

DELTA STATE UNIVERSITY

PRESIDENT'S CABINET

Minutes

Meeting date: July 11, 2016

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

Members not in attendance: Mr. Keith Fulcher, Dr. Charles McAdams, and Ms. Allie Rose Parker

Guests: Mr. Lynn Buford, Chief, Police Department
Dr. Debbie Heslep, Dean, Enrollment Services

Call to Order: A regular meeting of the President's Cabinet was held in the President's Conference Room on July 11, 2016. The meeting convened at 1:30 p.m. with President LaForge presiding.

APPROVAL OF THE MINUTES

On motion by Dr. Jurgenson, seconded by Dr. Bennett, all Cabinet Members present and participating voted unanimously to approve the Minutes of the Cabinet Meeting held on July 5, 2016.

GENERAL OVERVIEW

- President LaForge shared an email he received from the mother of an incoming freshmen regarding their choosing Delta State due, in part, to the university's focus on diversity. The mother shared her concerns for her son's safety in light of recent national issues involving young black men, and she asked for President LaForge's and Delta State's assistance in keeping her son safe. President LaForge stated he has never received an email of this nature. He asked Cabinet Members to keep up their good work on our efforts to promote diversity.
- Last week, the Hotel Task Force met with the proposing group to discuss the proposal for the hotel. President LaForge said it was a positive meeting, and that Delta State is reviewing a Memorandum of Understanding with this group.
- President LaForge referenced the recent dinner he hosted for the Summer Camp attendees from China. Community members enjoyed interacting with our guests, and it was a great first step for our partnership with the Anyang Institute of Technology.
- The Cleveland Music Foundation Board met last week. Attendance at GRAMMY Museum® Mississippi continues to grow. The business model they created seems to be working.
- President LaForge met with Mr. John Lewis of the Gertrude Ford Foundation along with Dr. John Damon of the Mississippi Children's Home Services last week. During their visit, Mr. Lewis presented Delta State with a check for \$100,000 in undesignated funds, and Mr. Damon spoke with President LaForge about an opportunity to begin an autism training program in Delta State's College of Education.
- President LaForge asked Mr. Rutledge to give a report on the Legislative Facilities Tour from last week. Mr. Rutledge believes this was the best tour Delta State has had in several years. The group of

legislators and members of the Bureau of Buildings were very supportive and receptive of all requests and projects. President LaForge thanked Mr. Rutledge for his efforts on a great meeting. He asked Mr. Rutledge to bring to Cabinet the prioritized facilities project list presented to IHL.

- President LaForge mentioned some of the events for the week. He will participate in an NCAA Division II Membership Committee conference call on Tuesday. On Wednesday, he will travel to Birmingham to visit with Matt Wilson and GSC staff. The Hotel Task Force is scheduled to meet on Thursday. President LaForge, Dr. Bennett, and Mr. Rutledge will attend the Greater Jackson Area Alumni Event at the Jackson Yacht Club on Thursday. On Friday, President LaForge and Dr. McAdams will attend the closing session and luncheon for the Chinese Faculty participating in the Summer Camp program.

CABINET TOPIC

Cabinet Advance preparationPresident LaForge

President LaForge shared with Cabinet Members the agenda for the Cabinet Advance to be held Monday, July 18 and Tuesday, July 19 at the Jacks’ Barnhouse. The main focus will be the ten building block visioning principles. President LaForge will lead the discussion and will look to the principle’s “owner(s)” for help during the discussion. President LaForge asked Cabinet Members to come prepared to think outside of the box and to stretch current ideas further. During each discussion, the goal will be to determine priorities for each principle and begin creating strategies to reach the end goal. By the end of the Cabinet Advance, President LaForge wants to know if additional meetings for extra input are needed from the campus community. President LaForge asked Dr. Roberts to discuss logistics for the meeting. Dr. Roberts gave Cabinet Members directions to the Jacks’ Barnhouse and explained how to get there. She stated discussions will begin promptly at 9:00 a.m. and asked everyone to minimize their cell phone/email usage during the sessions. She stated breakfast, snacks, and lunch would be provided both days in order for everyone to stay on site and to keep on schedule.

BUSINESS

Action

New policy: Video and CCTV Security Systems policy (first reading).....Dr. Bennett

Dr. Bennett brought to Cabinet the “Video and CCTV Security Systems” policy for a first reading. She explained this policy will be used to manage the use of video recording and closed circuit television security systems throughout campus to ensure safety and security while respecting the privacy rights of the university community and the public. Dr. Bennett asked Chief Buford to provide additional details about the policy. Chief Buford stated a committee drafted this policy, and they may be called upon to review the policy, as needed. The Police Department has access to all security systems on campus and is working to gain access to all surveillance cameras. Along with the Police Department, each department/building has a designated person who is responsible for their own video recording and closed circuit television security system, including the review and recovering of recordings. Dr. Roberts suggested the need for a department to obtain approval from the Police Department and Office of Information Technology before purchasing and deploying a video or CCTV security system. Also, a record of all cameras in use on Delta State’s campus should be kept in a central location.

Motion: Moved by Dr. Bennett to approve the “Video and CCTV Security Systems” policy for first reading and seconded by Mr. Rutledge. **The motion was approved.**

Discussion

Enrollment UpdateDr. McAdams

President LaForge welcomed Dr. Debbie Heslep to Cabinet, and asked her to give an update on enrollment for summer and fall. Dr. Heslep distributed a report showing a three-year trend of registered students (**see report*). Dr. Heslep stated she is still optimistic about an enrollment increase for the fall, and the numbers for this week show an increase for all students over last year. However, she stated numbers for next week will look different. At this time last year, there was one Orientation session remaining; whereas, this year, all Orientation sessions are complete. Summer enrollment has held steady from last year—down only four students from 2015. Dr. Heslep stated there is a chance for a slight increase in Summer 2016 enrollment due to the fact that Teach For America and National Endowment for the Humanities numbers have not been finalized. To help with reaching last minute students, Dr. Heslep and her staff will host an Express Registration Day on July 29 to target three groups of students: (1) Delta State students who were enrolled in the Spring semester but have not registered for the Fall semester, (2) provisionally admitted first-time freshmen, and (3) transfer students who have applied to Delta State. Dr. Heslep is optimistic that this day will draw additional students. Mr. Rutledge stated that the revenue stream for Summer I and II is up compared to last year because of the new purge process, resulting in enrolled students paying their tuition sooner. Dr. Roberts asked Dr. Heslep to give an update on Orientation numbers. Dr. Heslep stated that Transfer Orientation numbers were down, but it could be linked to two sessions being held the day before a holiday weekend and on a Friday. Dr. Bennett said she will provide to Cabinet a breakdown of the number of students who participated in the Orientation sessions.

Out-of-State Waiver Report Mr. Rutledge

Mr. Rutledge presented to Cabinet Members an analysis of the waiver of out-of-state tuition (**see report*). The data used in the analysis came from figures reported to the Institutions of Higher Learning. Currently, the university is experiencing a net loss of \$129,429, over a three-year time period, due to the out-of-state waiver; however, a net gain of \$209,361 was realized in FY15. Since implementing the waiver in 2013, the enrollment of out-of-state students has increased. Mr. Rutledge would like to see FY16 data before making a decision about whether this venture is working for Delta State. Mr. Rutledge does not believe the data in the analysis includes international students; however, he will find out if this is the case. Also, he will send to the Cabinet the IHL Report, which includes all eight universities. Once Mr. Rutledge receives the FY16 data, he will bring this topic back to the Cabinet for a decision on whether to continue the out-of-state waiver.

Other Discussion

- President LaForge asked Cabinet Members to reiterate to their departments the importance of attending Convocation. He wants all employees to hear about the compensation plans and the rollout of the Vision of Excellence.

INFORMATIONAL/CALENDAR ITEMS:

- Cabinet Advance, July 18-19, Jacks Barnhouse
- Convocation, August 19, 10:00 a.m., BPAC
- Convocation lunch, August 19, 12:00 pm, H.L. Nowell Union, Second floor lobbies

NEXT MEETING:

- Next Cabinet Meeting – Cabinet Advance, July 18-19
- Next Cabinet Meeting Topic – University Visioning

Adjournment: The meeting adjourned at 2:53 p.m.