

DELTA STATE UNIVERSITY

PRESIDENT'S CABINET

Minutes

Meeting date: August 12, 2019

Members in attendance: President William LaForge, Dr. Vernell Bennett, Mr. Mike Kinnison, Dr. Charles McAdams, Dr. Beverly Moon, Mr. Rick Munroe, Mr. Cetin Oguz, Dr. Michelle Roberts, Mr. Jamie Rutledge, and Ms. Elizabeth Swindle (recorder – Ms. Claire Cole)

Members not in attendance: Ms. Tricia Killebrew

Guests: None

Call to Order: A regular meeting of the President's Cabinet was held in the President's Conference Room on August 12, 2019. The meeting convened at 1:30 p.m. with President LaForge presiding.

APPROVAL OF THE MINUTES

On motion by Ms. Swindle and seconded by Mr. Rutledge, all Cabinet Members present and participating voted unanimously to approve the Minutes of the Cabinet Meeting held on July 15, 2019.

GENERAL OVERVIEW

- President LaForge gave an overview of the activities and events from the past few weeks. President LaForge met with the Baptist Union leadership, Mr. Josh Warren and Mr. Andrew Kappenman, and the NCAA DII Presidents' Council and Planning and Finance Committee met last week.
- President LaForge shared with Cabinet members that an external audit of the Delta State University Foundation will begin one week from today, and an interim financial consultant, Mr. David Gladden, began today to help in transition.
- Mr. Rutledge gave an update on Facilities Management projects. Mr. Rutledge distributed to Cabinet members a handout on FY19 Cash Flow Projections. IHL requested Delta State increase our cash position by \$500,000 for FY19, and we increased our cash by over \$1.1 million. Delta State's days of cash was raised to 41. Mr. Gerald Finley accepted the position of Director of Facilities Management. The Walter Sillers Coliseum project will begin mobilizing on August 21, and Mr. Rutledge's office will email faculty and staff about the traffic flow around the building. The pre-planning meeting for the campus roofing project is September 1. The Mayers Aquatics Center project will get engineers in two weeks. Mr. Rutledge will meet with the architects for the Robert E. Smith School of Nursing addition next week. Mr. Rutledge stated he is working with Facilities Management on the priority list for elevator repair and replacement, but most should be fixed this year. Two air conditioning units failed at Lawler Harkins Hall, and they will be replaced tomorrow. Mr. Rutledge announced Facilities Management staff and OIT staff will be on campus for Move-In Day on Sunday. The Bureau of Buildings is going to replace the fabric and hardware in the booth seats in Young Mauldin Cafeteria. Bi-weekly meetings for the new President's home will begin soon. A developer was chosen for the golf course development, and the RFQ for the feasibility study went out last week.

- Mr. Kinnison gave an update on Athletics. All operations in Walter Sillers Coliseum are being moved to Wyatt Gym until October 1. The football team, men and women’s soccer teams, and cross country reported last week. The first football game is Thursday, September 5, the first soccer games are Friday, September 6, and the first Cross Country meet is Saturday, September 7. On August 24, the Department of Athletics is hosting Meet the Statesmen for the football, soccer, and cross country teams. The Assistant Athletic Trainer position was filled by Mr. Christian Johnston, and Mr. Batts has a verbal commitment for a new Assistant Baseball Coach.
- President LaForge shared with Cabinet Members some of the meetings and events planned for the week. Panhellenic Recruitment began on Sunday with 63 females participating. President LaForge met with representatives from the Woodward Hinds Education Foundation this morning to discuss Delta State’s retention efforts. President LaForge will meet with Coach Cooley and the football team this evening. GRAMMY Museum® Mississippi will air the feature-length documentary of “Reel To Reel: Charley Pride - I'm Just Me” tonight. On Tuesday, President LaForge will speak to the Baptist Student Union Student Leadership team. The Institutional Executive Officers and IHL Board meet this week in Jackson, and President LaForge will give his State of the University address on Thursday. The Cleveland-Bolivar County Chamber of Commerce will host its annual Welcome Back Reception Thursday evening at The Warehouse. President and Mrs. LaForge and the Administrative Staff Council will host the annual Welcome Back Luncheon on Friday at noon in the Union. Move-In Day occurs on Sunday afternoon.

CABINET TOPIC

Cabinet Advance Recap President LaForge

President LaForge provided Cabinet members with a brief recap of Cabinet Advance held on July 9, and he asked Cabinet members to review the notes on the Scholarship Management System, Campus Master Plan, and Strategic Plan. Dr. Roberts expressed Cabinet Advance gave the Scholarship Management System Task Force a huge head start in knowing processes in place, and the task force will be able to work on needed changes at the helm. Dr. Moon shared with Cabinet members three training sessions are being offered to help faculty and staff create their annual reports, and it is an opportunity to relate the annual report to the strategic plan. Mr. Rutledge indicated a final campus master plan should be complete in the coming weeks.

BUSINESS

Action

Administrative Structure policy (revised – first reading) Dr. Roberts

Dr. Roberts informed Cabinet members the Administrative Structure policy was established in 2013 as way to document Delta State’s administrative structure for our accreditation and the Mississippi Institutions of Higher Learning. Substantive changes are not being made to the policy; it is being updated to reflect the current structure for the President’s Cabinet and Academic Council. Cabinet members recommended grammatical changes for the policy.

Motion: Moved by Dr. Roberts to approve the revised Administrative Structure policy for a first reading and seconded by Mr. Rutledge. The motion was approved.

Discussion

Enrollment UpdateDr. Bennett

Dr. Bennett shared with Cabinet members the great strides Office of Admissions has made the past semester; however, the unit still faced great challenges including a 67% cut to the PTK scholarship, scholarship caps, a reorganized unit, and CRM not utilized fully. Even though the challenges were many, the Office of Admissions saw an increased attendance at New Student Orientations, a fully deployed CRM, recruiter averages of 250+ touches/visits per week, new pipelines for recruitment were established, and engagement with potential students was increased. For Fall 2019, Delta State currently has 364 registered transfer students and 274 registered freshmen students. The Office of Admissions is also offering an Express Registration Day on August 14, and 156 students (30 freshmen and 126 transfers) are registered to participate.

Additional information

- Mr. Munroe gave Cabinet members a handout of the Economic Impact Study.
- Ms. Swindle announced SGA has their annual retreat this week.
- Dr. McAdams announced most faculty positions are filled, and he is looking to fill two more this week.
- President LaForge announced Cleveland was chosen as the site for a major international music conference to take place in October 2020. Delta State will provide meeting spaces for the conference.
- President LaForge shared GRAMMY Museum® Mississippi will host several fundraisers and a gala to help raise additional funds.
- President LaForge announced Tusculum University President and 7 additional university personnel will attend the September 5 football game against Delta State.
- Mr. Munroe announced an alumni dinner will be held in Oxford on August 22.

INFORMATIONAL/CALENDAR ITEMS:

- Pre-Convocation gathering, Thursday, August 15, 2:00 p.m., Green Room in BPAC
- Convocation, Thursday, August 15, 3:00 p.m., BPAC
- Cleveland-Bolivar County Chamber of Commerce's Welcome Back Reception for faculty and staff, Thursday August 15, 5:30 p.m., The Warehouse Restaurant
- Welcome Back luncheon for faculty and staff, Friday, August 16, 12:00 noon, Second Floor, H.L. Nowell Union
- Day and night classes begin, August 19
- President's Ice Cream Social for new students, Wednesday, August 21, 5:30 p.m., Nowell Union, Second Floor, West Lobby

NEXT MEETING:

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

Adjournment: The meeting adjourned at 2:40 p.m.