

**Cabinet Meeting – December 19, 2019**  
**ADMN – Conference Room 307- 10:00 a.m.**  
**Minutes**

Present	Absent	Cabinet Member Name
X		President, Dr. Barbara Jones
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 – November 25, 2019 – Approved.

President

VPAA

A. APM 3.08 Discretionary Leave – Approved with additional statement to clarify college practice.  
• “The discretionary leave will not carry over to the next fiscal year.”

VPSS

VPFA

A. APM 2.50 Merit Bonus – Approved with minor edits for clarification. “Satisfactory or Above”  
B. Overtime impact on staff – Changes required; some will need to now fill out time cards.  
C. Emergency Operations Plan – Installing and placing revised plan/Appendices.

AVPA

AVPIP/AS

**II. Discussion**

President

VPAA

A. HLC Multi-Site Visit – MEMS address is being clarified.  
B. Convocation Draft Schedule reviewed.

VPSS

A. Spring registration update – 76% of last Spring’s numbers; 80% of semester student credit hours,  
94% of Spring at this time last year – 1030  
98% of Spring at this time last year – 10,113  
B. Staff relocations – Counseling Services will be moving to the Whitfield Building (former office for PR/Marketing & Webmaster)  
C. Athletics – Women’s spring games cancelled due to only having 4 players.  
Men’s team – lost 4 players because of eligibility  
FFB night on 1/2/20; Alumni night on 1/25/20 at 4:00 p.m.

## VPFA

- A. HR update
- B. Facilities/Grounds update
  - 1905 Thomas Administration Building – Sealing floor in basement; warranty work to be done on 3<sup>rd</sup> floor
  - AMTC Concrete pad – Poured on 12/18/19
  - HSC Boiler – Replaced with new boiler over break
  - Welding bids today
  - 1940 Gymnasium
- C. Security for Health Programs – January 4<sup>th</sup> – 5<sup>th</sup> – meeting dates for ARNEC
- D. Life Cycle for East Campus classroom spaces
- E. Employee Onboarding

## AVPA

## 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
- D. **Verizon** - Dr. Murders – RFP for 2020-2021 due January 1<sup>st</sup>
- E. **Delta Regional Authority (DRA)** – Culinary – Dr. Tully-Dartez
- F. **Career Coach grant** – Dr. Moore
- G. **Mentor-Links Grant** – Dr. Murders
- H. **Career Pathways** – Dr. Moore
- I. **Upward Bound** – Dr. Moore
- J. **NSF Grant** – Dr. Murders

### **IV. Announcements**

- Men's basketball home game (January 2, 2020 – versus SAU-Tech)

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.**

<b>SouthArk Upcoming Events Fall Semester 2019</b>			
<b>Date</b>	<b>Description</b>	<b>Location</b>	<b>Time</b>
1/2/2020	Men's Basketball Game-SAU Tech	Home	7:00 p.m.
1/6/2020	New Employee Orientation	Admn 2 <sup>nd</sup> Floor Conf. Rom	9:00 a.m.
1/8/2020	SouthArk Convocation	ECC – Murphy 1&2	8:00 a.m.
1/9/2020	SouthArk Convocation	West Campus	8:15 a.m.
1/9/2020	Men's Basketball Game-UA Cossatot	Locksburg, AR	7:00 p.m.
1/10/2020	SouthArk Convocation	West Campus	8:15 a.m.
1/13/2020	Men's Basketball Game – Loyalty Prep	Home	7:00 p.m.
1/13/2020	Classes Begin		
1/16/2020	Men's Basketball Game – North Arkansas College	Home	7:00 p.m.
1/20/2020	Martin Luther King Jr. - Holiday Campus Closed		
1/21/2020	SouthArk Board of Trustees Meeting	Admn. Board Room -309	2:45 – 4:15 p.m.
1/21/2020	Retirement Reception – Dr. Jones	ECC – Murphy I	4:30 – 6:00 p.m.
1/25/2020	Men's Basketball Game University of Arkansas Cossatot (SouthArk Alumni Night)	Home	4:00 p.m.