

# DELTA STATE UNIVERSITY

## PRESIDENT'S CABINET

### *Minutes*

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**Meeting date: August 24, 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, Dr. Myrtis Tabb and Ms. Leigh Emerson

**Members not in attendance:** None

**Call to Order:** A regular meeting of the President's Cabinet was held in the President's Conference Room on August 24, 2015. The meeting convened at 1:30 p.m. with President LaForge presiding.

#### **GENERAL OVERVIEW**

- President LaForge attended the Institutional Executive Officers (IEO) meeting in Jackson last week, and he stated it was the most collaborative meetings he has attended since becoming president. They discussed the following topics:
  - The Institutions of Higher Learning office will publish enrollment numbers sometime around September 9-11. We will report our highest enrollment number from the first fifteen days of classes.
  - Each university will present a united budget request to the Legislature.
  - Initiative 42 will take a lot of money from higher education. President LaForge would like to speak to Faculty Senate, Staff Council, Academic Council, and SGA about this.
  - The IEO's gave their support for our statement on the Mississippi Flag.
  - The system will request a four-year bond bill. The escalation in construction costs affects all universities.
  - The system will request a 3% salary increase. The allocation model will not be used again this year.
  - There will be several legislative issues regarding the Public Employees Retirement System (PERS): changing credits from quarterly basis to a monthly basis; changing the vestment period from eight years back to four years; requiring the "13<sup>th</sup> check" to be spread over twelve months instead of one check; and, giving employees a "one time" opportunity to transfer from the Optional Retirement Program (ORP) system to the PERS system.
  - The Commissioner is making a concerted effort to give all eight universities access to the MISSION IT program which provides increased Internet speed and bandwidth at a lower cost. He will get all of the Chief Information Officers (CIO) together to discuss this issue.
  - The IEOs discussed the rationale for submitting a three-year tuition plan to the Board for approval. They may change this request to a two-, three-, or four-year submission.
- President LaForge attended the donor event at the Coahoma County Higher Education Center in Clarksdale on Thursday. It was a good event, and the primary purpose was to recognize the donors and thank them for their contributions.
- President LaForge announced we have received a \$3,500 grant from Community Foundation of

Northwest Mississippi for EverFi's Haven program (Sexual Violence Elimination Act).

- President LaForge discussed this week's schedule. A "Band of Legends Remembers Elvis" will perform tonight at the Bologna Performing Arts Center. It is a great show, and he hopes we have a large turnout. Ms. Pat Tigrett will be here for the performance. On Tuesday, he will speak to the Greenwood Exchange Club and also meet with some donors from the area. He will travel to the Gulf Coast on Thursday for the Alumni Chapter meeting. He will also visit a high school and some donors while he is there. Also on Thursday evening, the Levitt-Amp Music Series will continue its weekly concert series in downtown Cleveland featuring Bill and Temperance with Jeff Perkins. On Friday, he will conduct his first Friday Faculty meetings in the Faculty Lounge in the Union from 11:00 am – 3:00 pm. Also on Friday, Dr. Charles McAdams will represent Delta State University at the inauguration of Dr. Ken Kitts at the University of North Alabama.
- President LaForge asked Dr. Heslep to provide an enrollment update. She distributed a report showing a five-year trend of "new student" enrollment, and we are down 7.3 %, or 62 students, from where we were last year (25 of those students were purged). There are 358 students scheduled to be purged on August 25. Dr. Butch Caston reported that Housing had 105 "no shows." We should have our highest enrollment number, for the semester, either today or tomorrow. Dr. Heslep said they were still processing applications for dual enrollment/credit students. There will be a decrease in enrollment in this area due to the increase in tuition, from \$60 to \$600.
- President LaForge asked Dr. McAdams to give an update on our international students. He stated that we have 106 international students enrolled, compared to 60 students enrolled two years ago.

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

On motion by Mr. McClellan, seconded by Dr. Roberts, all Cabinet Members present and participating voted unanimously to approve the Minutes of the Cabinet meeting held on August 17, 2015.

#### **CABINET TOPIC**

##### **Washington Center Internship ..... Mr. Mikel Sykes**

Mr. Sykes participated in the Washington Center's summer internship program. This program matches students with non-profit organizations. Mikel attended classes and professional development sessions, worked on a community service project, and networked with lots of students from other universities. We had two other students there as well: Mr. Caleb Chambers and Mr. Hunter Webb. The cost to attend was approximately \$7,500. The state gave a scholarship, which covered some costs, but the students had to pay approximately \$3,050 for housing plus the cost of their meals. Dr. Garry Jennings recommended the program to our students, and the students received six hours of credit for the internship.

#### **BUSINESS**

##### **Action**

##### **New Staff Position ..... Dr. Roberts**

Dr. Roberts discussed the need for a new position—Assistant Director of Communications and Marketing — for several reasons:

1. We have ramped up our marketing and communications efforts, thanks to the availability of private funding for advertising.
2. We have added a radio station, but have no one to run it or schedule the programming.
3. Laura Walker, Graphic Designer, is leaving. She served as the university's Brand Manager as well

as Graphic Designer. This new position will take over the brand management responsibilities so that the university can have a full-time graphic designer, which is greatly needed.

4. This position will work closely with the Postal and Copy Center staff to assist them with marketing their services and adding additional services.
5. The coordination of our Teach For America (TFA) partnership needs a permanent home outside of the President's Office, and this position will take on that role.

The funding source will be split with half being paid from the TFA designated fund and half from Postal and Copy Center revenue. This position needs to be filled as soon as possible.

**Motion:** Moved by Dr. Roberts to approve the new position and seconded by Dr. Caston. **The motion was approved.**

**Staff Orientation Program..... Dr. Tabb**

Dr. Tabb discussed the schedule for the Staff Orientation Program conducted by the Human Resources Office. We began this program several years ago to educate our new staff members about university policies, procedures, and processes.

**Discussion**

- Mr. McClellan stated he met with staff from the Mississippi Department of Archives and History regarding the new design for Young-Mauldin Dining Hall. He was encouraged by the discussion that took place.

**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 90<sup>th</sup> 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 31, 2015 at 1:30 p.m.
- Next Cabinet Meeting Topic – TBD

**Adjournment:** The meeting adjourned at 2:55 pm.