

DELTA STATE UNIVERSITY

PRESIDENT'S CABINET

Minutes

Meeting date: August 21, 2023

Members in attendance: Dr. Dan Ennis, Dr. Ellen Green, Dr. Christopher Jurgenson, Dr. Eddie Lovin, Mr. Mike Kinnison, Mr. Rick Munroe, Ms. Holly Ray, Dr. Michelle Roberts, and Ms. Haley Rooks (recorder – Ms. Claire Cole)

Members not in attendance: Mr. Larry Wakefield

Guests: Dr. Edwin Craft, Associate Vice President for Finance and Administration

Call to Order: A regular meeting of the President's Cabinet was held in the President's Conference Room on August 21, 2023. The meeting convened at 2:00 p.m. with Dr. Ennis presiding.

APPROVAL OF THE MINUTES

On motion by Dr. Lovin and seconded by Mr. Munroe, all Cabinet Members present and participating voted unanimously to approve the Minutes of the Cabinet Meeting held on August 14, 2023.

GENERAL OVERVIEW

- Dr. Ennis informed Cabinet members of a personnel change. Effective today, Dr. Andy Novobilski has stepped down as Provost and Vice President for Academic Affairs for family reasons. As Dr. Novobilski was appointed with tenure as a faculty member when he arrived at Delta State, he will move to a faculty role starting in the Spring, 2024 academic term. In the interim, Dr. Novobilski will serve as Special Assistant to the President for the remainder of the year; in this capacity he will be available to Dr. Ennis and the Interim Provost to ensure a smooth transition in leadership. Dr. Ennis asked Faculty Senate President Christopher Jurgenson to chair an ad hoc search committee consisting of the Academic Deans to identify and recommend to him by the end of next week an interim provost.
- Dr. Ennis gave an overview of the activities and events from last week. The IHL Board of Trustees met for their monthly meeting. During the meeting, Delta State received approval to enter into a professional services agreement with Sodexo Operations, LLC beginning on July 1, 2023. On Saturday, the Desoto County alumni hosted their meeting and social for the first time in four years.
- Mr. Kinnison gave an update on Athletics. The Student-Athlete Opening Assembly was last week, and the keynote speaker was Dr. Randy Grierson. All fall sports teams are continuing to practice and prepare for their upcoming competition. The football team competes at Missouri S&T next Thursday for their first game. The men's soccer team has an exhibition game tomorrow, and the women's soccer team starts their season on Saturday against Harding University. The Athletics Department continues to adjust practice schedules due to the extreme heat.
- In the absence of Mr. Wakefield, Dr. Craft gave an update on Facilities projects. The university received a full report from the insurance company on the damage caused by the hail storm that occurred in June; however, the coverage was not at an adequate level for the university. The university has hired a third party to assess the level of damage from the hail storm. Roofs with leaks are being temporarily

fixed. The roof on Broom Hall will be replaced soon, and repair and renovation funds will be used to cover the cost.

- Ms. Rooks gave an update on student activities. The SGA Cabinet meets tonight and they will plan their annual budget. Panhellenic's formal New Member Recruitment process took place last week, and 15 girls participated. Delta Delta Delta Sorority and Kappa Delta Sorority each received four new members, and Phi Mu Fraternity received five new members. The Interfraternity Council's formal recruitment process begins next week, and 22 men have signed up thus far to participate.
- Dr. Ennis shared with Cabinet members some of the meetings and events planned for this week. Dr. Ennis continues his participation in AASCU's New President's Academy this afternoon with an online session. On Monday afternoon, Dr. Ennis will attend a social for Governor Tate Reeves. The Leflore County alumni will host their yearly meeting and social on Tuesday evening at the Museum of the Mississippi Delta. The Enrollment Group has their monthly meeting on Wednesday. On Thursday, Dr. Ennis travels to Clarksdale to meet with Coahoma Community College President Valmadge Towner and other Clarksdale officials to discuss potential partnership opportunities.

CABINET TOPIC

None

BUSINESS

Action

Establishment of Endowment and Current Use Scholarship Funds policy (revised – first reading)

Mr. Munroe

Mr. Munroe brought the revised Establishment of Endowment and Current Use Scholarship Funds policy to Cabinet for a first reading. The title of the policy was revised to include the words "current use" and the word "scholarship" will be deleted. In the "Procedures and Responsibilities" section of the policy, the process of creating a current use program support fund and endowed program support fund were added to the policy. The responsible office was changed to the Office of University Advancement. Mr. Munroe requested the waiving of a second reading to ensure the policy revisions are included in the SACSCOC reaffirmation packet.

Motion: Moved by Mr. Munroe to approve the revised Establishment of Endowment and Current Use Funds policy for a first reading and to waive the second reading and seconded by Dr. Lovin. The motion was approved.

Fund Raising and Solicitation of Private Funds policy (revised – first reading)

Mr. Munroe

Mr. Munroe brought the revised Fund Raising and Solicitation of Private Funds policy to Cabinet for a first reading. The reference to the "Foundation Office" was changed to the "Office of Advancement" throughout the policy. Any request to undertake fundraising must be approved by the Vice President for University Advancement and External Relations. The responsible office was changed to the Office of University Advancement. Mr. Munroe requested the waiving of the second reading to ensure the policy revisions are included in the SACSCOC reaffirmation packet.

Motion: Moved by Mr. Munroe to approve the revised Fund Raising and Solicitation of Private Funds policy for a first reading and to waive the second reading and seconded by Dr. Lovin. The motion was approved.

Prospect Management System policy (deletion)Mr. Munroe

Mr. Munroe brought the Prospect Management System policy to Cabinet for deletion. The policy dictates the process used by development staff in developing prospects; however, this does not need to be a policy utilized by the university. One statement was taken from the Prospect Management System policy and moved to the Fund Raising and Solicitation of Private Funds policy: “any request to undertake fundraising must be approved by the Vice President for University Advancement and External Relations.”

Motion: Moved by Mr. Munroe to delete the Prospect Management system policy and seconded by Dr. Lovin. The motion was approved.

Discussion

Boy Scouts Merit Badge College..... Mr. Wakefield

Cabinet members will discuss the Boy Scouts Merit Badge College at the next Cabinet meeting.

Relay for Life Celebration..... Mr. Wakefield

Cabinet members will discuss the Relay for Life Celebration at the next Cabinet meeting.

Budget Update Mr. Wakefield

In the absence of Mr. Wakefield, Dr. Craft gave an update on the budget. Dr. Craft explained that the university budgeted for \$19 million in tuition for FY24, and tuition funds are directly tied to enrollment. At this time, projections are positive; however, the second date for the class-cancellation process is Tuesday, August 22. If 79 students or less are purged, the budget projections will remain positive. The class-cancellation group meeting will take place today at 4:00 p.m. Dr. Ennis urged the class-cancellation group to closely monitor the listing for those students who are awaiting financial aid verification.

Recruitment Update/Overview..... Dr. Lovin

Dr. Lovin provided an update on recruitment and enrollment. The enrollment reports state enrollment for the fall is 2,555. The results of the class-cancellation process will determine our final enrollment numbers.

Institutional Effectiveness and Planning Dr. Ennis

Dr. Ennis informed Cabinet members that the SACSCOC reaffirmation packet is in the final stages of completion. A final review of university policies is underway for revisions to the reality of university processes and procedures.

INFORMATIONAL/CALENDAR ITEMS:

- Leflore County Alumni meeting, August 22, 6:00 p.m., Museum of the MS Delta
- Employee Benefits Fair, August 23, 10:00 a.m., Nowell Union, 2nd Floor, East Lobby
- Labor Day Holiday, September 4
- The Commodores, September 7, 7:30 p.m., BPAC

NEXT MEETING:

- Next Cabinet Meeting – Monday, August 28, 2023 at 1:30 p.m.
- Next Cabinet Meeting Topic – TBD

Adjournment: The meeting adjourned at 2:48 p.m.