

Cabinet Meeting – May 20, 2020
Tele-Conference 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 – May 13, 2020 - Approved

President

VPAA

VPSS

VPFA

AVPA

AVPIP/AS

II. Discussion

President

- A. SouthArk Leadership Class Project Pitch – Approved pending budget
- B. CARES Act – Eligibility Requirements for Summer and Fall – Proposal will be developed
- C. Annual Performance Reviews/Evals – Due End of May – Being Reviewed
 - Annual Improvement Plans?
- D. Enrollment Reporting/Enrollment Update – Data was submitted to the Cabinet
 - Who?
 - When?
 - What?
- E. Energy Cost Reduction Options – Being discussed
- F. Physical Therapy Assistant Program – Program has been placed on Probationary Accreditation (only a timing issue)
- G. Preview of Commencement Video – Final edits are being completed (YouTube, Facebook)
- H. Re-Org Task Force Report – Report has been received and is being reviewed
- I. Revenue Forecast/Program Contingency Planning – Being discussed
- J. New Title IX Updates Due August 15th? – Data is being gathered for review
- K. Secondary Career Center Funding – OSD Funding should be maintained (information is being gathered)

VPAA

- A. Automotive Site Visit Status – Extension has been given until December 2020
- B. Welding Summer Courses -7 students are currently enrolled for Summer I & II (safety protocol will be followed)

VPSS

- A. Enrollment Update – Data was shared with the Cabinet
- B. Marketing – Radio Ads in the surrounding cities
- C. Bistro Bucks (student refunds) Refunds are being processed for distribution
- D. CARES Act -Student Disbursements (change of address impact) – 90 address changes have been made for the re-processing of checks

VPFA

- A. HR Updates – List of open positions was shared with the Cabinet
- B. Facilities Update
- C. Budget Update – Budget was approved by the Board of Trustees
- D. CARES Act Funding – Reviewing the guidelines for SouthArk’s portion
- E. Potential Realignment of Bookstore – Being discussed
- F. Bookstore Options – Being discussed

AVPA

- A. JAM – (Jenzabar JAM Online 2020 Program) starts Tuesday, May 26th

AVPIP/AS

- A. Planning Council Retreat June 9th or 11th – Virtual Date is scheduled for June 9th

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 – Advertising for Sexual Violence Victims Advocate position; The Online Law Enforcement Training was approved
- D. **Verizon** - Dr. Murders
- E. **Delta Regional Authority (DRA)** – Culinary – Dr. Tully-Dartez
- F. **Career Coach grant** – Dr. Moore – The new Lakeside Career Coach started on May 18th
- G. **Mentor-Links Grant** – Dr. Murders
- H. **Career Pathways** – Dr. Moore – \$10,000 in Crisis Technology Assistance Funds
- I. **Upward Bound** – Dr. Moore – Virtual Graduation Ceremony is scheduled for May 28th
- J. **NSF Grant** – Dr. Murders
- K. **JAG (Jobs for America’s Graduates)** – Dr. Moore – Candidate accepted Career Coach position and will start on June 8th

IV. Announcements

Please see the following table and send additions/edits to Kathy.

Please review the following, edit, add any additional upcoming events and send/return to Kathy.

SouthArk Upcoming Events Spring 2020			
Date	Description	Location	Time
May 25, 2020	Memorial Day Holiday College Closed		
May 27, 2020	SouthArk Foundation Board Meeting	Zoom	
May 28, 2020	Upward Bound Graduation	Virtual	