

DELTA STATE UNIVERSITY

PRESIDENT'S CABINET

Minutes

Meeting date: June 4, 2018

Members in attendance: President William LaForge, Dr. George Beals, Dr. Dave Breaux, Mr. Patrick Hundley, Mr. Ronnie Mayers, Ms. Christie Rocconi, Dr. Michelle Roberts, and Mr. Jamie Rutledge (Ms. Claire Cole – recorder)

Members not in attendance: Dr. Vernell Bennett, Ms. Ashley Griffin and Dr. Charles McAdams

Guests: Mr. Jeffrey Farris, Director, Alumni Affairs
Dr. Severine Groh, President, Faculty Senate
Mr. Charlie King, President, Student Government Association
Dr. Billy Moore, Representative, Academic Council
Mr. Rick Munroe, Vice President for University Advancement and External Relations
Dr. Christy Riddle, Chair-Elect, Administrative Staff Council
Ms. Aimee Robinette, Senior Secretary, Alumni Affairs
Ms. Amanda Robinson, Assistant Director, Alumni Affairs

Call to Order: A regular meeting of the President's Cabinet was held in the President's Conference Room on June 4, 2018. The meeting convened at 1:30 p.m. with President LaForge presiding.

APPROVAL OF THE MINUTES

On motion by Dr. Beals and seconded by Mr. Rutledge, all Cabinet Members present and participating voted unanimously to approve the Minutes of the Cabinet Meeting held on May 29, 2018.

GENERAL OVERVIEW

- President LaForge extended a welcome and greetings to Mr. Rick Munroe, Delta State's new Vice President for University Advancement and External Relations. Mr. Munroe thanked Cabinet Members for the warm welcome he has received, and said he looks forward to working with everyone.
- President LaForge recognized outgoing and incoming Cabinet Members: Academic Council representative, Dr. Dave Breaux (outgoing) and Dr. Billy Moore (incoming); Faculty Senate President, Dr. George Beals (outgoing) and Dr. Severine Groh (incoming); Staff Council Chair, Ms. Christie Rocconi (outgoing) and Dr. Christy Riddle (incoming); SGA President, Ms. Ashley Griffin (outgoing) and Mr. Charlie King (incoming). President LaForge expressed his gratitude to the outgoing members for the service they provided, and he welcomed the incoming members.
- President LaForge gave an overview of the recent Gulf South Conference Annual meeting. He stated all meetings yielded productive discussions. The attendees of the meeting had the opportunity on two separate nights to honor individuals for their hard work and stellar careers. The first night was the Gulf South Conference Hall of Fame Induction Ceremony, and the second night was the Gulf South Conference Awards banquet where the GSC Top Ten players are recognized. Delta State's own, Mr.

Clay Casey, was honored as a member of the GSC Top Ten. At the end of June, President LaForge will pass the torch of president of the Gulf South Conference to Dr. Don Dowless.

- Mr. Rutledge gave a recap on the Delta Council annual meeting hosted on Delta State’s campus last week. He stated all events surrounding the annual meeting went very well. He thanked Facilities Management for their hard work in setting up for the events, as well as the staff members of the BPAC, OIT, Ms. Joyce Shelton, and the volunteers.
- Mr. Mayers gave an update on Athletics. He thanked President LaForge for leading the Gulf South Conference over the last two years. He stated he is looking forward to the upcoming year in Athletics.
- Mr. Rutledge gave an update on Facilities Management projects. He stated all three projects are on schedule. Zeigel Hall looks great and will be one of the nicest academic buildings on campus. Young-Mauldin Cafeteria has begun to show progress, and Mr. Rutledge feels the deadline for completion should be met.
- President LaForge gave an overview of the week. He will have dinner tonight with Mr. Dinesh Chawla and a reporter from the *New York Times* to discuss progressive thinking in the Delta. He meets with Mr. Peter Woods tomorrow for a campaign update. On Tuesday evening, President LaForge will welcome the Teach For America (TFA) Delta Corps members during their Induction Event at Parks Elementary School. On Thursday, President LaForge will meet with the Director of the Woodward Hines Foundation for a cultivation meeting. On Thursday evening, President LaForge will travel to Jackson to attend the retirement dinner honoring Senator Thad Cochran.
- Mr. Hundley reminded Cabinet Members of the Memphis Alumni Event on Friday. Mr. Jeffrey Farris said they are expecting approximately 50 guests, and it should be a fun and informal event. Dr. McAdams will speak on behalf of the university.
- Mr. Hundley reminded Cabinet Members of the TFA Registration Day on Sunday. He stated approximately 300 TFA members will be on campus this summer

CABINET TOPIC

Restructuring of Alumni Chapters Mr. Hundley

Mr. Hundley introduced Mr. Jeffrey Farris, Ms. Amanda Robinson, and Ms. Aimee Robinette. Mr. Hundley said he has had lengthy discussions during his time here on ways to enhance alumni relations, and he feels this can be accomplished through alumni activation and engagement. One way Alumni Affairs has worked on alumni activation and engagement this year was to create a new alumni chapter model. Mr. Hundley asked Mr. Farris to introduce to Cabinet Members the plan for restructuring alumni chapters. Mr. Farris announced that alumni chapters will fall into two categories: Okra or Statesmen. A newly formed alumni chapter would be able to choose which level worked best for their needs and area. Mr. Farris distributed a handout on Statesmen and Okra Level Chapter requirements. From the handout, he shared with Cabinet Members the list of the inaugural fourteen Statesmen and Okra Level alumni chapters. He stated all Statesmen Level alumni chapters are in areas where Delta State receives the most students. The inaugural Statesmen Level alumni chapter will be the Greater Jackson chapter. Both the Statesmen Level and Okra Level alumni chapters will be asked to do grass roots work for the university. They will be responsible for submitting names of potential students, giving scholarships to students in their area, giving awards to local alumni, following Delta State and University Advancement/External Relations social media pages, and having events for local alumni. The level of requirements for the Statesmen and Okra Levels differ with the Statesmen Level being required to do more activities. The Alumni Affairs office will provide the alumni chapters with a Chapter Leadership Guide to help them implement this new plan. Dr. Roberts asked Mr. Farris about alumni chapters helping with marketing in their areas such as funding ads in local media. Mr. Farris stated it is a great idea and would look into adding it to the requirements. President LaForge commended Mr. Farris and his staff on their good work and stated this plan underpins Visioning Principle

#6 of the Lifelong Delta State experience. He stated this is breathing new life into Alumni Affairs.

BUSINESS

Action

Academic Honesty Policy – revised (first reading) Dr. Breaux

Dr. Breaux presented to Cabinet Members the revised Academic Honesty policy approved by the Academic Council. He explained to Cabinet Members it was the thought of Academic Council that different interpretations and implementations of the Academic Honesty policy were being used throughout the university. Dr. Moore stated the revised policy had three primary changes: 1) faculty members will determine an appropriate sanction for a violation and inform the student of the sanction; 2) faculty members would be given a time limit of 15 days to notify students after discovering evidence of a suspected violation; and, 3) adding structure to the penalty process. The new process will begin with a faculty member notifying a student of a suspected violation with evidence. A student has the opportunity to present new evidence against the violation. If the faculty member withdraws the claim of violation due to the new evidence, no further action is to be taken. If the faculty member feels the student is still in violation after the new evidence has been presented, the faculty member will determine an appropriate sanction and inform the student of said sanction, such as a grade of zero or extra work. If a student were to admit to academic honesty, the faculty member must complete the Cheating/Plagiarism Report and forward it to the Office of Academic Affairs. The Office of Academic Affairs will create a confidential file and will access it in the event another academic honesty violation occurs. If a student denies a violation and does not provide satisfactory evidence, the faculty member will impose a sanction, inform the student the case will be referred to the Office of Academic Affairs, and inform the student in writing of the right to appeal through the Academic Grievance policy. The faculty member will then submit a completed Cheating/Plagiarism Report to Academic Affairs. The Office of Academic Affairs will inform the student that a disciplinary file has been created and will forward a copy of the Cheating/Plagiarism Report to the department chair, the dean, and the student’s advisor. If multiple violations occur, the case will be turned over to the Academic Honesty Committee. Dr. Roberts suggested moving the information under Procedures and Responsibilities regarding cheating and plagiarism to the definitions portion of the policy. Within the Penalties for Dishonesty portion of the policy, Dr. Roberts suggested enumerating the different processes. Also, she suggested adding language that specifies that the faculty member must notify “in writing” for each occurrence, give students a time frame on presenting new evidence, and include a time frame for each step.

Motion: Moved by Dr. Breaux to approve the revised Academic Honesty policy for a first reading and seconded by Mr. Mayers. The motion was approved.

Discussion

Organizational Chart Dr. Roberts

Dr. Roberts shared with Cabinet Members a draft of the 2018-19 organizational chart. She asked Cabinet Members to review the organizational chart and to bring to the next Cabinet meeting any changes including new position, title changes, and any major changes being made in the upcoming fiscal year. The organizational chart will be made final on July 1.

Additional information:

- Dr. Riddle informed Cabinet Members the Student Success Center is finalizing their project of updating all academic maps. The finalized academic maps will be uploaded to the website this week in time for the first Orientation session on Monday. Dr. Riddle stated the academic maps will show parents and students that it is possible for students to be able to graduate in eight semesters.

INFORMATIONAL/CALENDAR ITEMS:

- Memphis Area Alumni Event, June 8, 6:00 p.m., Memphis, TN
- Orientation Session I, June 11
- Mayors' Summit, June 19, 1:00 p.m., Simmons Room
- Orientation Session II, June 28
- Cabinet Advance, July 10-11

NEXT MEETING:

- Next Cabinet Meeting – Monday, June 18 at 2:00 p.m.
- Next Cabinet Meeting Topic – TBD

Adjournment: The meeting adjourned at 3:11 p.m.