

Cabinet Meeting – January 19, 2022
TEAMS Meeting – 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		Ann Southall, Linda Lephiew

I. Action

A. Approval of Minutes – December 15, 2021- Approved

President

A. HLC Virtual Attendees (Stephanie Tully-Dartez, Derek Moore, Justin Geurin, Cassandra Tavorn, John Baine, Christy Wilson, Tim Johnson) - Approved

B. Budget Revenue Model - Approved

VPAA

A. Academic Calendar - Approved

B. OSD Grant Writing Approval - Approved

VPSS

VPFA

AVPA

SHARED GOVERNANCE

A. APM 3.19 – Deletion of APM 3.19 Faculty Manual from the APM - Approved

B. APM 3.03a – Academic Rank for Faculty - Approved

C. Nominating Committee Nominations for Committees - Approved

II. Discussion

President

A. Ideas for Service Learning – Linda Lephiew is to look into finding grants

Linda Lephiew shared updates on the grant for the Arboretum – ANCRC (Arkansas Natural and Cultural Resources Council Grant)

- the repairs/upgrades will be a three phase project
- February 7th – due date for the executive summary
- March 7th – due date for the grant application

B. Budget Review -Ann Southall shared several proposed budget scenarios/models with a focus on the following:

- expenditure line
- projected revenue from the state
- SSCH Fees

C. HLC Attendance List – Dr. Bentley Wallace will attend in person
Approved Virtual Attendance: Stephanie Tully-Dartez, Derek Moore, Justin Geurin, Cassandra Tavorn,
John Baine, Christy Wilson, Tim Johnson

VPAA

- A. Warren Site Visit & Facilities – Dr. Wallace is to speak with the Interim CEO and schedule a site visit (more details to come)
- B. Graduation Update (location, speakers)
 - will have student speakers again
 - graduation will be held outside again (with a contingency plan for the ECC)
- C. Planned Virtual Day – A tentative date – February 21st is being discussed by the Cabinet (a day to test SouthArk’s system for virtual performance)
A complete list is to be sent to Kathy Modica

VPSS

- A. COVID-19 Update – As of today -ten students are in isolation and ten in quarantine (SouthArk is continuing to follow the guidelines of the Arkansas Department of Health)
- B. Work-Site Opportunity (AR Human Development Corporation) – SouthArk has an opportunity to be a work-site for young youths ages 18 – 24 (this would be a great opportunity for young adults; more information to come)
- C. Athletics – Return to play is being discussed by the Cabinet

VPFA

- A. HR Updates – A complete listing is on the web
- B. Facilities Updates
 - McGee Building – needs painting
 - McWilliams House (Student Center) – the building in the back yard has been removed

AVPF

- A. Updates
 - preparing for the Jenzabar transition

AVPA

- A. W-2’s – can be electronically viewed through Jenzabar
- B. Auditors – the auditors will be placed in room #208 of the Administration Building

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 Foundation (Stars Market Food Pantry)** – Dr. Moore – Now providing cold items (Dr. Bridges donated a refrigerator)
- E. **Early College/Career Coach grant** – Dr. Moore – Scheduling interviews for vacant career coach position at EHS
- F. **Mentor-Links Grant** – Dr. Tully-Dartez
- G. **Career Pathways** – Dr. Moore – Assisting students with books and other course-related needs
- H. **Upward Bound** – Dr. Moore – Finalizing RFP response
- I. **NSF Grant** – Dr. Tully-Dartez -
- J. **JAG (Jobs for America’s Graduates)** – Dr. Moore – Initiating program recruitment strategies
- K. **Perkins** – Dr. Moore – Planning to update comprehensive needs assessment

IV. Announcements: