

DELTA STATE UNIVERSITY

PRESIDENT'S CABINET

Minutes

Meeting date: December 9, 2015

Members in attendance: President William LaForge, Dr. Libby Carlson, Dr. E.E. Caston, Dr. Leslie Fadiga-Stewart, Mr. Keith Fulcher, Mr. Ronnie Mayers, Dr. Charles McAdams, Mr. Steve McClellan, Ms. Marilyn Read, Dr. Michelle Roberts, and Mr. Mikel Sykes (Ms. Claire Cole – recorder)

Members not in attendance: None

Call to Order: A regular meeting of the President's Cabinet was held in the President's Conference Room on December 9, 2015. The meeting convened at 1:30 p.m. with President LaForge presiding.

GENERAL OVERVIEW

- President LaForge attended the SACSCOC Annual Meeting in Houston on Monday. Dr. John Hilpert, President Emeritus, received the "James T. Rogers Distinguished Leadership Award" which President LaForge nominated him for earlier this year.
- President and Mrs. LaForge attended "Women in the Round" at the Bluebird Café in Nashville to see Ms. Tricia Walker perform on Tuesday. He stated it was a wonderful event, and Ms. Walker represented DSU well.
- President LaForge informed Cabinet Members that Patricia Roberts, Associate Professor of Journalism, passed away on Monday. The visitation and Celebration of Life service will be held at Bishop-King Funeral Home in Lake Village, AR on Friday (December 11) beginning at 2:00 p.m.
- President LaForge conducted several department visits last week. He stated he is learning important information about each department.
- President LaForge attended a GRAMMY Museum Mississippi Board meeting last week. He stated the Board will meet frequently to prepare for the opening, and everything is on schedule for March. Also, President LaForge attended a Blues Studies Program event showcasing the progress being made in creating our Blues Program. The minor is up and running with three students enrolled at this time. Also, he hosted a birthday party for Coach Boo Ferriss who turned 94 on Saturday.
- President LaForge discussed this week's schedule. He will welcome mid-year football recruits Thursday evening at The Senator's Place. The Robert E. Smith School of Nursing is having their Pinning Ceremony at 5:00 p.m. on Friday in the BPAC. Commencement Ceremonies are Friday at 7:30 p.m. and Saturday at 10:00 a.m. in the BPAC. The platform party can enter the BPAC at 6:00 p.m. on Friday and 9:00 a.m. on Saturday.

APPROVAL OF THE MINUTES

On motion by Dr. Caston, seconded by Dr. McAdams, all Cabinet Members present and participating voted unanimously to approve the Minutes of the Cabinet meeting held on November 30, 2015.

CABINET TOPIC

Visioning Process..... Dr. Roberts

Dr. Roberts began her presentation by informing Cabinet Members about her area, University Relations. She stated she has a young, DSU-centric team. During her visioning meeting, she surveyed the attendees with the question, “where were you ten years ago?” By asking this question, she allowed for her audience to see what a difference ten years can make. One area the University Relations team sees Delta State focusing on for the centennial is the music and culture theme. Music should be incorporated throughout the campus whether it be through academics or speaker rocks located in flower beds throughout the campus. By focusing on cultural initiatives, Delta State can draw visitors from the GRAMMY Museum Mississippi to campus. Another part of the University Relations vision is for Delta State to have a greater presence in the Cleveland community. Not only should the Delta State family have a sense of pride, but the community should, as well. When entering Cleveland, a visitor should feel as if they are in a college town. Banners, billboards, decals on store windows, and footprints on the streets can all bring a sense of community involvement with the university. In the era of social media and selfies, Delta State needs a landmark, such as a statue of the Statesmen and Fighting Okra, where people will want to take pictures. By having a landmark, Delta State would increase our identity and bring excitement to campus. Students should be excited about coming to Delta State and attending campus events. University Relations feels the following initiatives will increase student excitement on campus: bigger crowds at athletic events, making the Union an updated attraction, updating our facilities, keeping the grounds clean, and providing weekend events for students. In the coming years, Delta State also has issues to address: employee satisfaction, a lack of external exposure, providing services to students based on their needs/schedules, and properly staffing departments to keep up with the work load. As with all visions, time, cooperation, and money are needed to complete them.

BUSINESS

Action

Special mid-year consideration for salary increases..... Mr. McClellan

Mr. McClellan brought to Cabinet a recommendation from the Executive Committee regarding positions which they feel are most urgent for receiving mid-year raises. Their recommendation is based on information received from the President’s direct reports. The Alumni Association Secretary position will receive an increase of \$5,000, provided by private dollars. A Custodial Supervisor will receive a salary increase of \$5,000 due to managing an additional unit. The university locksmith will receive a \$7,808 increase in salary due to all locksmith duties being moved to one shop. The Senior Executive Athletic Director will receive a \$5,316 raise due to a gender equity issue. The employment contracts for football coaches run from January through December, instead of the typical July through June contract. As a result, salary increases for them must be addressed in December. The head football coach will receive a raise of \$10,000 to be paid out in two installments: January 1 and July 1. An additional amount of \$27,515 will be given to the Athletic Director to distribute to the five assistant football coaches. The total amount of special consideration raises that will be paid from Fund 10 is \$55,639/year of which \$27,820 will be paid out of this fiscal year (FY16).

Motion: Moved by Mr. McClellan to approve the special consideration for mid-year salary increases recommended by the Executive Committee and seconded by Dr. Roberts. **The motion was approved.**

Retiree Benefits Policy (final reading) Mr. McClellan

Mr. McClellan brought to Cabinet the new Retiree Benefits Policy for the final reading. Upon further review of the policy, Mr. McClellan added a clarification below the list of benefits stating, “The benefits

listed are for the retiree only – not for a spouse, child, or guest of the retiree.” In order for retirees to understand the benefits offered to them and to see the changes, the policy will be distributed at the Holiday Retiree Party hosted by the Alumni-Foundation Office. Mr. McClellan and Mr. Fulcher will work together to distribute this information.

Motion: Moved by Mr. McClellan to approve the new “Retiree Benefits” policy for final reading and seconded by Mr. Mayers. **The motion was approved.**

Authorized Posting Agents – modification Dr. Roberts

Dr. Roberts brought to Cabinet the “University listservs – Authorized Posting Agents” listing. The Director of Communications and Marketing is the main agent over the DSU-FYI listserv, but this listserv does not include students. Students cannot be added to the DSU-FYI listserv due to their domain name being run through Gmail. The original intent was for the Director of Communications and Marketing to be able to send emails to students, via the DSU-FYI listserv, and so this modification follows the intent. The recommended change is to allow the Director of Communications and Marketing to send emails directly to the Okramail-FYI listserv in association with the DSU-FYI listserv.

Motion: Moved by Dr. Roberts to approve the modification of adding the Director of Communications and Marketing to the Okramail-FYI listserv as a posting agent and seconded by Mr. McClellan. **The motion was approved.**

Discussion

None

Other Discussion

- Mr. Mayers invited Cabinet Members to attend the Athletic Christmas party at the Warehouse tonight beginning at 6:30 p.m. Also, he informed Cabinet of the men’s and women’s basketball games on Thursday evening beginning at 5:30 p.m. Mr. Mayers attended a GSC meeting at the beginning of the week, and he stated their big topics were the Fair Labor Standards Act and student athletes’ deductibles, through Obamacare, being very high.
- DSU will host a Christmas Invitational for Swimming and Diving from Saturday through Tuesday.
- Mr. McClellan requested that the IHL Board Meeting committee keep Facilities Management updated on any committee decisions regarding set-ups as April is one of their busiest months.
- Ms. Read announced Administrative Staff Council will host a breakfast for staff on December 17 at 8:30 a.m. in Kent Wyatt Hall Atrium.
- President LaForge asked Cabinet Members to let his office staff know the date (in January or February) they plan to present their Visioning Process to Cabinet.

INFORMATIONAL/CALENDAR ITEMS:

- Fall Commencement, Graduate students, BPAC, December 11, 7:30 pm
- Fall Commencement, Undergraduate students, BPAC, December 12, 10:00 am
- DSU Christmas Invitational for Swimming and Diving, Natatorium, December 12-15
- Winter Holidays, December 23 - January 1
- GRAMMY Museum Mississippi, Grand Opening, March 5
- IHL Board meeting at DSU, April 21, 2016

NEXT MEETING:

- Next Cabinet Meeting – Wednesday, December 14, 2015 at 1:30 p.m.
- Next Cabinet Meeting Topic – Visioning Process presentation (Keith Fulcher)

Adjournment: The meeting adjourned at 3:30 pm.