

# DELTA STATE UNIVERSITY

## PRESIDENT'S CABINET

### *Minutes*

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**Meeting date: July 11, 2023**

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

**Members not in attendance:** Ms. Haley Rooks

**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 July 11, 2023. The meeting convened at 1:30 p.m. with Dr. Ennis presiding.

#### **APPROVAL OF THE MINUTES**

Moved by Dr. Lovin and seconded by Dr. Roberts to approve the Minutes of the Cabinet meeting held on June 26, 2023. Mr. Wakefield requested the following change: on page two, under the "Position Request Form" Action item, revise the minutes to "the justification question was edited to emphasize the impact on students." All Cabinet Members present and participating voted unanimously to approve the Minutes as amended.

#### **GENERAL OVERVIEW**

- Dr. Ennis gave an overview of the activities and events from last week. During the Legislative Facilities Tour, Delta State representatives showcased the university's property challenges as well as new projects. Dr. Ennis and Mr. Munroe met with the Foundation Board Executive Committee. Dr. and Mrs. Ennis attended a community dinner honoring the Robertson Scholars. The BPAC announced their Fall 2023 series lineup. Dr. Ennis and Mr. Munroe met with Dr. Myrtis Tabb, IHL Trustee Chip Morgan, and Mr. Randy Randall to discuss potential fundraisers held throughout the Delta for Delta State.
- Mr. Kinnison gave an update on Athletics. Voluntary workouts for Fall sports began last week and will continue throughout July. The softball team hosts a few camps this week. Coaches are continuing to recruit to fill their rosters. The Gulf South Conference is experiencing changes due to a member institution departing at the end of the academic year. The Gulf South Conference Expansion Committee is working diligently to look for potential candidates to add to the conference.
- Mr. Wakefield shared an update on Facilities projects. The university continues to suffer from the side effects of the hail storm that occurred in June. To prevent further damage to the roofs of the Natatorium, Chadwick-Dickson Building, Center for Community and Economic Development Building, and Broom Hall, temporary repairs in the amount of \$300,000 will be made. Delta State's insurance policy changed at the end of May, and it may change the amount Delta State receives for repairs for the roofs. Dr. Craft is working with IHL on the insurance claims.
- Dr. Ennis shared with Cabinet members some of the meetings and events planned for this week. The Cleveland-Bolivar County Chamber of Commerce Board of Directors met today. Dr. Ennis will serve as the guest speaker for the Cleveland Exchange Club on Thursday.

**CABINET TOPIC**

None

**BUSINESS**

**Action**

None

**Discussion**

**Cabinet Advance ..... Dr. Roberts**

The Cabinet Advance is scheduled for Tuesday, July 18 at the President’s home. A continental breakfast begins at 7:30 a.m., and discussions will begin promptly at 8:00 a.m. The topic of discussion is undergraduate recruitment and retention and graduate recruitment. Dr. Roberts provided Cabinet members with the tentative agenda, and she asked for any edits to be sent to her by end of day on Wednesday.

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

Mr. Wakefield shared a budget update with Cabinet members. Mr. Wakefield provided Executive Committee members the proposed revisions to the designated funds. The revisions will help the university conclude FY23 with a balanced budget. All revisions made to the designated funds will not directly affect student experience. The final payroll and accounts payable processes will take place tomorrow. For FY24, Dr. Ennis believes the university should make a shift to the encumbrance of funds with purchase orders in Banner instead of invoice-based budgeting and use of procurement cards.

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

Dr. Lovin provided an update on recruitment and enrollment. Power BI was updated today with last week’s recruitment and enrollment information. An additional update will populate tomorrow with this week’s information. Currently, 595 students have signed up for Takin’ Care of Business Days. Enrollment has increased by 21 students from this time last year. Graduate enrollment is down five students from this time last year. The final Takin’ Care of Business Day and Student Move-In Day is scheduled for August 9.

**Institutional Effectiveness and Planning .....Dr. Novobilski**

Dr. Novobilski shared with Cabinet members an update on institutional effectiveness and planning. The reaffirmation packet is due to SACSCOC in September. Dr. Welsh is working diligently to finalize Delta State’s reaffirmation packet. If she requests information from you or your department, please oblige in a timely manner. Dr. Welsh needs resumes for any director and above on the organizational chart. Dr. Novobilski will share a list of needed resumes with the Executive Committee. Additional discussion is needed by the Cabinet on the student achievement rate goals for retention and graduation.

**INFORMATIONAL/CALENDAR ITEMS:**

- Cabinet Advance, July 18, President's Home
- Greater Jackson Alumni Chapter Event, July 20, 6:00 p.m., Mississippi Agriculture and Forestry Museum
- Summer Work Schedule ends, August 3
- New Student Okration, August 10-12
- Convocation, August 10, 3:00 p.m., BPAC

- Chamber of Commerce Welcome Back Event for Faculty and Staff, August 10, 5:00 p.m., The Warehouse
- Convocation Luncheon, August 11, 11:00 a.m., Nowell Union 2nd Floor

**NEXT MEETING:**

- Next Cabinet Meeting – Monday, July 24, 2023 at 1:30 p.m.
- Next Cabinet Meeting Topic – TBD

**Adjournment:** The meeting adjourned at 2:36 p.m.