

DELTA STATE UNIVERSITY

PRESIDENT'S CABINET

Minutes

Meeting date: May 28, 2019

Members in attendance: President William LaForge, Dr. Vernell Bennett, Ms. Tricia Killebrew, Dr. Beverly Moon, Mr. Cetin Oguz, Dr. Michelle Roberts, Mr. Jamie Rutledge, and Ms. Elizabeth Swindle (recorder – Ms. Claire Cole)

Members not in attendance: Mr. Mike Kinnison, Dr. Charles McAdams, and Mr. Rick Munroe

Guests: Mr. Kelvin Davis, Director, Student Business Services
Ms. Karminee Love, Coordinator, WIOA program

Call to Order: A regular meeting of the President's Cabinet was held in the President's Conference Room on May 28, 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 Ms. Swindle, all Cabinet Members present and participating voted unanimously to approve the Minutes of the Cabinet Meeting held on May 22, 2019.

GENERAL OVERVIEW

- President LaForge gave an overview of the activities and events from the past week. President LaForge traveled to Indianapolis for the NCAA Board of Governors Ad Hoc Committee on Sports Wagering In-Person meeting. After departing Indianapolis, President LaForge traveled to Tampa, FL for the NCAA DII Baseball South Super Regional to support the baseball team.
- In the absence of Mr. Kinnison, President LaForge gave an update on Athletics. The baseball team fell to the University of Tampa during the NCAA DII Baseball South Super Regional. Also, the men and women's basketball teams, the softball team, and the baseball team have added new recruits to their respective rosters.
- Mr. Rutledge gave an update on facilities projects. The Walter Sillers Coliseum project will begin on June 15. The roofing project's advertisement releases next week, and the bid date is June 18. The lighting project in Bailey Hall is complete, and the next building on the list is Walter Sillers Coliseum. Facilities Management would like to work with the contract on the Sillers project to see if Delta State can borrow their lift to replace the lights. The Starving Musician is feeding students in summer school and camps for the week until Sodexo begins their contract on June 1.
- President LaForge shared with Cabinet Members some of the meetings and events planned for the week. President LaForge travels to Pensacola, FL tomorrow for the annual GSC Meeting. The GSC will honor student-athlete, Ms. Sarah Mumme, as a Top Ten athlete during the Annual Awards Banquet on Thursday. The next Cabinet meeting will be Monday, June 3.

CABINET TOPIC

Workforce Innovation and Opportunity Act Mr. Rutledge

Mr. Rutledge introduced Mr. Davis and Ms. Love, and he asked them to explain the Workforce Innovation and Opportunity Act (WIOA) program to Cabinet members. The WIOA program was designed to help job candidates access employment, education, training, and support services to succeed in the labor market and to match employers with the skilled workers they need to compete in the global economy. The main goal of the program is to equip students with professional skills and related credentials to successfully join the workforce in his or her chosen field of study and increase employment in Mississippi. The Delta WIOA covers the 14 counties in the Mississippi Delta, and students receive funding through WIN Job Centers. The federal grant funding is available through a partnership between Delta State and the Workforce Investment Network. The qualifications required for students to receive funding from the WIOA program include: place of residence within the Mississippi Delta; overall GPA of 2.0 or better; enrolled in an approved program of study; pursuing one's first bachelor's degree; in the final three semesters of the degree program and remain enrolled in 12 or more hours each semester unless it is the final semester; and complete and pass the Career Readiness Certificate Exam with three or above on each section. The WIOA awards qualifying students federal aid to support tuition, books, and some fees and supplies. Currently, Delta State has 30 approved degree programs for WIOA. The Delta Workforce Development Board of the Mississippi Department of Employment Security determines whether programs are approved or not based on: previous student census with WIOA program; student employment rate after earning program degree; student employment retention rate; and the major being directly related to the top jobs in Mississippi. If a department would like the opportunity to have their degree program as part of the WIOA program, they are encouraged to complete the WIOA Program Certification Application each year between April 1 and 15. Along with the WIN Job Center recruiting for participation in the WIOA program, Ms. Love recruits on campus by emailing potential recipients a WIO Pre-Qualification Survey, communicating with students in the H. L. Nowell Union, and posting flyers throughout campus. **(see handout)*

BUSINESS

Action

Undergraduate Admission Requirements policy (revised – first reading)Dr. McAdams

Upon the recommendation of Academic Council and in the absence of Dr. McAdams, Dr. Moon brought to Cabinet the Undergraduate Admission Requirements policy for a first reading. The policy was revised primarily to align Delta State's policy with the IHL policy. The word "or" was added after numbers one through four on page one under Admission Requirement for Entering Freshman as freshmen are only required to meet one of the five prerequisites. The Carnegie Units needed for Mathematics and Social Studies was increased to four units and three and half units respectively for freshmen entering in Fall 2022. Also, the documents required for admission were updated to include high school transcripts, test scores, immunization records, test scores, and immunization records.

Motion: Moved by Dr. Moon to approve the Undergraduate Admission Requirements policy for a first reading and seconded by Dr. Roberts. The motion was approved.

Graduate Admissions Requirements policy (revised – first reading).....Dr. McAdams

Upon the recommendation of Academic Council and in the absence of Dr. McAdams, Dr. Moon brought to Cabinet the Graduate Admissions Requirements policy for a first reading. The policy was revised primarily to align Delta State's policy with the IHL policy. Proof of immunization was added to the admission

requirements. Delta State charges a non-refundable application fee each time a graduate application is submitted for admission, and this information was added to the policy.

Motion: Moved by Dr. Moon to approve the Graduate Admissions Requirements policy for a first reading and seconded by Dr. Robert. The motion was approved.

Discussion

Scholarship Management Task Force President LaForge

President LaForge stated there is disconnect between various offices with regards to scholarships. With the vast amount of stakeholders in this issue, there is a deficit in accurate data, the question of who is in charge remains unknown, and there is a lack of knowledge on available funds for scholarships. In an effort to remedy this issue, President LaForge has tasked Dr. Roberts with creating a Scholarship Management Task Force, and she will chair the task force. Dr. Roberts and the members of the task force will bring their recommendations and new processes to Cabinet at a later date.

Admissions Update.....Dr. Bennett

Dr. Bennett and the Office of Student Affairs sponsored an appreciation breakfast for the Office of Admissions staff last week to offer a thank you for their hard work and dedication over the last few months. Mr. Dain and his staff are doing a remarkable job. For last year, 415 freshmen were admitted and 162 transfer students were admitted, and 850 freshmen and 311 transfer students have been admitted for the fall thus far. One of the best ways to gauge enrollment numbers for the fall is the amount of students registered for New Student Orientation and those who have paid the application fee. Currently, 215 entering freshmen have paid their application fee, and Fall 2018 had 288 first-time, full-time freshmen. Dr. Bennett believes these numbers are positive. The Office of Student Life is calling students to encourage them to register for New Student Orientation, and the Office of Admissions is calling students to encourage them to send in their needed documents. 669 entering freshmen and 260 transfer students have paid their application fees, but additional documentation is needed for full admittance.

Bond priorities..... Mr. Rutledge

Mr. Rutledge shared with Cabinet members the bond priorities for FY20. The priorities for the year include a roofing project for Brumby-Castle Hall, Lawler-Harkins Hall, Whitfield Gym, and the H.L. Nowell Union; HVAC projects for the H. L. Nowell Union, the Dorgan Center, and Ewing Hall; elevator replacement and repair for Broom Hall, H. L. Nowell Union, Ewing Hall, Roberts-LaForge Library, and Bailey Hall; and the planning phase of the Robert E. Smith School of Nursing expansion. The total amount awarded to Delta State in bond funds for FY20 is \$7,300,000, and the funds will be made available in October.

Repair and Renovation priorities Mr. Rutledge

Mr. Rutledge brought to Cabinet the revised Repair and Renovation priorities for FY20. The priorities are: repairing and repainting the Speech and Hearing Sciences Clinic and office area in Kethley Hall; repair the exterior and interior walls of Broom Hall; replace the score keeper table and repair the floors in Walter Sillers Coliseum; replace the interior doors at the east entrance of Whitfield Hall; install a fire alarm system in the H. L. Nowell Union; and dorm renovations across campus. The total for all projects is \$612,200.

Additional information

- Ms. Killebrew shared with Cabinet members the staff members chosen for the DSU LEADS program. The staff members are Ms. Camesha Benson, Ms. Deidra Byas, Ms. Claire Cole, Ms. Caroline Fletcher, Ms. Federicka Harvey, Ms. Cade Holder, Ms. Diane McCall, Ms. Phyllis Thornton, Ms. Katie Stroup, and

Ms. Darla Sisney.

- Ms. Swindle informed Cabinet members SGA plans to work with Student Life on creating a Google Calendar document for all student life events. All students will have access to the calendar, and they will be encouraged to add their own events to the calendar to help in promotion.
- President LaForge requested an executive summary from each Cabinet member on their respective areas on new and improved programming. These executive summaries will be used in his State of the University address in August.

INFORMATIONAL/CALENDAR ITEMS:

- Summer Session I begins, May 28
- Orientation Session I, June 3
- Mayors' Summit, June 4, 1:30 p.m., Simmons Room
- Delta Council Annual Meeting, June 7, 10:30 a.m., BPAC

NEXT MEETING:

- Next Cabinet Meeting – Monday, June 3 at 1:30 p.m.
- Next Cabinet Meeting Topic – TBD

Adjournment: The meeting adjourned at 2:47 p.m.