

**Cabinet Meeting – August 4, 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		Cynthia Reyna, Heath Waldrop, Ann Southall, Valerie Nation

I. Action

A. Approval of Minutes – July 21, 2021- Approved

President

VPAA

VPSS - Institutional Scholarship Changes - Approved

VPFA

AVPA

II. Discussion

President

A. Updates – Heath Waldrop

- Recruiting – more than a thousand leads as of now
- Applicants – currently have more applicants than SouthArk has ever had
- Athletics – has helped tremendously in recruiting
- Orientation – six dates are currently scheduled for orientation

B. Re-opening Task Force

- Dr. Wallace is developing the email to be sent campus wide on the guidelines according to the ADHE on COVID for reopening for the fall 2021 semester
- Heath Waldrop is developing a marketing campaign “Make Good Choices” (student’s thoughts on COVID vaccinations)

C. CCSSE – Updated data was shared with the Cabinet

D. Audit Exit Interview – Responses/Corrections are being prepared

E. IREPO Grant (Institutional Resilience and Expanded Post-Secondary Opportunity) – SouthArk received the IREPO Grant which also falls under the CARES Act

- \$380,000
- Two-Year Grant (August 2021 – July 2023)
- Funded by the US Department of Education

F. T-Shirts for Convocation – T-Shirts “Academics, Obviously” have been ordered for full-time employees for Convocation (Kathy & Mary Kate will distribute)

G. Campus Vehicles – The cabinet discussed details/cost/procedures for upgrading campus vehicles

VPAA

A. Convocation – A draft agenda of the Fall 2021 Convocation was shared with the Cabinet

B. COVID 19 Relief Funds – SouthArk students will receive one single payment from the COVID 19 Reliefs Funds for the Fall 2021 semester

VPSS

- A. Student Housing (bid for feasibility study) – The results from the feasibility study are being reviewed
- B. Athletics
 - The weight rooms at Health Works are being reviewed for students use; and the El Dorado School District is being reviewed for athletes use
 - Fundraising activities are going well

VPFA

- A. HR Updates – Open/available positions were shared with the Cabinet (a complete listing is on the web)
- B. Facilities Updates
 - 1. McWilliams House
 - moves on Thursday
 - camera / data work order placed with electrician
 - electronic alarms order in process
 - 2. TEC Building
 - PO for TEC waterproofing in process
 - TEC225 / TEC140 electrical work contracted – furniture to move back in
 - TEC Conference room completed / TEC136 Office completed

AVPA

- A. ARPA – September Submission – Ann Southall and Valerie Nation are working on the plan for September’s Submission
- B. Grammar & Spelling on Facebook (also homophones) – Procedures will need to be followed before posting any SouthArk information on facebook/web

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 – Working on Convocation presentation; Planning to attend the Arkansas Coalition Against Sexual Assault in Hot Springs (September 22-24)
- 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 – Planning for concurrent student outreach
- H. **Mentor-Links Grant** – Dr. Tully-Dartez
- I. **Career Pathways** – Dr. Moore – Communicating with program students about the expanded Work Pays program
- J. **Upward Bound** – Dr. Moore – New Director started on August 2nd; Planning for Fall program
- K. **NSF Grant** – Dr. Tully-Dartez -
- L. **JAG (Jobs for America’s Graduates)** – Dr. Moore – Conducting student outreach
- M. **Perkins** – Dr. Moore – Awaiting DOE Award Notification

IV. Announcements

- Desktop – Test payroll this week – J1 client deployment to start – testing – go live on September 10th