

**Cabinet Meeting – July 7, 2021**  
**Admn. Board Room #309 – 8:00 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
		Vice President for Finance & Administration (VPFA), Vacant
X		Associate VP for Administration (AVPA), Dr. Tim Kirk
X		Cynthia Reyna, Heath Waldrop, Ann Southall

**I. Action**

A. Approval of Minutes – June 16, 2021- Approved

President

VPAA

VPSS

A. Upward Bound Summer Trip – July 26-28 - Approved

VPFA

AVPA

**II. Discussion**

President

A. Enrollment – Data of student enrollment for current and past was shared with Cabinet (further discussions planned once all reports are in for SSCH enrollment)

B. DEI Task Force – Replacement for Alejandra Munoz is being addressed

C. Updates:

- Heath Waldrop – Results from 56 current students who participated in a “2021 Media Preference Survey” were shared (students preferred in person classes)

Convocation Focus – suggested more focus on connecting with students

- Cynthia Reyna – Reported that there are over 2000 Alumni noted in the Foundation data base (Alumni-SouthArk completion of three credit hours)

Booster Club Sponsorship Fundraising – The Foundation provides the following free gifts upon membership:

- mugs
- shirts
- \$2,500 – tax deductible upon declining free gifts
- \$10,000 – from a college CD will be placed into scholarships

Expo Updates:

- solicitation for sponsors is being heavily pursued
- athletes will be involved in leadership roles
- seeking a licensed drone operator
- Alumni tent will be set up

VPAA

- A. Notification of Position Changes and Contact Information – A procedure is to be created and sent out when changes occur
- B. HEERF Funds Proposals: Sim Kid / Carpets – The request for the purchase of Sim Kid (Sim Lab) and Carpet replacement is under further review by the Cabinet
- C. Convocation Structure and Ideas – A draft agenda was discussed by the Cabinet:
  - fundamental training
  - DEI Sessions
  - student engagement sessions
  - professional development sessions

VPSS

- A. ArkACRAO Membership – Membership details were presented and discussed by the Cabinet (purchase will be made)
- B. DOJ Survey – Data from the survey was shared / discussed by the Cabinet; SouthArk has strategies in place for cyber stalking
- C. House Bill 1770 (information on student badges) – Beginning with the 2021-2022 school year, all new or replacement identification badges will also contain the following information:
  - a national domestic violence hotline
  - a national sexual assault hotline
  - a national suicide prevention hotline
  - campus related contact information
- D. Student Center – Furniture is being identified for use in the Student Center
- E. Student Housing Feasibility Study (draft) – A draft is being prepared
- F. Athletics
  - baseball tryouts – July 7<sup>th</sup>
  - volunteer coaches are being reviewed
  - softball uniforms are being ordered

VPFA

- A. HR Updates – Available/open positions were shared with Cabinet (a complete listing is on the web)
- B. Facilities Updates
  - roof projects are completed (any leaks should be reported)

AVPA

- A. Heritage Plaza – Several repairs have been completed
- B. AMTC – The fence is in the final stage of being completed
- C. Tech Chiller – Updates were shared with the Cabinet
- D. Ice Maker in WHT – The ice maker is now working again (repairs have been completed)
- E. Switches – The switches are being replaced

### 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 – Planning for summer activities, including new student orientation
- D. **Verizon** – Dr. Tully-Dartez
- E. **Verizon Food Pantry Grant** – Dr. Moore – Discussing summer distributions for students and long term plans
- F. **Delta Regional Authority (DRA)** – Culinary – Dr. Tully-Dartez
- G. **Early College/Career Coach grant** – Dr. Moore – Discussing collaboration with Registrar’s Office and Arts/Sciences Program Director
- H. **Mentor-Links Grant** – Dr. Tully-Dartez
- I. **Career Pathways** – Dr. Moore – Initiating book loan program for summer terms
- J. **Upward Bound** – Dr. Moore – Planning for start of summer program & discussing summer trip opportunities
- K. **NSF Grant** – Dr. Tully-Dartez -
- L. **JAG (Jobs for America’s Graduates)** – Dr. Moore – Preparing for summer bridge program
- M. **Perkins** – Dr. Moore – Finalizing the SimCapture subscription agreement for Health Science program

### IV. Announcements