

**Cabinet Meeting – March 16, 2022
Workforce Building – East Campus – 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
X		VP for Finance & Administration (VPFA), Mr. Michael Armstrong
X		Associate VP for Finance (AVPF), Mr. John Baine
X		Associate VP for Administration (AVPA), Dr. Tim Kirk
		Guest:

I. Action

A. Approval of Minutes – March 2, 2022 – Approved

President

VPAA

VPSS

VPFA

AVPF

AVPA

SHARED GOVERNANCE

II. Discussion

President

- A. ACC Training for New Managers – April 15th from 10:00 to 11:30 a.m. (virtual registration available after Spring Break)
- B. Warren Site Visit – Dr. Wallace and staff will visit Warren on Thursday, March 17th
- C. Forestry Grant – SouthArk has received acceptance (2 year pilot program)
- D. Simmons First Bank – Partnering with Simmons for an adult literacy program (being reviewed)
- E. Golf Cart Purchase – 6-passenger electric golf cart purchased for tours/special events should arrive in April
- F. ARPA Request – Being reviewed/updated for re-submittal
- G. Charging Stations – The installation of the charging stations has begun
- H. Bookstore Pop-Up Store – The “pop-up” store will be available for purchases at the games this weekend
- I. Rebranding the coffee in the Bistro – Several different names/ideas are being considered (more to come)

VPAA

A. Pilot Program with High Schools – (LPN Program) – Program is in progress

VPSS

- A. Free Haircuts for Students -Update
 - set up in the Whitfield Atrium - (second floor)
 - Thursday’s -10-2:00 p.m.
 - will begin after Spring Break

- B. Gym Usage by External Group – Update
 - external usage will be allowed
 - fees charged : rental, cleaning, etc.
- C. COVID (students) – One student in isolation
- D. Athletics – End-of-Year Banquet for women’s and men’s basketball – April 8th

VPFA

- A. HR Updates – Discussed by the Cabinet – (a complete listing of available positions on the web)
 - new hire procedures being reviewed (PAF)
 - weekly department meetings are set up
 - a master class fee schedule is to be developed
 - J1 data base almost complete
 - SouthArk energy consumption is being reviewed
- B. Facilities Updates

AVPF

- A. 30 year celebration being considered for “SouthArk” - (March 31, 1992)

AVPA

- A. Gramm-Leach-Bliley Act (GLBA) Compliance Audit – Shared with the Cabinet for review/edits
- B. Campus Directory – To be reviewed by the Cabinet
- C. Retention Module – To be reviewed

III. Grant Updates/Progress Reports

- A. Grant Development
- B. **Verizon** – Dr. Tully-Dartez
- C. **Verizon Foundation (Stars Market Food Pantry)** – Dr. Moore – Philip Shackelford and Vanessa Williams will attend the Arkansas College Hunger Summit on April 14th (Little Rock)
- D. **Early College/Career Coach grant** – Dr. Moore – Discussing next steps for EHS Career Coach
- E. **Mentor-Links Grant** – Dr. Tully-Dartez
- F. **Career Pathways** – Dr. Moore – Awaiting results from state review
- G. **Upward Bound** – Dr. Moore – Planning and budgeting for summer and end-of-year programming
- H. **NSF Grant** – Dr. Tully-Dartez -
- I. **JAG (Jobs for America’s Graduates)** – Dr. Moore – Hosting High School visit for Crossett High School students on March 30th
- J. **Perkins** – Dr. Moore – Providing data and narrative information for Lumina grant proposal

IV. Announcements: