

DELTA STATE UNIVERSITY
PRESIDENT'S CABINET
Minutes

Meeting date: May 15, 2023

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

Members not in attendance: None

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 May 15, 2023. The meeting convened at 1:30 p.m. with Dr. Caston presiding.

APPROVAL OF THE MINUTES

On motion by Dr. Lovin and seconded by Dr. Novobilski, all Cabinet Members present and participating voted unanimously to approve the Minutes of the Cabinet Meeting held on May 1, 2023.

GENERAL OVERVIEW

- Dr. Caston gave an overview of the activities and events from the last couple of weeks. The Student Government Association hosted an International Student End of Year Celebration. Dr. and Mrs. Caston hosted a dinner in honor of Delta State's Spring 2023 Honorary Degree recipients, Drs. Tim and Nancy Harvey. The following day Delta State held its Spring 2023 Commencement ceremonies. The Campaign Steering Committee met for their quarterly meeting.
- Mr. Kinnison provided an update on Athletics. Coaches are continuing to recruit and fill their rosters. Beginning on Thursday, the Athletics Department will host 28 high school football teams for a jamboree. Mr. Patrick Shegog, a Delta State football player, was named a finalist for the GSC Commissioner's Trophy. He will be recognized at the GSC Annual Meeting in a couple of weeks.
- Mr. Wakefield shared an update on Facilities projects. A plan is forthcoming on all repair and renovation projects for FY24.
- Dr. Caston shared with Cabinet members some of the meetings and events planned for this week. The Strategic Plan Steering Committee meets tomorrow. The IHL Board of Trustees meets for their monthly meeting on Thursday. The Foundation will host an Athletics Vision event in Hattiesburg on Thursday.

CABINET TOPIC

None

BUSINESS

Action

Faculty and Staff use of the Fitness Center during Summer 2023 Dr. Lovin

In an effort to promote usage of the fitness center during the academic year, Dr. Lovin suggested to allow free use during Summer 2023 to faculty and staff. The tentative hours of operation will be 10:00 a.m. to 9:00 p.m.

Motion: Moved by Dr. Novobilski to allow free usage of the fitness center by faculty and staff during Summer 2023 and seconded by Dr. Jurgenson. The motion was approved.

Data Collection for the First Year Experience Redesign and the SACSCOC Quality Enhancement Plan Dr. Novobilski

Dr. Novobilski informed Cabinet members the data collection for the First Year Experience and SACSCOC Quality Enhancement Plan include disaggregated outcomes for first-time, full-time students entering Delta State with a high school GPA below 3.0. The published targets for student achievement outcomes for year one to year two retention of first-time, full-time students, cohorts Fall 2023 to Fall 2027 will increase by at least 1.2% each year, reaching 70% by 2027, because of focused efforts by the First Year Experience program and the Quality Enhancement Plan. The findings will be reported to and reviewed by Cabinet during a February Cabinet meeting of each year, following the January submission of the Winter IPEDS survey of student achievement. All data will be provided by Institutional Research, Effectiveness, and Planning.

Motion: Moved by Dr. Novobilski to approve the year one to year two retention target of 1.2% each year beginning in Fall 2023 and seconded by Dr. Lovin. The motion was approved.

Published Targets for Retention Dr. Novobilski

Dr. Novobilski shared with Cabinet members information compiled by Dr. Josie Welsh about published targets for retention. The former goal for year one to year two retention of 70% was not met. Cabinet members requested disaggregated data on the 64% year one to year two retention rate. Statistical tests (PCA) were conducted indicating that, although factors such as low ACT, Pell recipient, or first generation appear to be risk factors for retention, those and other typical predictors are wiped out when you consider high school GPA. In a nutshell, having a high school GPA below 3.0 results in a 57% chance that the student will NOT return the next fall. The university has two initiatives in place or upcoming in the next five years to combat low retention rates including First Year Experience commencing in Fall 2023 and the Quality Enhancement Plan commencing in Fall 2024. It is the goal of the university to maintain the 70% retention rate until 2027.

Motion: Moved by Dr. Novobilski approve a 70% retention rate for first-time, full-time students from year one to year two and seconded by Dr. Lovin. The motion was approved.

Faculty Tenure policy (revised – final reading)..... Dr. Novobilski

Motion: Moved by Dr. Novobilski to retroactively table the Faculty Tenure policy for a final reading for further review from the May 1, 2023 Cabinet meeting and seconded by Dr. Lovin. The motion was approved.

Upon the approval of Faculty Senate and Academic Council, Dr. Novobilski brought the revised Faculty

Tenure policy to Cabinet for a final reading. In April 2022, the Board of Trustees of State Institutions of Higher Learning revised their policy for the minimum standards required for tenured employment. The new minimum standards include the criteria of collegiality which the Academic Council added to the university's Faculty Tenure policy. Additional edits were made after the first reading of the policy; those edits are:

1. Definition of Tenure Changed to "unless otherwise designated" back to "IHL Board of Trustees."
2. Changed initial employment to be by the university instead of by the board.
3. Tenure Notification: At the end of the probationary period, a tenure track faculty member must be considered for tenure.
4. Notice of Non-Renewal: Add the phrase "before the date of termination" to the date guidelines
5. Updated Names: College of Business to College of Business and Aviation and College of Education to College of Education and Human Sciences.
6. Appeal: clarify that the appeals committee will submit their report to the president in writing.

Motion: Moved by Dr. Novobilski to approve the revised Faculty Tenure policy for a final reading and seconded by Dr. Jurgenson. The motion was approved.

Request for Waiver of Rental Fees..... Mr. Wakefield

Mr. Wakefield shared with Cabinet members a Request for Waiver of Rental Fees for Walter Sillers Coliseum. Cleveland Central High School wants to rent Walter Sillers Coliseum on May 27, 2023 for their graduation ceremony. Their request is to waive \$1,000 in rental fees. Cleveland Central High School will pay security and facilities cleaning fees. The Executive Committee recommends approval of their request.

Motion: Moved by Mr. Wakefield to approve the waiver of rental fees and seconded by Dr. Lovin. The motion was approved.

Degree Completion Compensation – Non-faculty (revised – first reading)..... Mr. Wakefield

Mr. Wakefield brought the revised Degree Completion Compensation – Non-faculty policy for first-reading. Several edits were made to the policy including: the addition of Education Specialist completion compensation of \$1,750; Doctoral Degree completion compensation negotiable, not to exceed \$2,500; requirement of employees being in good standing with the university; part-time, benefit eligible employees will receive increases on a pro rata basis; and Employment Action Forms must be submitted by May 10. Cabinet members discussed the compensation value of the Educational Specialist degree, and questions were raised about all compensation amounts. After further discussion, Dr. Caston requested Dr. Novobilski, Dr. Lovin, Dr. Roberts, and Mr. Wakefield review the policy further and bring recommendations to Cabinet, when ready.

Motion: Moved by Mr. Wakefield to approve the Degree Completion Compensation – Non-faculty policy for a first reading and seconded by Dr. Lovin.

Motion: Moved by Mr. Wakefield to withdraw his original motion and requested approval for the Degree Completion Compensation – Non-faculty policy to be further studied and seconded by Dr. Roberts. The motion was approved.

FY24 Budget Recommendations Mr. Wakefield

Mr. Wakefield shared with Cabinet members the FY24 budget recommendations with Cabinet members. The Education and General (E&G) budget for the university for FY24 will be \$47,190,219 which is a 5.3%

reduction from the FY23 of \$49,851,122. The budget presented is the format needed by the IHL Board of Trustees as the annual operating budget. Cabinet members asked questions about specific line items, and Mr. Wakefield and Dr. Craft invited any Cabinet member to meet with them to discuss specifics about the budget.

Motion: Moved by Mr. Wakefield to approve the FY24 budget recommendations and approval to submit to IHL and seconded by Dr. Roberts. The motion was approved.

Discussion

FY23 Budget Update Mr. Wakefield

Mr. Wakefield shared a budget update on the FY23 budget. Due to budget saving tactics including the spending freeze, the university will end the year with a balanced budget.

INFORMATIONAL/CALENDAR ITEMS:

- Retirement Reception for Dr. Caston, May 23, 10:30 a.m., Leroy E. Morganti Atrium
- IHL's Chief Student Affairs Officers meeting, May 23, 10:00 a.m. – 2:00 p.m., H.L. Nowell Union
- Memorial Day Holiday, May 29
- Dr. Dan Ennis begins term as Delta State's 9th President, June 1

NEXT MEETING:

- Next Cabinet Meeting – Tuesday, May 30, 2023 at 1:30 p.m.
- Next Cabinet Meeting Topic – TBD

Adjournment: The meeting adjourned at 2:23 p.m.