

Cabinet Meeting – July 21, 2021
Admn. Board Room #309 – 8:30 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	Linda Lephiew

I. Action

A. Approval of Minutes – July 7, 2021- Approved

President

VPAA

VPSS

VPFA

AVPA

II. Discussion

President

- A. Property (5 vacant lots) – Located adjacent to the East Campus was viewed and discussed by the Cabinet
- B. Conference Center Contract – Discussed with Cabinet (will be discussed at the next City Council Meeting; (Another 30-day extension may be required)
- C. Board Retreat – July 30th 10:00 – 2:00 – SouthArk Board Room
- D. Convocation T-shirts – T-shirts will be provided / distributed to FT -Employees to wear on the first day of Convocation (VPAA department will distribute)
- E. Expo & 9-11 Event – September 11th (Kathy Modica – point of contact for the 9-11 Event)
- F. COVID – (What to Expect on Campus) – Being discussed by the Cabinet
- G. Union County Sports Hall of Fame – Saturday - July 31st

VPAA

- A. Convocation – August 18th -Agenda being developed
- B. COVID 19 Relief Funds – More microphones are needed (the requisition is being developed to propose to Cabinet)
- C. Educators Breakfast – Thursday, July 29th (Dr. Wallace will attend along with New Instructors)

VPSS

- A. FA Update (waiving verification) – Financial Aid verification process has been waived by the Federal Government
- B. Student Housing Feasibility Bid (draft) – The Student Housing Feasibility draft was approved to move forward

- C. COVID 19 Updates – A State Meeting will be held on Friday from 11:00 – 1:00 p.m.
- D. Athletics – Regional Meeting will be held in September
 - Baseball Showcase – July 30th
 - Facility use Agreement (weight room) – Being reviewed

VPFA

- A. HR Updates
 - Available /open positions were shared with the Cabinet (a completed listing is on the web)
 - Physical Plant Director Applicant – Zoom Meeting is scheduled for next week
- B. Facilities Updates
 - An Electrician will start working on the McWilliams House soon
 - A leak has been reported in Tech- 140
 - Floor repairs are completed in the Tech Building
 - Labs are being prepped by IT for the Fall Semester
 - The ventilation is being updated in the Health Science Technology Building
 - The ice maker in WHT has another leak (the purchase of a newer model is being discussed)
 - Emergency Plans are reviewed for all buildings

AVPA

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 to participate in annual project directors/coordinators virtual meeting on July 22nd
- D. **Verizon** – Dr. Tully-Dartez
- E. **Verizon Food Pantry Grant** – Dr. Moore – Discussing best locations for storage and fall distributions; reviewing feasibility of collaborating with clothing closet
- F. **Delta Regional Authority (DRA)** – Culinary – Dr. Tully-Dartez
- G. **Early College/Career Coach grant** – Dr. Moore – Participated in recent Bridge2College Algebra graduation ceremony
- H. **Mentor-Links Grant** – Dr. Tully-Dartez
- I. **Career Pathways** – Dr. Moore – Developing strategies to market expanded Work Pays program to eligible students
- J. **Upward Bound** – Dr. Moore – Summer trip scheduled for July 26-28; new director scheduled to start August 2nd (Kelsey Jackson)
- K. **NSF Grant** – Dr. Tully-Dartez -
- L. **JAG (Jobs for America’s Graduates)** – Dr. Moore – Conducting student outreach
- M. **Perkins** – Dr. Moore – Working on plan for Fall

IV. Announcements