

DELTA STATE UNIVERSITY
PRESIDENT'S CABINET
Minutes

Meeting date: September 15, 2014

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

Members not in attendance: Mr. Ronnie Mayers

Call to Order: A regular meeting of the President's Cabinet was held in the President's Conference Room on September 15, 2014. The meeting convened at 1:30 p.m. with President LaForge presiding.

GENERAL OVERVIEW:

- President LaForge distributed the September 10, 2014 edition of the *Commercial Appeal* showing Delta State's wrap ad. There will be more ads in the Desoto County, Cordova, and Germantown areas.
- President LaForge announced that we received a request from the Chamber of Commerce to be a sponsor for their Annual Banquet on September 29th. We have purchased a table for the event in the past.
 - *Cabinet Members agreed to purchase eight tickets. They will let Ms. Emerson know if they plan to attend.
- Dr. Roberts announced that the Cleveland Music Foundation has received a \$1.25 million grant from the U.S. Department of Commerce to develop the road/sidewalk infrastructure, landscaping, etc. for the GRAMMY Mississippi Museum.
- The Honorable David Lammy, member of British Parliament, will be the guest speaker tonight in Jobe Auditorium at 7 pm as part of Constitution Week.

APPROVAL OF THE MINUTES:

On motion by Dr. McAdams, seconded by Mr. Slagell, all Cabinet Members present and participating voted unanimously to approve the Minutes of the Cabinet meeting held on September 8, 2014.

CABINET TOPIC:

None

BUSINESS:

Tobacco Free Environment Policy Revisions..... Dr. Blansett

Dr. Blansett made some changes to the policy. The only addition needed is the sanctions for faculty/staff who don't abide by the policy. President LaForge asked him to decide on the sanctions and bring the revised policy back to Cabinet for approval.

Reciprocal Agreements with Community CollegesDr. McAdams

Dr. McAdams was asked to bring a recommendation back from Academic Council regarding the tuition remission policy for employees of Hinds Community College and Mississippi Delta Community College. Academic Council has investigated this issue and no other schools provide this benefit. Academic Council approved providing a half-tuition waiver beginning with spring 2015 for new enrollees.

Motion: Moved by Dr. McAdams to approve this policy and seconded by Dr. David Hebert. There was discussion regarding equity with what we offer our own faculty/staff as well as the purpose of the agreement and offering this benefit to other community colleges. **The motion was recommitted.**

*Dr. McAdams will take these questions back to Academic Council for further review.

Academic Probation.....Dr. McAdams

Academic Council discussed what students can/cannot do while they are on academic probation. There are no restrictions as of now and the NCAA needs something in writing stating if there are any restrictions. Academic Council approved the following statement, "Probation status does not prohibit participation in extra-curricular activities." Since Mr. Mayers was absent, Cabinet Members agreed to table the discussion until next week.

Campus Update Topics Dr. Roberts

Asked Cabinet Members for suggested topics for President LaForge's next issue of the "Campus Update." President LaForge plans to discuss the timeline for budget/program changes as well as announcing that the Cabinet minutes are now available online. Cabinet Members did not have any other suggestions.

Graduate Recruitment Update.....Dr. McAdams

Dr. McAdams met with the deans regarding graduate recruitment ideas and reviewed the data for the last few years. The Dean's will talk to the Chairs and other faculty members about programs where we can easily identify students that would be interested in those programs and come up with strategies to recruit them. He will report back in two to three weeks on the progress.

Payroll Audit and Time KeepingMr. McClellan

Mr. McClellan stated that we are very lax on our time keeping documentation for hourly employees and we have to change this. Payroll will now require a signed time sheet from every hourly employee. An email with the new form will be mailed out this week.

RV Park Update.....Mr. McClellan

Mr. McClellan reported that we don't have any regulations for parking RV's at Statesman Park. Some people utilize the facility for a few days to a week, but we have some that stay there for months or longer. There is one person who has been there for a year and a half. The fee is \$300/month and the RV Park generates approximately \$7,000 per year.

*Mr. McClellan will bring a written policy to Cabinet for approval.

Discussion:

- Dr. Heslep asked if anyone from Delta State is planning to attend the Mississippi Association of Colleges (MAC) conference which will be held on October 6-7. This is the same time as our Blues Conference. Cabinet Members discussed the need to have representatives from Delta State to attend.

INFORMATIONAL/CALENDAR ITEMS:

- IHL's Human Resources Staff Conference, September 24th, Jacob Conference Center
- Fall Colloquia Series – Mr. Chuck Bowsher, September 25, 6:00 pm, Jobe Auditorium, Reception at 5:00 pm, President's Conference Room
- Pig Pickin' weekend, September 26-27, Football vs Central State, 6:00 pm, Parker Field
- International Blues Conference, October 6-7
- Dr. Kent Wyatt's 50th Anniversary Celebration, November 15, 12:30 pm, State Room
- Race Conference, March 18-19

NEXT MEETING:

- Next Cabinet Meeting – September 22, 2014 at 1:30 p.m.
- Next Cabinet Meeting Topic – Recap of Cabinet Advance (President LaForge)

Adjournment: The meeting adjourned at 3:00 pm.