

DELTA STATE UNIVERSITY

PRESIDENT'S CABINET

Minutes

Meeting date: August 17, 2015

Members in attendance: President William LaForge, Dr. Libby Carlson, Dr. Butch Caston, Dr. Leslie Fadiga-Stewart, Mr. Keith Fulcher, Dr. Debbie Heslep, Mr. Ronnie Mayers, Dr. Charles McAdams, Mr. Steve McClellan, Ms. Marilyn Read, Dr. Michelle Roberts, Mr. Mikel Sykes, and Ms. Leigh Emerson

Members not in attendance: Dr. Myrtis Tabb

Guest: Mr. Greg Korb, Director, Facilities Management

Call to Order: A regular meeting of the President's Cabinet was held in the President's Conference Room on August 17, 2015. The meeting convened at 1:30 p.m. with President LaForge presiding.

GENERAL OVERVIEW

- President LaForge welcomed Cabinet Members to the first meeting of the new school year. He also welcomed Mr. Mikel Sykes, Student Government President, back from his summer internship in Washington, DC.
- President LaForge announced the passing of Mr. Bill Moses, Administrative Assistant in Facilities Management, and asked the Cabinet for a moment of silence in his honor. The arrangements will be announced at a later date.
- President LaForge discussed e-mails he has received requesting a donation to the University Press in the amount of \$3,000 to support a book about Marie Hull's work. The decision was made to decline the request.
- President LaForge announced his thanks to the Cleveland-Bolivar County Chamber of Commerce for hosting the Welcome Back Reception for our faculty and staff. It was a great event, and he asked Cabinet Members to thank Chamber members when they see them around town.
- President LaForge discussed the Opening Session. He felt like it was a good event and was well attended. Everyone seemed to like the picture presentation of new employees. It was much quicker than having the new employees stand and for attendees to try and find them. He thanked Dr. Michelle Roberts for her work on the PowerPoint presentation. He stated that everyone seemed to appreciate the lunch, and he thanked our sponsor, Mr. Charlie McGuffee, for his support.
- President LaForge discussed Student Move-In Day. He thought everything went well and was well organized. Dr. Caston stated there weren't any issues with housing and the residence halls are pretty full. We have received positive comments about the new restrooms in Lawler-Harkins dorms. He thanked everyone for lending their support for this event. President LaForge also thanked Dr. Caston for his work on getting the Information Center in the Union up and running for move-in day. We had a lot of visitors to stop by and pick up information.
- President LaForge discussed this week's schedule. Day and night classes began this morning. He will speak to the Drew-Ruleville Rotary Club on Tuesday at North Sunflower Medical Center. He will teach a Leadership Class again this year, and it will begin on Tuesday. He will travel to Jackson on Wednesday for an Institutional Executive Officers meeting and the Institutions of Higher Learning

Board meeting on Thursday. He has a long list of items to discuss with IHL Commissioner Glenn Boyce. On Thursday evening he will attend a donor event at the Coahoma County Higher Education Center in Clarksdale where he will recognize Mr. Jon Levingston for his contributions. Also on Thursday evening, the Levitt-Amp Music Series will begin its weekly concert series in downtown Cleveland. Our Delta Music Institute (DMI) students are heavily involved with this project, and the DMI has received new equipment, which was donated by the Peavey's. On Friday, he will speak to the Cleveland Noon Lion's Club with Mr. Jeffrey Farris as his host.

- President LaForge asked Dr. Heslep to provide an enrollment update. After the first day of class we are down 129 students from this time last year. However, we typically register 100 students the first day of classes; so, hopefully that number will increase. She thinks we are in good shape.

APPROVAL OF THE MINUTES

On motion by Dr. Heslep, seconded by Dr. Caston, all Cabinet Members present and participating voted unanimously to approve the Minutes of the Cabinet meeting held on August 10, 2015.

CABINET TOPIC

Update on Campus Projects Mr. Steve McClellan

Mr. McClellan presented the list of projects that we are currently working on and gave an update on their status (See attached):

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| Caylor White-Walters | - Complete by December |
| Paving project for campus | - Should start in September and be complete in 6 weeks |
| Chiller Loop | - Complete by December |
| Fire suppression (CoG, Cain-Tatum) | - Complete |
| Baseball Stadium Renovations | - Should be complete by October |
| Statesmen Boulevard | - Will bid out in the Spring |
| Pre-plan for Zeigel Hall | |
| Pre-plan for Coliseum | |
| Renovations to the Dining Hall | |

BUSINESS

Action

New Customer Service Representative Position for Kent Wyatt Hall.....Dr. Heslep

Dr. Heslep distributed a proposed job description for the Kent Wyatt Hall Information Desk Customer Service Representative. This person will serve as an information resource for prospective students as well as visitors to the GRAMMY Museum Mississippi. She will revise the job description and bring it back to Cabinet for approval.

Staff Orientation Program..... Dr. Tabb

Dr. Tabb was absent; but, the schedule of information for new staff members was distributed. We will keep this item on the agenda for next week so Dr. Tabb can give us more information about it.

Discussion

- President LaForge asked Cabinet Members to continue working on the visioning process we discussed at the Cabinet Advance. Each of President LaForge's direct reports should bring their "Big Think" ideas back to the Cabinet in December so we can review the results from each area.
- Dr. Caston said the Financial Assistance employees mentioned that starting classes on Tuesday would be better for the students. It would allow a day so students could get paperwork completed, etc. without having to miss their classes. Dr. McAdams stated we have a required number of hours of instruction, which is why we start classes on Monday. We would have to take back a day of Fall Break or some other time if we start classes on Tuesday. Dr. McAdams and Mr. Sykes will bring a recommendation from each of their areas to Cabinet.

INFORMATIONAL/CALENDAR ITEMS:

- The Legends, August 24, 7:00 p.m., BPAC
- Colloquia Lecture Series, Joe Turner, September 1, 6:00 pm, Jobe Auditorium
- DSU's 90th Birthday Celebration, September 15
- Chick-fil-A Leadership Academy, September 15
- Colloquia Lecture Series, Natasha Trethewey, October 22, 6:00 pm, Jobe Auditorium
- GRAMMY Museum Mississippi, Grand Opening, November 14

NEXT MEETING:

- Next Cabinet Meeting – Monday, August 24, 2015 at 1:30 p.m.
- Next Cabinet Meeting Topic –The Washington Center Internship (Mikel)

Adjournment: The meeting adjourned at 3:15 pm.