

DELTA STATE UNIVERSITY

PRESIDENT'S CABINET

Minutes

Meeting date: April 11, 2022

Members in attendance: President William LaForge, Dr. Vicki Bingham, Mr. Mike Kinnison, Dr. Eddie Lovin, Mr. Rick Munroe, Dr. Andy Novobilski, Mr. Jamie Rutledge, Ms. Nakikke Wallace, Dr. Andrew Wegmann, and Mr. William Young (recorder – Ms. Claire Cole)

Members not in attendance: Dr. Michelle Roberts

Guests: Dr. Joshua Armstrong, President-Elect, Faculty Senate
Ms. Caroline Fletcher, Chair-Elect, Administrative Staff Council
Dr. Leslie Griffin, Representative-Elect, Academic Council
Dr. Beverly Moon, Interim Associate Vice President for Academic Affairs

Call to Order: A regular meeting of the President's Cabinet was held in the President's Conference Room on April 11, 2022. The meeting convened at 1:30 p.m. with President LaForge presiding.

APPROVAL OF THE MINUTES

On motion by Dr. Novobilski and seconded by Mr. Rutledge, all Cabinet Members present and participating voted unanimously to approve the Minutes of the Cabinet Meeting held on April 6, 2022.

GENERAL OVERVIEW

- Cabinet members held a moment of silence to honor the memory of Mr. Bob Bowen, Ms. Alinda Sledge, and Mr. James Whaley.
- President LaForge gave an overview of the activities and events from last week. The Robert E. Smith School of Nursing hosted their Spring Awards Ceremony. Leanne Morgan performed to a sold-out crowd at the BPAC. The Alumni Association Board and the Foundation Board hosted their Spring meetings. A lunch was held for both boards, and President LaForge provided a university update to the group. Go Green Weekend began last Friday: Office of Admissions held another Spring Preview Day; Athletics had several sporting events; and, the Alumni Association Board hosted a Past Presidents dinner on Saturday. Mr. Kinnison announced the Athletics Hall of Fame Ceremony was an outstanding event for the 16 inductees and their families and Athletics staff.
- Mr. Rutledge gave an update on Facilities Management projects. The campus-wide roofing project is delayed due to weather, and the scheduled end date is April 30. The contractor begins paying liquidated damages for each work day past April 15. The parking lot behind Cain-Tatum Hall and Fugler-Hammett Hall will begin soon. Mr. Rutledge is scheduled to have a pre-construction meeting within the coming week with representatives from the Mississippi Department of Transportation regarding the sidewalk project. The School of Nursing building roof will be a part of their renovation.
- Mr. Kinnison gave an update on Athletics. The men's and women's tennis teams hosted Lee University and University of West Alabama over the weekend. The men's team won both of their matches, and

the women's team lost their matches. The women's team travels to University of West Georgia on Tuesday. Both teams travel to Arkansas this weekend to compete against Southern Oklahoma State University and Harding University. The baseball and softball teams hosted Mississippi College over the weekend. The baseball team won their series, and the softball team lost their series. The softball team travels to Harding University on Tuesday. Both teams host University of West Florida this weekend. The golf team is in Mobile, AL this weekend competing in the Gulf South Conference Golf Championship.

- President LaForge shared with Cabinet members some of the meetings and events planned for this week. President LaForge attended the NCAA DII Management Council meeting this morning to provide an update on behalf of the DII Implementation Committee. The Delta State Circle of Omicron Delta Kappa has an initiation ceremony tonight at 5:30 p.m. in Sillers Chapel. President LaForge is hosting a reception for the initiates at his home following the ceremony. President LaForge and Dr. Novobilski will participate in the Department of Social Work's accreditation site visit tomorrow. President LaForge continues his departmental visits on Tuesday with a visit to Sports Medicine and Strength and Conditioning. GRAMMY Museum® Mississippi hosts "Big Night with Women in the Round" on Tuesday. President LaForge will provide a welcome to the Economic Leaders Forum on Wednesday. The Annual Bolivar County Alumni Crawfish Boil is Thursday. The university will be closed on Friday in recognition of the Good Friday holiday.

CABINET TOPIC

Delta State's Strategic Planning Process for 2019-2024.....Dr. Novobilski

Dr. Novobilski invited Dr. Beverly Moon to discuss with Cabinet members the process the university takes in creating a strategic plan and the importance of a strategic plan as it relates to the university's reaffirmation process for accreditation. Delta State is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), and they provide resources for institutions to help with their accreditation and reaffirmations processes. Dr. Moon shared highlights from *The Principles of Accreditation: Foundations for Quality Enhancement* manual that provides guidance to applicants on institutional planning and effectiveness and student achievement.

Institutional Planning and Effectiveness

- The institution engages in ongoing, comprehensive, and integrated research-based planning and evaluation processes that:
 - focus on institutional quality and effectiveness and
 - incorporate a systematic review of institutional goals and outcomes consistent with its mission.
- The institution identifies expected outcomes of its administrative support services and demonstrates the extent to which the outcomes are achieved.

Student Achievement

- The institution identifies, evaluates, and publishes goals and outcomes for student achievement appropriate to the institution's mission, the nature of the students it serves, and the kinds of programs offered. The institution uses multiple measures to document student success.
- The institution identifies expected outcomes, assesses the extent to which it achieves these outcomes, and provides evidence of seeking improvement based on analysis of the results in the areas below:
 - Student learning outcomes for each of its educational programs.
 - Student learning outcomes for collegiate-level general education competencies of its undergraduate degree programs.

- Academic and student services that support student success.

These sections emphasize the importance of all university constituencies being involved in the strategic planning process, adopting institutional goals, and participating in annual reporting exercises. Dr. Moon provided Cabinet members with a few handouts including: Engage Excellence: Strategic Plan 2019-2024; Delta State’s Challenges and Goals for 2022-2024; and, a breakdown of the university’s challenges and goals for 2022-2024. Dr. Moon associated each goal for 2022-2024 to a Strategic Plan Goal, and she suggested a new order for the goals.

1. 4. Improve financial sustainability metric to 90 days of cash (Strategic Plan Goal 4)
2. Increase enrollment with smarter recruiting and program offerings, improved marketing, and realistic goals (Strategic Plan Goal 2)
3. 5. Realign core functions and structure with budget realities, and make budget adjustments (Strategic Plan Goal 4)
4. 7. Prepare for SACSCOC Reaffirmation in 2024 (Strategic Plan Goal 4)
5. 1. Improve customer service culture to meet students’ needs (Strategic Plan Goals 1 and 3)
6. Increase internal accountability and communication (Strategic Plan Goal 4)
7. 8. Improve university standing, reputation, and pride within marketing campaign (Strategic Plan Goal 4)
8. 3. Raise \$20 million for Centennial Capital Campaign (Strategic Plan Goal 4)

The Strategic Plan goals and university goals for 2022-2024 are written broadly, so all campus constituencies will need to create individual goals for their respective units and/or departments that are quantifiable and fulfill the university and strategic plan goals.

SACSCOC Update Dr. Novobilski

Dr. Novobilski and Dr. Moon shared with Cabinet members an update on the university’s SACSCOC reaffirmation process. Dr. Moon stated she and other committee members are being proactive and preparing documents with known information for the reaffirmation process. All reaffirmation materials are due in September 2023. The Quality Enhancement Plan will be proposed in Fall 2022 and piloted in Spring 2023 and Fall 2023. With the help of Cabinet members, the committee members will share the Quality Enhancement Plan through several avenues to ensure all faculty, staff, and students are knowledgeable of the plan. Dr. Moon shared with Cabinet members the importance of students being a part of the reaffirmation process and being knowledgeable of the Quality Enhancement Plan. Cabinet members discussed how best to provide students with information on the Quality Enhancement Plan, and Mr. Young suggested sending all campus updates regarding SACSCOC to students, as well. Another aspect of the reaffirmation process is the creation of a new strategic plan. The process of creating the new plan needs to begin as soon as possible with the authors reviewing the positives and negatives of the current plan and revising accordingly. One aspect that will help the university in creating a new strategic plan and preparing documents for the reaffirmation process is annual reporting. All annual reports are due by September 1 each year. Annual reports uncover missed opportunities and shine light on areas of progress. Cabinet members requested an earlier timeline/deadline for annual reporting to allow directors time to meet with their constituencies prior to the start of Summer. Cabinet members requested President LaForge send a campus update focusing on the SACSCOC reaffirmation process. President LaForge requested information that he can include in the campus update from Dr. Novobilski and Dr. Moon regarding the process, timeline, and how faculty and staff can engage.

BUSINESS

Action

Naming ProposalMr. Munroe

Mr. Munroe brought to Cabinet a naming proposal. According to the Naming Opportunities policy, requests to name a building, facility, program, or other space on campus in recognition of a financial gift, recognition of service, or achievement must be approved by the President of the University in conjunction with the President’s Executive Committee and majority vote of the President’s Cabinet. Considering the sensitivity of the matter under consideration, all stages of the proposal, review and recommendation process must be conducted in confidence.

Motion: Moved by Mr. Munroe to close the Cabinet meeting and enter into an Executive Session to discuss the naming proposal and seconded by Mr. Rutledge. The motion was approved. During Executive Session, Cabinet members deliberated on the naming proposal and made a recommendation to President LaForge.

Motion: Moved by Mr. Munroe to recommend to President LaForge the naming proposal for consideration and action and seconded by Mr. Rutledge. The motion was approved.

Motion: Moved by Mr. Munroe to close the Executive Session and reconvene the open Cabinet meeting and seconded by Mr. Rutledge. The motion was approved.

Discussion

Enrollment Update/OverviewDr. Lovin

Dr. Lovin reviewed with Cabinet members the enrollment update and overview from Thursday, April 7: 282 confirmed students; 684 admitted students; 1,145 incomplete applications (missing documents); 555 online applications started; and, 18,406 prospects — for a total of 21,072 students being targeted for undergraduate admissions.

FY23 Budget Update Mr. Rutledge

Mr. Rutledge informed Cabinet members he does not have the final figures from the Mississippi Institutions of Higher Learning (IHL) for our State appropriations. The IHL system received a 13.8% increase in State appropriations, but we do not yet know how much of an increase Delta State will receive. The increase in appropriations does not have stipulations placed on it by the Mississippi legislature. The university is set to receive \$570,000 in Repair and Renovation funds which is \$9,000 less from FY22. The university received \$2 million in Education Enhancement Funds to purchase flight equipment for the Commercial Aviation Department, and these funds will be used to purchase five new aircrafts. Bond projects will be funded with excess cash funds for FY23, and the university will receive \$5.6 million. The bond projects for FY23 include repair and renovations to Foundation Hall and upgrading ADA in the BPAC. At the next Cabinet meeting, Mr. Rutledge will bring recommendations for funding additional Phase I and Phase II priorities.

Additional Information

- President LaForge asked Cabinet members to provide an update on their respective Appendix I and Appendix II items at the next Cabinet meeting.
- Mr. Young informed Cabinet members today is the last day for students to volunteer for the Big Green Event. Currently, 240 students have volunteered to participate. Mr. Young finished visiting the 24 project sites, and he is finalizing the remaining details. Mr. Young gave an update on the student

volleyball court, and he stated contractors will break ground once the weather clears up. Mr. Young announced Ms. Lucia Chacon Habis conducted interviews for the appointed positions on her Cabinet last week, and all positions were finalized this morning.

- Dr. Novobilski hosted a meeting last week for the Office of Academic Affairs, Office of the President, Registrar's Office, and Student Success Center to discuss Spring Commencement. It was a successful meeting in coordinating all aspects for the upcoming Commencement activities.
- The Office of Career Services and the Phi Beta Lambda organization are sponsoring a workshop on LinkedIn tomorrow at 12:30 p.m. in the Baioni Conference Center.
- Ms. Wallace announced the Miss Magnolia State Pageant Program hosted a preliminary pageant on Delta State's campus over the weekend. Two Delta State students, Ms. Colby Burton and Ms. Demiyah Graham, received a title and will continue in competition.
- Dr. Griffin announced the College of Education and Human Sciences will host their Honors Recognition Ceremony on Tuesday, April 19 at 3:00 p.m. and 5:00 p.m.

INFORMATIONAL/CALENDAR ITEMS:

- Division of Student Affairs Awards Ceremony, April 18, 7:00 p.m., BPAC
- Student Affairs' "Takin' Care of Business Day," April 19, April 22, April 26
- SGA's Big Green Event, April 23
- Campus Forum, April 26, 2:00 p.m., Jacob Conference Center
- Spring Commencement, May 6, 10:00 a.m., Walter Sillers Coliseum

NEXT MEETING:

- Next Cabinet Meeting –Monday, April 18, 2022 at 1:30 p.m.
- Next Cabinet Meeting Topic – Campus Forum preparation (President LaForge)

Adjournment: The meeting adjourned at 3:15 p.m.