

# DELTA STATE UNIVERSITY

## PRESIDENT'S CABINET

### *Minutes*

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**Meeting date: July 2, 2018**

**Members in attendance:** President William LaForge, Dr. Vernell Bennett, Dr. Severine Groh, Mr. Charlie King, Mr. Ronnie Mayers, Dr. Billy Moore, Mr. Rick Munroe, Dr. Christy Riddle, Dr. Michelle Roberts, and Mr. Jamie Rutledge (Ms. Claire Cole – recorder)

**Members not in attendance:** Dr. Charles McAdams

**Call to Order:** A regular meeting of the President's Cabinet was held in the President's Conference Room on July 2, 2018. The meeting convened at 1:30 p.m. with President LaForge presiding.

#### **APPROVAL OF THE MINUTES**

On motion by Mr. Rutledge and seconded by Mr. King, all Cabinet Members present and participating voted unanimously to approve the Minutes of the Cabinet Meeting held on June 25, 2018.

#### **GENERAL OVERVIEW**

- President LaForge welcomed Mr. Munroe on his first official day as Vice President for University Advancement and External Relations.
- Last week, President LaForge met with Mr. Neal Holcomb and Dr. Kent Wyatt for campaign update meetings. Mr. Holcomb serves as the head of one of the foundations that provides bingo money to Delta State. This organization has supported Delta State immensely over the years. Dr. Wyatt remains an ambassador for the community, and he appreciated the update on the campaign and other campus projects.
- Dr. Bennett has received great feedback from Orientation Session II. She stated the new, streamlined process has worked well.
- Mr. Mayers gave an update on Athletics. The Baseball All Skills Camp will be hosted on campus next week. Basketball camps are coming up in the next few weeks. Athletics is working with University Advancement and External Relations to jumpstart the Statesmen Club fundraiser, and Athletics recently closed an advertising deal with Wendy's Restaurant. Mr. Mayers stated he has an open position in Athletics for an Assistant Coach in baseball.
- Mr. Rutledge gave an update on Facilities Management projects. Zeigel Hall will be turned over to the university by the end of this week in order to begin the move-in process. Statesmen Boulevard remains on schedule and has had additional asphalt poured. Mr. Rutledge believes the project will be finished by the first of August. Young-Mauldin Cafeteria will be finished by the end of August, and students will be served from there after the Labor Day holiday.
- President LaForge announced Summer Session II began today.
- President LaForge, along with his vice presidents, attended the Bolivar County Board of Supervisors' meeting this morning. President LaForge provided the Supervisors with a university update.

- President LaForge gave an overview of the week. He will give a university update to the Cleveland Board of Aldermen tonight. The Fourth of July holiday is Wednesday. President LaForge will travel to Oxford on Thursday to meet with Mr. Jack Nichols, financial planner and lawyer of the Creekmore family.
- President LaForge reminded Cabinet Members there will not be a Cabinet meeting on Monday, July 9; however, Mr. Rutledge has scheduled a tour of Zeigel Hall for Cabinet Members at 2:00 p.m. that day.

**CABINET TOPIC**

None

**BUSINESS**

**Action**

**Awards - Staff policy (revised - first reading) .....Dr. Bennett**

Dr. Bennett brought to Cabinet the revised Awards - Staff policy for a first reading. This policy details the protocols for choosing a recipient of the H.L. Nowell Outstanding Support Staff Award. Two major revisions were made to the policy: 1) the award committee will have representation from service maintenance personnel, and 2) the nominee must be approved by their direct supervisor and vice president.

**Motion:** Moved by Dr. Bennett to approve the revised Awards - Staff policy for a first reading and seconded by Mr. Rutledge. The motion was approved.

**Priorities for Bond funding for FY19..... Mr. Rutledge**

Mr. Rutledge brought to Cabinet the proposed priority listing for Bond funding for FY19. Delta State University will receive \$5 million in bond funding, with \$2.5 million allocated to Walter-Sillers renovations and repairs and \$2.5 million for general renovations and repairs. The total priority needs for Walter-Sillers is \$1.75 million to replace the roof, upgrade and replace the HVAC controls, and make repairs to the exterior walls. The remaining \$750,000 will be transferred to the general renovations and repairs budget, creating a new total of \$3.25 million for these items. The general renovations and repairs funding will focus on replacing roofs across campus, updating HVAC controls, upgrading the HVAC system, and making Aquatics Center repairs. The buildings to receive updates were submitted through the budget process and advised by Facilities Management. The buildings to receive a new roof are: Fielding L. Wright Art Center, Hugh Cam Smith, Jr. Facilities Management building, Scott Hall, Robert E. Smith School of Nursing building, Henry L. Whitfield Hall, Ward Hall, Cain-Tatum Hall, Fugler-Hammett Hall, and Lawler-Harkins Hall. The buildings to receive updated HVAC controls are: H.L. Nowell Student Union, Chadwick-Dickson Intercollegiate Athletic Building, James E. Ewing Hall, Lawler-Harkins Hall, and Fielding L. Wright Art Center. The Aquatics Center renovations will consist of re-plastering the pool and making roofing repairs. Mr. Rutledge stated Delta State would receive the bond funding in November or December as the bonds won't be sold until October.

**Motion:** Moved by Mr. Rutledge to approve the priority listing for Bond funding for FY19 and seconded by Mr. Mayers.

**Motion:** Moved by Dr. Moore to table action on the priority listing for bond funding for FY19 until the next meeting for further discussion and seconded by Dr. Groh. The motion was approved.

**Discussion**

**Golf Course proposals ..... Mr. Rutledge**

Mr. Rutledge informed Cabinet Members proposals have been received for the development of the Golf Course. Delta State will go into discussions with potential vendors with regards to the proposals to iron out any issues. Prior to any acceptance of a proposal, IHL requires a feasibility study to be completed and paid for by the vendor. Mr. Rutledge stated IHL will release an RFQ in order to find a firm to conduct the feasibility study. The firm will be chosen by President LaForge and the IHL Commissioner, Dr. Al Rankins. President LaForge stated the university is still in the early planning process of this project, and additional information will be shared in the coming months.

**President’s Home ..... Mr. Rutledge**

Mr. Rutledge informed Cabinet Members that the ground lease for the President’s home has not been approved yet due to unforeseen issues needing to be ironed out. The project will be presented for approval at the August IHL Board meeting. Mr. Rutledge is hoping to break ground on September 1, and the project will likely be completed in 14-16 months.

**Cabinet Advance ..... Dr. Roberts**

Dr. Roberts gave Cabinet Members an overview of the Cabinet Advance scheduled for Tuesday, July 10 and Wednesday, July 11. The Cabinet Advance will be held at the Jacks Barnhouse, and directions to the facility will be emailed to Cabinet Members next Monday. A continental breakfast and lunch will be served on site each day at 8:30 a.m. and 12:00 p.m. respectively. The discussions each day will begin promptly at 9:00 a.m. Discussion topics include the campus master plan, a 360 review of University Advancement and External Relations, Visioning Principles, and an open forum to discuss structure and organization, barriers to progress, and issues for the year. President LaForge stated a new Appendix II will be created following the Cabinet Advance in order to keep Cabinet Members accountable for respective tasks.

**Additional information:**

- Dr. Riddle announced that Mr. Craig Clemons was chosen as the June Employee of the Month.
- Dr. Riddle confirmed plans for the Student Success Center to host eight students for the China Summer Camp from July 16-29.
- Dr. Roberts announced the President’s Office will have a vacancy after this Thursday due to the fact that Ms. Joyce Hackler has resigned her role as Administrative Secretary. Dr. Roberts asked Cabinet Members to wish her well before her last day.
- Mr. Munroe is working with Mr. Judson Thigpen on an economic study for Cleveland, as the last one was completed in 2005. Also, he announced a vacancy in the Director of Annual Giving position.
- Mr. Rutledge stated that four IHL universities were affected by unauthorized adjustments made to the universities’ financial statements by auditors. The unauthorized adjustments lessened the number of days of cash at each university. The adjustment lessened Delta State’s cash days by twenty. Mr. Rutledge stated IHL has new auditors this year, and he is hopeful the adjustment can be reversed.
- President LaForge announced that Dr. Al Rankins began his role as the IHL Commissioner today.

**INFORMATIONAL/CALENDAR ITEMS:**

- Summer Session II, July 2 – August 2
- Fourth of July Holiday, July 4
- Cabinet tour of Zeigel Hall, July 9, 2:00 p.m.
- Cabinet Advance, July 10-11, Jacks Barnhouse
- Orientation Session III, July 16

**NEXT MEETING:**

- Next Cabinet Meeting – Monday, July 16 at 1:30 p.m.
- Next Cabinet Meeting Topic – Data/Information Needs (Dr. McAdams)

**Adjournment:** The meeting adjourned at 2:23 p.m.