

# DELTA STATE UNIVERSITY

## PRESIDENT'S CABINET

### *Minutes*

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**Meeting date: June 15, 2015**

**Members in attendance:** President William LaForge, Dr. Wayne Blansett, Mr. Keith Fulcher, Mr. Ronnie Mayers, Dr. Charles McAdams, Mr. Steve McClellan, Ms. Marilyn Read, Dr. Michelle Roberts, Mr. Jeff Slagell, Dr. Leslie Fadiga-Stewart, Dr. Myrtis Tabb, and Ms. Leigh Emerson

**Members not in attendance:** Dr. Debbie Heslep and Mr. Mikel Sykes

**Guests:** Chief Lynn Buford, Director, Police Department  
Mr. Mark Kimbell, Assistant Chief, Police Department  
Ms. Jenn Waller, Director, Coahoma County Higher Education Center

**Call to Order:** A regular meeting of the President's Cabinet was held in the President's Conference Room on June 15, 2015. The meeting convened at 1:30 p.m. with President LaForge presiding.

#### **GENERAL OVERVIEW**

- President LaForge spoke with IHL Commissioner Glenn Boyce, IHL Board President Alan Perry, and IHL Board member Chip Morgan about our Hearin grant involving Teach For America, our changes to the course cancellation/purge process and its effect on our enrollment, and our budget situation. They are supportive of our efforts.
- President LaForge announced we will reopen the search for the new Vice President for Student Affairs and Enrollment. Dr. E.E. "Butch" Caston will serve as Interim Vice President while the search continues for a permanent replacement.
- President LaForge announced the Cabinet Members will host a retirement dinner for Dr. Blansett on Tuesday, June 30 at 6:00 pm at Bellazar's Restaurant.
- President LaForge announced we will have the Cabinet Retreat on July 21-22 at the Barnhouse of Gerald and Beth Jacks.
- President LaForge announced the Executive Committee will meet with Grammy officials on Friday to discuss the DSU-Grammy partnership as well as their Beatles symposium proposal.
- We were approached by Dr. Lance Line about hosting Grammyfest on our campus. The Executive Committee declined the request due to liability issues. Dr. Line also approached Cleveland Mayor Billy Nowell about the possibility of hosting the event at the Cleveland airport.
- President LaForge attended a Legislative Review by Senator Buck Clarke on Tuesday at the Cleveland-Bolivar County Chamber of Commerce. He also met with the faculty, staff, and students who participated in the Russia trip to get an update on their experience. Everyone said they learned a lot and that it was a very rewarding experience.
- President LaForge and Mr. McClellan hosted a "Thank You Lunch" on Thursday for our Facilities Management personnel. He said the employees appreciated the lunch.
- President LaForge attended the Alumni Board Meeting on Friday. He gave an update on things taking place on campus, and they discussed the Legacy program.

- President LaForge asked Dr. Blansett to give an update on our first Freshman Orientation session. He stated we had approximately 120 students in attendance. We will have a large group at the Transfer Orientation session tomorrow.

**APPROVAL OF THE MINUTES**

On motion by Dr. Blansett, seconded by Mr. Mayers, all Cabinet Members present and participating voted unanimously to approve the Minutes of the Cabinet meeting held on June 8, 2015.

**CABINET TOPIC**

**Title IX ..... Dr. Tabb, Mr. Kimbell**

Dr. Tabb and Mr. Kimbell introduced the Title IX topic via a PowerPoint presentation (see handout). They explained that things are changing with Title IX guidelines, and we are behind on the changes. Most universities are in this same position. Title IX doesn't just involve sports anymore. The law prohibits gender discrimination in education and in educational employment. The areas include: Athletics, Admissions and Recruitment, Housing, Employment, Financial Aid, and Facilities. We need to focus on the following areas:

- Need Title IX policies completed and on the website
- Need a Title IX team (members suggested include: Diversity Chair, Athletics representative, SGA President, Faculty Senate Chair, Staff Council Chair, Student Affairs representative, and Police department representative)
- Need a training plan for faculty, staff, and students

The suggestion was made for IHL to develop a common set of policies/procedures for all of the universities to use. President LaForge will talk to Commissioner Boyce about this.

**BUSINESS**

**Action**

**Mass E-mail for Communications policy (first reading) ..... Dr. Roberts**

Dr. Roberts presented the current policy with changes highlighted. The primary changes include disallowing the use of the listservs for distributing information on events, announcements, invitations, etc. as well as reducing the number of people who can send emails to the listserv.

**Motion:** Moved by Dr. Roberts to approve the "Mass E-mail for Communications" policy for first reading and seconded by Dr. Tabb. **The motion was approved.**

**Campus Announcements Communication policy (first reading) ..... Dr. Roberts**

Dr. Roberts presented a new policy to handle the items removed from the Mass E-Mail policy related to distributing information on events, announcements, invitations, etc. We will have an area on the home page of the website for these "announcements", and the campus community can sign up to receive the information via email.

**Motion:** Moved by Dr. Roberts to approve the "Campus Announcements Communication" policy for first reading and seconded by Dr. Blansett. **The motion was approved.**

## Discussion

### **General Convocation agenda and Lunch ..... Dr. Roberts**

The Executive Committee considered the suggestions from Staff Council and Faculty Senate to reinstate the luncheon following the Opening Convocation. The recommendation is to host the luncheon but on a smaller and less expensive scale, and to find someone to sponsor the lunch. The agenda for General Convocation will remain the same; however, the recommendation is to use a PowerPoint presentation to show the pictures of the new faculty and staff instead of asking them to stand. Also, the suggestion was made to give the new employees nametags to wear that day.

### **Coahoma County Higher Education Center (CCHEC) .....Dr. McAdams**

Dr. McAdams reminded Cabinet members that we discussed the CCHEC last year, and he was tasked with making the Center more viable. He distributed a progress report from the Center showcasing the strategies to achieve this. Dr. McAdams called on Jenn Waller, Director of the CCHEC, to provide an update on their progress. There is more activity at the Center, they have plans to expand the advisory board, and they feel they are on the right track. Recommendations included: hosting activities there in association with our Race and Blues Conferences, employees to continue using the space for outreach activities, and to keep the CCHEC in mind for partnerships. There was discussion regarding a contract with Schafer and Associates for developing a master plan for the CCHEC that was signed in 2012 by the former Chief Financial Officer. Mr. McClellan will research this to determine the status of the contract.

### **Greenville Higher Education Center (GHEC) .....Dr. McAdams**

Dr. McAdams met with Mississippi Delta Community College (MDCC) officials in March to discuss the GHEC center. Our name is on the Center, but we currently do not offer courses there. Academic Council discussed the Center, and recommend addressing the needs if/when they arise.

## Other Discussion

- Mr. McClellan announced the oak tree in front of Broom Hall is dying and needs to be removed.

## INFORMATIONAL/CALENDAR ITEMS:

- Band Perry, June 29, 7:30 pm, McCool Stadium
- Cabinet Retreat, July 21-22
- Opening Session, August 14, 10:30 am, BPAC

## NEXT MEETING:

- Next Cabinet Meeting – Monday, June 22, 2015 at 1:30 p.m.
- Next Cabinet Meeting Topic – none

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

# Title IX

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## Administrative Overview

# Definitions

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- DOE – U. S. Department of Education
- OCR – Office of Civil Rights within the Department of Education
- DCL – Dear Colleague Letter
- Accuser/Complainant/Victim
- Respondent/Accused/Alleged Perpetuator

## TITLE IX

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- Prohibits sex discrimination in education and in educational employment.
- Protects students, employees, applicants for admission and employment, and other persons from all forms of sex discrimination
- “No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance” 20 U.S.C. § 1681

## Prohibited Discrimination

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- Recognizes three general types
  - Disparate Treatment
  - Disparate Impact
  - Retaliation

## Title IX Provisions

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- Athletics
- Admissions and Recruitment
- Housing
- Employment
- Financial Aid
- Facilities

## Title IX Provisions

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- Academics
- Counseling
- Sexual Harassment
- Sexual Violence
- Gender-based harassment

## Administrative Requirements

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- The underpinning of the Title IX Coordinator's duties and the university's compliance
- Purpose is to ensure freedom from sex discrimination for students and employees

## Administrative Requirements

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- Must designate a Title IX Coordinator
  - Publish contact information of the Coordinator and, if applicable, the Deputy Coordinator
- Ensure that a system is in place to provide prompt and equitable resolution of complaints.
  - Guidance now says that the process should be complete within approximately 60 days.
- Publish notice of non-discrimination

## Administrative Requirements

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- Disseminate policy prohibiting sex discrimination
- Investigate Complaints
- Adopt and publish fair and equitable grievance procedures
- End harassment, prevent recurrence, remedy it's effects
- Train individuals with heightened responsibility
- Train students and employees

## Title IX Coordinator

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- Position may not be left vacant
- Should be independent
- Should report to Senior Leadership
- Must have adequate on-going training
- May not have a conflict of interest



## Responsibilities

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- Should assist with the creation and implementation of policies
- Must ensure training requirements are met for responders
- Evaluate requests for confidentiality
- Oversee the handling of all Title IX complaints
- Identify any systemic problems or patterns
- Provide training to students, faculty, and staff on Title IX issues

## Responsibilities

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- Ensure proper recordkeeping and reporting

## April 2015 DCL Highlights

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- Must have at least one person serving in the Coordinator position at all times
- Selected Coordinator must have the qualifications, training, authority, and time to address all complaints
- Coordinator responsibility includes monitoring outcomes, identifying and addressing any patterns, assessing effects on the campus climate
- Recommends an annual climate survey

## April 2015 DCL Highlights

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- In printed materials only – a recipient may identify it's coordinator by position title and may provide a designated email address (ex. [TitleIXCoordinator@deltastate.edu](mailto:TitleIXCoordinator@deltastate.edu))
- Website must maintain accurate and up-to-date information
- Coordinator's contact information must be widely distributed and easily found on the website and in various publications

## April 2015 DCL Highlights

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- Encourages creation of a webpage that contains
  - Contact information
  - Policies and Procedures
  - Other resources related to Title IX and gender-equality
  - A link should be prominently displayed on the recipient's homepage
- Office of Post-Secondary Education will collect Title IX Coordinator information from the annual Clery Report

ANY QUESTIONS?