

Cabinet Meeting – April 22, 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 – April 15, 2020 - Approved

President

VPAA

A. Outstanding Faculty Award - Approved

VPSS

VPFA

A. Book Buy Back – Online Return (Nebraska Book Company) - Approved

AVPA

AVPIP/AS

II. Discussion

President

- A. Institutional /Individual Memberships – Memberships are being reviewed/updated
- B. Commencement – SouthArk will have a Virtual Commencement for May 2020 Graduates (additional information will be sent out)
- C. CARES Act Student Funds Distribution – Disbursement Process is being reviewed
- D. Faculty and Staff Recognition – Being reviewed
- E. College Conversations – Will be held by Zoom (detailed information will be sent out by Dr. Wallace)

VPAA

- A. Welding students returning to lab – Limited students being reviewed (safety protocol will be followed)
- B. Alternative Grading – Being reviewed
- C. Fall Academic Contingency Plan – Being reviewed
- D. Class sizes when returning – Being discussed

VPSS

- A. Marketing and Recruitment – Being done by Social Media
- B. Enrollment Update – Virtual tours are now available
- C. Athletics – Being discussed

VPFA

- A. HR Updates – Candidate offer has been made for Controller
- B. Facilities Update
- C. Budget Update
- D. Bistro Bucks
- E. Working from Home Confirmation – Guidelines are being reviewed

AVPA

AVPIP/AS

- A. CARES Act List of Students – Being processed
- B. Employee Satisfaction Survey - (Noel Levitz) – Survey is being developed and will be sent out
- C. Planning Council Retreat – Virtual Retreat is being discussed

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 job description for Victims Advocate Position
- D. **Verizon** - Dr. Murders
- E. **Delta Regional Authority (DRA)** – Culinary – Dr. Tully-Dartez
- F. **Career Coach grant** – Dr. Moore – Early College – Conducting Virtual Workshops for students; revising forms to add electronic signature option
- G. **Mentor-Links Grant** – Dr. Murders
- H. **Career Pathways** – Dr. Moore – On target to meet attainment goals
- I. **Upward Bound** – Dr. Moore – Reviewing Virtual Graduation Ceremony options and planning Summer Academy
- J. **NSF Grant** – Dr. Murders
- K. **JAG (Jobs for America’s Graduates)** – Dr. Moore – Scheduling interviews for Career Coach position

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