

DELTA STATE UNIVERSITY

PRESIDENT’S CABINET

Minutes

Meeting date: May 5, 2025

Members in attendance: Dr. Dan Ennis, Dr. Curtis Coleman, Dr. Edwin Craft, Dr. Nora Gough-Davis, Dr. Leslie Griffin, Dr. Eddie Lovin, Ms. Hayden Kirkhart, Dr. Suzette Matthews, and Ms. Marilyn Read (recorder – Ms. Claire Cole)

Members not in attendance: Mr. Mike Kinnison

Guests: Ms. Dana George, Senior Associate Athletic Director
Ms. Holly Senter, Chair-Elect, Administrative Staff Council

Call to Order: A regular meeting of the President’s Cabinet was held in the President’s Conference Room on May 5, 2025. The meeting convened at 1:30 p.m. with Dr. Ennis presiding.

APPROVAL OF THE MINUTES

On motion by Dr. Lovin and seconded by Dr. Matthews, all Cabinet Members present and participating voted unanimously to approve the Minutes of the Cabinet Meeting held on April 7, 2025.

GENERAL OVERVIEW

- Dr. Ennis gave an overview of the activities and events of the last week.
- Dr. Craft gave an update on Facilities Management projects.
- Mr. Kinnison gave an update on Athletics.
- Ms. Kirkhart gave an update on the Student Government Association.
- Dr. Ennis gave an overview of the week.

CABINET TOPIC

None

BUSINESS

Action

Departmental Transfers of Equipment policy (revised – final reading) Dr. Craft

On behalf of the University Leadership Council, Dr. Craft brought the Departmental Transfers of Equipment policy to Cabinet for a final reading.

Motion: Moved by Dr. Craft to approve the Departmental Transfers of Equipment policy for a final reading and seconded by Dr. Lovin. The motion was approved unanimously.

Equipment Audits policy (revised – final reading)..... Dr. Craft

On behalf of the University Leadership Council, Dr. Craft brought the Equipment Audits policy to Cabinet for a final reading.

Motion: Moved by Dr. Craft to approve the Equipment Audits policy for a final reading and seconded by Dr. Lovin. The motion was approved unanimously.

Summer Work Schedule Dr. Craft

Dr. Craft presented a revised summer work schedule to be approved by Cabinet. Employees will have a flexible work schedule during the summer months, while maintaining a full 40-hour work week and ensuring the continuity of university operations. This change in the summer schedule is designed to enhance work-life balance and employee well-being, without compromising service delivery.

Employees will work nine hours per day, Monday through Thursday, and four hours on Friday, totaling 40 hours per week.

Work Schedule breakdown

- Work Hours:
 - Monday to Thursday, 7:30 a.m. to 5:30 p.m.
 - Friday, 8:00 a.m. to 12:00 p.m.
- Lunch Break, Monday to Thursday, one hour

Employees must work their full 40 hours a week or use vacation/sick time for any hours not worked. Any variation from the standard schedule must receive prior approval from a supervisor or manager. Managers retain the authority to adjust individual schedules as needed to accommodate events, service requirements, or other operational needs. Managers are required to communicate schedule changes with the appropriate vice president who have overarching authority to adjust schedules as needed to provide continuity of campus operations.

The summer work schedule begins on Monday, May 19. The holiday scheduled for July 4 will be on Thursday, July 3 beginning at 12:00 p.m. The summer work schedule concludes on Friday, August 1.

Motion: Moved by Dr. Craft to approve the summer work schedule and seconded by Dr. Matthews. The motion was approved.

Delta State Presentation at Delta State hosted IHL Board Meeting Dr. Ennis

Dr. Ennis shared with Cabinet members Delta State University will host the Board of Trustees of the Mississippi's Institutions of Higher Learning for their June meeting on June 18 and 19. During the Board meeting, Dr. Ennis will make a presentation about Delta State University. The presentation should speak to the mission of Delta State University and highlight at least one student, faculty member and administrator who represent excellence at our university. Additionally, Dr. Ennis can share information about teaching, research, and service, updates on facilities, athletics, and any other pertinent information that Delta State believes will help the public obtain a better understanding of the university. Dr. Ennis will require assistance from Cabinet members to complete the presentation and add pertinent information.

Delta State University Flag Redesign Dr. Lovin

Dr. Lovin shared with Cabinet members the official university flag redesign. The new flag will contain three vertical fields consisting of green (PMS 349) panels on the left and right with a central white panel. The

Delta State University seal will be in the center of the central white panel.

Motion: Moved by Dr. Lovin to approve the redesign of the Delta State University flag and seconded by Dr. Matthews. The motion was passed unanimously.

Discussion

Data from Free Tuition Conversations..... Dr. Coleman

Dr. Coleman shared with Cabinet members a new scholarship opportunity that was released by the university, and it is available as a last dollar scholarship for first-time freshmen students from Mississippi that are PELL eligible. Dr. Coleman has spoken to news outlets in Greenville and Jackson about the scholarship, and he has an opportunity to speak with SuperTalk radio. The announcement of the scholarship got two hundred bites from email, and sixty students from the two hundred have applied to the university. Of the sixty students, forty-eight are awaiting decisions on their applications. The scholarship announcement on social media received 30,000 views and 1,300 clicks.

Enrollment UpdateMs. Cash

Dr. Coleman shared with Cabinet members an update on enrollment. The enrollment numbers have increased in each category. A goal for Dr. Coleman is to merge confirmed students with registered for Takin' Care of Business students. The Office of Admissions staff is in their peak season of recruitment, and campus tours are increasing in number. Dr. Coleman announced he has three open positions, and they are looking for team members with high energy that align with the new vision of the Office of Admissions.

Budget Update Dr. Craft

Dr. Craft gave an update on the university budget. Departmental budgets close on May 15, and the accounting staff are monitoring the spending of budgets closely. The Annual Operating Budget for FY26 is due to IHL on May 30. Dr. Craft needs to meet with the vice presidents to finalize each of their areas of the budget.

INFORMATIONAL/CALENDAR ITEMS:

- International Student Graduation Dinner, May 6, 6:00 p.m., President's Home
- Town Hall Meeting, May 7, 3:00 p.m., Jacob Conference Center
- Student Hall of Fame Induction Banquet, May 8, 7:00 p.m., Ferguson State Room
- Commencement Ceremonies, May 9, 10:00 a.m. and 2:00 p.m., Walter Sillers Coliseum
- Greater Jackson Area Alumni Happy Hour, May 15
- Starkville/Golden Triangle Area Alumni Happy Hour, May 22
- Mississippi on the Mall (Washington, D.C.), May 31
- Leflore County Alumni Happy Hour, June 5
- Hattiesburg Alumni Happy Hour, June 11
- Gulf Coast Alumni Happy Hour, June 12
- Desoto County Alumni Happy Hour, June 19
- Night of Champions, August 8
- Pig Pickin' Weekend, September 5-6
- Foundation Scholarship Reception, October 16
- Foundation Board of Directors Meeting, October 17
- DSU 40 Under 40, October 17
- Delta State Homecoming, October 18

NEXT MEETING:

- Next Cabinet Meeting – Monday, June 2, 2025, at 1:30 p.m.
- Next Cabinet Meeting Topic – TBD

Adjournment: The meeting adjourned at 3:00 p.m.