

**Cabinet Meeting – September 1, 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

I. Action

A. Approval of Minutes – August 4, 2021 – Approved with minor edits

President

VPAA - 2021 Susan Harwood Training Grant (External Funding Pre-Approval Form) - Approved

- Intent to Hire for IREPO Grant - Approved

VPSS

VPFA

AVPA

SHARED GOVERNANCE – Committee & Council Membership Nominations - Approved

II. Discussion

President

A. Board of Trustees meeting – September 21, 2021

B. Controller Position – No applicants at this time

VPAA

A. COVID 19 Relief Funds Distribution Timeline – Funds will be released to students the first week of October

B. December Graduation – Ideas/suggestions were discussed for the upcoming December graduation
(more to come)

VPSS

A. COVID 19 – Students are following protocol for COVID and are following up with Dr. Moore

B. Student Center – The Grand Opening of the Student Center is being planned for mid to late September

C. ECC Conference Room – Chairs in the conference rooms will be replaced pending Board approval of the Plant Funds Budget

D. Athletics – Athletics are going well

E. Fitness Center – SouthArk has an agreement with Healthworks for students (\$13.00 – per month; more detailed information will be sent out)

F. Student Housing Feasibility Study – SouthArk has met with the vendor and they will be on campus
September 22nd & 23rd

VPFA

- A. HR Updates – Open/available positions were shared with the Cabinet (a complete listing is on the web)
- B. Facilities Updates
 - water fountains – installations are being completed
 - cooling tower – being reviewed for the HSC
 - burglar alarm system – to be installed in the new Student Center
 - face masks -more PPE is being ordered

AVPA

- A. Jenzabar 1 – Training sessions are being set up
- B. Cyber Security – Training sessions are being discussed

III. Grant Updates/Progress Reports

- A. Grant Development
- B. **DOJ (Department of Justice) Consortium**– Dr. Moore – Planning to attend the Arkansas Coalition Against Sexual Assault in Hot Springs (September 22-24); Planning to implement Safe Colleges modules for new students
- C. **Verizon** – Dr. Tully-Dartez
- D. **Verizon Food Pantry Grant** – Dr. Moore – The Library has been designated as the location for the food pantry
- E. **Early College/Career Coach grant** – Dr. Moore – Career Coaches have begun meeting with students and providing access to academic & career prep resources
- F. **Mentor-Links Grant** – Dr. Tully-Dartez
- G. **Career Pathways** – Dr. Moore – Staff participated in recent Resource Fair during New Student Orientation
- H. **Upward Bound** – Dr. Moore – Saturday Academy began on August 28th; Meeting with RMA to access new director trainings
- I. **NSF Grant** – Dr. Tully-Dartez -
- J. **JAG (Jobs for America’s Graduates)** – Dr. Moore – Provided information session at New Student Orientation; Recruiting students
- K. **Perkins** – Dr. Moore – Conducting inventory review

IV. Announcements