

DELTA STATE UNIVERSITY

PRESIDENT'S CABINET

Minutes

Meeting date: February 25, 2019

Members in attendance: President William LaForge, Dr. Severine Groh, Dr. Charles McAdams, Mr. Rick Munroe, Dr. Christy Riddle, Dr. Michelle Roberts, Mr. Charlie King, and Mr. Jamie Rutledge (recorder – Ms. Shelby Holcomb)

Members not in attendance: Dr. Vernell Bennett, Mr. Mike Kinnison, and Dr. Billy Moore

Guests: Ms. Bria Beal, Interim Project Manager, Winning the Race Conference
Mr. Keith Fulcher, Special Assistant to the President
Mr. Charlie McGuffee, CEO, Delta Regional Foundation
Dr. Temika Simmons, Chair, Winning the Race Conference

Call to Order: A regular meeting of the President's Cabinet was held in the President's Conference Room on February 25, 2019. The meeting convened at 1:30 p.m. with President LaForge presiding.

APPROVAL OF THE MINUTES

On motion by Mr. Rutledge and seconded by Dr. Groh, all Cabinet Members present and participating voted unanimously to approve the Minutes of the Cabinet Meeting held on February 18, 2019.

GENERAL OVERVIEW

- Dr. Temika Simmons shared with Cabinet members the schedule for the upcoming Winning the Race Conference. The sixth annual conference will take place on March 24-26.
- President LaForge gave an overview of the activities and events from last week. President LaForge continued his campus outreach by hosting another Faculty and Staff luncheon. The Office of Admissions selected the recipients of the Statesmen Scholarship award, and President LaForge called to congratulate the winners. President LaForge met with Dr. Jacqueline Goldman, Assistant Professor of Psychology, to discuss her upcoming trip to Poland. President and Mrs. LaForge attended the BPAC performance of Sarah McLachlan. President LaForge continued his capital campaign meetings last week by visiting with Ms. Meredith Creekmore. President LaForge attended the IEO and IHL Board meetings. During Thursday's board meeting, Dr. Natasha Barnes was recognized as the 2019 IHL Excellence in Diversity and Inclusion Award nominee for Delta State University. Also at the Board meeting, Delta State received approval for the Master of Fine Arts in Integrated Visual Arts Degree. During the IEO meeting on Wednesday, the IEOs discussed the IPEDS data census date moving to November 1, but there is concern about this date. There is a possibility the date could be October 15, which would be best for the universities. The IHL system's request of the legislature includes PERS and health insurance increases totaling \$12 million and Repair and Renovation (R&R) funds of \$13 million. R&R funds are distributed to the universities based on a formula of 50% enrollment and 50% square footage of facilities. All universities have updated their Free Speech and Assembly policies except Jackson State University, and Delta State is ahead of the pack with regards to our naming policy.

Commissioner Rankins is working to draft a purpose for the proposed InterAlumni Council. Every university is considering a tuition increase — most are considering a 3-5% increase in tuition.

- In Mr. Kinnison’s absence, President LaForge gave an update on Athletics. The baseball team won yesterday against Union University. The series continues today with games at 1:00 p.m. and 4:30 p.m. Also, they will play Arkansas Tech University on Tuesday and Wednesday. The softball team lost to Union University on Sunday, and they will continue the series today at 1:00 p.m. and 3:00 p.m. Both teams will travel to Rome, GA to play Shorter University over the weekend. Men’s and women’s basketball teams beat Mississippi College on Saturday. Both teams will travel to Alabama to play the University of Montevallo on Thursday. The men’s swim team won the NSISC Championship, and the women’s swim team placed second.
- Mr. Rutledge gave an update on facilities projects. The construction plans were approved for the roofing project. The Walter Sillers project has been delayed due to the rain. The Hill Apartments project is in process. The new President’s home is on schedule, and the dirt work will begin as soon as the ground dries up. After negotiations about the development of the golf course, it has been decided to put it back out for bid.
- President LaForge shared with Cabinet Members some of the meetings and events planned for the week. President LaForge met with Dr. Simmons this morning to discuss the Winning the Race Conference. On Tuesday, President LaForge will travel to Jackson for the HEADWAE Luncheon. Delta State’s honorees include Mr. Charlie King and Dr. Jon Westfall. The BPAC performance of The Wizard of Oz occurs Tuesday evening. On Wednesday, President LaForge will speak to students at Bayou Academy and at Greenwood Lion’s Club Youth Leadership Seminar. On Wednesday afternoon, President LaForge will give the welcome at the announcement of the Cleveland State Bank Endowed Scholarship in honor of Mr. Calvin Dye. President LaForge will travel to Oxford on Thursday to visit with Senator Thad Cochran and Dr. Robert Khayat. Thursday evening, President LaForge will moderate a Conversation with Dom Flemons at GRAMMY Museum® Mississippi. The Delta Music Institute will host the Thacker Mountain Radio Show on Saturday at 3:00 p.m.

CABINET TOPIC

Capital Campaign UpdateMr. Munroe

Mr. Munroe introduced Mr. Charlie McGuffee, CEO of Delta Regional Foundation, and Mr. Keith Fulcher. Mr. Fulcher updated Cabinet members on the capital campaign. Three of our top priorities are scholarships, the Student Success Center, and an Honors College. The capital campaign has raised over \$17 million in gifts, pledges, and grants since 2017. Mr. McGuffee shared with Cabinet members why he gives to Delta State. (see presentation)

BUSINESS

Action

Employment Background Checks policy (revised – first reading)..... Mr. Rutledge

Mr. Rutledge brought to Cabinet the revised Employment Background Checks policy for a first reading. The University requires a background check for each final candidate for all permanent, temporary, benefit-eligible, non-benefit eligible, full-time and part-time faculty, staff, hourly, adjunct teaching, and security- or safety-sensitive positions. Mr. Rutledge informed Cabinet members the policy was not current with processes used by the university and that the majority of changes reflect the addition of current processes used.

Motion: Moved by Mr. Rutledge to approve the revised Employment Background Checks policy for a first reading and seconded by Mr. Charlie King. The motion was approved.

Employment of Foreign Nationals policy (revised – first reading) Mr. Rutledge

Mr. Rutledge brought to Cabinet the revised Employment of Foreign Nationals policy for a first reading. Employment at Delta State University is subject to verification of an applicant’s eligibility for employment as required by immigration laws. Applicants for employment at Delta State University may be asked whether they will be able to provide evidence of legal permissions to work in the U.S. Offers of employment will be contingent upon the ability to obtain appropriate work authorization in a timely manner. Mr. Rutledge stated additional definitions and new language was added to the policy to reflect current processes. In order to address questions raised during the discussion, Mr. Rutledge will have the Director of Human Resources, Ms. Lisa Giger, follow up with individual Cabinet members.

Motion: Moved by Mr. Rutledge to approve the revised Employment of Foreign Nationals policy for a first reading and seconded by Dr. Riddle. The motion was approved.

Minimum Age for Employment policy (revised – first reading) Mr. Rutledge

Mr. Rutledge brought to Cabinet the revised Minimum Age for Employment policy for a first reading. The policy did not indicate the name of the policy owner, which will be Human Resources, nor the date the policy was approved date by Cabinet.

Motion: Moved by Mr. Rutledge to approve the revised Minimum Age for Employment policy for a first reading and seconded by Mr. King. The motion was approved.

Hiring Requests Cabinet Members

In response to the Cabinet’s decision that all requests to search for and fill vacant positions will be considered on a case-by-case basis by the Cabinet, Dr. McAdams and Mr. Rutledge brought to Cabinet positions for consideration. The positions presented do not impact the salary savings identified previously to address the budget shortfall.

Academic Affairs Faculty Request

Dr. McAdams presented to Cabinet members the request to search for and hire an Assistant Professor of Physics and Director of Wiley Planetarium.

Motion: Moved by Dr. McAdams to approve the searching and hiring of an Assistant Professor of Physics and Director of Wiley Planetarium and seconded by Mr. Rutledge. The motion was approved.

Academic Affairs Staff Request

Dr. McAdams presented to Cabinet members the request to search for and hire an Administrative Assistant in Graduate and Continuing Studies.

Motion: Moved by Dr. McAdams to approve the searching and hiring of an Administrative Assistant in Graduate Studies and seconded by Mr. Rutledge. This motion was approved.

Facilities Management Request

Mr. Rutledge presented to Cabinet members the request to search for and hire an entry level Custodian.

Motion: Moved by Mr. Rutledge to approve the searching and hiring of an entry level Custodian and seconded by Dr. McAdams. This motion was approved.

Discussion

Food Service RFP **Mr. Rutledge**

Mr. Rutledge announced the food service committee chose Sodexo as the new food service vendor. The committee was very impressed with the offerings of Sodexo, and this contract will offer a better financial return for the university. Delta State’s contract with Aramark ends on June 30, 2019.

Additional information

- Mr. King announced the Delta State swimming and diving team ranked third overall in the nation. The men’s swimming and diving team won the NSISC Championship for the third year in a row.
- Dr. Roberts reminded Cabinet members the deadline to give for the Cabinet Art Award is today.
- In Dr. Bennett’s absence, Dr. Roberts announced that the Spring Career Fair will take place on March 6 from 9:00 a.m. to 12:00 p.m. in Wyatt Gym. They are pleased that 117 employers plan to attend the fair, and the fair is open to students and alumni.

INFORMATIONAL/CALENDAR ITEMS:

- Wizard of Oz performance, February 26, 7:30 p.m., BPAC
- Thacker Mountain Radio Show, March 2, 3:00 p.m., Whitfield Building
- Colloquia Lecture Series with Mr. Steve Forbes, March 4, 6:00 p.m., Jobe Hall

NEXT MEETING:

- Next Cabinet Meeting – Monday, March 4, at 12:00 p.m. (*lunch provided*)
- Next Cabinet Meeting Topic – Budget: Phase I and Phase II (Mr. Rutledge)

Adjournment: The meeting adjourned at 3:24 p.m.