

# DELTA STATE UNIVERSITY

## PRESIDENT'S CABINET

### *Minutes*

---

**Meeting date: October 2, 2023**

**Members in attendance:** Dr. Dan Ennis, Dr. Ellen Green, Mr. David Gladden, Dr. Leslie Griffin, Dr. Christopher Jurgenson, Mr. Mike Kinnison, Dr. Eddie Lovin, 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 October 2, 2023. The meeting convened at 1:30 p.m. with Dr. Ennis presiding.

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

On motion by Dr. Lovin and seconded by Ms. Ray, all Cabinet Members present and participating voted unanimously to approve the Minutes of the Cabinet Meeting held on September 25, 2023.

#### **GENERAL OVERVIEW**

- Dr. Ennis gave an overview of the activities and events from last week. The Enrollment Group had their monthly meeting. Dr. Ennis attended the Mississippi Delta Civil Rights Heritage Tourism Summit which partnered with The Delta Center for Culture and Learning at Delta State. The College of Education and Human Sciences hosted a successful Kent Wyatt Lecture Series. Dr. Ennis hosted a Town Hall meeting for faculty and staff to provide an analysis of the university's budget and enrollment situation. GRAMMY Museum® Mississippi held their annual fundraising gala — Red, Rhythm and, Blues Gala. Dr. and Mrs. Ennis attended the Civil Rights Field Trip on Saturday with students.
- Mr. Kinnison gave an update on Athletics. The football team defeated University of West Alabama, and they travel to Valdosta State University this weekend. The men's soccer team competed against Mississippi College and Christian Brothers University over the weekend, and they travel to Cumberland University this Sunday. The women's soccer teams host Valdosta State University and University of West Georgia on Friday and Sunday, respectively. The cross-country team competed at Blue Mountain University last weekend, and they travel to the University of Alabama-Huntsville this weekend. The golf team is competing in a match at Henderson State University today and tomorrow. The official start of basketball practice for both teams begins on Thursday.
- Mr. Wakefield gave an update on Facilities Management projects. The roof repair on Broom Hall begins this week, and the project should last three weeks. The Mississippi Department of Transportation sidewalk project moves to the east side of the Quadrangle this week. The boiler project for the H. L. Nowell Union should begin in mid-October when the pump motors arrive. The estimated completion date is mid-November; however, if the pump motors are delayed in delivery, the project will be delayed.

- Ms. Rooks gave an update on student activities. The Student Government Association is finalizing Homecoming week plans for students, and Ms. Rooks will share those details with Cabinet members soon. The Homecoming Court election interest meeting is next week. Student Senate is working on resolutions.
- Dr. Ennis shared with Cabinet members some of the meetings and events planned for this week. The Cleveland-Bolivar County Chamber of Commerce meets on Tuesday for their monthly meeting. Dr. Ennis and other university representatives travel to Batesville on Wednesday to visit a donor. On Thursday, Dr. Ennis travels to Hattiesburg to attend the investiture ceremony of President Joe Paul. While out of office, Dr. Ennis will visit donors in Atlanta, GA and attend the football game against Valdosta State University.

**CABINET TOPIC**

None

**BUSINESS**

**Action**

**Administrative Structure policy (revised – final reading)..... Dr. Roberts**

Dr. Roberts brought the revised Administrative Structure policy to Cabinet for a final reading. The policy was revised to include the University Leadership Council and its responsibilities.

**Motion:** Moved by Dr. Roberts to approve the revised Administrative Structure policy for a final reading and seconded by Dr. Lovin. The motion was approved.

**Discussion**

**Budget Update ..... Mr. Wakefield**

Mr. Wakefield plans to meet with the chair of the Ad Hoc Committee on Budget Sustainability this week to provide direction and provide an overview of the budget. Dr. Ennis shared with Cabinet members his desire to create a webpage to highlight all budget changes made moving towards a sustainable future for the university. His inspiration for this site is SUNY Potsdam.

**Recruitment Update/Overview..... Dr. Lovin**

Dr. Lovin did not have a report for the week of October 2, 2023.

**Institutional Effectiveness and Planning ..... Dr. Ennis**

Dr. Ennis did not have a report for the week of October 2, 2023.

**Heightened Cash Monitoring and Campus Update regarding Administrative Adjustments ..... Dr. Ennis**

Dr. Ennis shared with Cabinet members information about the university’s Heightened Cash Monitoring (HCM) notice and a forthcoming campus update. Dr. Ennis created an outline on the steps to be taken by Academic Affairs in response to the HCM notice set forth on Mississippi’s public university system by the United States Department of Education. While the HCM status was not triggered by the actions of Delta State, the IHL Commissioner stated all eight public universities must comply with the HCM requirements, unless otherwise instructed. One of the requirements is that the university must prepare teach-out plans to protect students in the event of financial exigency. The following steps are to be made with regards to the teach-out plans:

1. Dr. Griffin will charge the Academic Council with the development of a formal Teach-Out Policy. This policy will detail the steps that faculty and administration should follow when they are asked to formulate a teach-out plan. The policy should be finalized by the end of the Fall 2023 semester.
2. Programs, at the undergraduate-level, having 18 or fewer majors should employ the new Teach-Out Policy in Spring 2024 term to prepare teach-out plans for their existing students. The creation of teach-out plans within these programs does not mean that all or any of these programs will be discontinued. The goal of this exercise is to protect currently enrolled students.

The campus update to faculty and staff will be an update on administrative adjustments. Included in the email is the link for the Town Hall meeting from Thursday, September 28. Dr. Ennis will call to order and charge the Ad Hoc Committee on Budget Sustainability on October 17, and the committee will be chaired by Interim Dean of Library Services Joi Phillips. Representatives from the following areas will serve on the committee: College of Arts and Sciences; College of Business and Aviation; College of Education and Human Sciences; School of Nursing; faculty at-large position nominated by Faculty Senate; staff at-large position nominated by Administrative Staff Council; Student Affairs; Student Success Center; Athletics Department; University Advancement; and the Student Government Association. Mr. Larry Wakefield and Dr. Edwin Craft will serve as ex-officio members of the committee. To address the vacancy of the Vice President for University Advancement and External Relations, Dr. Ennis appointed Mr. David Gladden to serve at the Interim Vice President for University Advancement. The external relations portfolio is assigned to Dr. Michelle Roberts. The Office of Institutional Research, Effectiveness, and Planning will now report to Dr. Ennis. The position of Associate Vice President for Finance and Administration/Chief Information Officer is added to the President's Cabinet. The Executive Committee is dissolved. The University Leadership Council has been formed to take over the advisory role of the Executive Committee. The membership of this body includes: Interim Vice President for Academic Affairs/Provost; Vice President for Executive Affairs and Chief of Staff; Interim Vice President for Finance and Administration; Vice President for Student Affairs; Interim Vice President for University Advancement; Director of Athletics; Associate Vice President for Finance and Administration; Dean of the College of Arts and Sciences; Interim Dean of the College of Business and Aviation; Interim Dean of the College of Education and Human Sciences; Dean of the School of Nursing; Interim Dean of Library Studies; Chief Marketing Officer; Chief Human Resources Officer; Director of Undergraduate Admissions; Director of Institutional Research, Effectiveness, and Planning; Faculty Senate representative; Administrative Staff Council representative; and, Student Government Association representative. The University Leadership Council will exercise oversight on topics that require intermediate levels of review, that is, in that space between the President's Cabinet and departments.

**INFORMATIONAL/CALENDAR ITEMS:**

- Fall Break for Faculty and Students, October 12-13
- President's Football Reception, October 14, 5:30 p.m., Dorgan Center
- Delta State Football vs. North Greenville University, October 14, 6:00 p.m., Parker Field-McCool Stadium (Wear Pink)

**NEXT MEETING:**

- Next Cabinet Meeting – Monday, October 9, 2023 at 1:30 p.m.
- Next Cabinet Meeting Topic – TBD

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