

DELTA STATE UNIVERSITY

PRESIDENT'S CABINET

Minutes

Meeting date: April 17, 2017

Members in attendance: President William LaForge, Dr. Vernell Bennett, Mr. Keith Fulcher, Dr. Leslie Griffin, Dr. Chris Jurgenson, Mr. Ronnie Mayers, Dr. Charles McAdams, Dr. Michelle Roberts, Ms. Christie Rocconi, and Mr. Jamie Rutledge (Ms. Claire Cole – recorder)

Members not in attendance: Ms. Allie Rose Parker

Guests: Mr. Jim Boone, Head Coach, Men's Basketball
Mr. Lawson King, student, President's Art Award winner
Mr. Ronald Koehler, Chair, Department of Art
Mr. Dan'l Murray, Head Coach, Swimming and Diving
Ms. Kayley Pennington, student, Cabinet Art Award winner
Mr. Devin Schmidt, student-athlete, GSC All-Time Leading Scorer in Basketball
Ms. Melanie Tombers, student-athlete, NCAA Elite 90 Award winner

Call to Order: A regular meeting of the President's Cabinet was held in the President's Conference Room on April 17, 2017. The meeting convened at 1:30 p.m. with President LaForge presiding.

APPROVAL OF THE MINUTES

On motion by Dr. Jurgenson, seconded by Mr. Rutledge, all Cabinet Members present and participating voted unanimously to approve the Minutes of the Cabinet Meeting held on April 10, 2017.

GENERAL OVERVIEW

- Cabinet Members recognized four students who recently received awards in their field. Mr. Ron Koehler introduced Mr. Lawson King, winner of the President's Art Award, and Ms. Kayley Pennington, winner of the Cabinet Art Award. Mr. Koehler expressed his deep appreciation to Cabinet members for their generosity in sponsoring the awards and investing in the students. President LaForge stated he looks forward to displaying the art work in the President's Suite in the coming year. Mr. Mayers introduced two student athletes, Mr. Devin Schmidt and Ms. Melanie Tombers and asked that their coaches to share with Cabinet Members the accomplishments of these two student-athletes. Coach Jim Boone recognized Mr. Schmidt's great accomplishments over the last four years including being the all-time leading scorer in the GSC. Mr. Schmidt has a 3.0 GPA and led his team in scoring and rebounding. Mr. Schmidt has signed with an agent from Spain to play in Spain's second league. Coach Dan'l Murray stated Ms. Melanie Tombers is one of the most accomplished swimmers Delta State has ever had. She finished her Bachelor's degree and Master's degree in four years with a 4.0 GPA. She is a four time All-American, broke seven school records, five conference records, was a sixteen time NCAA All American, won twelve conference titles, and won the Elite 90 award at the NCAA National

Championships this spring. President LaForge thanked the students, their coaches, and their professors for their dedication to the university. These students bring great pride to the university in arts, athletics, and academics.

- President LaForge informed Cabinet Members of the passing of Registrar Emeritus James Donald Cooper. President LaForge asked Cabinet Members to remember him in a moment of silence. The services for Mr. Cooper are Friday, April 21 at Cleveland Funeral Home with the visitation beginning at 12:00 p.m. and the funeral immediately following at 2:00 p.m.
- President LaForge met with Ms. Andrea Anderson, Assistant Commissioner of Compliance and Special Events for the Gulf South Conference, last week. Ms. Anderson is working with our Athletics' Department and our compliance officer to see how best the GSC can be of assistance.
- President LaForge met with Ms. Madeline Kincer, Panhellenic president, last week to discuss her vision and the President's vision for Greek life at Delta State.
- Dr. Griffin stated the College of Education and Human Sciences Reception and Recognition of Achievement Ceremony was a wonderful program. Students, their families, and donors were very appreciative of the event.
- President LaForge said the Colloquia Series with Dr. LouAnn Woodward was successful, but he would like to see a larger audience at these events.
- President LaForge spoke to Dr. AHM Reza's Environmental Regulations class last week about policy making in Washington, D.C.
- President LaForge held his monthly faculty meetings last week, and was able to meet with a few faculty members.
- Mr. Mayers gave an update on Athletics. The baseball team had a great weekend winning three out of three games against West Florida. The baseball team has six games left to play, and they are leading in wins for the conference by five games. If they continue to win, Delta State will host the conference championship. The softball team won one of three games over the weekend. The tennis team is competing in the conference championship in Montgomery this week. The golf team will play next week.
- President LaForge hosted a breakfast for the newly elected Student Government Association members this morning. He stated it was a delightful visit and afforded him the chance to speak with them on their plans for their positions.
- President LaForge gave an overview of the events for the week. He will travel to Jackson for the IHL Board meeting on Thursday. The Phi Theta Kappa Early Registration Day takes place on Friday. The Student Government Association is sponsoring The Big Event on Friday. This event is a service project that will focus on cleaning Cleveland High School, East Side High School, Downtown Cleveland, and Delta State. The Retirement and Service Awards Ceremony is Friday afternoon at 3:30 p.m. Saturday evening is Dancing with the DSU Stars at 7:00 p.m. in the BPAC. Dr. Bennett invited all Cabinet Members to attend.

CABINET TOPIC

Visioning Goal #9: Core Values..... Ms. Rocconi
Ms. Rocconi shared with Cabinet Members the goals and strategies for Visioning Goal #9: Core Values with regards to staff. Ms. Rocconi stated some goals were goals from the Administrative Staff Council and others were her ideas. Their goals for core values include: provide customer service training for all staff; provide personal and professional development for all staff members; develop a mentor program for new staff; and, provide more opportunities for staff and community families to come on campus. Ms. Rocconi wants families, especially children, to have fond memories of Delta State from the beginning.

BUSINESS

Action

Hiring Requests Mr. Fulcher/Mr. Rutledge

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, Mr. Rutledge and Mr. Fulcher 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.

Foundation Staff Requests

The Foundation requests to hire a temporary employee as the Annual Fund Director. The position will be filled until the regular employee in that position returns from FMLA.

Motion: Moved by Mr. Fulcher to approve the searching and hiring of the temporary employee to fill the Annual Fund Director position and seconded by Mr. Mayers. **The motion was approved.**

Finance and Administration Staff Requests

The Department of Music requests to hire seven student workers for the summer to help with the move to Jobe Hall. The payment for the student workers will be \$2,030.

Motion: Moved by Mr. Rutledge to approve the hiring of seven student workers for the Department of Music and seconded by Dr. McAdams. **The motion was approved.**

Academic Affairs Faculty Request

The Art Department requests to search and hire a Graphic Designer for FY18. The Division of Management, Marketing, and Business Administration requests to search and hire a professor of Management and Marketing for FY18.

Motion: Moved by Dr. McAdams to approve the searching and hiring of positions for the Art Department and the Division of Management, Marketing, and Business Administration for FY18 and second by Mr. Rutledge. **The motion was approved.**

Undergraduate Key Policy (final reading) Dr. Jurgenson

Dr. Jurgenson brought to Cabinet for a final reading the Undergraduate Key Policy. The policy is a mirror of the Key Policy for the university with additional controls for student use. Dr. McAdams inquired about having a Dean or department chair sign off on the student acquiring a key and being held responsible if the key is not returned. The policy should be changed to state a transcript will be withheld should a key not be returned. Dr. Roberts stated the policy name should match the Key Handling policy for faculty and staff and be called Student Key Handling policy. Dr. Roberts asked for clarification on who would be responsible to pay for lost or damaged keys and who the keys would be returned to at the end of the semester. This policy was tabled so that additional language can be added, and for Dr. Jurgenson to speak to Mr. Rutledge and Mr. Don Smith about a channel for the keys.

Discussion

Budget Update Mr. Rutledge

Mr. Rutledge informed Cabinet Members that the projected cut in appropriations for FY18 decreased

slightly to from \$981,027 to \$968,125 bringing the total projected decrease for FY18 to \$2,155,889. These numbers are the numbers used for our budget calculations. Mr. Rutledge stated budget worksheets will be sent to Vice Presidents and direct reports today. The Executive Committee is working diligently to reconcile the loss of \$2.2 million from last year's budget and balance the FY18 budget. Mr. Rutledge hopes it will be finalized at the next Executive Committee meeting.

Campus Forums..... Dr. Roberts

Dr. Roberts informed Cabinet Members that the campus forums are scheduled for Thursday, April 27. The staff forum is at 10:00 a.m., the student forum is at 12:15 p.m., and the faculty forum is at 2:00 p.m. The Executive Committee will serve on the panel, and Dr. Roberts requested the chair of each group serve as the moderator for the forum. The topics for faculty and staff forums include budget cuts, tuition increase, enrollment, spending plan, salary increases, Visioning Statements, Capital Campaign, new initiatives, and campus projects. During the student forum, topics to be discussed are enrollment, tuition increase, Visioning Statements, Capital Campaign, new initiatives, and campus projects.

Cabinet Advance..... Dr. Roberts

Dr. Roberts informed Cabinet Members that the Cabinet Advance has been tentatively been set for Tuesday, July 25 and Wednesday, July 26. Dr. Roberts asked Cabinet Members to check their calendars and report any conflicts to her or Ms. Cole.

Other Discussion

- Mr. Mayers announced Delta State 25th Annual Triathlon is on Saturday April 22, and he invited Cabinet Members to attend the annual Green and White Awards ceremony on Monday, April 24.
- Dr. McAdams informed Cabinet Members of the Cleveland School Board's decision to have their dual credit program with Delta State. The Assistant Superintendent is in charge of the program.
- Mr. Rutledge informed Cabinet Members that the new Drug and Alcohol Testing policy has been implemented and drug testing of new employees has begun. Human Resources will provide training soon to Vice Presidents and department chairs on reasonable suspicion.

INFORMATIONAL/CALENDAR ITEMS:

- Retirement and Service Awards Program, April 21, 3:30 pm, Union 2nd Floor
- Dancing with the DSU Stars, April 22, 7:00 pm, BPAC
- Athletics Green and White Awards, April 24, 6:00 pm, BPAC
- Josh Turner, April 27, 7:30 pm, BPAC
- Reception/Dinner for Honorary Degree Recipients, May 5, 6:00 pm, Leroy E. Morganti Atrium, Kent Wyatt Hall
- Spring Commencement, May 6, 10 am and 2:00 pm, BPAC
- Wayne Blansett Staff Development Day, May 18

NEXT MEETING:

- Next Cabinet Meeting – Monday, April 24 at 1:30 p.m.
- Next Cabinet Meeting Topic – Budget Plan for FY18 (Mr. Rutledge)

Adjournment: The meeting adjourned at 2:49 p.m.