

Cabinet Meeting – January 6, 2021
TEAMS Meeting – 10:00 a.m.
Minutes

Present	Absent	Cabinet Member Name
X		President, Dr. Bentley Wallace
X		VP for Academic Affairs (VPAA), Dr. Michael Murders
X		VP for Student Services (VPSS), Dr. Derek Moore
X		Vice President for Finance & Administration (VPFA), Mr. Carey Tucker
X		Associate VP for Administration (AVPA), Dr. Tim Kirk
X		Associate VP for Institutional Planning & Academic Support (AVPIP/AS), Dr. Stephanie Tully-Dartez

I. Action

A. Approval of Minutes – December 16, 2020 - Approved

President

VPAA

VPSS

VPFA

AVPA

AVPIP/AS

II. Discussion

President

A. ECC Contract- The Board will be included in the review of a new contract for the El Dorado Conference Center

B. VPAA Search Committee – A tentative committee and timeline are being formed

C. Interim VPAA – Dr. Stephanie Tully-Dartez will start Interim Duties on February 1, 2021

VPAA

A. Warren Site Visit – A visit to the Warren campus is being scheduled

B. Faculty Work Load – The Cabinet will be reviewing the APM – Section 3.05 – Teaching Load

C. Program inclusion list Arkansas Workforce Challenge Program and AR Futures Grant– Both are due around mid-February.

VPSS

A. Student Messaging - Tim Johnson has sent out instructions to students on “how to set up a payment plan” and information for online registration

B. Student Workers – All available positions for a student worker should be submitted as soon as possible

C. McWilliams House – Information and ideas were shared for altering the McWilliams House into a temporary Student Center

D. Athletics (basketball)– Heath Waldrop is currently working on a draft message with updates to be sent out to the public:

- transportation options
- no fans in attendance for the up-coming season
- filming practice

VPFA

- A. HR – Available/open positions were shared (a complete listing is on the web)
- B. Facilities
 - Roofs Project – Bids are being processed
- C. COVID – Updates were shared

AVPA

- A. Jenzabar – Testing of the new system has started
(replacing the firewall is being discussed)

AVPIP/AS

- A. HLC – All drafts from committees have been requested by the end of December

III. Grant Updates/Progress Reports

- A. Grant Development
- B. **ADHE RAMP (Regional Advanced Manufacturing Partnership: Building the Pipeline)** – Dr. Tully-Dartez
- C. **DOJ (Department of Justice) Consortium** – Dr. Moore – Preparing OVW progress report due on January 30th; Planning for Stalking Awareness month
- D. in January
- E. **Verizon** - Dr. Murders –
- F. **Verizon Food Pantry Grant** – Dr. Moore – Discussing Spring food distribution dates and best option for food pantry relocation
- G. **Delta Regional Authority (DRA)** – Culinary – Dr. Tully-Dartez
- H. **Early College/Career Coach grant** – Dr. Moore – Working on Spring Concurrent Enrollments; Conducting training with the new Career Coach at Lakeside School District
- I. **Mentor-Links Grant** – Dr. Murders -
- J. **Career Pathways** – Dr. Moore – Had a successful student book return; Assisting students with Spring Schedule and Support Services
- K. **Upward Bound** – Dr. Moore – Received approval from DOE to increase student stipends to \$50 up from \$40
- L. **NSF Grant** – Dr. Murders -
- M. **JAG (Jobs for America's Graduates)** – Dr. Moore – Conducting interviews for Career Coach position
- N. **Perkins** – Dr. Moore – Applying to participate in Arkansas-Women Tech Educators Online Training

IV. Announcements

- Starting in November, Career Services functions will be held on Thursday's in the Learning Center (ADMN – 109C)