

**Cabinet Meeting – June 21, 2022
ADM Board Room – 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
		VP for Student Services (VPSS), Vacant
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 – June 7, 2022 - Approved

President

VPAA

VPSS

VPFA

AVPF

AVPA

SHARED GOVERNANCE

II. Discussion

President

A. 2022-23 ACC Leadership Institute Registration (Deadline-August 1, 2022)

- Participant review as action item to be brought back in mid-July

B. Friday Mornings TEAMS “What’s Happening at SouthArk”

- To be handled by Michael Armstrong & Stephanie Dartez in the absence of Dr. Bentley Wallace (July 1st, July 8th)
- Stephanie Dartez (VPAA) – appointed to handle all presidential business/issues in the absence of Dr. Bentley Wallace - (June 28th – July 8th)

C. Student Services

- Deans are to meet every two weeks and report updates to the Cabinet (Dr. Tavorn, Veronda Tatum, Tim Johnson)
- Cabinet to continually check on the Student Services Department

D. GLAMS – Meeting – June 21, 202

VPAA

A. Planning Retreat

- Date July 14, 2022 – 9:00 – 3:30 p.m.
- Agenda being developed
- Location to be determined
- Group breakout sessions

- Strategic Planning (focus)
- B. Signage
 - Stationary signage on SouthArk Buildings
 - Cabinet to develop plans / review samples
- C. President's Honor Roll
 - 3.75 GPA for fulltime students (12 hours or more)
 - Being reviewed by the Cabinet

VPFA

- A. HR Updates
 - Open Positions (complete listing provided and reviewed by the Cabinet)
- B. Facilities Updates
 - Reviewed by the Cabinet
- C. Legislative Auditors – On Site

AVPF

- A. New Lease Standards
 - All leases are to be reviewed (John Baine to send out an email for all lease contracts/agreements to be sent to him for review)

AVPA

- Update from JAM Conference
- M&R – All equipment must be placed on a pallet
- All equipment must have a tag with required documentation

III. Grant Updates/Progress Reports

- A. Grant Development
- B. **Verizon** – Dr. Tully-Dartez
- C. **Verizon Foundation (Stars Market Food Pantry)** – Dr. Moore – Summer access available
- D. **Early College/Career Coach grant** – Dr. Moore
- E. **Mentor-Links Grant** – Dr. Tully-Dartez
- F. **Career Pathways** – Dr. Moore – Assisting with books for summer school; issuing EdPays incentive to students who successfully completed the spring term
- G. **Upward Bound** – Dr. Moore – Summer program started; cultural trip to San Antonio (July 5-8)
- H. **NSF Grant** – Dr. Tully-Dartez -
- I. **JAG (Jobs for America's Graduates)** – Dr. Moore – Summer bridge program started
- J. **Perkins** – Dr. Moore – Continuing to update Perkins V comprehensive needs assessment

IV. Announcements: