

# DELTA STATE UNIVERSITY

## PRESIDENT'S CABINET

### *Minutes*

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**Meeting date: August 28, 2023**

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

**Members not in attendance:** Mr. Mike Kinnison

**Guests:** Dr. Edwin Craft, Associate Vice President for Finance and Administration  
Ms. Dana George, Senior Executive Associate Athletic Director for Compliance, Academics, and Internal Operations  
Ms. Chrisa Mansell, Director, Institutional Research, Effectiveness, and Planning

**Call to Order:** A regular meeting of the President's Cabinet was held in the Janice Wyatt Conference Room on August 28, 2023. The meeting convened at 1:30 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 21, 2023.

#### **GENERAL OVERVIEW**

- Dr. Ennis gave an overview of the activities and events from last week. Dr. Ennis attended a social in honor of Governor Tate Reeves, and he visited with former Governors Haley Barbour and Ronnie Musgrove at an informal meeting in Oxford, MS. The Leflore County Alumni Chapter hosted their yearly meeting and social at the Museum of the Mississippi Delta. The Enrollment Group had their monthly meeting, and discussed partnership opportunities with Coahoma Community College and Northwest Regional Medical Center in Clarksdale, and, Dr. Ennis, Dr. Vicki Bingham, and Ms. Ashley Tanksley traveled to Coahoma Community College the following day to meet with Dr. Valmadge Towner, Mr. William Buck, and other Clarksdale officials to discuss initiatives. Dr. Ennis and Cleveland School District Superintendent Lisa Bramuchi met for lunch and discussed partnership opportunities. Dr. Ennis and Mr. Munroe met with Congressman Bennie Thompson and discussed his range of interests and how Delta State fit into those interests.
- In the absence of Mr. Kinnison, Ms. George gave an update on Athletics. The football team travels to Missouri S&T for their first game this Thursday. The women's soccer team hosts Missouri S&T on Friday. The cross country team competes at Mississippi College on Saturday, and the men's soccer team competes in a tournament in Florida over the weekend.
- Mr. Wakefield 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

university is working with IHL staff on requesting MEMA and FEMA to declare the hail damage from June as an emergency to secure additional funding for the university's hail damage. The roof on Broom Hall will be replaced soon, and repair and renovation funds will be used to cover the cost. The air quality of Broom Hall was tested, and the university is awaiting the results. Mr. Gerald Finley, Director of Facilities Management, will retire at the end of this week.

- Ms. Rooks gave an update on student activities. SGA needs additional freshmen participants for the Freshmen Rise program. SGA Cabinet members are busy planning for Homecoming and the Miss Delta State University pageant.
- Dr. Ennis shared with Cabinet members some of the meetings and events planned for this week. The Cleveland-Bolivar County Chamber of Commerce Annual Banquet is tonight. Dr. Ennis and Dr. Leslie Griffin will meet with Dr. Bob Ferguson of Tri State Educational Foundation tomorrow. On Wednesday, the regional leadership of Sodexo Operations, LLC. will be on campus to visit with Delta State administration. Monday, September 4 is Labor Day, and the university will be closed. The next Cabinet meeting is scheduled for Tuesday, September 5.

**CABINET TOPIC**

**Leadership Dashboard ..... Dr. Ennis**

Dr. Ennis invited Ms. Chrisa Mansell to Cabinet to present the new Leadership Dashboard in Power BI. The report presented to Cabinet members today is a report on enrollment that can be manipulated by enrollment type and major; this report does not include dual credit students. Ms. Mansell gave an overview of the enrollment tracking period: daily during Pre-Registration Week; weekly following Pre-Registration week until August; daily in August; and, November 1. Data in the report will be a day behind enrollment data in Banner as Ms. Mansell freezes enrollment data at 4:00 p.m. each day for inclusion in the report. For internal and budget planning purposes, the university uses the 15 day of classes enrollment figure. Enrollment is reported to IHL on November 1 each year, and the figure reported includes dual credit students. Ms. Mansell will roll out two additional reports for use by Cabinet members on retention and graduation rates later this semester.

**BUSINESS**

**Action**

**Health Center policy (revised – first reading)..... Dr. Lovin**

Dr. Lovin brought the revised Health Center policy to Cabinet for a first reading. Dr. Lovin requested Cabinet members review the Health Center policy and send any revisions to him prior to the final reading and discussion at the next Cabinet meeting.

Motion: Moved by Dr. Lovin to approve the revised Health Center policy for a first reading and seconded by Dr. Jurgenson. The motion was approved.

**Traffic and Parking policy (revised – first reading)..... Dr. Lovin**

Dr. Lovin brought the revised Traffic and Parking policy to Cabinet for a first reading. A previous revised version of the Traffic and Parking policy merged several parking zones on campus; this revised version keeps all parking zones untouched. Cabinet members provided several suggestions on revisions to the policy including: changing parking permit to parking decal throughout the policy and change all “days” within the policy to “business days.” Ms. Rooks requested Dr. Lovin revise the section on appeals for students to match the Student Government Association bylaws, and she requested Dr. Lovin confirm

immobilization for a \$30 ticket with the Campus Police Department. Dr. Lovin requested Cabinet members send any additional revisions to him prior to the final reading and discussion at the next Cabinet meeting.

**Motion:** Moved by Dr. Lovin to approve the revised Traffic and Parking policy for a first reading and seconded by Dr. Jurgenson. The motion was approved.

**Housing and Residence Life policy (new – first reading) ..... Dr. Lovin**

Dr. Lovin brought the Housing and Residence Life policy to Cabinet for a first reading. This new policy incorporates all policies and regulations of Housing and Residence Life that have been procedural in nature. Dr. Lovin requested Cabinet members review the Housing and Residence Life policy and send any revisions to him prior to the final reading and discussion at the next Cabinet meeting.

**Motion:** Moved by Dr. Lovin to approve the new Housing and Residence Life policy for a first reading and seconded by Dr. Jurgenson. The motion was approved.

**Discussion**

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

The Boy Scouts requested use of Delta State’s facilities to host their annual Merit Badge College in January 2024 and to pay a reduced fee. The Executive Committee approved the request. Cabinet members requested food services in the Nowell Union and the Jimmy Williams Bookstore be open.

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

The Relay for Life committee requested use of Delta State’s stage for the upcoming Relay for Life at the Bolivar County Expo Center on September 9 and requested to pay a reduced fee for use of the stage. The Executive Committee approved the requested.

**Budget Update ..... Mr. Wakefield**

The budget book will be printed this week, and it will be uploaded to the website. Delta State employees can view the budget book with their single sign on credentials.

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

Dr. Lovin shared an update on recruitment. Ms. Ashley Tanksley and staff are rebuilding Delta State’s relationship with Cleveland Central High School.

**Institutional Effectiveness and Planning ..... Dr. Ennis**

Dr. Ennis met with Dr. Josie Welsh to review the SACSCOC reaffirmation packet. Currently, the reaffirmation packet is being reviewed by outside an outside audience in order for the university to receive an additional prospective prior to submission.

**INFORMATIONAL/CALENDAR ITEMS:**

- Labor Day Holiday, September 4
- The Commodores, September 7, 7:30 p.m., BPAC

**NEXT MEETING:**

- Next Cabinet Meeting – Tuesday, September 5, 2023 at 1:30 p.m.
- Next Cabinet Meeting Topic – TBD

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