

DELTA STATE UNIVERSITY
PRESIDENT'S CABINET
Minutes

Meeting date: February 21, 2022

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

Members not in attendance: Dr. Andy Novobilski

Guests: None

Call to Order: A regular meeting of the President's Cabinet was held in the President's Conference Room on February 21, 2022. The meeting convened at 1:30 p.m. with President LaForge presiding.

APPROVAL OF THE MINUTES

On motion by Dr. Lovin and seconded by Mr. Rutledge, all Cabinet Members present and participating voted unanimously to approve the Minutes of the Cabinet Meeting held on February 14, 2022.

GENERAL OVERVIEW

- President LaForge gave an overview of the activities and events from the last few weeks. President LaForge had the opportunity to meet with the Aviation Alumni Director Scott Alexander while he was on campus. The grand opening for the Student Game Room occurred, followed by an International Coffee Hour at Zoe Coffee hosted by International Student Services. The BPAC hosted a performance of The British Invasion. President LaForge filmed a segment of his Statesmen Insider with members of the softball team. Oxford High School students toured Delta State's campus last week, and President LaForge was given the opportunity to visit with them. The IHL Board of Trustees met, and in honor of Black History month, IHL presented the IHL Excellence in Diversity and Inclusion Awards. Delta State's nominee for the award was Dr. Todd Davis, and he was chosen as the overall Diversity Educator of the Year. The Division of Languages and Literature hosted a reading of winning pieces selected for publication in the 50th Anniversary Edition of Delta State's student literary magazine Da: A Journal of Delta Arts. The Department of Social Work hosted the annual Margaret Tullos Field Symposium, and President LaForge provided the welcome from the university. President and Mrs. LaForge attended the Junior Auxiliary Children's Benefit Ball, and Mr. and Mrs. Bob Wilbanks were crowned as the king and queen. Mrs. Wilbanks serves on the Delta State University Foundation Board.
- Mr. Rutledge gave an update on Facilities Management projects. The roofing project is scheduled for completion on March 31. The roofs completed during this project are: Cain-Tatum Hall, Fugler-Hammett Hall, Ward Hall, and Scott Hall. Bids were released for the Broom Hall water damage project. HEERF funds and Repair and Renovation funds will be used to cover the repairs to Broom Hall. The Delta Music Institute needs a new roof, and the university plans to use insurance funds and Repair and Renovation funds to cover the cost of the project. The pre-construction meeting for the School of

Nursing project is scheduled for Thursday. Due to a shortage of available workers for contractors, projects are not being bid on or completed in a timely manner. Other universities are experiencing this issue, and the IHL system plans to ask for an extension on Repair and Renovation funds usage. Mr. Rutledge stated the university may have some excess funds available from HEERF III that he will need to bring to the Executive Committee and Cabinet for approval of requests.

- Mr. Kinnison gave an update on Athletics. A ring ceremony was held for the 1972 men's basketball team over the weekend during the men's basketball game. The men's and women's basketball teams hosted Auburn University-Montgomery and University of Montevallo last week. The men's team lost both games, and the women's team won against Auburn University-Montgomery. Both teams travel to Alabama this week to compete at University of West Alabama and University of Alabama-Huntsville. The golf team is competing in the Tunica Cup today and tomorrow against Christian Brothers University. The baseball team fell short to Shorter University in their three-game series over the weekend. They are set to host University of Montevallo on Saturday and Sunday this weekend. The softball team won two of their three games against Shorter University over the weekend, and they will compete against University of Montevallo in Oxford on Friday and Saturday. The men's tennis team won one of their three matches in the ITA DII Men's National Indoor Tournament, and they are scheduled to compete at Christian Brothers University on Friday. The swimming and diving teams hosted the NSISC Championships last week. The men's team placed first and the women's team placed second. NCAA DII Swimming and Diving Championships begin on March 9.
- President LaForge shared with Cabinet members some of the meetings and events planned for this week. President LaForge will participate in a conference call with Commissioner Al Rankins and the IEOs regarding COVID-19 issues on Tuesday. President LaForge continues his department visits this week with visits to Counseling and Testing and the Student Health Center, Division of Social Sciences and History, and the Office of Financial Aid. The Delta State ODK Circle is hosting a restructuring meeting on Tuesday at 5:00 p.m. for all faculty, staff, and students. Students from Pearl High School are touring Delta State on Wednesday, and President LaForge will provide a welcome on behalf of the university. On Thursday, President LaForge is hosting a thank you reception for members of the Winning the Race Committee at his home. The Mississippi Municipal League is hosting their annual Youth Summit on Delta State's campus on Friday and Saturday. President LaForge will provide the welcome on behalf of the university on Saturday.

CABINET TOPIC

None

BUSINESS

Action

Curriculum Development and Revision policy (revised – final reading) Dr. Wegmann

On the recommendation of the Academic Council and Faculty Senate, Dr. Wegmann brought the revised Curriculum Development and Revision policy for a final reading. Revisions to the policy include the creation of a University Curriculum Committee. Developments and changes to courses, curricula, programs, degrees, or units will filter through curriculum committees within the department/division and colleges/school prior to reaching the University Curriculum Committee. The University Curriculum Committee will present all developments and changes to the Academic Council for approval prior to the final approval of the Provost. The University Curriculum Committee will meet regularly to ensure expediency and timely resolution of all submitted changes. All changes will take effect the following

academic year. Cabinet members suggested revisions to the policy: changing undergraduate curriculum to graduate curriculum in the Graduate Council definition; addition of Graduate Council to those regularly meeting to ensure expediency and timely resolution; and, remove the word 'as' in "...the Office of Academic Affairs will prepare as necessary documents to be submitted to IHL."

Motion: Moved by Dr. Wegmann to approve the revised Curriculum Development and Revision policy for a final reading and seconded by Dr. Lovin. The motion was approved.

Telecommunications policy (new – first reading)..... Mr. Rutledge

Mr. Rutledge brought the new Telecommunications policy to Cabinet for a first reading. The university provides telephone services for faculty and staff for business operations. It is important to handle telephone calls in a timely and appropriate manner as it effects the overall perception of the university. The main line for a university department should be staffed and answered during normal office hours. Cabinet members suggested revisions to the policy: remove "(non-main office telephones)" from the third paragraph in Procedures and Responsibilities and include "at Delta State University" after specific department under bullet two in Procedures and Responsibilities.

Motion: Moved by Mr. Rutledge to approve the Telecommunications policy for a first reading and seconded by Dr. Lovin. The motion was approved.

Discussion

Cabinet Art Award..... Dr. Roberts

Dr. Roberts reminded Cabinet members the Art Department has begun collecting funds for their annual art awards for students. The Cabinet award is a \$500 cash award that goes to the student with the second-best piece in the student art show. The donations are due by Tuesday, February 22.

Enrollment Update/Overview..... Dr. Lovin

Dr. Lovin shared with Cabinet members the enrollment update and overview he provided to Cabinet members last Friday. The enrollment update shared today is from Thursday February 17: 728 admitted students; 1,827 incomplete applications (missing documents); 378 online applications started; and, 4921 prospects — for a total of 7,854 students being targeted for undergraduate admissions. Dr. Lovin has worked with Office of Admissions staff to replace two communication plans with new, university-branded plans: one for admitted students and another for those committed to Delta State. Also, a new communication plan for prospective students is being created. Once a student is added to the CRM program, students will receive communication from Delta State. Lastly, 28 students have registered for New Student Registration.

Legislative Update..... Mr. Munroe

Mr. Munroe provided Cabinet members with an update on the Mississippi legislative session. The Legislature's focus shifts to appropriations and revenue bills in preparation for the February 23 deadline for original floor action on those bills. Mr. Munroe highlighted one bill being tracked by IHL. House Bill 1394 passed in the House of Representatives, and it is being reviewed by the Senate. This bill creates the Dual Credit Community College Scholarship Program that consists of the Academic Dual Credit Community College Scholarship Program and the Career and Technical Dual Credit Community College Scholarship Program. President LaForge and Mr. Munroe travel to Washington, D.C. next week to visit with Mississippi's Congressional delegation.

Budget Plans for FY23 – update Mr. Rutledge

Mr. Rutledge shared with Cabinet members an update on the budget planning process for FY23. The Executive Committee is working on the first draft of the FY23 budget. Each vice president and Mr. Kinnison are reviewing their respective areas for adjustments, and those adjustments are due at the end of the month. The current enrollment projection for Fall 2022 to be used for budget planning purposes is 2,275, and the total reduction to the university budget based on enrollment is \$3.4 million. With the proposed increase in tuition, as well as projected savings, the remaining reductions needed are \$830,000. If Cabinet approves adding a \$500,000 cash contingency to the budget, \$1.3 million in reductions will be needed. All items will be discussed with Cabinet members throughout the remaining budget planning process this Spring.

Additional Information

- Dr. Lovin shared with Cabinet members that the mother of a Delta State student passed away, and the student needs a suit for the funeral. Dr. Lovin is working with Mr. Danny Abraham to get the student one. Cabinet members offered to help, as well.
- President LaForge announced the Delta State Circle of ODK will meet tomorrow to discuss restructuring. All faculty, staff, and student members are invited to attend. The meeting begins at 5:00 p.m. in the Union.
- Mr. Young announced Student Legislative Day is March 1. He requested assistance from Cabinet members on talking points for students.
- SGA met with more than 100 Greek students last week to announce and discuss the Big Green Event.
- Dr. Wegmann requested a statement or revision to the COVID-19 Protocols that supports faculty members requiring students to wear a mask in their private offices. President LaForge requested Dr. Wegmann to work with Dr. Lovin on the suggested revisions to the protocols and for Dr. Lovin to bring the suggested changes to the Executive Committee.

INFORMATIONAL/CALENDAR ITEMS:

- Mississippi Municipal League’s annual Youth Summit, DSU campus, February 26
- The Ten Tenors: Love is in the Air, February 28, 7:30 p.m., BPAC
- Colloquia Lecture Series with The Honorable David Bowen, March 8, 6:00 p.m., Jobe Auditorium

NEXT MEETING:

- Next Cabinet Meeting – Wednesday, February 28, 2022 at 1:30 p.m.
- Next Cabinet Meeting Topic – None

Adjournment: The meeting adjourned at 2:35 p.m.