

# DELTA STATE UNIVERSITY

## PRESIDENT'S CABINET

### *Minutes*

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**Meeting date: June 12, 2023**

**Members in attendance:** Dr. Dan Ennis, Dr. Ellen Green, Dr. Christopher Jurgenson, Mr. Mike Kinnison, Dr. Eddie Lovin, Mr. Rick Munroe, Dr. Andy Novobilski, Dr. Michelle Roberts, and Mr. Larry Wakefield (recorder – Ms. Claire Cole)

**Members not in attendance:** Ms. Holly Ray and Ms. Haley Rooks

**Guests:** Dr. Edwin Craft, Associate Vice President for Finance and Administration

**Call to Order:** A regular meeting of the President's Cabinet was held in the President's Conference Room on June 12, 2023. The meeting convened at 1:30 p.m. with Dr. Ennis presiding.

#### **APPROVAL OF THE MINUTES**

On motion by Dr. Lovin and seconded by Dr. Jurgenson, all Cabinet Members present and participating voted unanimously to approve the Minutes of the Cabinet Meeting held on June 5, 2023.

#### **GENERAL OVERVIEW**

- Dr. Ennis gave an overview of the activities and events from last week. The Cleveland-Bolivar County Chamber of Commerce Board of Directors met for their monthly meeting. Dr. Ennis was interviewed by Mr. Scott Coopwood and Ms. Pam Parker for the Delta Business Journal. Dr. Ennis met with two Delta State alumnae, IHL Board Trustee Teresa Hubbard and Ms. Nan Sanders. The Institutional Executive Officers participated in a conference call with Commissioner Al Rankins to discuss the FY25 appropriations request. Delta State alumnus Steve Azar hosted his annual Delta Soul Celebrity Golf and Charity Event over the weekend, and Dr. Ennis attended on Friday evening.
- Mr. Kinnison gave an update on Athletics. The Athletics Department hosts several camps during June and July. The camps are an excellent recruiting tool and bringing children to Delta State's campus. Coaches are continuing their recruitment efforts this summer to fill any vacant positions on their rosters. As of today, 130 new, student-athletes have been processed for the upcoming academic year. The Gulf South Conference expanded their video production contract with Flo Sports, and Delta State is reviewing and initiating the new production standards and requirements. Initial expenses will be incurred for new cameras and equipment; however, it is a better product to offer fans. Mr. Kinnison stated the Conference will help offset some of the expenses.
- Mr. Wakefield shared an update on Facilities projects. Facilities Management is working closely with the Office of Housing and Residence Life to determine their priority needs for updates this summer. Foundation Hall needs extensive repairs; however, the bulk of repairs will occur next summer. The gutters were replaced on Fielding-Wright Art Center.
- Dr. Ennis shared with Cabinet members some of the meetings and events planned for this week. Dr. Ennis had a phone call with Gulf South Conference Commissioner Matt Wilson this morning, and he has an interview with Mr. Jim Gregory, with Radio Cleveland Inc., on Tuesday. The newly established Enrollment Group has their first meeting on Tuesday. Another Takin' Care of Business Day is scheduled

for Wednesday, and 90 students are scheduled to attend. The Institutional Executive Officers meet on Wednesday, and the IHL Board of Trustees have their monthly meeting on Thursday. The next Cabinet meeting is scheduled for June 26.

**CABINET TOPIC**

None

**BUSINESS**

**Action**

**Weapons policy (revised – final reading) ..... Dr. Lovin**

Dr. Lovin brought the revised Weapons policy to Cabinet for a final reading. Unless authorized by the Chief of the University Police Department, Delta State University prohibits the possession of pistols, firearms, or other weapons in any form by any person other than duly authorized law enforcement officials, institutional security officials, and other authorized persons. Students and employees are not authorized to possess weapons or firearms on institutional property or at institutional off-campus events regardless of possession of firearms permits. A visitor of Delta State University, who is permitted to carry a firearm in accordance with Mississippi’s Enhanced Concealed Carry law [Miss. Code Ann. § 45-9-101], is permitted to carry a firearm in certain public locations: Capps Archives and Museum; H. L. Nowell Student Union; Reily Health Center; Roberts-LaForge Library; Wiley Planetarium; Wyatt Center; Mayers Aquatic Center; Young-Mauldin Dining Hall; and, outdoor locations. Weapons may not be permitted into instructional areas in any of the aforementioned locations. All visitors, regardless of their possession of an enhanced conceal carry permit, are prohibited from carrying weapons in all other buildings, facilities, and campus locations including: academic classrooms, laboratories, and/or buildings; administrative, faculty, or staff offices; any classroom or area of instruction where enrollment or a fee is paid to participate, including those within an otherwise public building; any space requiring a ticket to an event; residence halls; patient care areas within a student health center; areas within a student health center containing radiological source materials or flammable/combustible gases or chemicals; areas within a student health center containing confidential student and/or patient records; preschool/daycare facilities; and, areas in which student conduct proceedings are held. Dr. Lovin clarified that tasers, pepper spray, and mace are all covered under the Mississippi Safe Campus policy governed by the State of Mississippi.

**Motion:** Moved by Dr. Lovin to approve the Weapons policy for a final reading and seconded by Dr. Novobilski. The motion was approved.

**Undergraduate Student Orientation policy (new – final reading)..... Dr. Lovin**

Dr. Lovin brought the new Undergraduate Student Orientation policy to Cabinet for a final reading. The purpose of this policy is to establish the guidelines, expectations, and procedures for conducting student orientation, ensuring all incoming students receive the necessary information, resources, and support to thrive academically, socially, and personally. All accepted students who enroll for fall or spring semester courses are required to complete an orientation program prior to or simultaneously as the term begins at Delta State. Exceptions include: a student who previously had been enrolled at the university within the last academic year; a student classified and enrolled as a Dual Enrollment/Dual Credit student; a student classified and enrolled as a Non-Degree Seeking Student; a student classified and enrolled as a Transient student; and, a student classified and enrolled as a Post Baccalaureate student. An online or virtual undergraduate student orientation shall be offered for: students who are employed full or part time by the university in a position that is not a regular student employment or work study position; students who are

participating in a fully online program; students who are participating in a pre-season athletic preparation program; students who enroll in coursework during or after the in-person orientation has occurred; and students who express, prior to the start of in-person orientation in writing to the Director of Engagement and Advocacy, conflicts which prohibit the student from participation in an in-person orientation. The university shall charge a fee for Orientation, applicable to all students. The fee shall be assessed after the student has made a commitment to attend Delta State. The only exception is if the student is employed as a full or part time employee of the University, and not in a regular student employment or work study position. The fee will not be charged to the student who is an employee, but the student shall participate in the virtual orientation. The fee for Orientation is \$100.

**Motion:** Moved by Dr. Lovin to approve the Undergraduate Student Orientation policy for a final reading and seconded by Dr. Novobilski. The motion was approved.

**Hazing policy (new – final reading) ..... Dr. Lovin**

Dr. Lovin brought the new Hazing policy to Cabinet for a final reading. Delta State is committed to providing a safe and inclusive learning environment for all students, by creating an environment free from fear, humiliation, and exclusion. Delta State unconditionally opposes any situation created intentionally or unintentionally to produce mental, physical, psychological, or emotional discomfort, embarrassment, harassment, or ridicule. Cabinet members suggested revisions to language within the policy and reorganizing the Procedures and Responsibilities sections. Bullying and cyberbullying do not fall within the Hazing policy.

**Motion:** Moved by Dr. Lovin to approve the Hazing policy for a final reading and seconded by Dr. Jurgenson. The motion was approved.

**Student Code of Conduct policy (new – final reading) ..... Dr. Lovin**

Dr. Lovin brought the new Student Code of Conduct policy to Cabinet for a final reading. The Student Code of Conduct (Student Code) describes the types of acts that are unacceptable in an educational community and the general process by which they will be addressed. The President has delegated the Student Code and its student conduct process to the Vice President for Student Affairs (VPSA). The VPSA has identified the Director of Student Life as the individual who will oversee the Student Code. Dr. Lovin and his staff have conducted an exhaustive review of the student conduct process to make the university compliant and ensure we have a codified due process for students that will be a part of this process. The minimum number of members of the Hearing Body was reduced to 12. A quorum for a conduct hearing shall be no fewer than four of the six voting members required for a hearing.

**Motion:** Moved by Dr. Lovin to approve the Student Code of Conduct policy for a final reading and seconded by Mr. Munroe. The motion was approved.

**Five-Year Bond Project Priorities ..... Mr. Wakefield**

Mr. Wakefield shared with Cabinet members the recommended five-year bond project priorities list. The finalized list is due to IHL and the State Department of Finance and Administration before Wednesday. The recommended list of priorities includes: repair, renovation, demolition, and upgrading of campus buildings and facilities; campus wide roofing project; continuation of HVAC and electrical upgrades; repair, renovation, and demolition of campus residence halls; and, Walter Sillers Coliseum renovation. Cabinet members discussed the needs of academic buildings on campus; the need to defer the Walter Sillers Coliseum renovation again; and, the fact that IHL calculates the amount of funds each university is given each year for their bond projects.

**Discussion**

**Organizational Chart FY24..... Dr. Roberts**

Dr. Roberts shared with Cabinet Members the draft FY24 organizational chart. She asked Cabinet Members to review the organizational chart and to send changes — including new hires, new positions, new titles, or any reorganization in the upcoming fiscal year — to Ms. Cole. The revised organizational chart will be presented to Cabinet one final time before being made final on July 1.

**Barnes & Noble First Day Ready program..... Mr. Wakefield**

Mr. Wakefield held a meeting to discuss the Barnes & Noble First Day Ready program with Dr. Novobilski, Dr. Jurgenson, Dr. Craft, the Barnes & Noble regional manager, and current Barnes & Noble staff on campus. The issues experienced with the First Day Ready program by faculty and students were shared with Barnes & Noble representatives. To remedy the problems, the Barnes & Noble staff proposed being proactive in ordering and providing information to the university and creating better communication channels between Barnes & Noble and the university. Weekly reports on the First Day Ready program will be provided to Mr. Kelvin Davis and Dr. Novobilski to keep the university abreast of any issues. By the end of this week, the university will have a better idea of how prepared Barnes & Noble is for Summer II.

**Budget Update ..... Mr. Wakefield**

Mr. Wakefield shared with Cabinet members the university will end its fiscal year with a deficit. The budget saving measures set forth earlier in the semester were not enough to cover the lack of revenue. The Executive Committee has begun discussions on ways to increase revenue, balance the budget, and reduce expenses. In consideration of the deficit in the FY23 budget and an anticipated deficit in the FY24 budget, Dr. Ennis is requiring all hiring requests to be submitted to the Executive Committee for approval. This practice will continue until Fall 2023 enrollment levels are determined and the FY24 budget deficit can be estimated. A limited number of positions will be filled when the consequences of leaving them unfilled would cause significant damage to the institution or undue hardships to students.

**Recruitment Update/Overview..... Dr. Lovin**

Dr. Lovin shared with Cabinet members the current status of first-time, admitted students. For Fall 2023, 1,665 students have been admitted and 432 students are enrolled as of the first week in June. Enrollment has increased by 20 students from this time last year. This data is from Banner, and it does not include data in Recruit. Cabinet members will receive information from Power BI in the coming days that will provide additional breakdowns of recruitment data. Thus far this year, 539 students have signed up for Takin’ Care of Business Days.

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

Dr. Novobilski shared information on the SACSCOC off-site review. Dr. Welsh and the writing team are focusing on several standards that have high citation rates to ensure Delta State has adequate evidence to support the standard. Dr. Welsh needs additional evidence from Mr. Wakefield and Dr. Craft on finance-related standards. Dr. Novobilski shared with Cabinet members an Academic Productivity Review will be submitted to IHL in the coming weeks due to the insufficiency of graduation rates in a few departments.

**INFORMATIONAL/CALENDAR ITEMS:**

- Takin’ Care of Business Day, June 14 and 21
- Delta State’s Juneteenth Lunch and Learn, June 19, 11:30 a.m., Young-Mauldin Cafeteria Multipurpose Room
- Summer I Final Exams, June 21

**NEXT MEETING:**

- Next Cabinet Meeting – Monday, June 26, 2023 at 1:30 p.m.
- Next Cabinet Meeting Topic – TBD

**Adjournment:** The meeting adjourned at 2:45 p.m.