

**DELTA STATE UNIVERSITY**  
**PRESIDENT'S CABINET**  
*Minutes*

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**Meeting date: September 8, 2014**

**Members in attendance:** President William LaForge, Dr. Wayne Blansett, Dr. David Hebert, Dr. Debbie Heslep, Mr. Ronnie Mayers, 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. Keith Fulcher

**Guest:** Dr. Beverly Moon, Dean of Graduate and Continuing Studies

**Call to Order:** A regular meeting of the President's Cabinet was held in the President's Conference Room on September 8, 2014. The meeting convened at 1:30 p.m. with President LaForge presiding.

**GENERAL OVERVIEW:**

- President LaForge announced that we have a table at the Mississippi Association of Partners in Education event honoring Commissioner Hank Bounds on September 30<sup>th</sup> in Jackson, MS and invited Cabinet Members to attend.
- President LaForge announced that he has reorganized his office and Dr. Roberts will serve as Chief of Staff in addition to serving as Vice President of University Relations. He asked that Cabinet Members copy her on all correspondence.

**CABINET TOPIC:**

**Update of SACS Response and Report on Graduate Enrollment..... Dr. Moon**

**SACS**

Gave a presentation and showed the website detailing what will be submitted to SACS today. It contains our response to the six recommendations we received from SACS. The response will be given to them in hard copy and on a jump drive. We should receive reaffirmation in December; however, we might receive a monitoring report based on our financial situation and that we don't have audited numbers to submit to them yet.

**Graduate Enrollment**

Distributed a report detailing the enrollment in Graduate programs from Fall 2013 compared to Fall 2014 with a brief explanation of why some of them have decreased significantly. Overall we are down 49 graduate students or 6%. We will look at scholarships for graduate students and also promote our Commercial Aviation program more heavily.

\* Dr. McAdams will follow-up with the Deans on the reasons/explanations for the decreases and will provide additional information to the Cabinet.

**BUSINESS:**

**Making Cabinet Notes Public .....President LaForge**

He discussed the willingness of the Cabinet to have the minutes of the meetings placed on the website. Cabinet Members thought it would be a good idea.

**Motion:** Moved by Mr. McClellan to proceed with posting the minutes on-line and seconded by Dr. McAdams. **Motion carried.**

\* Ms. Emerson will post the minutes to the website.

**Retention Report .....Dr. McAdams**

Distributed a retention report for First Time Freshman and First Time Transfers. Surprisingly there isn't much difference in the retention rate of the two groups. Additional retention information needed includes: Phi Theta Kappa group, community colleges vs. senior colleges, breakdown of senior college transfers by number of transfer hours, etc. Cabinet Members discussed making the First Year Seminar Class a requirement for freshmen and transfers.

\* Dr. McAdams provide an updated retention report, containing requested information, to Cabinet Members.

\* Dr. McAdams discuss with Academic Council the idea of making the First Year Seminar Class a requirement for freshmen and transfers, and bring a recommendation to the Cabinet.

**Enrollment Report .....Dr. Heslep**

Gave a presentation on enrollment numbers from 2010 to today. For 2010, our new undergraduate enrollment was 930 students and as of today it is 1,070 (29 international). This represents an increase of 140 students or 5.3%. This includes dual enrollment numbers (high school students). We have a 60% increase (67 students) in students from DeSoto County and the highest Phi Theta Kappa enrollment ever—102 students (compared to 80 students last year).

**International Enrollment**

Dr. McAdams distributed information on our International Student Enrollment for Fall 2014. We have 96 students enrolled this semester from 40 different countries. He provided information on their fields of study, gender, athletes, classification, and first time or returning status.

**Energy Conservation .....Mr. McClellan**

Asked everyone (Dean's, Chairs, etc.) to remind their employees and colleagues to turn off machines, lights, etc. when they see that someone has left them on. Mr. Sykes said that dorm visits are a good place to start with the students.

\* Cabinet Members spread the word about energy conservation to all of campus and have supervisors remind their staff to turn off lights, computers, etc.

**Review of FY14 Grants for Submission to IHL ..... Dr. Tabb**

Distributed a report from the Grants Office detailing all of the grants that have been recorded for this year. Asked everyone to make sure all grants are accounted for because we have to submit this to the IHL office. Overall, we have an increase of approximately \$100,000 for this year.

**Housing Report..... Dr. Blansett**

He distributed the housing report for this year showing the occupancy rates. We have 86% occupancy in the women's residence halls and 85% occupancy in the men's residence halls. We need to address the bathrooms in Lawler-Harkins and then work on converting the rooms in the Court of Governors into suites.

**Welcome Week Review ..... Dr. Blansett/Mr. Sykes**

They reported that Welcome Week went well and was well attended by students. The Foam party had a huge crowd and they had a lot of students to sign up during the Organizational Meeting/Cookout on the Quad. Overall it was successful and the students enjoyed it.

**Discussion:**

- Dr. Tabb announced that the Clint Black concert at the BPAC has sold over 900 tickets and the remaining few are in the balcony. It will be a great concert and asked everyone to encourage others to attend.
- Dr. Blansett stated the Suicide Prevention Program was well attended with about 500 guests. It included our students, community colleges, people from the community, and local high schools. It was a good message for everyone to hear.
- President LaForge wants a report in two days of who is living in the trailers at the RV Park on campus and what they are paying.
- Dr. Tabb distributed the agenda for IHL's Human Resources Staff Conference that will be held on Delta State's campus on September 24<sup>th</sup>.

**INFORMATIONAL/CALENDAR ITEMS:**

- An Evening with Clint Black, September 11<sup>th</sup>, 7:30 p.m., BPAC
- IHL's Human Resources Staff Conference, September 24<sup>th</sup>, 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

**NEXT MEETING:**

- Next Cabinet Meeting – September 15, 2014 at 1:30 p.m.
- Next Cabinet Meeting Topic – Recap of Cabinet Advance (President LaForge)

**Adjournment:** The meeting adjourned at 4:00 pm.