

# DELTA STATE UNIVERSITY

## PRESIDENT'S CABINET

### *Minutes*

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**Meeting date: January 14, 2019**

**Members in attendance:** President William LaForge, Dr. Vernell Bennett, Dr. Severine Groh, Mr. Charlie King, Mr. Mike Kinnison, Dr. Charles McAdams, Dr. Billy Moore, Mr. Rick Munroe, Dr. Christy Riddle, Dr. Michelle Roberts, and Mr. Jamie Rutledge (recorder – Ms. Claire Cole)

**Members not in attendance:** None

**Guests:** Ms. Michelle Johansen, Coordinator, Child Safety Summit

**Call to Order:** A regular meeting of the President's Cabinet was held in the President's Conference Room on January 14, 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. McAdams, all Cabinet Members present and participating voted unanimously to approve the Minutes of the Cabinet Meeting held on December 10, 2018.

#### **GENERAL OVERVIEW**

- President LaForge and Cabinet members observed a moment of silence for three members of the Delta State family who passed away recently: Mr. Jim Armishaw, Dr. John Ford, and Dr. Adam Johanson.
- President LaForge gave an overview of the activities and events from the last several weeks. He participated in Mr. Steve Azar's "In a Mississippi Minute" Radio Show and Podcast. President LaForge hosted two faculty and staff luncheons as part of his campus outreach. The Administrative Staff Council hosted their annual Christmas Breakfast prior to the Winter Holidays. Dr. Riddle reported that they were pleased with the great turnout, and she stated the Administrative Staff Council donated 176 toys to Bolivar County's Family and Children's Services. President LaForge participated in two NCAA conference calls: DII Planning and Finance Committee and Ad Hoc Committee on Sports Wagering. Sports Wagering has become a hot topic, and the NCAA created this committee to keep the issue in the foreground and to help prevent problems from arising. President LaForge met with Dr. Chip Morgan, Mr. Marcus Thompson, and Dr. Jerryl Briggs to discuss the possibility of resurrecting the Inter-Alumni Council — a council of key alumni from the eight public universities in Mississippi to help influence public policy and decision making within the state. The Chickasaw Council of the Boy Scouts of America hosted their annual Merit Badge College at Delta State at the beginning of the year. President LaForge reported it was a successful event, and one of their key volunteers, Ms. Emily Havens, was complimentary of the Delta State employees involved in the Merit Badge College. The Cleveland Music Foundation Board held their quarterly board meeting last week. The Major Foundations Task Force committee convened last week. President LaForge stated Mr. Munroe, Dr. Nerma Moore, and Ms. Heather Miller did a terrific job of resetting the goals of the task force and defining the task force's new approach.

- Mr. Kinnison gave an update on Athletics. The men’s basketball team has won seven of their last eight games, and the women’s team has won five of their last eight games. Both teams are on the road this week competing against Union University on Thursday and Christian Brothers University on Saturday. The swimming and diving team hosted Henderson State University last Friday, and they traveled to Baton Rouge to compete on Saturday. Their last competitive meet before the championship is Saturday in Pensacola, FL. The baseball and softball teams began practice this week, and both teams have their first game on February 1.
- Mr. Rutledge gave an update on facilities projects. Most of the construction work has been completed on Young-Mauldin Cafeteria. Mr. Rutledge has received great reviews on the facility. The theater and President’s Dining area will be put online soon, and they can be reserved through Ms. Tarnisha Smith. Mr. Munroe believes these two rooms are great naming opportunities. Mr. Rutledge is in the early stages of planning a ribbon cutting for Young-Mauldin Cafeteria. He will present a date and agenda at the next Cabinet meeting. The convenience store located within the cafeteria is not a part of Aramark’s current contract to staff and run. Mr. Rutledge is creating a business plan to have the university run the store for the next six months. He will present the business plan to the Executive Committee at their next meeting. Mr. Rutledge informed Cabinet members a decision on the next food service vendor will be made by February 1. The committee tasked with choosing the next vendor had a site visit at Mississippi University for Women to meet their vendor, view their facilities, and sample their food selections. The other vendor interested in our food services contract will present next week. Mr. Rutledge informed Cabinet members that Aramark provides his office with 500 meal tickets each year, and only 100 have been used thus far. If any employee would like a ticket, they can contact Ms. Joyce Shelton. Each user is asked to complete a survey after the meal. The plans on the President’s home will be finalized next week, and then the dirt work can begin. Mr. Rutledge has a meeting on Wednesday with IHL officials, the potential Golf Course developer, and the Attorney General’s Office attorneys to discuss a preliminary agreement and finalize the feasibility study. The developer has agreed to pay for the study. The first project to receive bond money proceeds will be the Walter Sillers project as plans are in place and an architect has been selected. After Thursday’s IHL Board meeting, Delta State will have approval to request bids for the Walter Sillers Coliseum roof. The remaining projects to be completed with bond proceeds will be roofing and HVAC throughout campus, repairing walls in Broom Hall, and repairing the heating and cooling unit in the Aquatics Center.
- President LaForge shared with Cabinet Members some of the meetings and events planned for the week. A welcome dinner for Fulbright Scholar-in-Residence Dr. Katarzyna Mackowska is tonight beginning at 6:00 p.m. in the Leroy E. Morganti Atrium of Kent Wyatt Hall. President LaForge expressed his appreciation for the work Ms. Michelle Johansen and Dr. Jamie Dahman have done in getting Dr. Mackowska settled. President LaForge will meet with Mr. Ron Nurnberg on Tuesday regarding the renewal of the Hearin Grant for TFA Alumni and a new three-year proposal for the TFA Summer Institute. The Mississippi Institutions of Higher Learning Board of Trustees meets on Thursday. President LaForge will travel to Jackson a day prior to attend the Institutional Executive Officer meeting. On Saturday, the Community Foundation of Northwest Mississippi will host their Annual Crystal Ball Gala. First Lady of Cleveland and Delta State alumna Becky Nowell will be recognized as the 2019 Margaret Maddox Woman of the Year. Monday, January 21 is the Martin Luther King holiday. Cabinet will meet on Tuesday, January 22.

**CABINET TOPIC**

**National Center for Missing and Exploited Children Summit.....Dr. McAdams**  
 Dr. McAdams welcomed Ms. Michelle Johansen to Cabinet. He stated she never shies away from a project or opportunity, and she is an asset to Delta State. Last year, Mr. John Clark, president and CEO of the National

Center for Missing & Exploited Children (NCMEC), contacted President LaForge regarding an opportunity for Delta State to help host a summit to bring awareness to major issues their organization works to help reduce. NCMEC’s mission is to help find missing children, reduce child sexual exploitation, and prevent child victimization. Delta State has the distinct honor to host the Child Safety Summit: Understanding Child Trafficking, Exploitation, and Abuse, along with NCMEC and AllCare Pharmacy. The month of January is Human Trafficking Awareness month, and so it is appropriate that the date of Delta State’s Summit is Thursday, January 31. The Summit will boast two panel sessions, a lunch session, and four breakout sessions in the afternoon. Ms. Johansen has been diligently working with her committee, NCMEC, and Mrs. Donna Malone to bring top-notch speakers to campus who are experts in their field. Some of the speakers include First Lady of Arkansas Susan Hutchinson, Judge Hunter Nowell, Executive Director of the Children’s Advocacy Centers of Mississippi Karla Tye, and trafficking survivor Leah Daughdrill. This summit can benefit a cross section of campus disciplines, and it will be free and open to the public. Ms. Johansen is hopeful this Summit will be part of a sustained effort to keep this issue in the forefront. Cabinet members requested Ms. Johansen extend invitations to the Summit to department chairs, local principals, and members of the clergy.

## **BUSINESS**

### **Action**

#### **Faculty Positions policy (revised – first reading) .....Dr. McAdams**

On the recommendation of Academic Council, Dr. McAdams presented to Cabinet for a first reading the revised Faculty Positions policy. A new non-tenure, faculty rank was created for those disciplines with limited or no terminal degrees, and it allows for upward movement for faculty. The new rank is called Professor of Practice and its definition was patterned after language used in current policies — the biggest difference is in teaching, professional practice, and service. The new rank is not uncommon, and other schools have many additional ranks. With this new rank, the university will be able to attract and retain faculty members in these disciplines. A task force was charged with looking into faculty positions, and they will make recommendations on how best to implement this policy. Mr. Rutledge questioned the number of faculty members assuming this new rank during the fiscal year as to how it would affect the budget. Dr. McAdams stated the largest number of faculty assuming the new rank would occur this fiscal year, but it would not be a large hit to the budget as it will only be three or four faculty members.

**Motion:** Moved by Dr. McAdams to approve the revised Faculty Positions policy for a first reading and seconded by Dr. Roberts. The motion was approved.

#### **Faculty Promotions policy (revised – first reading) .....Dr. McAdams**

On the recommendation of Academic Council, Dr. McAdams presented to Cabinet for a first reading the revised Faculty Promotions policy. Along with the addition of the new non-tenure, faculty rank of Professor of Practice being added to the policy, faculty members are now required to submit an e-portfolio for their Promotion and Tenure applications. All new faculty members, as of August 2018, are required to submit an e-portfolio for their second- and fourth-year reviews and tenure and promotion applications. All faculty are encouraged to begin using an e-portfolio at their earliest convenience for pre-tenure reviews and Promotion or Tenure applications. All faculty are required to submit an e-portfolio for their second- and fourth-year reviews and tenure and promotion applications beginning in fall 2020.

**Motion:** Moved by Dr. McAdams to approve the revised Faculty Promotions policy for a first reading and seconded by Dr. Roberts. The motion was approved.

**Faculty Tenure policy (revised – first reading) .....Dr. McAdams**

On the recommendation of Academic Council, Dr. McAdams presented to Cabinet for a first reading the revised Faculty Tenure policy. Faculty members are now required to submit an e-portfolio for their Promotion and Tenure applications. All new faculty members, as of August 2018, are required to submit an e-portfolio for their second- and fourth-year reviews and tenure and promotion applications. All faculty are encouraged to begin using an e-portfolio at their earliest convenience for pre-tenure reviews and Promotion or Tenure applications. All faculty are required to submit an e-portfolio for their second- and fourth-year reviews and tenure and promotion applications beginning in fall 2020.

**Motion:** Moved by Dr. McAdams to approve the Faculty Tenure policy for a first reading and seconded by Dr. Roberts. The motion was approved.

**Faculty Tenure – Library policy (revised – first reading) .....Dr. McAdams**

On the recommendation of Academic Council, Dr. McAdams presented to Cabinet for a first reading the revised Faculty Tenure – Library policy. Faculty members are now required to submit an e-portfolio for their Promotion and Tenure applications. All new faculty members, as of August 2018, are required to submit an e-portfolio for their second- and fourth-year reviews and tenure and promotion applications. All faculty are encouraged to begin using an e-portfolio at their earliest convenience for pre-tenure reviews and Promotion or Tenure applications. All faculty are required to submit an e-portfolio for their second- and fourth-year reviews and tenure and promotion applications beginning in fall 2020.

**Motion:** Moved by Dr. McAdams to approve the Faculty Tenure – Library policy for a first reading and seconded by Dr. Roberts. The motion was approved.

**Hiring Requests ..... Dr. Bennett and Dr. McAdams**

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. Bennett and Dr. McAdams brought to Cabinet positions for consideration. The positions presented do not impact the salary savings identified previously to address the budget shortfall.

**Student Affairs Request**

Dr. Bennett presented to Cabinet members the request to search for and hire a Director for Financial Aid. The current Director of Financial Aid has submitted her intent to retire, effective June 30, 2019.

**Motion:** Moved by Dr. Bennett to approve the searching and hiring of a Director for Financial Aid and seconded by Mr. Rutledge. The motion was approved.

**Academic Affairs Request**

Dr. McAdams presented to Cabinet members the request to hire a full-time Academic Counselor for the Delta Education Opportunity Center, which is a part of the Center Community and Economic Development. This position will be funded through a grant. Dr. McAdams verified the funds could pay for a new hire through Ms. Bertha Neal and Ms. Heather Miller. This position will work with high school students on college preparation and GED preparation.

**Motion:** Moved by Dr. McAdams to approve the searching and hiring of an Academic Counselor for the Delta Education Opportunity Center and seconded by Dr. Roberts. The motion was approved.

**Discussion**

**Funeral and Memorial Services for Dr. Adam Johanson .....Dr. McAdams**

Dr. McAdams informed Cabinet Members that Dr. Adam Johanson’s funeral will take place on Saturday, January 19<sup>th</sup> at 10:00 am at The Church of Jesus Christ of Latter-day Saints in Las Vegas, Nevada. Two members of the Delta State family will attend the services. The memorial service for campus and community friends will be held on Friday, January 25 at 6:00 p.m. in Caylor-White/Walters Hall. A slideshow of the family will play in in the planetarium. If anyone has any questions about the memorial service, they should contact Dr. Ellen Green.

**Spring Colloquia Series Lecture ..... Dr. Roberts**

Dr. Roberts announced the Spring Colloquia Series Lecture is tentatively scheduled for Monday, March 4. She hopes to receive this week final confirmation from the invited speaker, who currently plans to arrive late afternoon on Monday for the lecture, and to speak to classes on Tuesday morning.

**Additional information**

- President LaForge asked Cabinet members to share any personnel updates in their areas. Mr. King stated he is searching for a new Attorney General for SGA. The Interim Chair of the Department of Commercial Aviation has resigned to accept a new position. Dr. Moore is in the process of looking for a new chair. Coach Kinnison announced Coach Cooley has verbal commitments on new Defensive and Offensive Coordinators.
- Mr. Munroe announced that the South Central Alumni Meeting is scheduled for Tuesday, February 5.

**INFORMATIONAL/CALENDAR ITEMS:**

- Martin Luther King holiday, January 21
- The Beach Boys, January 24, 7:30 p.m., BPAC
- Child Safety Summit: Understanding Child Trafficking, Exploitation, & Abuse, January 31
- Kinky Boots, February 5, 7:30 p.m., BPAC

**NEXT MEETING:**

- Next Cabinet Meeting – Tuesday, January 22 at 1:30 p.m.
- Next Cabinet Meeting Topic – Report from the Task Force on Graduate Enrollment

**Adjournment:** The meeting adjourned at 2:46 pm