR Updates – Available/open positions were shared with the Cabinet
- B. Facilities Updates
  - Generator – The generator test was canceled
  - Gym – Repair work on the gym roof has started
  - HSC – The gutters are being repaired on the Health Science Center

### 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 – Staff made presentations to students at Warren Campus; Safe College Modules have been identified in prep for NSO for Fall term.
- D. **Verizon** – Dr. Tully-Dartez
- E. **Verizon Food Pantry Grant** – Dr. Moore – Collaborating with the Library on student distribution efforts
- F. **Delta Regional Authority (DRA)** – Culinary – Dr. Tully-Dartez
- G. **Early College/Career Coach grant** – Dr. Moore – Communicating with High School Counselors on concurrent enrollments for Summer and Fall
- H. **Mentor-Links Grant** – Dr. Tully-Dartez
- I. **Career Pathways** – Dr. Moore – Planning stages for Spring Book Return
- J. **Upward Bound** – Dr. Moore – Awaiting responses from recent RPF for federal grant writing services for grant renewal (due April 27<sup>th</sup>); planning for summer program
- K. **NSF Grant** – Dr. Tully-Dartez -
- L. **JAG (Jobs for America's Graduates)** – Dr. Moore – Conducting tours with area High Schools (Crossett/April 20<sup>th</sup>)
- M. **Perkins** – Dr. Moore – Finalizing the SimCapture subscription agreement for Health Science program

## **IV. Announcements**

- Planning for end-of-the-year basketball recognition ceremony