

# DELTA STATE UNIVERSITY

## PRESIDENT'S CABINET

### *Minutes*

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**Meeting date: June 12, 2017**

**Members in attendance:** President William LaForge, Dr. Leslie Griffin, Mr. Patrick Hundley, Dr. Chris Jurgenson, Mr. Ronnie Mayers, Dr. Charles McAdams, Dr. Michelle Roberts, and Ms. Christie Rocconi (Ms. Claire Cole – recorder)

**Members not in attendance:** Dr. Vernell Bennett, Ms. Allie Rose Parker, and Mr. Jamie Rutledge

**Guests:** Dr. George Beals, President Elect, Faculty Senate

**Call to Order:** A regular meeting of the President's Cabinet was held in the President's Conference Room on June 12, 2017. The meeting convened at 1:30 p.m. with President LaForge presiding.

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

On motion by Dr. Jurgenson, seconded by Dr. Griffin, all Cabinet Members present and participating voted unanimously to approve the Minutes of the Cabinet Meeting held on May 31, 2017.

#### **GENERAL OVERVIEW**

- President LaForge attended the Gulf South Conference Annual meeting a few weeks ago, where he began his second year as president of the GSC. He stated the meeting went very well, and the Conference was able to conduct business on several important topics including a performance evaluation of its Commissioner, Mr. Matt Wilson. President LaForge said Mr. Wilson does an excellent job for the GSC, and stated he has the conference on a path to excellence. The conference renewed Commissioner Wilson's contract for another three years and also gave him a raise. Also at the annual meeting, five stellar athletes were inducted into the Hall of Fame including Delta State alumnae Amy Carroll-Denley. Ms. Carroll-Denley was a basketball player from 1989 - 1992. Mr. Tyler Sullivan was recognized as a member of the 2016-2017 GSC "Top Ten" class.
- In Dr. Bennett's absence, President LaForge gave an update on the three Orientation sessions occurring over the last few weeks. All sessions have been successful, but attendance has dropped since last year. President LaForge stated orientation is not required for new students and feels this might be the reason for the decrease in attendance.
- The Mississippi Institute of Arts and Letters (MIAL) held their annual meeting at Delta State last week, and Mrs. LaForge, as incoming President of MIAL, organized the event. President LaForge stated it was a success, and the dinner had an overflow crowd in Kent Wyatt Hall. President LaForge shared with Cabinet members a letter from the Executive Secretary of MIAL expressing their gratitude to Delta State for hosting the event.
- President LaForge and other Delta State officials visited with Baxter officials last week in order to renew the working relationship with the two entities, especially with regards to internships. President LaForge stated the meeting went very well, and all attendees are eager to revamp the partnership.
- President LaForge welcomed the 2017 Delta Corps class of TFA last week during their induction event.

- President LaForge attended a “meet and greet” event with the Delta State Police Department last week, which gave him an opportunity to meet all the officers.
- The Cleveland Music Foundation held their monthly meeting last week. The Museum is experiencing personnel changes as the Visitors’ Experience Coordinator and the External Affairs Manager have resigned. The Museum is still experiencing great success with the number of visitors as well as facility rentals.
- President LaForge met last week with a concerned community member about the golf course closure. President LaForge shared with the person all of the facts surrounding the closure.
- President LaForge attended the opening reception of the “Home and Away: On the Road with Marie Hull” exhibit last week at Wright Arty Gallery. While at the reception, President LaForge was interviewed by *Mississippi Roads* regarding the importance and significance of the exhibit.
- The Cleveland-Bolivar County Chamber of Commerce hosted a reception at The Warehouse last Thursday for TFA’s 2017 Delta Corps. The event was very well attended by community members.
- President and Mrs. LaForge attended a Delta Council reception honoring The Honorable Sonny Perdue and Ms. Kim Pillow last Thursday prior to the Delta Council Annual meeting on Friday.
- President LaForge gave the university welcome at the Delta Council Annual meeting last week. The event went very well, and President LaForge expressed his appreciation for all Delta State employees who helped make it a grand event.
- President and Mrs. LaForge attended the Relay for Life event on Friday to honor Dr. Lucy Janoush.
- President and Mrs. LaForge attended “The Big Night Dinner” as a part of the Delta Soul Celebrity Golf and Charity Event for Steve Azar’s St. Cecilia Foundation. President LaForge said it was a great event and several Delta State alumni were in attendance.
- Mr. Hundley announced that the Mississippi in the Park event was held in Atlanta over the weekend. He stated there was a large crowd, and Mr. Jeffrey Farris represented Delta State.
- Mr. Mayers gave an overview of the Women’s Basketball Hall of Fame Awards Ceremony where the 1975-1977 Lady Statesmen Basketball teams were awarded the Trailblazer Award. Four members of the team were in attendance. This is only the fourth time the award has been given. The Trailblazer Award has a permanent display inside the Women’s Basketball Hall of Fame in Knoxville, TN. Mr. Mayers plans to begin preparations for a reunion of Coach Margaret Wade’s national championship teams and Coach Lloyd Clarks’ championship teams.
- TFA Registration Day was last Sunday. President LaForge stated approximately 280-300 TFA corps members and teachers arrived on campus last week for five weeks of training. Upon completion of training, corps members will begin teaching in the Mississippi Delta, Appalachia, Louisiana Delta, Arkansas Delta, and other regional areas.
- Mr. Mayers gave an update on Athletics. The Athletics Department has been without air conditioning for two weeks. The parts needed to fix the system have been ordered. Mr. Mayers has moved his staff to others parts of campus during this time.
- President LaForge gave an overview of the upcoming week. Transfer Orientation II is tomorrow. President LaForge travels to Jackson on Wednesday for an IEO meeting and the IHL Board meeting on Thursday.
- The Mississippi Society of Washington, D.C.’s annual Mississippi on the Mall event is Saturday, June 17. Mr. Hundley said Delta State would be represented by Assistant Alumni Director Ms. Melissa Love.

**CABINET TOPIC**

**None**

**BUSINESS**

**Action**

**Hiring Requests .....Dr. McAdams**

In response to the Cabinet’s decision that only those vacant positions deemed essential to university operations will be filled, and that requests to fill these essential positions be considered on a case-by-case basis by the Cabinet, Dr. McAdams brought to Cabinet several positions for consideration. The positions presented do not impact the salary savings identified previously to offset the mid-year budget cuts.

**Academic Affairs Requests**

The Speech and Hearing Sciences Department requests to search for and hire a secretary for FY17 due to a transfer to a new department. The Division of Teacher Education, Leadership, and Research requests to search for and hire a tenure-track Assistant Professor for FY18. This position is open due to a resignation.

**Motion:** Moved by Dr. McAdams to approve the searching and hiring of a Secretary for the Speech and Hearing Sciences Department and a tenure-track Assistant Professor for the Division of Teacher Education, Leadership, and Research and seconded by Dr. Jurgenson. **The motion was approved.**

**IHL’s Appendix 9c: Program Deletion .....Dr. McAdams**

Dr. McAdams brought to Cabinet IHL’s Appendix 9c: Modifications to Existing Program Proposal (Suspension or Deletion) for the Political Science program. The degree has been under academic productivity review for three years due to low enrollment. IHL has asked Chief Academic Officers to find different alternatives for programs under productivity review rather than creating a plan to increase enrollment. The Political Science department decided to create a new concentration in Global Studies for the Bachelor of Science in Social Science degree and to delete the Bachelor of Art in Political Science degree. The Division of Social Science and History believes this will be a better fit for the students interested in Political Science. For the students currently in the Political Science program, the teach out program will be offered. Other students will be encouraged to switch to the new Global Studies concentration. The creation of a new concentration doesn’t require IHL or Cabinet approval; however, a new concentration requires Academic Council approval and it has been approved.

**Motion:** Moved by Dr. McAdams to approve the deletion of the Bachelor of Art in Political Science degree and seconded by Dr. Jurgenson. **The motion was approved.**

**2017-18 Course Fees .....Dr. McAdams**

In Mr. Rutledge’s absence, Dr. McAdams brought to Cabinet the 2017-18 Course Fees for review. He explained most fees are increasing, but a few are deletions, decreases, or new fees. Delta State’s course fees remain low in price compared to other IHL universities. Once approved by Cabinet, these fees will be submitted to IHL. In addition to the course fees, Mr. Rutledge is seeking approval to increase the activity card fee for on campus facilities. For current employees, the rate is \$35 for a single user and \$50 for a family. The proposed new rate is \$50 for a single user and \$75 for a family. The activity card fee was tabled until the next meeting due to needing additional information.

**Motion:** Moved by Dr. McAdams to approve the 2017-18 Course Fees and seconded by Dr. Griffin. **The motion was approved.**

**Dixie Boys Tournament..... Dr. Roberts**

Dr. Roberts brought to Cabinet a request from the City of Cleveland asking for assistance with setup needs for the seven and eight year old Dixie Boys AA Coach Pitch/Machine Pitch World Series, which will be hosted at Bear Pen Park in Cleveland on July 28 through August 2. Setup needs include labor, tents, tables, and chairs. The City of Cleveland has requested to have their opening ceremony at Ferriss Field, and the City is working with Coach Kinnison on the request. When Delta State changed its fee structure several years ago, it was decided not to charge the City of Cleveland or the Cleveland-Bolivar County Chamber of Commerce more most events due to the amount of assistance they provide Delta State.

**Motion:** Moved by Dr. Roberts to approve the City of Cleveland’s request to use Delta State’s equipment and labor for the Dixie Boys AA Coach Pitch/Machine Pitch World Series and seconded by Mr. Mayers. **The motion was approved.**

**Discussion**

**Staffing Changes..... Mr. Hundley**

Mr. Hundley informed Cabinet Members of staffing changes made in the Alumni-Foundation Office. In order to better utilize the skills of the Administrative Secretary for the Foundation Office, Mr. Hundley added new duties to that position, increased the salary, and changed the title to Research and Administrative Secretary. The Campaign and Research Coordinator has been working as a 75% employee supporting fundraising and development efforts. Mr. Hundley brought this employee to 100% in order for the Alumni-Foundation Office to benefit from the expertise this employee has in event management going forward with the Capital Campaign. The Chief Financial Officer for the Alumni-Foundation was working as an 85% employee. Mr. Hundley has asked the CFO to return to 100% to begin preparations for the influx of gifts and investments from the Capital Campaign. The Campaign and Research Coordinator and Chief Financial Officer will receive increased salaries to reflect their full-time status. Mr. Hundley and the Alumni-Foundation staff have identified areas that can be reduced to achieve the additional \$25,579 necessary for salary increases. All changes are effective July 1, 2017.

**OTHER DISCUSSION:**

- Dr. McAdams informed Cabinet Members of the EAB visit on June 26. EAB will be on campus to discuss several topics of Delta State’s choice. This firm does research on universities similar to their client’s size to see what works best in different areas. For this visit, EAB will focus primarily on transfer enrollment and make recommendations as to how Delta State can increase their efforts. President LaForge encouraged Cabinet Members to attend.
- Dr. Roberts informed Cabinet Members of a small reception occurring prior to the June 19 Cabinet meeting to thank Athletics’ staff for their hard work in hosting two baseball tournaments in two weeks.
- Dr. Roberts informed Cabinet Members there would not be a Cabinet meeting on June 26 or July 3.
- Ms. Christie Rocconi informed Cabinet Members of Staff Council’s effort to raise money for Mr. Michael Kemp as a result of his recent house fire. If anyone would like to give a donation, please give the money to Ms. Rocconi or Ms. Julie Jackson.

**INFORMATIONAL/CALENDAR ITEMS:**

- Transfer Orientation II, June 13
- Legislative Facilities Tour, June 19, 3:00 pm, President’s Conference Room
- EAB presentation, “Creating a Path to Increased Transfer Enrollment,” June 26, 1:00 am-4:00 pm, Simmons Room

- Mayors' Summit, July 12, Simmons Room
- Cabinet Advance (FY18 Cabinet Members), July 25-26, Sanders Studio

**NEXT MEETING:**

- Next Cabinet Meeting – Monday, June 19 at 1:30 p.m.
- Next Cabinet Meeting Topic – TBD

**Adjournment:** The meeting adjourned at 2:31 p.m.