

DELTA STATE UNIVERSITY

PRESIDENT'S CABINET

Minutes

Meeting date: August 15, 2022

Members in attendance: Dr. E.E. Caston, Dr. Joshua Armstrong, Dr. Caroline Fletcher, Dr. Leslie Griffin, Ms. Lucia Chacon Habis, Mr. Mike Kinnison, Dr. Eddie Lovin, Mr. Rick Munroe, Dr. Andy Novobilski, Dr. Michelle Roberts, and Mr. Jamie Rutledge (recorder – Ms. Claire Cole)

Members not in attendance: None

Guests: None

Call to Order: A regular meeting of the President's Cabinet was held in the President's Conference Room on August 15, 2022. The meeting convened at 1:30 p.m. with Dr. Caston presiding.

APPROVAL OF THE MINUTES

On motion by Dr. Lovin and seconded by Mr. Rutledge, all Cabinet Members present and participating voted unanimously to approve the Minutes of the Cabinet Meeting held on August 8, 2022.

GENERAL OVERVIEW

- Dr. Caston gave an overview of the activities and events from the last week. Dr. Caston was the guest speaker at Rotary Club along with Dr. Lovin who spoke on recruitment and enrollment. New Student Orientation was last week. The GRAMMY Museum® Mississippi Board of Directors had their quarterly meeting. Dr. Caston participated in a conference call with Commissioner Al Rankins and the IEOs regarding general system issues. The annual Convocation was held last Thursday. Dr. Novobilski thanked all Cabinet members that participated. The Cleveland-Bolivar County Chamber of Commerce hosted a Welcome Back Reception for faculty and staff at The Warehouse. Dr. and Mrs. Caston and the Administrative Staff Council hosted the Opening Session Luncheon. Dr. Caston provided remarks to student-athletes at their "Return to Campus" orientation session.
- Mr. Kinnison gave an update on Athletics. The Athletics' Department hosted the "Return to Campus" Orientation session for all student-athletes on Sunday. Mr. Kinnison shared with Cabinet members it is a chance to get all student-athletes together in one room to discuss guidelines and protocols. The football team is practicing for their opening game at Kentucky State University. The team had a spike in COVID-19 infections, so their first scrimmage game was postponed. The men's and women's soccer teams are competing in exhibition games to prepare for their opening matches. The men's soccer team competed against Hinds Community College last week and won the match. The women's soccer team competed in an exhibition game against Northwest Mississippi Community College. Both teams compete again this week against Jones Community College.
- Mr. Rutledge gave an update on Facilities Management projects. Mr. Rutledge attended a construction meeting for the School of Nursing renovation and expansion project. The project has had two change orders since the project began, which has caused them to use half of the contingent funds available. The issues are with the architect and the Bureau of Buildings. The shingles used on the current School

of Nursing building are not available anymore, so the entire building may need to be re-shingled. Also, there is an issue in finding the correct color bricks. The architect for the BPAC ADA compliance project will be Mr. Stan Wagnon, and Mr. Rutledge will meet with him this week to discuss plans. The university should receive notice from the Mississippi Department of Archives and History regarding the Court of Governors within three weeks. The plans for the Foundation Hall renovations are complete, and the project was awarded to Mr. Wagnon. The project will be bid out in January for work to begin later in the Spring. Mr. Rutledge shared with Cabinet members the university mailed the application for the tax credit from the IRS that will reimburse the university for payroll taxes paid during COVID-19.

- Dr. Caston shared with Cabinet members some of the meetings and events planned for this week. Day and night classes begin today. Dr. Caston meets with Mr. Munroe and Ms. Corley Mullins on Tuesday to discuss Centennial Campaign priorities. The IHL Board of Trustees monthly meeting is on Thursday.

CABINET TOPIC

None

BUSINESS

Action

COVID-19 protocols – revised.....Dr. Lovin

Dr. Lovin shared with Cabinet members the Center for Disease Control and Prevention’s (CDC) revised guidelines for those exposed to COVID-19 and those infected with COVID-19. Later this week, Dr. Lovin will send to Cabinet members the recommend revisions to Delta State’s COVID-19 Protocols, based on the revised CDC protocols.

Discussion

Cabinet Advance recap Dr. Roberts

Dr. Roberts shared with Cabinet members the notes from the August 2 Cabinet Advance. She asked Cabinet members to review the notes to ensure the information was captured correctly and to share any missing information with Ms. Cole. A full recap will occur at the next Cabinet meeting.

Chamber Annual Banquet..... Dr. Roberts

Dr. Roberts announced Delta State purchased a table for the Chamber Annual Banquet on August 29. If any Cabinet member would like to attend, please contact her by end of day Tuesday.

Institutional Effectiveness and Planning update Dr. Novobilski

Dr. Novobilski shared with Cabinet members that the consultant Delta State hired to evaluate our SACSCOC accreditation began today, and her name is Ms. Josie Welsh. Ms. Welsh will consult at Delta State for the next six weeks to ensure Delta State’s reaccreditation process continues smoothly after Dr. Beverly Moon’s retirement. Dr. Novobilski asked all Cabinet members to complete their annual reports to ensure all data is collected by the September 1 deadline.

Enrollment Update/Overview.....Dr. Lovin

Dr. Lovin provided an enrollment update. Today begins the countdown to the 15th day of school to record the enrollment for the university, and Ms. Chrisa Mansell will send daily updates for the Office of Institutional Research, Effectiveness, and Planning on enrollment figures. Students are being registered as

of today. Dr. Lovin is confident our enrollment will hit the budget goal of 2,275 students, with 600 of those being new students.

Budget Status Update..... Mr. Rutledge

Mr. Rutledge gave an update on the FY22 and FY23 budgets status. Mr. Rutledge shared he will not report on tuition revenue until after the 15th day of classes; however, the university is in a better position with regards to tuition revenue than this time last week. The first purge of students will occur next week. The financial statements for FY22 will be sent to IHL by August 26. Some issues occurred in the posting of scholarships last week. Mr. Rutledge will share the information with the Executive Committee.

Additional Information

- The Grand Opening of the William H. Young Outdoor Recreation Center on Tuesday is not the official naming ceremony. Student Affairs and SGA will work with University Advancement on the naming ceremony for later in the year.

INFORMATIONAL/CALENDAR ITEMS:

- Classes begin, August 15
- Grand Opening of the William H. Young Outdoor Recreation Center, August 16, 7:30 p.m., William H. Young Outdoor Recreation Center (behind Foundation Hall)
- Panhellenic Formal Recruitment Week, August 23-27
- Employee Benefits Fair, August 24, 10:00 a.m. – 3:00 p.m., H.L. Nowell Student Union, 2nd Floor, West Lobby
- Michael Bolton, August 25, 7:30 p.m., BPAC
- Chamber Annual Banquet, August 29, 5:30 p.m., The Gin
- Interfraternity Council Formal Recruitment Week, August 30 – September 2

NEXT MEETING:

- Next Cabinet Meeting – Monday, August 22, 2022 at 1:30 p.m.
- Next Cabinet Meeting Topic – TBD

Adjournment: The meeting adjourned at 2:22 p.m.