

DELTA STATE UNIVERSITY

PRESIDENT'S CABINET

Minutes

Meeting date: March 28, 2022

Members in attendance: President William LaForge, Dr. Vicki Bingham, Mr. Mike Kinnison, Dr. Eddie Lovin, Mr. Rick Munroe, Dr. Andy Novobilski, Dr. Michelle Roberts, Mr. Jamie Rutledge, Ms. Nakikke Wallace, Dr. Andrew Wegmann, and Mr. William Young (recorder – Ms. Claire Cole)

Members not in attendance: None

Guests: Dr. Josh Armstrong, President-Elect, Faculty Senate
Mr. Kaiden Beck, Treasurer-Elect, SGA
Ms. Lucia Chacon Habis, President-Elect, SGA
Ms. Caroline Fletcher, Chair-Elect, Administrative Staff Council
Dr. Leslie Griffin, Representative-Elect, Academic Council
Ms. Maddie Lavoie, Vice President-Elect, SGA
Ms. Morgan Roehm, Vice President, SGA
Ms. Haley Rooks, Chief Justice-Elect, SGA
Mr. Will Myers, Director of Athletic Affairs, SGA

Call to Order: A regular meeting of the President's Cabinet was held in the President's Conference Room on March 28, 2022. The meeting convened at 2:30 p.m. with President LaForge presiding.

APPROVAL OF THE MINUTES

On motion by Dr. Lovin and seconded by Mr. Rutledge, all Cabinet Members present and participating voted unanimously to approve the Minutes of the Cabinet Meeting held on March 21, 2022.

GENERAL OVERVIEW

- President LaForge gave an overview of the activities and events from last week. The Office of Admissions hosted DSU Spotlight Day, and they also provided a tour for Delta Streets Academy. President LaForge provided a welcome to both groups. The Budget Subcommittee of the NCAA DII Implementation Committee met to continue their discussions. The DSU Foundation Office hosted a Visioning Event for Athletics in Jackson. The Big Band Bash, featuring the DSU Jazz Ensemble, was held at the Cleveland Country Club to help raise money for the DSU Jazz Ensemble and Department of Music. The Opening Recognition Ceremony for the Winning the Race Conference was held at the Amzie Moore House yesterday. President LaForge announced that "The Queen of Basketball" won the Academy Award for short subject documentary at the Academy Awards ceremony on Sunday. The documentary, which was directed by Mr. Ben Proudfoot, features Delta State alumna and basketball star Lucy Harris.
- Mr. Rutledge gave an update on Facilities Management projects. The campus-wide roofing project was delayed due to weather and is scheduled to be completed by April 21. The School of Nursing expansion

began with the renovation of the parking lot. Mr. Rutledge reported that they accepted bids for the Cain-Tatum Hall and Fugler-Hammett Hall parking lot. The project should be complete for the Fall semester. The IHL system received an extension deadline for utilizing FY22 Repair and Renovation funds. Mr. Rutledge should receive within the next few days the paperwork for commencing the Mississippi Department of Transportation sidewalk project. Once this project is complete, 95% of Delta State’s sidewalks will have been updated.

- Mr. Kinnison gave an update on Athletics. The baseball team won two of three games in their series with University of Southern Indiana. The team travels to Ouachita Baptist University on Tuesday and Union University this weekend. The softball team travels to University of Arkansas at Monticello on Tuesday for a double-header and travels to Union University this weekend. The men’s and women’s tennis teams were defeated by Auburn University-Montgomery on Saturday. They host University of Montevallo on Tuesday. The golf team competes in the Union University Spring Bulldog Bash today and tomorrow in Alabama.
- President LaForge shared with Cabinet members some of the meetings and events planned for this week. The Winning the Race Conference continued this morning with the Opening Session and President’s Luncheon. The Conference concludes on Tuesday after the Faculty Forums and Closing Ceremony. President LaForge continues his service as co-chair of the NCAA DII Implementation Committee with a meeting on Tuesday. On Wednesday, President LaForge will meet with Dr. Jana Donahoe to discuss the Social Work Department’s upcoming accreditation site visit. President LaForge and Dr. Novobilski are scheduled to meet with evaluators from the Woodward Hines Foundation on Wednesday. Mr. Munroe, Ms. Corley Mullins, and Ms. Amanda Robinson will meet with President LaForge on Wednesday to discuss the upcoming Spring Alumni and Foundation Board meetings. The retirement reception for Ms. Mary Helen Varner is scheduled for Thursday in the President’s Conference Room, beginning at 1:30 p.m. President LaForge will travel to New Orleans on Friday for the NCAA Final Four. The next Cabinet meeting is scheduled for Wednesday, April 6.

CABINET TOPIC

SGA Cabinet to President’s Cabinet..... Dr. Lovin and Mr. Young

Dr. Lovin and Mr. Young invited the SGA Cabinet to today’s meeting to discuss with the President’s Cabinet the issues at the forefront of students’ minds. President LaForge asked the SGA Cabinet:

- What areas of the university work well?
- What areas of the university aren’t working well?
- Are there any issues on campus that need the Cabinet’s immediate attention?
- What do the students want to see on campus?

SGA Cabinet members provided their thoughts and ideas on lack of scholarships and aid available to graduate students; student events; residence halls; positive customer service interactions; academics; housing policies; enhancing student experiences; and, much more. A detailed report of the discussion will be provided to Cabinet members.

BUSINESS

Action

Budget Plans for FY23 Mr. Rutledge

Mr. Rutledge referenced the FY23 budget recommendations he brought to Cabinet last week, which were

drafted by the Executive Committee and Athletic Director in consultation with the appropriate units in their areas. Since last week's meeting, Mr. Rutledge received notice that Delta State's workman's compensation insurance premium will decrease \$134,000 for FY23. The Executive Committee recommends that a portion of the available funds be transferred to the Phase II Priorities line item, thereby increasing the funds available from \$87,305.06 to \$214,605.06; and that the remaining funds, \$6,700, be transferred into the FY23 cash contingency. A new initiative for FY23 that has been recommended by EC is to put 5% of any new funds into the cash contingency to help increase Delta State's days of cash. IHL requires that each university maintain 90 days of cash, which amounts to approximately \$16 million for Delta State. This year, Delta State had approximately \$10 million in cash. Mr. Rutledge reminded Cabinet members that the budget proposal could change based on IHL Board approval of the tuition increase request, as well as actions by the State Legislature regarding our appropriations.

Motion: Moved by Mr. Rutledge to approve the draft FY23 budget recommendation, the Phase I priorities document, and the first five items listed on the Phase II priorities document, and seconded by Dr. Lovin. The motion was approved.

Family and Apartment Housing (revised – first reading) Dr. Lovin

Dr. Lovin brought the Family and Apartment Housing policy to Cabinet to request deletion of the current policy, and to replace it with the proposed new Usage of Hill Apartments policy. This new policy would allow the university to offer mixed-use housing options for Delta State students who are undergraduate upperclassmen, graduate students/assistants, or are married/single parent. Undergraduate upperclassmen must have at least a 2.5 GPA and graduate students must be in good standing with a 3.0 GPA.

Motion: Moved by Dr. Lovin to delete the Family and Apartment Housing policy and replace it with the new Usage of Hill Apartments policy and seconded by Dr. Novobilski. The motion was approved.

Dr. Lovin requested to waive the second reading of the new Usage of Hill Apartments policy to assist Mr. Rutledge in processing the fees for Hill Apartments in a timely fashion.

Motion: Moved by Dr. Lovin to waive the second reading of the new Usage of Hill Apartments policy and seconded by Mr. Rutledge. The motion was approved.

FY23 Rate for Faculty-Staff Apartments Mr. Rutledge

According to IHL policies, auxiliary units are required to be self-sufficient. Due to the increase in the upkeep of the Faculty and Staff apartments, Mr. Rutledge brought to Cabinet a suggested monthly rent increase for the Faculty and Staff Apartments for FY23. If approved by Cabinet, the rent will increase by 3.1% or \$25 per month, for a total monthly rental rate of \$825.00.

Motion: Moved by Mr. Rutledge to increase the monthly rate for Faculty-Staff Apartments for FY23 by 3.1% and seconded by Dr. Roberts. The motion was approved.

Wayne Blansett Staff Development Day..... Ms. Wallace

Ms. Wallace announced the proposed date for the Wayne Blansett Staff Development Day is Thursday, May 19. On Wednesday, May 18, the Administrative Staff Council would like to provide breakfast and a photo booth on the first floor of the H.L. Nowell Union as an additional thank you to staff. The Wayne Blansett Staff Development Day will begin at 9:30 a.m. on Thursday with registration and service project drop-offs, followed by door prizes; service awards given to staff members who have achieved their five, ten, or fifteen years of service to the university; and, a session with leadership development trainer, Mr.

Daniel Vassel. Following lunch by Mississippi Grounds, staff members can participate in the annual softball game and other outdoor activities, as well as in a set of new activities including yoga with Balance Fitness, painting with Mr. Chet Oguz, ceramics with Mr. Ky Johnston, and rock climbing with Mr. Kirk Mansell. Ms. Wallace requested approval to close all offices (if approved by the supervisor) so that staff members can attend. The Administrative Staff Council will ensure all staff members know their options are to: 1) participate in Staff Development Day, or 2) remain in the office. Cabinet members suggested the events on Wednesday, May 18 be moved to Thursday, May 19.

Motion: Moved by Ms. Wallace to approve the date of Thursday, May 19 for the Wayne Blansett Staff Development Day and to allow offices to close (with supervisor approval) in order for all staff to have the opportunity to participate in the events and seconded by Dr. Lovin. The motion was approved.

Discussion

Enrollment Update/Overview Dr. Lovin

Dr. Lovin reviewed with Cabinet members the enrollment update and overview from Thursday, March 24: 221 confirmed students; 712 admitted students; 1,189 incomplete applications (missing documents); 553 online applications started; and, 18,052 prospects — for a total of 20,727 students being targeted for undergraduate admissions.

Legislative Update Mr. Munroe

Mr. Munroe provided Cabinet members with an update on Mississippi’s legislative session. Saturday, March 26, was the deadline for conference reports on appropriations and revenue bills to be filed. Today is the deadline for final adoption of conference reports on appropriations and revenue bills and for conference reports on general bills and constitutional amendments to be filed. Friday is the deadline for final adoption of conference reports on general bills and constitutional amendments after being recommitted for further conference. Sunday, April 3 is the date for Sine Die.

SACSCOC Update Dr. Novobilski

Dr. Novobilski shared with Cabinet members an update on the university’s SACSCOC reaffirmation process. The monitoring report on student financial aid is due on April 1; however, Dr. Moon uploaded the university’s report last week. The Quality Enhancement Plan (QEP) Committee has narrowed down potential topics for the university’s next QEP and created subcommittees to research each potential topic. The potential topics for the QEP are: 1) updating and upgrading the First Year Seminar program, 2) career and professional preparation, and 3) onboarding and orientation. Dr. Moon will visit with the Executive Committee and Cabinet in the coming weeks to discuss key performance indicators; template-based information for annual reports; performance goals related to the strategic plan during annual performance evaluations; and, an annual review of the strategic plan.

Additional Information

- Coach Kinnison announced that the football team has begun Spring practice. Currently, they have 95 players.
- Mr. Young proudly announced that the SGA Senate has been working very hard this year to revise their Constitution. The previous version was only nine pages in length and was very generic about processes and procedures. The new version is 27 pages in length and provides much more guidance. Also, he stated that he has received numerous positive comments from students regarding the new Canvas shell for students.
- Ms. Chacon announced that she is working to fill the appointed positions for next year’s SGA Cabinet.

- Ms. Wallace announced that Delta State will have two interns again this year for the FedEx Internal Audit program. She congratulated Ms. Synethia Matthews and Mr. Dixitkumar Patel for being chosen for this prestigious internship.
- Dr. Lovin announced that he has begun the process for selecting students for the 2022 Student Hall of Fame. He also announced that consultants from Prosper and Partners will host two “open forum” sessions on campus on April 6 for anyone who wants to learn about the process they used for conducting their 360 degree review of the Student Affairs division and to hear some of their recommendations for ways to improve student success at Delta State.
- Dr. Griffin announced the F.E. Woodall Conference, hosted by Delta State’s Division of Counselor Education and Psychology, will take place on Friday, April 1. This is the 40th year this event has been held at Delta State.
- Dr. Robert reminded Cabinet members of the retirement reception for Ms. Mary Helen Varner, which is scheduled for Thursday, March 31 at 1:30 p.m. in the President’s Conference Room.

INFORMATIONAL/CALENDAR ITEMS:

- Winning the Race Conference, March 27-29
- Most Beautiful Pageant, April 5, 7:00 p.m., BPAC
- Leanne Morgan, April 7, 7:30 p.m., BPAC
- Go Green Weekend, April 8-9
- Campus Forum, April 26, 2:00 p.m., Jacob Conference Center

NEXT MEETING:

- Next Cabinet Meeting – Wednesday, April 6, 2022 at 1:30 p.m.
- Next Cabinet Meeting Topic – 360° Review of Hindrances to Student Success (Dr. Lovin)

Adjournment: The meeting adjourned at 5:25 p.m.