

DELTA STATE UNIVERSITY

PRESIDENT'S CABINET

Minutes

Meeting date: January 29, 2019

Members in attendance: President William LaForge, Dr. Vernell Bennett, Dr. Severine Groh
Mr. Mike Kinnison, Dr. Charles McAdams, Dr. Billy Moore, Mr. Rick Munroe,
Dr. Christy Riddle, Dr. Michelle Roberts, and Mr. Jamie Rutledge
(recorder – Ms. Claire Cole)

Members not in attendance: Mr. Charlie King

Guests: Ms. Arlene Sanders, Chair, Diversity Committee

Call to Order: A regular meeting of the President's Cabinet was held in the President's Conference Room on January 29, 2019. The meeting convened at 10:00 a.m. with President LaForge presiding.

APPROVAL OF THE MINUTES

On motion by Mr. Rutledge and seconded by Dr. Moore, all Cabinet Members present and participating voted unanimously to approve the Minutes of the Cabinet Meeting held on January 22, 2019.

GENERAL OVERVIEW

- President LaForge informed Cabinet members of the passing of Delta State retiree from the CIS Department Ms. Mary Robbins, as well as the passing of Mr. Billy Tabb, husband of Associate Vice President Emeritus of Finance and Administration Dr. Myrtis Tabb.
- President LaForge gave an overview of the activities and events from last week. He had a dinner with Mr. Scott Coopwood as part of his community outreach. The BPAC presented the Beach Boys to a sold out crowd. The Administrative Staff Council hosted their annual Employee of the Month Luncheon and birthday celebration for Dr. James Robinson. Delta State hosted a memorial service for Dr. Adam Johanson and his family last Friday. President LaForge met with Mayor Billy Nowell, Mr. Craig Ray, Director of Visit Mississippi, and others to discuss a Music Association Conference being held in Cleveland in 2020. President LaForge stated this would be an interesting opportunity for Cleveland, and it would be great for the economy as 400-600 people are expected to attend. The group will reconvene in March for a planning session to prepare a proposal. President LaForge will keep Cabinet members apprised of the progress. President LaForge and Mr. Munroe attended the Senate Appropriations Hearing yesterday in Jackson. He distributed to Cabinet members copies of the presentation Commissioner Al Rankins used during his remarks to the Senate. The IHL system is requesting \$746,451,320 for FY20, and this request includes the increase for PERS and Health Insurance. If the university receives flat funding, hard decisions will have to be made during the budget process and tuition could increase.
- Mr. Kinnison gave an update on Athletics. Athletics is approaching a busy time of the year with multiple teams competing. The men's basketball team stands 1-1 for their last two games, and the women's team stands 2-0 for their last two games. Both teams will be on the road this week to play

Auburn University at Montgomery and University of Alabama in Huntsville. The baseball team's season opens this weekend with a series against East Central University. Games are Friday at 3:00 p.m. and Saturday at 12:00 p.m. and 3:30 p.m. The softball team travels to Gulf Shores, AL this weekend for the Gulf Shores Invitational for a five game series to open their season. Swimming and diving teams have a short break until the end of February, which is when they compete in the championships. Mr. Kinnison and Ms. Dana George attended the NCAA Convention last week. Mr. Kinnison stated it was a great time for professional development. He informed Cabinet members of the great way Student Athlete Advisory Committee member Mr. Grant Foley represented Delta State at the convention.

- Mr. Rutledge gave an update on facilities projects. He reminded Cabinet members of the ribbon cutting ceremony for the re-opening of Young-Mauldin Cafeteria on Tuesday, February 5 at 2:00 p.m. The Walter Sillers Coliseum project, which includes roofing, HVAC, and a sound system, is on target. A meeting will take place in two weeks to look at roofing samples. The plans for the roofing project for the remainder of campus have been received by the architect and the Bureau of Buildings. Mr. Rutledge hopes to send out bids for this project soon. The HVAC project/wall repair in Broom Hall will begin once the amount of remaining funds from the Walter Sillers Coliseum project is known and can be moved to the HVAC/wall repair project. Three cameras were installed at Hill Apartments last week, and five additional cameras have been ordered. There are 270 active security cameras across campus. Facilities Management is preparing for Spring by planting new bulbs and cleaning the campus.
- President LaForge shared with Cabinet Members some of the meetings and events planned for the week. On Wednesday, President LaForge and Mr. Munroe will attend the House of Representatives Budget Hearing in Jackson. The Child Safety Summit occurs on Thursday. President LaForge stated this will be a wonderful conference that will cover a multitude of issues regarding missing and exploited children. The DMI All Stars are hosting a fundraiser at GRAMMY Museum® Mississippi on Thursday evening to support their participation in the 10th Annual Mississippi Night at GRAMMY Museum at L.A. Live during GRAMMY Week. On Friday, President LaForge will attend Ms. Nora Miller's inauguration as President of the Mississippi University for Women.

CABINET TOPIC

Diversity Committee report President LaForge

President LaForge introduced Ms. Arlene Sanders, Chair of the Diversity Committee, and asked her to update Cabinet Members on the accomplishments of the Diversity Committee and their upcoming plans. Ms. Sanders explained the Diversity Committee continues to further their commitment of diversity and helping Delta State students to develop an interest in cultural events. The Diversity Committee has been busy and has collaborated with different groups across campus including QEP, International Faculty Association, Winning the Race Conference, and Fulbright. This year, the Diversity Committee presented programs celebrating Hispanic culture, LGBTQ History month, and bringing aware to social justice and multicultural communications in the workplace. Programs afford students, faculty, staff, and the community opportunities to engage in discussions about diversity issues, and they promote the importance of understanding the impact of diversity in our schools and communities. Ms. Sanders informed Cabinet Members the Diversity Committee plans to work with the Art Department in helping Ruleville Middle School with an Art Literacy Project the remainder of January, and February will bring two events for Black History Month — Catfish Dreams and She-roles. President LaForge recommended to Ms. Sanders an annual Martin Luther King Day celebration for the campus.

BUSINESS

Action

Faculty Promotion – Library Services policy (revised – first reading)Dr. McAdams

On the recommendation of Academic Council, Dr. McAdams presented to Cabinet members for a first reading the revised Faculty Promotion – Library Services policy. Faculty members are now required to submit an e-portfolio for their Promotion and Tenure applications. All new faculty members, as of August 2018, are required to submit an e-portfolio for their second- and fourth-year reviews and tenure and promotion applications. All faculty are encouraged to begin using an e-portfolio at their earliest convenience for pre-tenure reviews and Promotion or Tenure applications. All faculty are required to submit an e-portfolio for their second- and fourth-year reviews and tenure and promotion applications beginning in fall 2020.

Motion: Moved by Dr. McAdams to approve the revised Faculty Promotion – Library Services policy for a first reading and seconded by Mr. Rutledge. The motion was approved.

Faculty Rights and Responsibilities policy (revised – first reading)Dr. McAdams

On the recommendation of Academic Council, Dr. McAdams presented to Cabinet for a first reading the revised Faculty Rights and Responsibilities policy. An addition was made to the “Expectations of Faculty” section of the policy stating faculty members must submit all midterm grades for all classes. This change was made at the request of Faculty Senate.

Motion: Moved by Dr. McAdams to approve the revised Faculty Rights and Responsibilities policy for a first reading and seconded by Dr. Groh. The motion was approved.

Freedom of Speech and Assembly policy (new – first reading)..... Mr. Rutledge

Mr. Rutledge brought to Cabinet the Freedom of Speech and Assembly policy for a first reading. Due to public speech issues occurring system wide, IHL Commissioner Al Rankins has asked each university to review their respective free speech policies and update them, if needed. Mr. Rutledge tasked Ms. Lisa Giger to update Delta State’s policy. The freedom of speech policy from Mississippi State University was used as a guide for our policy. Dr. McAdams suggested adding “classroom instruction” to section A under the “Relocation of Expressive Activities” section of the policy. President LaForge requested Dr. Groh and Dr. Riddle to poll their constituencies on this policy and to bring any recommendations to the February 11 Cabinet meeting, which is when the policy will be revisited.

Motion: Moved by Mr. Rutledge to approve the Freedom of Speech and Assembly policy for a first reading and seconded by Dr. Roberts. The motion was approved.

Hiring Requests Cabinet Members

In response to the Cabinet’s decision that all requests to search for and fill vacant positions will be considered on a case-by-case basis by the Cabinet, Dr. McAdams and Mr. Rutledge brought to Cabinet positions for consideration. The positions presented do not impact the salary savings identified previously to address the budget shortfall.

Academic Affairs Faculty Request

Dr. McAdams presented to Cabinet members the request to hire an Assistant Professor of Art in Animation. The faculty position in Art will be vacated this semester, and revisions will be made to the position to reflect a new concentration and student interest in animation. Also, Dr. McAdams reported he

approved the hiring of an additional Substitute Teacher for the Child Development Center. This was previously approved at a prior meeting.

Motion: Moved by Dr. McAdams to approve the searching and hiring of an Assistant Professor of Art in Animation and seconded by Dr. Groh. The motion was approved.

Academic Affairs Staff Request

Dr. McAdams presented to Cabinet members the request to hire a full-time Library Technology Associate. This staff position provides integral support for our integrated library system, website updates, government documents processing, proxy server maintenance, electronic databases, system reports, and technical support for all library departments.

Motion: Moved by Dr. McAdams to approve the searching and hiring of a Library Technology Associate and seconded by Dr. Groh. The motion was approved.

Finance and Administration Request

Mr. Rutledge presented to Cabinet members the request to hire an Accounts Payable Analyst.

Motion: Moved by Mr. Rutledge to approve the searching and hiring of an Accounts Payable Analyst and seconded by Dr. McAdams. The motion was approved.

Discussion

Deferred Recruitment for GreeksDr. Bennett

Dr. Bennett brought up a discussion about deferred recruitment for the Greek System. A deferred recruitment for the Greek system was suggested by a faculty member as a way to help students stay focused on academics their first semester in college and to retain the students to the next semester. Dr. Bennett shared some information on recruitment and the Greek system with Cabinet members. On Delta State’s campus, the National Panhellenic Council conducts recruitment prior to the start of the fall semester and the Interfraternity Council conducts recruitment during the second week of school. The National Pan-Hellenic Council has to have approval by their respective national boards to conduct intake. Approximately 35% of Delta State students are Greek, and Greek students graduate at a 20% higher rate. A deferred recruitment for the Greek system raises the question about the time students allocate to other organizations, such as religious organizations and sports teams. Dr. Groh would like to discuss this idea with Faculty Senate, but she would like some additional information from Dr. Bennett including statistics on first-time, full-time freshmen who joined a Greek chapter, was retained, and later graduated from Delta State. Dr. McAdams reminded Cabinet members this discussion is not about the value of the Greek system; rather, it is about helping students be successful in the classroom.

Delta State’s Elevator SpeechMr. Munroe

Mr. Munroe presented to Cabinet members for review a revised version of the Delta State’s elevator speech. He asked Cabinet members to provide him with feedback about the information included. Dr. McAdams offered to send to Mr. Munroe the list of signature programs, developed by the Deans, for inclusion in the elevator speech.

Spring Success Online Giving DayMr. Munroe

Mr. Munroe shared with Cabinet members a new, online giving day program for the spring. The “Spring Success” Online Giving Day, which is scheduled for March 20, will allow any faculty member, staff member,

or student to submit a one-page proposal for funding to the Foundation for any project as long as it has a positive impact on the university. Three projects will be chosen for funding by a committee comprised of University Advancement staff, Communications and Marketing staff, as well as other faculty and staff members. The Foundation will help the three projects raise up to \$5,000 for their individual projects, and the winner of the online giving day will be given an additional \$1,000. If any one project raises over \$5,000, the additional funds will be put into the general scholarship fund. Proposals must be submitted by February 8, and the winners will be announced on February 11. The Foundation will meet with the chosen project teams to discuss additional details.

Additional information

- President LaForge asked Cabinet members to share personnel updates in their areas. Dr. Riddle informed Cabinet members the Student Athlete Support Services program hasn't received their funding because their funding agency hasn't received the funds from another agency. Interim funds have been offered that will allow three employees to continue through at least December 2019.
- The Pittman gift press release has reached 15,000 people. News stations in the Jackson area, Myrtle Beach area, and local areas have shared the article. The *Chronicle of Philanthropy* and the Associated Press have picked up the article.
- The South Central Alumni Meeting is scheduled for Tuesday, February 5 in Brookhaven, MS.
- Dr. Bennett announced a surprise retirement reception for Dr. Debbie Heslep on Wednesday at 1:30 p.m. in the Leroy E. Morganti Atrium of Kent Wyatt Hall.

INFORMATIONAL/CALENDAR ITEMS:

- Child Safety Summit: Understanding Child Trafficking, Exploitation, & Abuse, January 31
- Kinky Boots, February 5, 7:30 p.m., BPAC
- SGA's Student Lunch with Legislators, February 13, 11:30 a.m., Jackson, MS
- Sarah McLachlan, February 19, 8:00 p.m., BPAC
- Wizard of Oz, February 26, 7:30 p.m., BPAC

NEXT MEETING:

- Next Cabinet Meeting – Monday, February 4, at 1:30 p.m.
- Next Cabinet Meeting Topic – Report from the Task Force on Summer Enrollment (Dr. McAdams)

Adjournment: The meeting adjourned at 11:42 a.m.