

Cabinet Meeting – November 17, 2021
TEAMS Meeting
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

I. Action

A. Approval of Minutes – November 3, 2021 - Approved

President

VPAA

VPSS

VPFA

AVPA

SHARED GOVERNANCE

II. Discussion

President

- A. Mask Mandate – The Re-Opening Task Force is scheduled to meet on November 18th; Following the meeting, Dr. Wallace will send out an email to update SouthArk.
- B. VPFA Update – The proposal to hire a CPA consultant is being reviewed
- C. United Way – A representative to serve on the United Way Board is being reviewed
- D. ARPA Funds – May 2022 is the deadline for the completion of spending of ARPA Funds
- E. CRRSAA Funds – The Cabinet will meet after the Thanksgiving Break to discuss CRRSAA Funds
- F. CARES Act – Funding for students will be available for the Spring 2022 semester
- G. Enrollment Updates – Enrollment updates were shared with the Cabinet and Dr. Wallace requested the following:
 - a report to show where every student stand (current and former students are to be contacted); faculty and staff to assist
 - an update to show who was assigned to students (academic and student services)

VPAA

- A. Graduation – Three students have been identified to speak (GED students will also participate in graduation)
- B. Convocation – The draft schedule is being developed
- C. COVID - Clinical Locations – The requirement for masks to be worn by students is still being enforced at certain clinical sites

VPSS

- A. Student Housing Feasibility Study – A meeting with SCION is scheduled for November 18th
- B. Athletics – A schedule is being developed for the use of the bus
- C. SouthArk Float – Athletics will be the main attraction
- D. EMA – EMA (Entertainment & Media Arts) is now involved with athletics (the first coaches show was held on November 15th)

VPFA

- A. HR Updates – Open /available positions were shared (a complete listing is on the web)
- B. Facilities Updates

AVPF

- A. Email Outages – Email -02 is up and running and Microsoft updates have been completed (Outlook Email may have to be outsourced)
- B. Sim Lab – Updates have been completed

AVPA

- A. Jenzabar Training – Jenzabar training is to be done to assist with data reports

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 – Planning for Thanksgiving student food distribution
- E. **Early College/Career Coach grant** – Dr. Moore –Participating in American College Application Campaign month activities
- 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 – Hosting student Thanksgiving Tree activity (November 15-23)
- K. **Perkins** – Dr. Moore – Received outstanding state program review

IV. Announcements:

- November 17-18 – Thanksgiving student food distribution via Stars Market Food Pantry
- November 18 – Student Recognition Ceremony