

## MINUTES

**South Arkansas College  
Cabinet Meeting  
Admin 309 – Board Room  
March 19, 2024 8:30 a.m.**

**Cabinet Members Present:** Dr. Stephanie Tully-Dartez, *Interim President/ Vice President for Academic Affairs*;  
Jenny Sanders, *Vice President for Student Affairs*;  
Ann Southall, *Vice President for Finance & Administration*;  
Dr. Tim Kirk, *Associate Vice President for Administration, CIO*

**Cabinet Members Absent:**

**SouthArk Staff Present:** Mary Kate Sumner

**Others Present:**

- I. Action Items
  - a. Approval of Minutes – February 19, 2024 – **Approved.**
  - b. Voluntary Bereavement Fund Form – This item was added during the meeting. – **Reviewed and approved by Cabinet.**
  - c. Revisions to APM 2.23 Leave Procedures – This item was added during the meeting. – **Approved.**
  - d. Revisions to APM 2.25 Tuition Assistance – This item was added during the meeting. – **Approved with clarifying language to part III specifying SouthArk only.**
  - e. APM 2.55 and 2.55a – This item was added during the meeting. – **Tabled until the April 9<sup>th</sup> Cabinet meeting.**
  - f. Revisions to APM 6.02 Americans with Disabilities Act – This item was added during the meeting. – **Tabled.**
  - g. Revisions to APM 6.08 Sexual Harassment – This item was added during the meeting. – **Tabled.**
  - h. Revisions to APM 6.09 Sexual Assault – This item was added during the meeting. – **Tabled.**
- II. Discussion Items
  - a. Introduction to Video Camera Software: Obseron – Dr. Kirk detailed the process for installing, logging in to, and utilizing SouthArk’s video camera software to the Cabinet. The Cabinet also discussed limited camera access for facilities building staff.