

# DELTA STATE UNIVERSITY

## PRESIDENT'S CABINET

### *Minutes*

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**Meeting date: April 6, 2015**

**Members in attendance:** President William LaForge, Dr. Wayne Blansett, Mr. Keith Fulcher, Dr. David Hebert, Dr. Debbie Heslep, Mr. Ronnie Mayers, Dr. Charles McAdams, Mr. Steve McClellan, Ms. Marilyn Read, Mr. Jeff Slagell, Mr. Mikel Sykes, Dr. Myrtis Tabb, and Ms. Leigh Emerson.

**Absent:** Dr. Michelle Roberts

**Guests:** Ms. Christy Riddle, Executive Director of the Student Success Center  
Ms. Elise Mallette, Coordinator of International Student Studies  
Mr. Ron Koehler, Chair of Art Department  
Ms. Selena Nause, President's Art Award Winner  
Ms. Celia McHardy, Cabinet Art Award Winner

**Call to Order:** A regular meeting of the President's Cabinet was held in the President's Conference Room on April 6, 2015. The meeting convened at 1:30 p.m. with President LaForge presiding.

#### **GENERAL OVERVIEW**

- President LaForge welcomed Ms. Selena Nause and Ms. Celia McHardy to the Cabinet Meeting. They are the student winners of the President's Art Award and the Cabinet Art Award. They introduced themselves and described how they developed their drawings.
- President LaForge discussed the end of the legislative session. We should get funding for a 2.5% salary increase and \$500,000 in capital improvement funding. We also received an additional line item funding of \$250,000 for the DMI.
- President LaForge spoke to the Phi Theta Kappa class at Northwest Community College, and about one third of the class plans to attend DSU.
- President LaForge announced Ms. Pat Webster as the Employee of the Month. She works for the Delta Center for Culture and Learning.
- President LaForge met with the Hearin Foundation task force committee to discuss the plans for the proposal to be submitted for the TFA Internship and Graduate Studies Program.
- President LaForge will attend the ODK Initiation and dinner tonight. We have seven students and one staff member being inducted.
- President LaForge will travel to Jackson on Tuesday for visits to Madison Ridgeland Academy, Brandon High School, and Parkplace Christian Academy, and he will attend the Jackson Preview Day event. He will also meet with several donors while he is in town.
- President LaForge announced he will judge the Phi Mu/Sigma Alpha Epsilon "Miracle Man Pageant" on Wednesday night. The pageant will support the Children's Miracle Network Hospitals.

- President LaForge will welcome future Phi Theta Kappa students on Thursday. We have 58 students signed up to attend, and we are also offering them tickets to the Band Perry concert following a day of visits with their deans.
- President LaForge will host the final First Friday Faculty meetings for the semester on Friday.
- President LaForge announced he will host three Open Forum's on April 23<sup>rd</sup> for staff, students, and faculty to discuss the end of the semester, recent actions by the legislature, and what that will bring.
- President LaForge announced we have a star athlete on campus. LaQuavius Cotton won the 2015 State Farm College Dunk Championship. We are very proud of his accomplishment, and he represented Delta State well.

**APPROVAL OF THE MINUTES**

On motion by Mr. McClellan, seconded by Dr. Hebert, all Cabinet Members present and participating voted unanimously to approve the Minutes of the Cabinet meeting held on March 30, 2015.

**CABINET TOPIC**

**Student Success Center Update .....Ms. Riddle and Ms. Mallette**

Dr. McAdams introduced Ms. Christy Riddle who reviewed the Fall 2014 Okra Scholars Program and the next steps for Fall 2015. She reminded Cabinet Members that we were the only school selected for this program in Mississippi. She also discussed International Student enrollment and retention and what categories those students fall into. Ms. Mallette then presented the type of documents that are needed for International students and the process once they are admitted. (See presentation)

**BUSINESS**

**Termination/Dismissal-Non Faculty Policy (Final Reading)..... Dr. Tabb**

Dr. Tabb distributed the amended policy for approval.

**Motion:** Moved by Dr. Tabb to approve the amended policy and seconded by Dr. Blansett. **The motion was approved.**

**Work Performance and Code of Conduct Policy (Final Reading)..... Dr. Tabb**

Dr. Tabb distributed the amended policy for approval.

**Motion:** Moved by Dr. Tabb to approve the amended policy and seconded by Dr. Blansett. **The motion was approved.**

**2015-2016 Holiday Schedule ..... Dr. Tabb**

Dr. Tabb distributed the proposed Holiday Schedule for 2015-2016 for approval. Ms. Read said that Staff council discussed this schedule, and they realize that we will not get two weeks for Christmas holidays.

**Motion:** Moved by Dr. Tabb to approve the 2015-2016 Holiday Schedule and seconded by Mr. Slagell. **The motion was approved.**

**Memorials on Campus ..... Mr. McClellan**

Mr. McClellan asked if there was a policy about memorials on campus. He received a letter requesting to plant a tree in memory of someone. He asked if we have the right to tell them what kind and the places they can plant them. The only practice is to bring the request before Cabinet for approval. He will get a list of the type of trees that would be acceptable and locations where they are needed. For a donation of \$500 we will plant the tree, put a plaque with the person’s name on it, and maintain the plaque for a one year period.

**International Business Symposium Review ..... Dr. McAdams**

Dr. McAdams stated that this is the 10<sup>th</sup> year of the symposium, and Mr. David Abney seems to want to continue it. The symposium attracts great speakers, and the Baioni center was packed with students and other guests. The luncheon afterwards was also successful.

**Staff Performance Evaluation Form ..... Dr. Tabb**

Dr. Tabb stated the form hasn’t changed except for the deadlines on the back page. She wanted everyone to have the form. Dr. McAdams stated that the timing of this is very difficult for faculty. Dr. Tabb agreed to move the deadline to after graduation. A suggestion was made by Mr. Sykes to have some students evaluate the housing staff.

**Race Conference Review..... Dr. Tabb**

Dr. Tabb stated the conference was a very comprehensive effort. It started on Sunday with Ann Markusen in Clarksdale. There were several pre-conference events with students, city leaders from Greenville, events in local high schools, poster/art contests, etc. There were lots of things happening. She was disappointed in the opening session attendance, but the breakout sessions were well attended and the lunch event was packed to capacity. Overall, she was very pleased. We raised around \$64,000 and the conference cost about \$40,000, so we should have some seed money for next year. President LaForge and Cabinet Members complimented Dr. Tabb for a great event.

**Hamilton-White Child Development Center ..... Dr. Hebert**

Dr. Hebert stated that Faculty Senate passed a unanimous resolution where faculty, staff, and students of Delta State would have priority over community members with getting their children onto the waiting list for the Hamilton-White Child Development Center. He stated this is a recruitment issue as well. Mr. Read stated that Staff Council voted not to support this resolution after hearing a report from Dr. Griffin, Stephanie Farris, and Jan Haynes where they stated we would lose the discount because the center is a self-sustaining group and must make their budget. Right now the center is 51% community and 49% faculty, staff, and students. Dr. McAdams stated that this is not a day care center; rather, it is a learning center for students and many issues are involved.

\*Cabinet Members made a request to have Dr. Griffin, Stephanie Farris, and Jan Haynes come to a future Cabinet meeting to present the same information Staff Council received and answer questions.

**Revised Academic Calendar 2015-2016 ..... Dr. McAdams**

Dr. McAdams met with Academic Council and they made a request to change the date for Early Fall/Spring registrations until after the last payment is due. This will bring realization to the students of any problems they have before the registration process begins.

**Motion:** Moved by Dr. McClellan to approve the revised 2015-2016 Academic Calendar and seconded by Mr. Mayers. **The motion was approved.**

## **Discussion**

- Mr. Sykes announced he will be selling \$50 raffle tickets for the Madison Center, and asked Cabinet Members to purchase tickets if they are interested.

## **INFORMATIONAL/CALENDAR ITEMS:**

- Jackson Preview Day, April 7, MS Sports Hall of Fame building
- Retirement and Service Award Program, April 24, 2:00 pm. Union 2<sup>nd</sup> Floor Lobby
- Dr. Wayne Blansett Retirement Reception, April 25, 3:00 pm, KWH Atrium
- BPAC Performance of Million Dollar Quartet, April 28, 7:30 pm, BPAC
- Dinner for Honorary Degree Recipient - David Abney, May 8, 5:30 pm, KWH Atrium
- Spring Commencement, May 9, 10:00 am, Walter Sillers Coliseum
- Commencement Lunch, May 9, 12:00 pm, Simmons Room
- Staff Development Day, May 14, Jacob Conference Center/Walking Trail
- Ceremony for Dorothy Shawhan to be recognized as the Lucy Howorth Woman of Achievement, May 17th

## **NEXT MEETING:**

- Next Cabinet Meeting – Monday, April 13, 2015 at 1:30 p.m.
- Next Cabinet Meeting Topic – Budget Process: Timeline and Forms for New Initiatives (Steve)

**Adjournment:** The meeting adjourned at 3:40 pm.