

DELTA STATE UNIVERSITY

UNIVERSITY LEADERSHIP COUNCIL

Minutes

Meeting date: February 18, 2025

Members in attendance: Dr. Dan Ennis, Dr. Eddie Lovin, Ms. Arlene Cash, Ms. Tameka Curry-Bryant, Dr. Edwin Craft, Dr. Tomeka Harbin, Ms. Tijuana Harris, Mr. Mike Kinnison, Ms. Hayden Kirkhart, Ms. Sydney Pittman, Dr. Suzette Matthews, Ms. Marilyn Read, and Dr. Christy Riddle (recorder – Ms. Claire Cole)

Members not in attendance: Dr. Vicki Bingham, Dr. Nora Gough-Davis, Dr. Leslie Griffin, Ms. Fawn Ussery, and Dr. Merideth Van Namen

Guests: Dr. Peter Dean, Mr. Jeremy Ricks, and Mr. Mikhail Collins

Call to Order: A regular meeting of the University Leadership Council was held in Room 302A in the H. L. Nowell Union on February 18, 2025. The meeting convened at 1:30 p.m. with Dr. Lovin presiding.

APPROVAL OF THE MINUTES

On motion by Ms. Cash and seconded by Dr. Matthews, all University Leadership Council Members present and participating voted unanimously to approve the Minutes of the University Leadership Council Meeting held on December 2, 2024.

BUSINESS

Action

Accounts Payable policy (revised – first reading) Dr. Craft

Dr. Craft brought the revised Accounts Payable policy to the University Leadership Council for a first reading. The policy was revised to align with current practices.

Motion: Moved by Dr. Craft to approve the revised Accounts Payable policy for a first reading and seconded by Dr. Matthews. The motion was approved.

Agency Accounts policy (revised – first reading) Dr. Craft

Dr. Craft brought the revised Agency Accounts policy to the University Leadership Council for a first reading. Any spending from agency accounts must be made in accordance with the state of Mississippi purchasing laws. Funds may be removed from agency accounts by completing a purchase requisition along with a written request for release.

Motion: Moved by Dr. Craft to approve the revised Agency Accounts policy for a first reading and seconded by Dr. Matthews. The motion was approved.

Budget Transfers policy (revised – first reading) Dr. Craft

Dr. Craft brought the revised Budget Transfers policy to the University Leadership Council for a first reading. The changes to the policy include updates on how accounts are organized and grouped. Budget managers are responsible for spending within the limits of their budgets.

Motion: Moved by Dr. Craft to approve the revised Budget Transfers policy for a first reading and seconded by Dr. Matthews. The motion was approved.

Data Integrity policy (revised – first reading)..... Dr. Craft

Dr. Craft brought the revised Data Integrity policy to the University Leadership Council for a first reading. The changes to the policy were grammatical and stylistic in nature, and no major changes were made.

Motion: Moved by Dr. Craft to approve the revised Data Integrity policy for a first reading and seconded by Ms. Cash. The motion was approved.

Investment policy (revised – first reading) Dr. Craft

Dr. Craft brought the revised Investment policy to the University Leadership Council for a first reading. This policy provides an efficient, ethical, and consistent guideline for the investment of Delta State University's excess funds. In this policy, excess funds are defined as funds not required to maintain adequate bank balances or to repay outstanding financial obligations.

Motion: Moved by Dr. Craft to approve the revised Investment policy for a first reading and seconded by Ms. Cash. The motion was approved.

Meal Allowances policy (revised – first reading)..... Dr. Craft

Dr. Craft brought the revised Meal Allowances policy to the University Leadership Council for a first reading. The Meal Allowances policy provides guidelines for reimbursing employees for meals during their university-related travel. The changes to the policy were made to reflect current legal and State requirements.

Motion: Moved by Dr. Craft to approve the revised Meal Allowances policy for a first reading and seconded by Dr. Matthews. The motion was approved.

Contracts policy (revised – first reading) Dr. Craft

Dr. Craft brought the revised Contracts policy to the University Leadership Council for a first reading. All contracts entered by the University shall receive review by legal counsel to ensure compliance with applicable laws. However, legal counsel may delegate its review to appropriate institutional personnel provided the contract has a value of ten percent or less than the highest authorized levels of aggregate total expenditures authorized, and the contract is a previously approved University template or conforms to previously approved prescribed guidelines. Additionally, all contracts must complete a pre-checklist and post-checklist.

Motion: Moved by Dr. Craft to approve the revised Contracts policy for a first reading and seconded by Dr. Matthews. The motion was approved.

Statement of Student Responsibilities policy (revised – first reading).....Dr. Lovin

Dr. Lovin brought the revised Statement of Student Responsibilities policy to the University Leadership Council for a first reading. The Statement of Student Responsibilities details a student's responsibility to adhere to all applicable Delta State University and Mississippi Institutions of Higher Learning policies,

including but not limited to policies on equal opportunity, non-discrimination, and those surrounding Title IX. This statement clarifies behavioral expectations of students, promoting a sense of community where maturity, personal accountability, and positive regard for the well-being of others frame choices and decision making.

Motion: Moved by Lovin to approve the revised Statement of Student Responsibilities policy for a first reading and seconded by Dr. Matthews. The motion was approved.

Statement of Student Rights policy (revised – first reading).....Dr. Lovin

Dr. Lovin brought the revised Statement of Student Rights policy to the University Leadership Council for a first reading. The Statement of Student Rights details a student’s right to free inquiry and free expression and that it is a fundamental part of fostering a vibrant academic community.

Motion: Moved by Lovin to approve the revised Statement of Student Responsibilities policy for a first reading and seconded by Dr. Matthews. The motion was approved.

Discussion

Presidential Update.....Dr. Ennis

Dr. Ennis provided University Leadership Council members with an update on the legislative cycle and on proposed bills that could affect the Mississippi Institutions of Higher Learning or Delta State University.

NEXT MEETING:

- Next Meeting – Monday, March 3, 2025, at 1:30 p.m.

Adjournment: The meeting adjourned at 2:26 p.m.