

**Cabinet Meeting – May 5, 2021  
ECC – Murphy III - 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 - April 21, 2021 - Approved
- B. Approval of Minutes – April 28, 2021 - Approved

President

VPAA

VPSS

VPFA

- A. FY 2021-2022 Budget (to include merit bonus/pay raise) – Approved to submit to the Board
- B. Holiday Memo for the Board – Approved to submit to the Board
- C. Holiday Memo to Employees – Approved

AVPA

**II. Discussion**

President

- A. Results of 2020 Legislative Session – ACC recently released data focusing on legislative items which will likely impact higher education
- B. 5 Year Productivity Funding Data – ADHE has sent out the Five Year Productivity Funding Data (information will be shared with the Cabinet)
- C. ADHE Master Plan – The ADHE Master Plan is now available in graph form and will be reviewed by the Cabinet.
- D. ACCLI Class XIII – There will not be a class for 2021. A new class will be offered in 2022 and SouthArk will participate with one employee attending
- E. Performance Reviews – Due in May 2021
- F. ULEAD Participants – The Cabinet is reviewing SouthArk employees to participate in the ULEAD Program sponsored by the El Dorado Chamber
- G. Upcoming Board Meeting/Committee Meetings:
  - Budget/Finance Committee Meeting – May 11, 2021 – 9:00 a.m. – ECC Murphy III
  - Nominating Committee Meeting – (Election of Officer – Secretary) May 18, 2021 – Zoom – 3:30 p.m.
  - Board of Trustees Meeting – May 18, 2021 – Zoom – 3:45 p.m.
- H. ANCRC Funding Request – The ANCRC Grant Request for additional funding has been completed
- I. Housing Feasibility Study – SouthArk is moving forward with the Housing Feasibility Study (once completed and approved, it will be sent out)
- J. Summer Remote Work – Summer remoting will start May 17<sup>th</sup> through July 31<sup>st</sup> (must be consistent)

### VPAA

#### A. Commencement:

- Plans/Set up for graduation are being developed
- Set up is on Thursday morning at the El Dorado Memorial Stadium
- Programs are being printed
- Practice – Wednesday morning at 10:00 a.m.

#### B. Strategic Planning:

- The Strategic Master Plan is being developed
- The Strategic Facilities Master Plan is being developed
- Early 2022 – is the proposed completion date

### VPSS

- A. ACT Testing Site Renewal – The online report has been sent in by Ms. Veronda Tatum (ACT safety rules and regulations will be enforced)
- B. Divisional Planning Retreat – A Virtual Retreat for late July is being planned
- C. Summer Attire – Summer attire includes SouthArk T-shirts & jeans; must be dressed professionally/appropriately at all times (supervisors will monitor)
- D. Athletics – Coaches for baseball & softball have been hired (Booster Club meeting Tuesday, May 11<sup>th</sup>)

### VPFA

- A. HR Updates – Open/available positions were shared with the Cabinet (completed listing is on the web)
- B. Facilities Updates
  - McWilliams House – The crawl space is being cleaned out
  - Administration Building – The floors are being repaired

### 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 – Submitted proposed policies and procedures for Victims Services program
- 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 – Enrolling concurrent students for summer and fall terms
- H. **Mentor-Links Grant** – Dr. Tully-Dartez
- I. **Career Pathways** – Dr. Moore – Preparing for state review of program
- J. **Upward Bound** – Dr. Moore – Planning for summer programming; reviewing content in RFP for grant writing services
- K. **NSF Grant** – Dr. Tully-Dartez -
- L. **JAG (Jobs for America's Graduates)** – Dr. Moore – Outreach efforts with area high schools
- M. **Perkins** – Dr. Moore – Finalizing the SimCapture subscription agreement for Health Science program

## IV. Announcements

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