

# DELTA STATE UNIVERSITY

## PRESIDENT'S CABINET

### *Minutes*

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**Meeting date: March 23, 2015**

**Members in attendance:** President William LaForge, Dr. Wayne Blansett, Mr. Keith Fulcher, Dr. David Hebert, Dr. Debbie Heslep, Mr. Ronnie Mayers, Dr. Charles McAdams, Mr. Steve McClellan, Ms. Marilyn Read, Dr. Michelle Roberts, Mr. Jeff Slagell, Mr. Mikel Sykes, Dr. Myrtis Tabb, and Ms. Leigh Emerson.

**Absent:** None

**Call to Order:** A regular meeting of the President's Cabinet was held in the President's Conference Room on March 23, 2015. The meeting convened at 2:00 p.m. with President LaForge presiding.

#### **GENERAL OVERVIEW**

- President LaForge visited with the God's Anointed Voices group in the Chapel on Monday evening.
- President LaForge met with Phi Theta Kappa students at Hinds Community College on their Rankin campus.
- President LaForge had dinner with both House and Senate members last week. The dinners went well.
- Delta State students hosted a luncheon for legislators on Wednesday. We had 70 students attend and visit with legislators. The House of Representatives presented a resolution to Dr. Wayne Blansett and the Senate presented a resolution to Dr. Henry Outlaw.
- Mr. Mikel Sykes was recognized at the IHL Board meeting and was given a commendation for representing Delta State and our Greek system so well. The IHL Board renewed President LaForge's contract for four years along with the presidents at Jackson State University and the University of Southern Mississippi. They did not renew the contract for Dr. Dan Jones, Chancellor at the University of Mississippi.
- President LaForge had lunch with Governor Bryant, Mr. David Abney, and other business leaders at the Governor's mansion. Mr. Abney was honored by the House of Representatives that day, as well.
- President LaForge attended the Student Art Award Reception, and he invited the winners of the President's Award and the Cabinet Award to the April 6<sup>th</sup> Cabinet meeting.
- President LaForge announced that Dr. Kent Wyatt was honored with the BPAC President's Award, and a dinner was held in his honor on the stage of the BPAC.
- President LaForge, Dr. Tabb, members of the Cleveland Music Foundation, and representatives from our DMI braved the rain and attended the St. Paddy's Day parade in Jackson on Saturday. The theme was "Bringing Home the Grammyphone" to help promote GRAMMY Museum Mississippi.
- President LaForge was the guest of honor speaker at Kappa Sigma's 40<sup>th</sup> Annual Founders Day program on Saturday. He said it was a great event, and they are a strong fraternity on our campus.
- President LaForge has several meetings and events scheduled this week. He had lunch with Mr. Chip Morgan today, and they filmed two segments for Delta Council's television segment. They discussed student recruitment initiatives as well as the Race Conference. Other items this week include:

welcoming Bayou Academy’s juniors and seniors to campus; attending the BPAC performance of “Heart Behind the Music” with guests Magnolia Gatlin, SGA’s Governmental Affairs Committee chair, and seven students of her choosing; and, traveling to Columbus on Thursday to meet with local business leaders, speak to the Exchange Club, participate in several media interviews, and visit with students at the Mississippi School for Math and Science. Also, Go Green Weekend will be held on Saturday, and he will welcome those visitors to campus along with throwing out the first pitch at the baseball and softball games.

- Dr. Tabb gave an update on the Winning the Race Conference, and stated we have 200 registered so far and hope to have 400-500 attend.
- Dr. Heslep gave an enrollment update for Fall 2015. She said the report is still not accurate due to upgrades to the Banner and CRM systems.
- President LaForge announced that he has invited President Emeritus John Hilpert to Commencement since he was involved with David Abney during his tenure.

### **APPROVAL OF THE MINUTES**

On motion by Mr. Slagell, seconded by Dr. Blansett, all Cabinet Members present and participating voted unanimously to approve the Minutes of the Cabinet meeting held on March 16, 2015.

### **CABINET TOPIC**

#### **Cabinet Planning Guide.....Cabinet**

- Cabinet members reviewed and updated the Cabinet Planning Guide in the areas of (1) Enrollment (Dr. Heslep), (2) Academics, (3) Private Support (Mr. Fulcher), (4) Campus, and (5) Region

Materials were distributed and presentations were made as each group discussed the updates to their areas.

*\* Dr. Heslep was asked to bring to Cabinet in a few weeks a proposal to develop a Strategic Enrollment Plan.*

*\* Dr. Roberts was asked to invite Chip Morgan to the next “Pursuing Large Foundations” meeting.*

### **BUSINESS**

#### **Termination/Dismissal-Non Faculty Policy (First Reading) ..... Dr. Tabb**

Dr. Tabb distributed the amended policy for a first reading. She reminded Cabinet members that the new termination procedures were going to be a practice, not a policy, but it was decided to make it into a policy. She has met with Staff Council to discuss these changes.

**Motion:** Moved by Dr. Tabb to approve the amended policy for a first reading and seconded by Mr. Mayers. **The motion was approved.**

#### **Work Performance and Code of Conduct Policy (First Reading) ..... Dr. Tabb**

Dr. Tabb distributed the amended policy for a first reading. She reminded Cabinet members that the new termination procedures were going to be a practice, not a policy, but it was decided to make it into a policy. She has met with Faculty Senate and Staff Council to discuss these changes.

**Motion:** Moved by Dr. Tabb to approve the amended policy for a first reading and seconded by Dr. Blansett. **The motion was approved.**

**2015-2016 Holiday Schedule ..... Dr. Tabb**  
Dr. Tabb distributed the proposed Holiday Schedule for 2015-2016. It doesn't allow for staff to receive two full weeks of time off during Christmas.

**Motion:** Moved by Dr. Tabb to approve the 2015-2016 Holiday Schedule for first reading and seconded by Mr. Slagell. Mr. McClellan made a motion to table the decision until the next Cabinet meeting so it could be reviewed further. Dr. Roberts seconded the motion. **The motion to table the decision until the next Cabinet meeting was approved.**

*\* Mr. McClellan and Ms. Read will seek feedback from staff regarding the proposed 2015-2016 Holiday Schedule.*

**Guidelines for Student Use of Academic Facilities.....Dr. McAdams**  
Dr. McAdams distributed the guidelines for student use of academic facilities that were approved by the Dean's Council on March 3, 2015. They identified nine classrooms that students can reserve. An amendment was made to keep the initial contact as the Office of Student Affairs, since that is what the students are used to doing, and the Student Affairs office will notify the Office of Academic Affairs of the request.

#### Discussion

- President LaForge announced that Mr. Chip Morgan asked Mr. Mikel Sykes to give the official welcome to the Delta Council. Mr. Sykes will check his schedule to see if he is available.

#### INFORMATIONAL/CALENDAR ITEMS:

- Go Green Weekend, March 27-28, Campus
- Race Conference, March 30-31
- International Business Symposium, April 1, 8:00 am, Baioni Conference Center
- Jackson Preview Day, April 7, MS Sports Hall of Fame building
- Retirement and Service Award Program, April 24, 2:00 pm. Union 2<sup>nd</sup> Floor Lobby
- Staff Development Day, May 14, Jacob Conference Center/Walking Trail

#### NEXT MEETING:

- Next Cabinet Meeting – Monday, March 30, 2015 at 1:30 p.m.
- Next Cabinet Meeting Topic – Capital Improvements Budget (Steve)

**Adjournment:** The meeting adjourned at 4:00 pm.