

DELTA STATE UNIVERSITY

PRESIDENT'S CABINET

Minutes

Meeting date: September 3, 2019

Members in attendance: President William LaForge, Dr. Vernell Bennett, Ms. Tricia Killebrew, Mr. Mike Kinnison, Dr. Charles McAdams, Dr. Beverly Moon, Mr. Rick Munroe, Mr. Cetin Oguz, Dr. Michelle Roberts, and Mr. Jamie Rutledge (recorder – Ms. Claire Cole)

Members not in attendance: Ms. Elizabeth Swindle

Guests: Dr. Edwin Craft, Chief Information Officer

Call to Order: A regular meeting of the President's Cabinet was held in the President's Conference Room on September 3, 2019. The meeting convened at 1:30 p.m. with President LaForge presiding.

APPROVAL OF THE MINUTES

On motion by Mr. Rutledge and seconded by Dr. Roberts, all Cabinet Members present and participating voted unanimously to approve the Minutes of the Cabinet Meeting held on August 26, 2019.

GENERAL OVERVIEW

- President LaForge announced the Cleveland-Bolivar County Chamber of Commerce Annual Recognition Social will be held Thursday, September 26 at the Cotton House. If any Cabinet member would like to attend, please contact Ms. Cole.
- President LaForge gave an overview of the activities and events from the past week. President LaForge had lunch with Dr. Paul Janoush to update him on university affairs, and he and Mr. Munroe met with Mr. Charlie Pleas, Senior Vice President of AutoZone, last week. The Cleveland-Bolivar County Chamber of Commerce held a ribbon cutting for one of Cleveland's newest businesses, the Cotton House, last week. President LaForge hosted his sixth annual Mayors' Summit last week, and fourteen mayors were in attendance. President LaForge expressed his gratitude to Cabinet members for attending. At the invitation of the Mayor of Mound Bayou, President LaForge attended the Mound Bayou Septemberfest.
- Mr. Rutledge gave an update on Facilities Management projects. He received a field report on the work completed last week on the Walter Sillers Coliseum project. Completed tasks include protective material placed over the gym floor, roofing material delivered, and construction on the roof began. The notice to proceed for the roofing repairs on Holcomb-Norwood Hall and Hugh Cam Smith Facilities Management Building was received, and construction will begin in 30 to 45 days. The estimates for the Aquatics Center HVAC system came in over budget, and Mr. Rutledge is looking at ways to rearrange funds. Another meeting for the MDOT sidewalk project took place last week, and Mr. Rutledge is to provide Dr. Bennett of suggested changes for the H.L. Nowell Union entrance. The choice of architects for the Robert E. Smith School of Nursing addition has been narrowed to three, and Mr. Rutledge hopes make a selection within two weeks. The new President's home should have concrete poured this

week. No firms submitted requests to conduct the feasibility study on the golf course development, so IHL is pursuing different firms.

- Mr. Kinnison gave an update on Athletics. Delta State’s first home football game is Thursday night against Tusculum University beginning at 6:00 p.m. Tusculum University’s Provost will attend the game. Men’s soccer hosts Flagler College on Friday, and women’s soccer hosts Missouri S&T Friday. The men’s team will compete again on Sunday against University of Texas at Tyler. The cross country team competes at Union University this week. Mr. Kinnison informed Cabinet members of the loss of a great Statesmen supporter, Mr. Mike Parker.
- President LaForge shared with Cabinet Members some of the meetings and events planned for the week. President LaForge hosted a breakfast for the Office of Admissions staff this morning, and he will speak to the Cleveland Board of Aldermen tonight. The President’s reception prior to the football game begins at 5:30 p.m. in the Dorgan Center, and all Cabinet members are invited. President LaForge has requested Dr. Ronnie Mayers be an additional host for each President’s reception. The Office of Student Life will host Statesmen Park After Dark following the game. The BPAC performance of Jason Isbell and the 400 Unit is Thursday evening, and President LaForge’s guests include Mr. and Mrs. Lolo Lubiani, Mr. and Mrs. John Lewis, Mr. and Mrs. Mike Nienaber, and Mr. Eddie Nienaber.

CABINET TOPIC

Cyber Threats and Phishing..... Mr. Rutledge

Mr. Rutledge introduced Dr. Edwin Craft, and he asked Dr. Craft to share with Cabinet members about cyber threats and phishing. Dr. Craft explained ransomware, a very serious cyber threat, has become an epidemic around the world. Ransomware attacks have hit government agencies, healthcare systems, retail companies, education systems, and many others. Ransomware is a type of malware that attempts to extort money from a computer user by infecting and taking control of the victim’s machine or the files stored on the victim’s machine. An attack can occur through a link on a website or a link in an email. Dr. Craft shared multiple approaches for a strong preventative strategy including endpoint protection, email security, data backup, and end user training. The Office of Information Technology (OIT) has offered two training sessions for Delta State employees, and they will soon begin to test the employee’s knowledge from the training. Dr. Craft advised Cabinet members to think about adopting two factor authentication for campus as it adds a second level of authentication to an account login. This method increases security by requiring a password and proof of person prior to granting access. Dr. Craft explained Cabinet members can help in the fight to prevent a ransomware attack by holding staff accountable, reporting phishing attempts, backing up files, not clicking on suspicious links, and inviting OIT staff members to speak to individual departments on the seriousness of this threat.

BUSINESS

Action

Military Payment for Tuition and Fees policy (new – final reading)..... Mr. Rutledge

Mr. Rutledge presented to Cabinet members the Military Payment for Tuition and Fees policy for a final reading. This policy states Delta State will not impose any penalty, including the assessment of late fees, the denial of access to classes, libraries, or other institutional facilities, or the require that a student borrow additional funds because of the individual's inability to meet his or her financial obligations to the Institution due to the delayed disbursement funding from VA under chapter 31 or 33. Dr. Moon suggested a few editorial changes to the policy.

Motion: Moved by Mr. Rutledge to approve the new Military Payment for Tuition and Fees policy for a

final reading and seconded by Dr. McAdams. The motion was approved.

Scholarship Distribution Formula for the Kyle Education Trust Scholarship and the Norma and Celian Lewis Scholarship.....Dr. McAdams

Dr. McAdams met with Dr. Moon, Mr. Munroe, and Mr. Merritt Dain to discuss a scholarship distribution formula for the Kyle Education Trust Scholarship and the Norma and Celian Lewis Scholarship. Both scholarships are available for distribution to undergraduate and graduate students. Dr. McAdams shared the recommendation from the meeting, and it is to distribute funds 80% to undergraduate students and 20% to graduate students.

Motion: Moved by Dr. McAdams to approve the scholarship distribution formula for the Kyle Education Trust Scholarship and the Norma and Celian Lewis Scholarship and seconded by Dr. Bennett. The motion was approved.

Discussion

Enrollment UpdateDr. Bennett

Dr. Bennett shared with Cabinet members an update on enrollment figures. First-time, full-time freshmen have increased from 283 in Fall 2018 to 297 this fall. Transfer students have increased from 385 in Fall 2018 to 450 this fall. 700 students are currently enrolled in the Dual Enrollment program. Also, 139 students have registered for Fall Preview Day.

Additional information

- Mr. Munroe announced Ms. Amanda Robinson would be resuming her role as Assistant Alumni Director.

INFORMATIONAL/CALENDAR ITEMS:

- Delta State football vs. Tusculum University, September 5, 6:00 p.m., Parker Field. President’s Reception at 5:30 p.m., Dorgan Center.
- Jason Isbell and the 400 Unit, September 5, 7:30 p.m., BPAC
- Craig Morgan, September 19, 7:30 p.m., BPAC
- Pig Pickin’, September 20-21, Statesmen Park
- Fall Preview Day, September 21, 11:00 a.m. – 12:30 p.m.
- Delta State football vs. Florida Tech University, September 21, 2:00 p.m., Parker Field. President’s Reception at 1:30 p.m., Dorgan Center.

NEXT MEETING:

- Next Cabinet Meeting – Monday, September 9 at 1:30 p.m.
- Next Cabinet Meeting Topic – TBD

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