

# DELTA STATE UNIVERSITY

## PRESIDENT'S CABINET

### *Minutes*

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**Meeting date: May 31, 2017**

**Members in attendance:** President William LaForge (by phone), Dr. Vernell Bennett, Dr. Leslie Griffin, Mr. Patrick Hundley, Dr. Chris Jurgenson, Dr. Charles McAdams, Dr. Michelle Roberts, Ms. Christie Rocconi, and Mr. Jamie Rutledge  
(Ms. Claire Cole – recorder)

**Members not in attendance:** Mr. Ronnie Mayers  
Ms. Allie Rose Parker

**Call to Order:** A regular meeting of the President's Cabinet was held in the President's Conference Room on May 31, 2017. The meeting convened at 9:00 a.m. with Dr. McAdams presiding.

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

On motion by Dr. Jurgenson, seconded by Mr. Rutledge, all Cabinet Members present and participating voted unanimously to approve the Minutes of the Cabinet Meeting held on May 23, 2017.

#### **GENERAL OVERVIEW**

- President LaForge and Mr. Mayers traveled to Grand Prairie, TX on Saturday to attend the NCAA DII Baseball Championship tournament. President LaForge said the team lost their first game to Lindenwood. They played on Monday against North Georgia and won with a stellar performance by the pitcher, Mr. Tre Hobbs. Mr. Hobbs threw a shutout, which is only the second College World Series shutout in school history. President LaForge took the team to a Rangers game last night and stated it was a great outing for the team. The team plays again tonight against Colorado Mesa at 7:00 p.m.
- President LaForge announced Summer Session I began on Tuesday. Dr. McAdams stated enrollment is being monitored. The final purge list came out today, and Dr. McAdams is encouraging Deans and Chairs to reach out to students and help them make arrangements for their classes. A challenge Delta State faces is getting students to take summer school courses at Delta State rather than at a community college that is closer to their home.
- President LaForge travels to Pensacola Beach tomorrow for the GSC Annual meeting. He informed Cabinet Members that former Lady Statesmen Basketball player Ms. Amy Carroll will be recognized at as an inductee in the GSC Hall of Fame. Also, Mr. Tyler Sullivan will be recognized as a member of the 2016-2017 GSC "Top Ten" class and is being considered for the Commissioner's trophy.
- President LaForge will speak at the Exchange Clubs of Mississippi's State Convention Luncheon on Saturday.
- The Mississippi Institute of Arts and Letters (MIAL) will host their annual meeting on Delta State's campus on Saturday. Mrs. Nancy LaForge is the incoming President of MIAL. President and Mrs. LaForge invited Cabinet Members to participate in the picnic lunch in the Hazel and Jimmy Sanders Sculpture Garden that day. Also, President LaForge will serve as the Master of Ceremonies for the Awards Banquet Saturday night in Kent Wyatt Hall.

- President LaForge reminded Cabinet Members that the first Freshman Orientation is Thursday and Friday. Dr. McAdams asked those Cabinet Members without a direct role to be an ambassador at-large and to greet students and parents as they arrive on campus. He stated Cabinet Members have an opportunity to socialize with parents at the Parents Social on Thursday evening at 6:00 p.m. in the Simmons Room.

**CABINET TOPIC**

**FY18 Budget ..... Mr. Rutledge**

Mr. Rutledge informed Cabinet Members that this budget season has been long and challenging. For the FY18 year, Delta State will receive \$2,155,889 fewer dollars from State appropriations than was received last July. The university’s budget process involved three phases: Phase I – Facilities/Capital Improvements, Phase II – New/Expanded Activities, and Phase III – Ongoing Operations. Phase I and Phase II were sent to the President’s direct reports on December 9 and returned by January 27 and March 10 respectively. All Phase III requests were sent out on April 14 and returned to Mr. Rutledge by May 5. Once all requests were returned to Mr. Rutledge, he took the requests to the Executive Committee for priority order ranking, and then the items were discussed by the Cabinet. Budget worksheets were sent to Vice Presidents at the end of April and were due back at the end of May. Mr. Rutledge distributed a report outlining the proposed E&G Operating Budget for FY18 (*see report*). Delta State will show an increase in revenue for FY18 due to increasing tuition and the transfer of funds from the Foundation. Budget savings will be realized as a result of closing the Golf Course, ceasing operations at Coahoma County Higher Education Center, implementing a four-day work week for the summer months, scaling back facilities and utilities for the summer months, assessing a 5% administrative fee on all designated funds, eliminating a Facilities Management position, reducing the Athletics Operating budget, re-budgeting capital expenditures for Statesmen Boulevard, and reducing the contingency fund. As a result of the savings and additional revenue from tuition and other sources, Delta State has \$354,893 in available funds to apply to key university priority areas across campus such as academics, campus safety, and marketing. Mr. Rutledge thanked everyone for their focus on smart budget management and being flexible during this trying budget season.

**BUSINESS**

**Action**

**FY18 Budget ..... Mr. Rutledge**

Mr. Rutledge presented the FY18 budget to Cabinet members for approval. Delta State’s E&G budget for FY18 will be \$45,909,952. The annual operating budget will be voted on by the IHL Board of Trustees in June, and will be final upon their approval.

**Motion:** Moved by Mr. Rutledge to approve the FY18 operating budget as presented and seconded by Dr. Jurgenson. **This motion was approved.**

**Hiring Requests ..... Mr. Rutledge**

In response to the Cabinet’s decision that only those vacant positions deemed essential to university operations will be filled, and that requests to fill these essential positions be considered on a case-by-case basis by the Cabinet, Mr. Rutledge brought to Cabinet several positions for consideration. The positions presented do not impact the salary savings identified previously to offset the mid-year budget cuts.

**Finance and Administration Requests**

Facilities Management requests to search and hire two custodial positions, an HVAC Technician, a Mechanic, and a Maintenance Specialist III. All positions are replacement positions.

**Motion:** Moved by Mr. Rutledge to approve the searching and hiring of positions for Facilities Management and seconded by Ms. Rocconi. **This motion was approved.**

**Discussion**

**Tour of Fugler-Hammett Residence Halls .....Cabinet**

Prior to the tour of Fugler-Hammett residence halls, Mr. Rutledge reminded Cabinet Members this dorm was built in 1966 and has been renovated by Facilities Management staff. Mr. Rutledge stated he is very proud of this project. The parking lot needs repaving and quotes have gone out for this project.

**INFORMATIONAL/CALENDAR ITEMS:**

- Freshman Orientation I, June 1-2
- Freshman Orientation II, June 5-6
- Transfer Orientation I, June 9
- Delta Council, June 9, 10:30 am, BPAC
- Transfer Orientation II, June 13

**NEXT MEETING:**

- Next Cabinet Meeting – Monday, June 5 at 1:30 p.m.
- Next Cabinet Meeting Topic – TBD

**Adjournment:** The meeting adjourned at 9:34 a.m.