

DELTA STATE UNIVERSITY

PRESIDENT'S CABINET

Minutes

Meeting date: November 7, 2022

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

Members not in attendance: Dr. Caroline Fletcher

Guests: Ms. Holly Ray, Chair-Elect, Administrative Staff Council

Call to Order: A regular meeting of the President's Cabinet was held in the President's Conference Room on November 7, 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 October 24, 2022.

GENERAL OVERVIEW

- Dr. Caston gave an overview of the activities and events from the last two weeks. The Student Government Association, along with the Student Pageant Board, hosted the Miss Delta State University Scholarship Competition, and Ms. Maddie Stevens was crowned the 2023 Miss Delta State University. Cabinet members summarized Homecoming week activities and discussed potential changes for next year. Dr. Caston invited members of the IHL Board of Trustees to attend the Cleveland Rotary Club meeting last week to discuss the Delta State presidential search. The Board members in attendance were Board President Tom Duff, Ms. Teresa Hubbard, Mr. Chip Morgan, and Mr. Gregg Rader. The Little River Band performed at the Bologna Performing Arts Center, and it was well attended.
- Ms. Chacon Habis provided an update on the Student Government Association. Participation by students was high during Homecoming week. Approximately 225 students participated in the "Pie a Greek" event for charity, and 500 students attended the carnival.
- Mr. Rutledge shared an update on Facilities projects. Mr. Rutledge will attend a meeting next week to discuss the shingles and bricks for the School of Nursing project. The punch list for the Whitfield Hall roof project will be completed this week. Mr. Rutledge has a meeting with IHL and the Bureau of Buildings on Thursday to discuss the Bologna Performing Arts Center ADA and elevator project. The Bureau of Buildings approved an emergency project to fix the HVAC system in the H. L. Nowell Union, and they will be on campus tomorrow with contractors to obtain quotes. At the next Cabinet meeting, Mr. Rutledge will provide an update regarding the bond requests for 2023, which have changed due to different interpretations by the bond attorneys.
- Dr. Caston shared with Cabinet members some of the meetings and events planned for this week. Dr. Caston will visit with exchange students on Tuesday, and he will participate, via Zoom, in a Gulf South

Conference Board of Directors meeting on Wednesday. The GRAMMY Museum® Mississippi Board of Directors will meet for their quarterly meeting on Thursday. Dr. Caston, Mr. Munroe, and Mr. Kinnison will attend an Athletics' Vision Event on Thursday in Memphis, TN hosted by alumnus Tim Harvey.

- Dr. Roberts reminded Cabinet members about the President's Reception in the Dorgan Center prior to the football game on Saturday. The reception begins at 1:30 p.m.

CABINET TOPIC

None

BUSINESS

Action

None

Discussion

IHL Listening Session..... Dr. Roberts

Dr. Roberts announced the IHL Listening Sessions for the Delta State presidential search will be held on Wednesday, November 9 at 10:00 a.m. and 1:00 p.m. in the auditorium of Jobe Hall. The sessions will be livestreamed and can be viewed at a later time. She shared with Cabinet members a copy of the message sent to faculty, staff, and students by the Chair of the Board Search Committee, Ms. Teresa Hubbard, as well as the list of people selected to serve on the Search Advisory Constituency group.

Campus Forums..... Dr. Roberts

Dr. Roberts shared with Cabinet members the draft agenda for the Campus Forum. The topics of discussion will be: the presidential search process; budget reports for FY22 and FY23; the budget request for the 2023 Legislative Session; admissions/enrollment update; SACSCOC reaffirmation update; and, an Athletics update. Faculty and staff will have the option to ask questions in person or anonymously via text message.

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

Dr. Novobilski announced the search committee for the Associate Provost completed their search, and an announcement will be released later this week. The appointment of two committees is underway: The Quality Enhancement Plan committee and Strategic Plan committee. Members of the university's leadership team will attend the SACSCOC Annual Meeting in Atlanta in December.

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

Dr. Lovin provided an update and overview of recruitment. He shared data for admissions trends for Fall 2023. The Office of Admissions has 80,932 open opportunities in Recruit for Fall 2023. An additional 13,000 will be added this week from the State of Arkansas. Dr. Lovin provided information to Cabinet members that can be shared with the community when asked about recruitment in Cleveland. Delta State recruiters are in Cleveland schools once or twice a month attending college or career fairs. Dr. Lovin has shared the Office of Admissions' travel calendar with deans and individual departments to encourage chairs and faculty to participate in visits, as well. Dr. Lovin expressed thanks to the Office of Information Technology for creating a report for each dean that shares their respective opportunities for their school or college.

Budget Update Mr. Rutledge

Mr. Rutledge shared with Cabinet members the Budget-to-Actual Report for FY22. The budget was balanced by not filling open positions. The Auxiliary Funds Budget-to-Actual Report for FY22 details shows the university's expenses exceeded its budget. The main reason for the increase in expenses was due to bills for FY21 being paid in FY22. Mr. Rutledge shared the Budget-to-Actual Report for FY23 for the period July 2022 to September 2022. The addendum to the budget approved by Cabinet in October to adjust for the enrollment decline will be added to next month's Budget-to-Actual Report. Mr. Rutledge shared with Cabinet members the Auxiliary Funds Budget-to-Actual Report for FY23, and the net effect of all operations will decrease with each month as all funds are deposited at the beginning of the fiscal year.

INFORMATIONAL/CALENDAR ITEMS:

- Presidential Listening Sessions, November 9, 10:00 a.m. and 1:00 p.m., Jobe Hall Auditorium
- President's Football Reception, November 12, 1:30 p.m., Dorgan Center
- Delta State vs. U. of West Alabama, November 12, 2:00 p.m., Parker Field (wear Green)
- Campus Forum, November 15, 2:00 p.m., Jobe Hall Auditorium
- Anastasia, November 15, 7:30 p.m., BPAC

NEXT MEETING:

- Next Cabinet Meeting – Monday, November 21, 2022 at 1:30 p.m.
- Next Cabinet Meeting Topic – TBD

Adjournment: The meeting adjourned at 2:23 p.m.