

DELTA STATE UNIVERSITY

PRESIDENT'S CABINET

Minutes

Meeting date: October 20, 2015

Members in attendance: President William LaForge, Dr. Libby Carlson, Dr. E.E. Caston, Dr. Leslie Fadiga-Stewart, Dr. Debbie Heslep, Mr. Ronnie Mayers, Dr. Charles McAdams, Mr. Steve McClellan, Dr. Michelle Roberts, Mr. Mikel Sykes, and Dr. Myrtis Tabb (Ms. Claire Cole – recorder)

Members not in attendance: Mr. Keith Fulcher and Ms. Marilyn Read

Guests: Dr. Gary Bouse, Chief Development Officer, DSU Foundation
Dr. James Robinson, Professor Emeritus of History

Call to Order: A regular meeting of the President's Cabinet was held in the President's Conference Room on October 20, 2015. The meeting convened at 1:30 p.m. with President LaForge presiding.

GENERAL OVERVIEW

- President LaForge stated the Campus Forums were successful. He thanked Cabinet members for their attendance and help with fielding questions. The tragedy of September 14th was discussed, which allowed faculty members to express their concerns on the subject. President LaForge spoke to Dr. Richard Houston after the forum regarding our student attendance in the Health Center following the tragedy. Dr. Houston stated 60+ students are still seeking counseling.
- President LaForge had a good meeting with Ross Reily, Editor of the *Mississippi Business Journal*, last week. During their visit, President LaForge gave Mr. Reily an update on campus events.
- President LaForge spoke highly of the Retirement Celebration for Dr. Tabb and the ceremony for the naming of Blansett Hall. Both events were well-attended and well-received.
- Mr. Mayers was pleased with the attendance of Senior Day for our men's and women's soccer teams. He stated several parents attended, and the "Left Field Crew" cooked for both teams. The MHSAA North Half Swimming Championship went well, and Dr. Heslep had a recruiter on hand distributing materials about Delta State. The 3rd annual "Delta Down and Dirty" event had a great turnout with over 300 participants. Mr. Mayers stated our football team played well against the University of West Georgia, but they were a tough team. He mentioned the passing of Mr. Aubrey Rozzell, a former DSU athlete and coach.
- President LaForge referenced IHL's announcement of the University of Mississippi's preferred candidate for Chancellor, Dr. Jeff Vitter. Dr. Vitter is the current Provost at the University of Kansas, and his brother is a U.S. Senator from Louisiana.
- President LaForge met with La June Tabron Montgomery, President and CEO of W.K. Kellogg Foundation, on Monday at their Jackson office. They discussed the Kellogg Foundation's priorities, which will help us as we formulate proposals for future funding opportunities.
- While in Jackson, President LaForge visited with Dr. Billy Moore at Baptist Medical Center.
- President LaForge discussed this week's schedule. On Wednesday, he will travel to Indianola for a donor meeting with Lester Myers of Delta Western, and will speak to the Indianola Lion's Club regarding the AASCU Presidential Mission to Cuba. President LaForge will travel to Greenville on

Thursday for a visit with juniors and seniors at Washington School. Following this visit, President LaForge will meet with Scott Christensen, CEO of Delta Regional Medical Center, and also speak to the Greenville Rotary Club. On Thursday evening, President LaForge will host former U.S. Poet Laureate Natasha Trethewey as our Colloquia Series speaker. A pre-reception event will be held in the President's Conference Room at 5:00 p.m., and Dr. Trethewey will speak at 6:00 p.m. in Jobe Hall. President LaForge invited Cabinet Members to both events. The DSU Foundation will host a breakfast for Walt Bettinger, DSU alumnus and CEO and president of Charles Schwab, and his wife, Teri, in the President's Conference Room on Friday morning. Delta State will host the University of West Alabama for football on Saturday. The game time has changed from 6:00 p.m. to 2:00 p.m. During halftime, we will recognize the law enforcement agencies who assisted our campus on September 14.

APPROVAL OF THE MINUTES

On motion by Dr. McAdams, seconded by Dr. Caston, all Cabinet Members present and participating voted unanimously to approve the Minutes of the Cabinet meeting held on October 12, 2015.

CABINET TOPIC

90th Anniversary CelebrationPresident LaForge

President LaForge introduced members of the Dedicated Statesmen Association, Dr. Gary Bouse and Dr. James Robinson, and asked them to detail the events of the 90th Anniversary. Dr. Robinson stated that the Tuesday, November 3rd celebration will begin at noon at the Clock Plaza. He informed Cabinet Members the Clock Plaza has recently undergone renovations and looks wonderful. Following the welcome at the Clock Plaza, a special lunch will be served on the quadrangle. The main event of the day will be the 90th Anniversary Program at 1:30 p.m. in Jobe Hall Auditorium. Several additional events will take place including: SGA sponsored Talent Show, painting of the Green Mile, and a late night event at Hey Joe's. Dr. Bouse and Dr. Robinson do not believe the current road construction project will hinder the celebration in any way, and stated the State Room in the Union will be used in case of inclement weather. Dr. Bouse asked Cabinet Members to help spread the word to their circles of influence to help with attendance.

BUSINESS

Action

Retirement Recognition Gift Policy (final reading) Dr. Tabb

Dr. Tabb brought the "Statement on Retirees" in policy format to Cabinet for a final reading. Upon the floor being opened for questions regarding the policy, Dr. McAdams inquired about the definition of a retiree in the policy. He stated it did not match the definition given to Cabinet in the "Statement on Retirees" in the previous meeting. Upon reviewing the policy further, Dr. Tabb realized the distributed version of the policy was not the correct version. President LaForge tabled this item until the next Cabinet meeting so that the correct version could be distributed to Cabinet members.

Discussion

Job Evaluation Committee and Mid-Year RaisesMr. McClellan

Mr. McClellan posed the question to Cabinet members as to whether mid-year raises should be given or if it should occur with the beginning of the new budget cycle. Several employees fall below the minimum salary of their market range, and a few cases fall under gender equity categories. Mr.

McClellan said it is possible to dip into our reserves to address some of the severe cases, but the institution is not in a financial position right now to address everyone who is below the minimum salary. In order to be fair as to which cases are chosen for mid-year raises, President LaForge asked his direct reports to give Mr. McClellan their list of special cases, and for Mr. McClellan to bring the list to Cabinet for a discussion in two weeks.

FY17 Budget TimelineMr. McClellan

Mr. McClellan presented the FY17 budget timeline to Cabinet Members. He began this process last year, and believes it works well. The timeline has three phases: Phase I – Facilities/Capital Improvements, Phase II – New/Expanded Activities, and Phase III – Ongoing Operations. Phase I and Phase II will be sent to the President’s direct reports on November 1 in order for them to disperse them to their departments. Phase I includes requests for major and minor renovations to campus such as roofing, fire alarms, replacing light fixtures in large areas, etc. Phase II includes requests for new personnel, addition of vehicles, office furniture, and scholarships. Phase I and Phase II requests need to be returned to Mr. McClellan by December 21 and March 10 respectively, and will be brought to Cabinet for discussion. Phase III includes a continuation of regular items with current dollars budgeted. Phase III is a time for non-salary budgeted amounts to be moved from one line item to another. All Phase III requests will be sent out April 15, and need to be returned to Mr. McClellan by May 6.

Statesmen Boulevard.....Mr. Mayers

Mr. Mayers indicated the bidding process for the construction of Statesmen Boulevard would begin once an issue regarding utilities is solved. Several utility poles need to be moved, but the question remains as to whether Entergy moves them without any cost to Delta State or if Delta State will be charged. Mr. Mayers estimates this project will be complete by December 2016. The \$600,000 allocated for this project is split between the FY16 budget and FY17 budget. Also, Mr. Mayers stated there is a chance for a private donation to help with costs. The donation would require Statesmen Boulevard to be named for the donor. Dr. Roberts reminded Cabinet members that Dr. John Hilpert made a verbal commitment to Senator Thad Cochran that the Boulevard would be named for DSU alumnus and former aide to Senator Cochran, Doug Sullivan, who helped secure funding for the project.

Other Discussion

- Mr. Mayers announced the 6th Annual “Trunk or Treat” event will be held on Thursday, October 29 from 4:30 p.m. to 6:30 p.m. in the parking lot next to University Field and Parker Field-McCool Stadium.
- Dr. Tabb expressed her appreciation to Cabinet Members, and stated she has enjoyed working with everyone. She will continue to support Delta State and all of its endeavors.

INFORMATIONAL/CALENDAR ITEMS:

- Colloquia Lecture Series, Natasha Trethewey, October 22, Reception: 5:00 p.m., President’s Conference Room; Lecture: 6:00 pm, Jobe Auditorium
- Walt Bettinger Visit/Meeting with Cabinet, October 23-24
 - Breakfast with Cabinet, October 23, 8:15 am
 - College of Business Lecture Series, October 23, 10:00 am
- DSU vs West Alabama, October 24, 2:00 p.m. (wear white); Reception - 1:30 pm, Recognize law enforcement at reception and ceremony at halftime
- Chick-fil-A Leadership Academy (rescheduled), October 27
- DSU’s 90th Birthday Celebration (rescheduled), November 3

- Alumni Gala, BPAC, November 6th
- Homecoming, November 7th
- GRAMMY Museum Mississippi, Grand Opening, March 5

NEXT MEETING:

- Next Cabinet Meeting – Monday, November 2, 2015 at 1:30 p.m.
- Next Cabinet Meeting Topic – TBD

Adjournment: The meeting adjourned at 3:03 pm.