

Cabinet Meeting – September 2, 2020
West Campus Board Room 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- phone		Associate VP for Institutional Planning & Academic Support (AVPIP/AS), Dr. Stephanie Tully-Dartez

I. Action

A. Approval of Minutes – August 26, 2020 - Approved

President

VPAA

A. Approval to fill/hire for the ACAP position -Approved

VPSS

VPFA

AVPA

AVPIP/AS

II. Discussion

President

A. Camera / Speakers for Board Room Screen – Dr. Wallace requested a permanent camera be placed in the Board Room (ADM – 3rd Floor)

B. West Campus Rotation Schedule – The rotation schedule for the 4th week of each month (Round Table):

- Recommendations for facilitator (rotation of facilitators)
- Location for Meetings (virtual meetings a possibility)

C. Solar Project – Three proposals have been received

D. Board Meeting – The Cabinet discussed options for the location for the September Board meeting

E. Culinary Meeting – Currently looking into partnerships for this program

F. Building Tours / Survey / Schedule – Dr. Stephanie Tully-Dartez is currently working on the survey which will be sent out; once surveys are reviewed, the schedules for walk-throughs will made

G. Meeting of re-opening task force – A follow-up meeting will be set up to discuss “what was learned”

H. Payroll Tax Suspension – Dr. Wallace stated that SouthArk will not participate in the Payroll Tax Suspension at this time

I. Lead Applications – Applications for the 2020 Leadership Class were distributed to the Cabinet for review

VPAA

- A. ARNEC – A new Program Director is being hired for the ARNEC Program
- B. Criminal Justice – Adjuncts will teach the Criminal Justice Program due to illness of the instructor; PAF's are being processed for all new instructors
- C. Graduation – Discussion/preparation for the Fall 2020 graduation:
 - location
 - live streaming
 - use of break-out rooms (ECC)

VPSS

- A. Enrollment Update – Data was shared with the Cabinet:
 - currently 12,189 student semester credit hours
 - 8 week mini-mester being advertised
- B. Room dividers (ECC 2nd Floor) – Due to the new arrangements for COVID-19 safety, the use of CARES Act funding to purchase room dividers for student privacy during advising was discussed
- C. Athletics – Practice will officially start for SouthArk athletes on September 14th.

VPFA

- A. HR Updates – Data was shared with the Cabinet (open positions are listed on the web)
- B. Facilities Updates – Water leaks were discovered in the following buildings:
 - Tech Building – 8 rooms
 - Health Science Building(work orders should be submitted for all leaks)
- C. Budget Update – A meeting is scheduled for today, September 2, 2020, for the Solar Committee
- D. Bookstore hours – New hours for the Bookstore were discussed (information will be sent out-Carey Tucker)
 - 9:00 a.m. -5:00 p.m.
 - 8:00 a.m. – 6:00 p.m. (during rush time)

AVPA

AVPIP/AS

- A. Blackboard Ultra – Faculty has access to training for Blackboard Ultra

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 – Sexual Victims advocate began employment on August 24th
- D. **Verizon** - Dr. Murders
- E. **Delta Regional Authority (DRA)** – Culinary – Dr. Tully-Dartez
- F. **Early College/Career Coach grant** – Dr. Moore - Concurrent – Reaching out to High School Counselors for student enrollment documents
- G. **Mentor-Links Grant** – Dr. Murders
- H. **Career Pathways** – Dr. Moore – Preparing for Summer Book return and Fall pick-up Books on July 30th and August 13th
- I. **Upward Bound** – Dr. Moore – Held virtual orientation for parents and students on August 29; Received 20/21 Grant Renewal in the amount of \$312,480
- J. **NSF Grant** – Dr. Murders
- K. **JAG (Jobs for America's Graduates)** – Dr. Moore – Career Coach has met with staff at UAPTC, ANC, and UACCB to discuss strategies

IV. Announcements

- Virtual Business Enterprise Development Conference is scheduled for October 2nd (ECC)