

DELTA STATE UNIVERSITY

PRESIDENT'S CABINET

Minutes

Meeting date: August 19, 2019

Members in attendance: President William LaForge, Dr. Vernell Bennett, Ms. Tricia Killebrew, 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: None

Guests: Mr. Peter Szatmary, Director, Communications and Marketing

Call to Order: A regular meeting of the President's Cabinet was held in the President's Conference Room on August 19, 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 August 12, 2019.

GENERAL OVERVIEW

- President LaForge gifted Ms. Swindle the Emerging Artist membership to GRAMMY Museum® Mississippi. President and Mrs. LaForge receive this membership as part of their membership package, and they have decided to gift this to the SGA president each year.
- President LaForge gave an overview of the activities and events from the past week. President LaForge met with the football team, the Baptist Student Union Student Leadership, and representatives from the Woodward Hines Education Foundation to discuss Delta State's retention efforts. Dr. McAdams shared the Woodward Hines Foundation plans to visit all IHL institutions to gather information in order to decide how they will support retention efforts throughout the state. President LaForge attended an excellent program at GRAMMY Museum® Mississippi about Charley Pride. Dr. Bennett shared 63 women participated in Panhellenic Council's Formal New Member Recruitment, and 56 women pledged to one of three sororities (20 – Delta Delta Delta Sorority; 18 – Kappa Delta Sorority; 18 – Phi Mu Fraternity.) President LaForge attended the IEO and IHL Board meetings in Jackson last week. During the IEO meeting, the presidents spoke about tobacco free/smoke free campuses as Blue Cross Blue Shield of Mississippi begins an initiative to support this. Mississippi has not had a set educational attainment goal, and it is now being discussed. The topic of state funded capital projects has resurfaced, and IHL may add an additional staff member to help manage capital projects system wide. With this notion, the research universities with the help of IHL will be able to manage more of their own projects while the regional universities will still need management assistance. IHL embraces a new system wide effort of alumni advocacy groups to provide supplemental support. Each university will choose five to ten prominent alumni or strong supporters to help advocate on the university's behalf at the request of the president. The Executive Committee is working on Delta State's list. The IHL Board

retreat is next month, and the Board has scheduled time to speak with each president individually. The community college system has expressed interest in participating in the MissiON Network, but the larger universities are balking at this as they pay for the majority of the service. During the IHL Board meeting, the Board passed the Applied Baccalaureate Degree policy for a first and second reading. Dr. McAdams explained this policy is specifically intended to serve the needs of adults who have completed a technical associate degree program, such as an Associate of Applied Science (AAS) from a SACSCOC accredited community college in the state of Mississippi or comparable regionally accredited community college from another state. The applied baccalaureate degree is an accelerated pathway designed to assist adult learners who need additional education to advance their careers. The AAS degree requires 15 credit hours of general education core courses, and the general education core courses earned may be accepted as half of the general education requirements for the applied baccalaureate degree. The minimum number of hours required in the applied baccalaureate degree is 120 credit hours, which may include 60 hours of credit with a 2.0 GPA earned as part of the AAS degree. Credits may be earned online, using blended formats, or through courses taught in the evenings or weekends in order to accommodate working adult learners. Of the 120 credit hours, 30 shall be completed in residence at the degree-awarding institution and 30 shall be upper-division credit. Each IHL institution may offer an applied baccalaureate degree as a new baccalaureate degree or may redesign any existing programs to meet the criteria set forth in this policy. This policy is a precautionary measure taken by IHL as the community colleges are planning to ask the legislature for approval to provide four year baccalaureate degrees for technical degrees. The Cleveland-Bolivar County Chamber of Commerce hosted their annual Welcome Back Reception for faculty and staff last week. The Executive Committee has met with the Delta State University Foundation Board's Executive Committee to discuss the internal control issues. An external audit will begin next week.

- President LaForge thanked Dr. McAdams and the Office of Academic Affairs for hosting Convocation last week. Additionally, he requested feedback from Cabinet members about the Welcome Back Luncheon on Friday. One concern raised was about the menu containing several seafood dishes, and the need to be more considerate of allergies. Also, the menu items need to have identifiers.
- President LaForge thanked Cabinet members for their assistance with Move-in Day. Dr. Bennett shared the Office of Student Life had more volunteers than ever before, and several community businesses reached out to help.
- Mr. Rutledge gave an update on Facilities Management projects. The Walter Sillers Coliseum project is slated to begin on Wednesday with asbestos removal. The road behind the Coliseum has been blocked off, and Mr. Rutledge plans to send an email to faculty and staff today about the rerouting of traffic. As part of the sidewalk project with MDOT, the entrance to the Union will be updated to provide a better entrance for handicap individuals and be more aesthetically pleasing. The roofing project will receive the issue to proceed on September 1; however, it takes an additional 30 to 45 days for the projects to begin. The architect selection process for the addition to the Robert E. Smith School of Nursing has begun. Lawler Harkins Hall received two brand new HVAC units. A few roofing projects are set to begin soon including Cain-Tatum Hall, Whitfield Hall, and the President's home. The RFQ for the Golf Course feasibility study was issued August 9. The award of the feasibility study will be announced on Wednesday, September 4. The first construction meeting for the new President's home will be Thursday.
- Mr. Kinnison gave an update on Athletics. The men and women's soccer teams played exhibition games over the weekend. Meet the Statesmen is Saturday beginning at 9:00 a.m., and the football scrimmage begins at 11:00 a.m. Mr. Rodney Batts hired Mr. David Steed as the Assistant Baseball Coach. The softball team has an opening for an Assistant Softball Coach. Mr. Kinnison announced the Athletic Alumni Association is being revamped, and the Athletics Department staff is working to select a new group. The Athletic Departments staff is reviewing their drug testing policy.

- President LaForge shared with Cabinet Members some of the meetings and events planned for the week. Today is the first day of classes for the fall semester. The Office of Student Life is hosting Welcome Week this week. Dr. Bennett shared it will be a fun filled week of activities including a foam party, Fall Fest, movie night, games on the Quadrangle, and a swim party. President LaForge and Mr. Munroe meet with the Baxter Site Director tomorrow. President LaForge begins his fifth year of his Leadership Class tomorrow evening. President LaForge hosts his annual Ice Cream Social on Wednesday at 5:00 p.m. in the Union. Cabinet members will serve as the ice cream scoopers. The Office of Human Resources hosts their annual Benefits Fair on Wednesday. The opening reception for the new exhibition class of the Mathews-Sanders Sculpture Garden is Thursday evening prior to the BPAC performance of Kansas. The Alumni Association is hosting a dinner for Oxford area alumni on Thursday evening.

CABINET TOPIC

Branding Policies and GuidelinesMr. Munroe

Mr. Munroe introduced Mr. Peter Szatmary, Director of Communications and Marketing, and asked Mr. Szatmary to present the revised Identity Standards Guide to Cabinet members. The Identity Standards Guide established official standards for the design, promotion, and communication of Delta State through publications, stationary, signage, and other applications. Adhering to these standards will help ensure that communications from every college/school, department, and office present a clear and uniform voice that best represents the image and brand of Delta State. Mr. Szatmary advised Cabinet members to always look to the Identity Standards Guide prior to creating any materials for your area and to send the final product to Communications and Marketing to ensure the branding is true to the Identity Standards Guide. Mr. Szatmary shared with Cabinet members the revised Identity Standards Guide is not in complete form as presented today. Delta State’s mascots, registered trademarks and logos, and all independent logos i.e. Winning the Race, International Conference on the Blues, and Local Government Leadership Institute will be added.

BUSINESS

Action

Administrative Structure policy (revised – final 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 were not made to the policy; it was updated to reflect the current structure for the President’s Cabinet and Academic Council. Dr. McAdams gave Dr. Roberts one additional change for Academic Council under Procedures and Responsibilities to adhere to current practice.

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

Discussion

Enrollment UpdateDr. Bennett

Dr. Bennett shared with Cabinet members Delta State has 734 new, registered students comprising 303 first-time freshmen and 431 transfers. The Office of Housing and Residence Life reported 74 no-shows on Move-In Day, and the staff is working to resolve any issues. Dr. Moon shared that first-time graduate students are up 42%.

Additional information

- Mr. Rutledge announced Delta State's new coffee shop serving Starbucks brand coffee and Bistro Grill opened today.

INFORMATIONAL/CALENDAR ITEMS:

- Day and night classes begin, August 19
- President's Ice Cream Social for new students, August 21, 5:00 p.m., Nowell Union, Second Floor, West Lobby
- Kansas, August 22, 7:30 p.m., BPAC
- Mayors' Summit, August 29, 1:30 p.m. – 3:30 p.m., Simmons Room
- Labor Day Holiday, September 2
- Delta State football vs. Tusculum University, September 5, 6:00 p.m., Parker Field. President's Reception at 5:30 p.m., Dorgan Center.
- Jason Isbell and the 400 Unit, September 5, 7:30 p.m., BPAC

NEXT MEETING:

- Next Cabinet Meeting – Monday, August 26 at 1:30 p.m.
- Next Cabinet Meeting Topic – TBD

Adjournment: The meeting adjourned at 3:02 p.m.