

DELTA STATE UNIVERSITY

PRESIDENT'S CABINET

Minutes

Meeting date: February 20, 2023

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 (by phone), Mr. Rick Munroe, Dr. Andy Novobilski, Dr. Michelle Roberts, and Mr. Larry Wakefield (recorder – Ms. Claire Cole)

Members not in attendance: None

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 February 20, 2023. The meeting convened at 1:30 p.m. with Dr. Caston presiding.

APPROVAL OF THE MINUTES

On motion by Dr. Lovin and seconded by Dr. Novobilski, all Cabinet Members present and participating voted unanimously to approve the Minutes of the Cabinet Meeting held on February 6, 2023.

GENERAL OVERVIEW

- Dr. Caston gave an overview of the activities and events from the last couple of weeks. The Cleveland-Bolivar County Chamber of Commerce Board of Directors held their monthly meeting. The BPAC hosted a showing of The Blue Man Group. Delta State's enrollment partners from EAB visited campus to present data on their work with Delta State recruiting and share information about the overall higher education enrollment landscape. Dr. Caston, Mr. Kinnison, and Mr. Munroe attended an Athletics Vision Event in Gulfport last week. The Alumni Association hosted a Statesmen Sweetheart event in honor of Valentine's Day for couples who met at Delta State. The IHL Board of Trustees met for their monthly meeting last week, and they recognized the IHL Excellence in Diversity Award nominees for Black History Month. Delta State's nominee was Ms. Sylma Samuel Ferreira. The Employee of the Month Celebration Luncheon was held last week to honor all 2022 recipients.
- Ms. Chacon announced SGA elections are Thursday, March 2 and Friday, March 3. 12 students are contending for six positions. SGA's Student Legislative Day was rescheduled to March 22.
- Mr. Kinnison provided an update on Athletics. The men's and women's swimming and diving teams hosted the NSISC Championships last week. The men's team placed first in their division, and the women's team placed second in their division. Qualifying swimmers and divers will compete in the national championship in two weeks. The basketball teams hosted Mississippi College for their last home games over the weekend. Both teams will travel to the University of West Georgia for games on Saturday. The women's basketball team begins conference games next week. The baseball team competed in a series against Eckerd College over the weekend, and they won one game of the series. The softball team competed in a series against University of Arkansas at Monticello over the weekend. Both teams host Valdosta State University this weekend. The tennis teams competed against Southeastern Oklahoma State University over the weekend, and they will host University of West

Georgia and University of West Florida this weekend. The golf team is in Tunica today and tomorrow for a match.

- Mr. Wakefield shared an update on Facilities projects. The bulk of Facilities Management projects are fixing leaking roofs and finishing out the Repair and Renovation projects with funds allocated for this fiscal year.
- Dr. Caston shared with Cabinet members some of the meetings and events planned for this week. The National Alumni Association Board of Directors have a retreat today. The Guess Who will perform tomorrow evening at the BPAC. There will be a SACSCOC Advisory visit with Dr. Nuria Cuevas on Tuesday and Wednesday. Dr. Caston will participate in a stewardship meeting on Thursday in Greenville.

CABINET TOPIC

None

BUSINESS

Action

Faculty Tenure policy (revised – first reading) Dr. Novobilski

Upon the approval of Academic Council, Dr. Novobilski brought the revised Faculty Tenure policy to Cabinet for a first reading. In April 2022, the Board of Trustees of State Institutions of Higher Learning revised their policy for the minimum standards required for tenured employment. The new minimum standards include the criteria of collegiality which the Academic Council added to the university’s Faculty Tenure policy. Dr. Novobilski requested approval to waive the second reading of the policy in order for the policy to go into effect prior to the Promotion and Tenure Committee meeting to review this year’s applicants.

Motion: Moved by Dr. Novobilski to approve the Faculty Tenure policy and waive the second reading and seconded by Mr. Munroe. No vote was held.

Dr. Roberts noted the university’s revised policy did not contain all changes made by the Board of Trustees to their tenure policy. The Board of Trustees no longer grant approval of tenure, and the decision is made by the Institutional Executive Officer (President). Also, the criteria the President must consider in granting or denying tenure is outlined in the Board policy. Dr. Roberts requested the additional revisions made by the Board of Trustees be made prior to a final vote by Cabinet members. Dr. Novobilski agreed to revise the Faculty Tenure policy and to send the revisions to Cabinet members by Wednesday. Dr. Novobilski requested Cabinet members vote electronically on the policy by end of week.

Motion: Moved by Dr. Novobilski to approve the Faculty Tenure policy for a first reading and for Cabinet members to vote electronically via email for a second reading by end of week and seconded by Mr. Wakefield. The motion was approved.

Honorary Degree recommendation Dr. Roberts

Delta State University confers the honorary degree to individuals who have made significant and meritorious contributions to the university, higher education generally, or other areas of society. Nominees must be approved by IHL, and the University will maintain confidentiality of the candidates until

approved by IHL. The Honorary Degree Committee has reviewed the information and recommends approval.

Motion: Moved by Dr. Roberts to close the Cabinet meeting and enter into Executive Session to discuss the honorary degree recommendation and seconded by Mr. Munroe. The motion was approved.

During Executive Session, Cabinet members deliberated on the honorary degree proposal and made the decision to recommend approval.

Motion: Moved by Dr. Roberts to recommend to Dr. Caston approval of the two candidates for the honorary degree for the May 2023 commencement ceremony and seconded by Mr. Munroe. The motion was approved.

Motion: Moved by Dr. Roberts to close the Executive Session and reconvene the open Cabinet meeting and seconded by Dr. Lovin. The motion was approved.

Discussion

Standardization of Online Campus Directory Information.....Dr. Fletcher

Dr. Fletcher led Cabinet members in a discussion on standardizing online campus directory information. During the February 17th Strategic Plan Steering Committee meeting, the need for standardized information for all campus employees in the online directory was vocalized. Dr. Fletcher discussed the need with Web Developer Gregory Braggs to see what changes could be made by Communications and Marketing. Currently, the online campus directory pulls the following information from Banner: name, title, department, phone number, email address, and campus address. Mr. Braggs can create an online directory update form for the requested additional fields. The requested additional fields are: salutation, degrees earned, and headshot. Cabinet members discussed how often the directory should be updated, and the need to sync information in all directories. Communications and Marketing, Human Resources, and OIT will work together to determine the next steps, and will bring a recommended plan of action to Cabinet for review and consideration.

Cabinet Art Award Dr. Roberts

The Art Department has begun collecting funds for their annual art awards for students. The Cabinet award is a \$500 cash award that goes to the student with the second-best piece in the student art show. The artwork selected for the Cabinet Award will be displayed in the President’s Office for one year, and then each piece will become a part of the university’s permanent collection. Dr. Roberts asked Cabinet members to consider donating for the Cabinet award. Ms. Claire Cole will send to Cabinet Members an email with the link for donations. Also, Cabinet Members may give their donation via check to Ms. Cole. The donations are due by Friday, February 24.

Institutional Effectiveness and PlanningDr. Novobilski

Dr. Novobilski reminded Cabinet members that Dr. Nuria Cuevas will be on campus for an advisory visit this week. Dr. Novobilski thanked Dr. Josie Welsh for arranging the visit. Dr. Novobilski encouraged Cabinet members to engage with Dr. Cuevas and ask her questions.

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

Dr. Lovin provided a recruitment update to Cabinet members. The total opportunities of students to be recruited in the university system is 111,261. As of this morning, 164 students have been admitted for Fall 2023 and signed up for Takin’ Care of Business Days. Dr. Novobilski shared with Cabinet members that 12

graduate students have been admitted for Fall 2023; however, this figure does not match Dr. Lovin’s figure of 21 graduate students admitted for Fall 2023. Dr. Lovin and Dr. Novobilski will work with Dr. James Gerald and Ms. Chrisa Mansell to ensure all enrollment data matches.

Legislative Update.....Mr. Munroe

Mr. Munroe provided an update on the Mississippi Legislative Session. Last week, Mr. Munroe participated in Delta Legislative Day at the Mississippi Capitol as a representative of Delta State. He joined key stakeholders of the Delta including GRAMMY Museum® Mississippi, Cleveland-Bolivar County Chamber of Commerce, and City of Cleveland. The financial aid legislation being watched by IHL was not altered in a way to negatively affect IHL system students. It was requested that Delta State will be re-appropriated \$2.478 million for our Commercial Aviation department that was not used in FY23. All appropriation bills were passed out of their original committee; however, final numbers will not be known until the end of the legislative session.

Budget Update Mr. Wakefield

Mr. Wakefield provided an update on the university budget. He informed Cabinet members the university would not meet its revenue projections for the year, and he will bring data showcasing this to Cabinet soon. The Board of Trustees have reminded the university of our lack of 90 days of cash on hand. The university has to provide a plan to the Board of Trustees on how the 90 days of cash on hand will be met as well as a monthly progress report.

INFORMATIONAL/CALENDAR ITEMS:

- SACS-COC Advisory visit with Dr. Nuria Cuevas, February 21-22
- The Guess Who, February 21, 7:30 p.m., BPAC
- Delta State Student Legislative Day, March 1, Jackson, MS
- SGA Elections, March 2-3
- Foundation’s Green and White Gala, March 2, 6:00 p.m., Cleveland Country Club
- Hairspray, March 3, 7:30 p.m., BPAC

NEXT MEETING:

- Next Cabinet Meeting – Monday, March 6, 2023 at 1:30 p.m.
- Next Cabinet Meeting Topic – TBD

Adjournment: The meeting adjourned at 3:25 p.m.