

DELTA STATE UNIVERSITY
PRESIDENT’S CABINET
Minutes

Meeting date: August 22, 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: Ms. Holly Ray, Chair-Elect, Administrative Staff Council

Call to Order: A regular meeting of the President’s Cabinet was held in the President’s Conference Room on August 22, 2022. The meeting convened at 1:30 p.m. with Dr. Caston presiding.

APPROVAL OF THE MINUTES

On motion by Dr. Novobilski and seconded by Dr. Lovin, all Cabinet Members present and participating voted unanimously to approve the Minutes of the Cabinet Meeting held on August 15, 2022.

GENERAL OVERVIEW

- Dr. Caston gave an overview of the activities and events from the last week. Dr. Caston met with Mr. Munroe and Ms. Corley Mullins to discuss Centennial Campaign priorities. Mr. Munroe shared with Cabinet members that \$36 million of the \$50 million goal has been raised, with the remainder to be raised in the next three years. Student Affairs and SGA hosted the grand opening of the William H. Young Outdoor Recreation Center last week. The IHL Board of Trustees held their monthly meeting last Thursday. Dr. Caston announced that he has added the Athletic Director position to the Executive Committee.
- Dr. Caston shared with Cabinet members some of the meetings and events planned for this week. Panhellenic Formal New Member Recruitment begins on Tuesday. The Alumni Association Board of Directors meets on Wednesday. Michael Bolton performs at the BPAC on Thursday evening.

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. He shared the recommend

revisions to Delta State's COVID-19 Protocols, based on the revised CDC protocols.

What to Do If You Were Exposed to COVID-19

If you were exposed to the virus that causes COVID-19 or have been told by a healthcare provider or public health authority that you were exposed, here are the steps that you should take, regardless of your vaccination status or if you have had a previous infection.

- **Start precautions immediately**
 - Wear a mask as soon as you find out you were exposed - Start counting from Day 1.
 - Day 0 is the day of your last exposure to someone with COVID-19
 - Day 1 is the first full day after your last exposure
- **Continue Precautions 10 Full Days**
 - You can still develop COVID-19 up to 10 days after you have been exposed.
 - Wear a high-quality mask or respirator (e.g., N95) any time you are around others inside your home or indoors in public.
 - Take extra precautions if you will be around people who are more likely to get very sick from COVID-19.
 - Watch for symptoms
 - If you develop symptoms, get tested, isolate immediately, and stay home until you know your results.
- **Get Tested on Day 6**
 - Get tested at least 5 full days after your last exposure and test even if you don't develop symptoms.
 - If you test negative, continue taking precautions through day 10.
 - If you test positive, isolate immediately and follow steps below.

Isolation and Precautions for People with COVID-19

- **If you test positive for COVID-19 (regardless of vaccination status)**
 - Isolate and stay home for five days.
 - If you have no symptoms or your symptoms resolve after five days, you can leave your house.
 - Continue to wear a mask for five additional days.
 - If you have a fever, continue to stay home until the fever resolves.
- **When you have COVID-19, isolation is counted in days, as follows:**
 - If you had no symptoms:
 - Day 0 is the day you were tested (not the day you received your positive test result)
 - Day 1 is the first full day following the day you were tested
 - If you develop symptoms within 10 days of when you were tested, the clock restarts at day 0 on the day of symptom onset
 - If you had symptoms:
 - Day 0 of isolation is the day of symptom onset, regardless of when you tested positive
 - Day 1 is the first full day after the day your symptoms started
- **Isolation**
 - If you test positive for COVID-19, stay home for at least 5 days and isolate from others in your home. You are likely most infectious during these first 5 days.

- Ending Isolation
 - If you had no symptoms:
 - You may end isolation after day 5.
 - If you had symptoms:
 - You may end isolation after day 5 if:
 - You are fever-free for 24 hours (without the use of fever-reducing medication)
 - Your symptoms are improving
- Removing Your Mask
 - After you have ended isolation, when you are feeling better (no fever without the use of fever-reducing medications and symptoms improving),
 - Wear your mask through day 10, or,
 - If you have access to antigen tests, you should consider using them. With two sequential negative tests 48 hours apart, you may remove your mask sooner than day 10.

Any student who displays signs or symptoms of COVID-19 illness, has been in “close contact” with someone who has COVID-19, has tested positive for COVID-19, and/or has returned from international travel in the last 14 days should isolate in their residence hall room, apartment, or dwelling immediately and contact the Office of Health & Counseling Services.

Any employee displaying signs or symptoms of COVID-19 illness, has been in “close contact” with someone who has COVID-19, has tested positive for COVID-19, and/or has returned from international travel in the last 14 days should avoid campus unless instructed otherwise by University officials and contact Human Resources.

Dr. Lovin will work with Dr. Roberts and Mr. Rutledge on how best to distribute the revised COVID-19 Protocols to employees and students.

Motion: Moved by Dr. Lovin to approved the recommended changes to revised COVID-19 protocols and seconded by Mr. Rutledge. The motion was approved.

Discussion

Cabinet Advance recap Dr. Roberts

Dr. Roberts provided to Cabinet Members the notes from the Summer Cabinet Advance. She stated that she had not received revisions from Cabinet members since the last Cabinet meeting, and so the document remains unchanged. Dr. Roberts asked Cabinet members to refer to the notes when reviewing items to be completed from Appendix III.

Institutional Effectiveness and Planning update Dr. Novobilski

Dr. Novobilski shared with Cabinet members that Dr. Josie Welsh has begun reviewing Delta State’s past and present SACSCOC reaccreditation materials and meeting with several employees. Dr. Novobilski asked all Cabinet members to complete their annual reports to ensure all data is collected by the September 1 deadline. When completing annual reports, Cabinet members and their direct reports should ensure goals have measurable indicators. Dr. Novobilski plans to bring measurable indicators for Academic Affairs to Cabinet by the end of September.

Enrollment Update/Overview Dr. Lovin

Dr. Lovin provided an enrollment update. Ms. Chrisa Mansell continues to send daily updates for the Office

of Institutional Research, Effectiveness, and Planning on enrollment figures. Enrollment continues to fluctuate, and it will continue to do so until the purge date. The offices of Financial Aid and Student Business Services are diligently working to reduce the number of students on the purge list.

Budget Status Update..... Mr. Rutledge

Mr. Rutledge gave an update on the FY22 and FY23 budgets status. The FY22 financial statements are due to IHL on Thursday, and the audit of the FY22 budget begins on Wednesday. Upon completion of the audit, Mr. Rutledge will share the results with Cabinet members. Mr. Rutledge will share the Budget to Actual Report for FY22 to Executive Committee at their next meeting. Image Specialist will complete delivery of all new copiers to the university by Friday. Mr. Rutledge reported personnel changes for the Office of Procurement. Ms. Grace Ballard, Accounts Payable Analyst, has resigned her position; and, Ms. Kristi Rohr has been hired to fill an Accounts Payable Analyst position.

Additional Information

- Cabinet members discussed Greek letters on university buildings, and the lack of National Pan-Hellenic Council letters on university buildings. A discussion will occur at a later date about a remedy for this.
- Dr. Novobilski shared with Cabinet members the University of Mississippi Medical Center has requested \$5 million from the State of Mississippi for a telehealth program that will be accessible to all eight public universities. The program will be supported with nurse practitioners, and the salary will be \$110,000. Dr. Novobilski stated this is the cost to meet critical needs on campus. Currently, the Student Health Center’s nurse practitioner salary is \$65,000.

INFORMATIONAL/CALENDAR ITEMS:

- 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
- Labor Day holiday, September 5

NEXT MEETING:

- Next Cabinet Meeting – Monday, August 29, 2022 at 1:30 p.m.
- Next Cabinet Meeting Topic – TBD

Adjournment: The meeting adjourned at 2:27 p.m.