

Cabinet Meeting – November 3, 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
		VP for Finance & Administration (VPFA) – Vacant
X		Associate VP for Finance (AVPF), Mr. John Baine
X		Associate VP for Administration (AVPA), Dr. Tim Kirk
X		Cynthia Reyna, Heath Waldrop, Barry Bagwell

I. Action

A. Approval of Minutes – October 20, 2021- Approved

President

A. SouthArk Foundation Mini-grants (Library and Nursing) – Approved

VPAA

VPSS

VPFA

AVPA

SHARED GOVERNANCE

A. Approval of AMP Changes - APM 1.10 – Functions and Membership Updates - Approved

B. Approval of APM Changes – APM 2.35A – Retirement Benefits - Approved

II. Discussion

President

A. Updates

1. Cynthia Reyna

- Update on season ticket sales processes for all sports

2. Heath Waldrop

- Results of last week’s preview day were shared
- Update on text communication with students regarding housing survey
- Update on marketing related to athletics
- Information about last week’s kickball game and plans for similar events in the future were shared

B. Board of Trustees Meeting - November 16, 2021

C. ARPA / Legislative Requests – Requests submitted by Dr. Wallace to DFA on 11-1-21

D. Fleet Upgrade Updates - Approvals received from DFA for all three new vehicle purchases. Dr. Wallace is working with Ann Southall to process payment and paperwork.

E. VPFA Search – On campus interviews were held on November 9th for the two finalist candidates. (Oberste and Reynolds)

F. Arkansas Community College Leadership Institute participant – Valerie Nation was scheduled to participate in ACLI this year, but now another participant will need to be determined. (Cabinet members to submit recommendations to President’s Office)

G. HVAC Water Cooling Tower (HSC) – The cooling tower may not be as expensive to repair as originally

anticipated. (\$100,000 instead of \$800,000)

H. Spring Enrollment – Spring enrollment and daily enrollment trends were discussed by the Cabinet

I. Leadership Development Program – Group #1 will begin training with Elizabeth Reves on Wednesday, November 17.

VPAA

A. Commencement – December 16th - update on activities was shared

B. Convocation – Update for spring plans was shared

C. Grants – Updates on current and new grant opportunities were shared

VPSS

A. Student Housing Feasibility Study – Updates were shared

B. Spring Recruitment Meetings – Updates of each academic area were shared

C. COVID -19 Update – Only one student in isolation at this time, and that is a concurrent student

D. Athletics – The logistics for using the new bus are being developed (policies, scheduling, drivers, etc.)

E. Student Center – The Student Center is officially opened and is fully staffed and operational

VPFA

A. HR Updates – A complete listing of open/available positions is on the web

B. Facilities Updates

AVPF

A. Series Reports to the State – Updates were shared

B. HEERF Reports – Updates were shared

C. Bookstore – Updates on the progress of training, inventory, etc. were shared

AVPA

A. Email Update – Outside engineers are working on the problem

B. The Institutional Computing Advisory Committee – The committee has re-formed and is meeting again to discuss planning for computer lifecycle, budget, and potential outsourcing of support as personnel changes occur in IT.

C. Update on the ongoing plumbing project (fountain) – Plumbers may have found all leaks

D. M&R – The procedures /plans for removing old inventory from the campuses were discussed

III. Grant Updates/Progress Reports

A. Grant Development

B. **DOJ (Department of Justice) Consortium**– Dr. Moore – Grant ended September 30th; Processes in place to continue related activities with support from various campus departments

C. **Verizon** – Dr. Tully-Dartez

D. **Verizon Food Pantry Grant** – Dr. Moore – Grand opening of the food pantry is November 4th in the Library; Planning for Thanksgiving distribution

E. **Early College/Career Coach grant** – Dr. Moore – Discussing communications flow with EHS staff & SouthArk Career Coaches

F. **Mentor-Links Grant** – Dr. Tully-Dartez

G. **Career Pathways** – Dr. Moore – Distributing EdPays student stipends for eligible participants (\$100)

H. **Upward Bound** – Dr. Moore – Working on RFP response for new UB Grant

I. **NSF Grant** – Dr. Tully-Dartez -

J. **JAG (Jobs for America's Graduates)** – Dr. Moore -Student Club Interest meeting scheduled for November 3rd

K. **Perkins** – Dr. Moore – Planning for upcoming program review

IV. Announcements: