

# DELTA STATE UNIVERSITY

## PRESIDENT'S CABINET

### *Minutes*

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**Meeting date: July 25, 2022**

**Members in attendance:** Dr. E.E. Caston, Dr. Joshua Armstrong, Dr. Caroline Fletcher, Dr. Leslie Griffin, Ms. Lucia Chacon Habis, Mr. Mike Kinnison, Dr. Eddie Lovin, Mr. Rick Munroe, Dr. Andy Novobilski, and Mr. Jamie Rutledge (recorder – Ms. Claire Cole)

**Members not in attendance:** Dr. Michelle Roberts

**Guests:** None

**Call to Order:** A regular meeting of the President's Cabinet was held in the President's Conference Room on July 25, 2022. The meeting convened at 1:30 p.m. with Dr. Caston 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 July 18, 2022.

#### **GENERAL OVERVIEW**

- Mr. Rutledge announced to Cabinet members his plans to retire in January 2023, and he stated it has been an honor and privilege to work at Delta State.
- Dr. Caston informed Cabinet members of the passing of two Delta State alumni and financial supporters Ms. Sylvia Ferguson (Tri-State Educational Foundation) and Mr. Charlie McGuffee (Delta Regional Foundation).
- Dr. Caston gave an overview of the activities and events from last week. Dr. Caston and American Association of Colleges and Universities President Mildred Garcia had a phone call to discuss his presidential transition. The Cleveland-Bolivar County Chamber of Commerce Education Committee invited Dr. Caston to their meeting to discuss potential partnership opportunities. Dr. Caston visited with Cleveland School District Superintendent Otha Belcher. Dr. Caston and Gulf South Conference (GSC) Commissioner Matt Wilson had a phone call last week to discuss his presidential transition. Dr. Caston, Dr. Novobilski, Dr. Lovin, Mr. Munroe, and Ms. Lori Spencer met with Delta State alumna and IHL Board of Trustee member Teresa Hubbard regarding a potential donor.
- Mr. Kinnison gave an update on Athletics. Voluntary, summer workouts finish this week. The football team reports for the semester next Wednesday, and the soccer and cross-country teams report on August 8.
- Mr. Rutledge gave an update on Facilities Management projects. The excess cash funds provided by the State to use for bond projects will be distributed to universities through the Department of Finance and Administration (DFA.) Mr. Rutledge sent an email to the Bureau of Buildings and DFA to initiate this year's bond projects. As a reminder, the bond projects for this year are the demolition of the Court of Governors, renovation of Foundation Hall, and BPAC remodel. The funds were to pay for a pre-plan for Ward Hall, as well; however, the university has a current plan for Ward Hall that could be adjusted

to save money. The pre-construction meeting for the Whitfield Hall roof is this week. Facilities Management has begun preparing the residence halls for the Fall semester.

- Dr. Caston shared with Cabinet members some of the meetings and events planned for this week. The JumpStart End of Summer School Grill and Chill Block Party is Tuesday evening at 6:00 p.m. on Leflore Circle. Dr. Caston will meet with Ms. Cayce Friesenhahn of the Chamber on Wednesday to discuss partnership opportunities. On Thursday, Dr. Caston will have a departmental visit with the Police Department.

**CABINET TOPIC**

None

**BUSINESS**

**Action**

**Social Media policy (new – first reading) .....Mr. Munroe**

Mr. Munroe brought to Cabinet the new Social Media policy for a first reading. This policy defines the rules and procedures for the use of official university social media accounts. All university social media accounts must comply with the Delta State University Identity Standards Guide; and, the university does not condone any activity or posting on an official university social media account that reflects exceptions to First Amendment protection, such as speech deemed to be unlawful, defamatory, or obscene. All official university social media accounts should be registered with the Office of Communications and Marketing. The link to register social media accounts will be available soon. The only student group governed by this policy is the Student Government Association. Mr. Kinnison shared the Athletics Department oversees all student-athlete social media accounts and requires them to post anything disparaging to the university. Mr. Munroe will seek guidance from IHL on how best to include information for the Athletics Department. A second reading will be delayed until the registration link for social media accounts is live, and information is available for the Athletics Department.

**Motion:** Moved by Mr. Munroe to approve the new Social Media policy for a first reading and seconded by Dr. Lovin. The motion was approved.

**Discussion**

**Cabinet Advance.....Dr. Caston**

Dr. Caston provided an update on the upcoming Cabinet Advance. The date for Cabinet Advance is Tuesday, August 2 beginning at 8:00 a.m. in the President’s Dining Room in Young-Mauldin Cafeteria. He provided an overview of the Cabinet Advance agenda. The morning session will focus on enrollment management carried out in 2021-22 and a review of new, enrollment management initiatives initiated in 2021-22. The afternoon session will focus on budget decisions, strategic goal setting, and plans for FY23.

**Military Scholarship Proposal .....Dr. Novobilski**

Dr. Novobilski shared with Cabinet members a scholarship proposal for military students. The United States military will pay \$250 per credit hour for a member of the military to take six hours a semester. In an effort to reduce the university’s cost per credit hour, Mr. Talbot Brooks has offered to provide a \$100 scholarship per credit hour from his Geospatial Information Technologies Center 108 funds. Mr. Brooks has set aside funds for 20 scholarships.

**Institutional Effectiveness and Planning update ..... Dr. Novobilski**

Dr. Novobilski and other Delta State representatives attended the 2022 Institute on Quality Enhancement and Accreditations last week. Dr. Novobilski stated SACSCOC has plans to adjust some of their membership standards that the university will need to account for in their upcoming reaccreditation; however, this is not cause for concern. The university is well prepared for their reaccreditation.

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

Dr. Lovin provided an enrollment update. The last report provided by Institutional Research, Effectiveness, and Planning showed an increase in total enrollment from last year to this year. Currently, 600 students are in the registration pipeline with 120 students needing to participate in the Takin’ Care of Business program. Beginning next week, Ms. Chrisa Mansell will share a read-only Power BI report with Cabinet members each week detailing current enrollment.

**Budget Status Update ..... Mr. Rutledge**

Mr. Rutledge gave an update on the FY22 budget status. Mr. Rutledge will provide a final FY22 budget analysis to Cabinet members soon. The expenditures for FY22 were within budget; however, revenue fell short of the budget. The FY23 budgets should be available in Banner by end of day today. The Mississippi Budget Report was submitted to IHL and the Legislative Budget Office last week. After submission, the Legislative Budget Office adjusted the needs for the report, and Mr. Rutledge will alter the report and resubmit.

**Additional Information**

- Dr. Novobilski shared with Cabinet members the outline of the Convocation ceremony on Thursday, August 11. Dr. Novobilski will provide the welcome to the Delta State family followed by a welcome from the Cleveland-Bolivar County Chamber of Commerce. Dr. Armstrong and Chief Jeffrey Johns will introduce new faculty and staff, and Dr. Lovin will introduce the 2022-23 Student Government Association Cabinet members. All students are invited to attend this year’s Convocation. Dr. Caston will provide a few remarks. At the end of the ceremony, the football team will sing the Delta State fight song.

**INFORMATIONAL/CALENDAR ITEMS:**

- JumpStart Block Party, July 26, 6:00 p.m., Leflore Circle
- Cabinet Advance, August 2, President’s Dining Room, Young-Mauldin Cafeteria
- Takin’ Care of Business Day, August 3 and 9
- Leflore County Alumni Social, August 4, 6:00 p.m., Museum of the Mississippi Delta
- Mathews-Sanders Sculpture Garden Welcome Dinner, August 4
- Student Move-in Day, August 10, 10:00 a.m. – 4:00 p.m.
- Convocation, August 11, 3:00 p.m., BPAC
- Convocation Lunch, August 12, 11:30 a.m., Nowell Union, Second Floor Lobbies

**NEXT MEETING:**

- Next Cabinet Meeting – Monday, August 8, 2022 at 1:30 p.m.
- Next Cabinet Meeting Topic – TBD

**Adjournment:** The meeting adjourned at 3:10 p.m.