

DELTA STATE UNIVERSITY

PRESIDENT'S CABINET

Minutes

Meeting date: May 4, 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, Dr. Leslie Fadiga-Stewart, and Ms. Leigh Emerson.

Members not in attendance: Mr. Mikel Sykes and Dr. Myrtis Tabb

Guests: Mrs. Stephanie Farris, Director of the Hamilton-White Child Care Center
Dr. Jan Haynes, Chair, Family and Consumer Sciences
Dr. Leslie Griffin, Dean, College of Education and Human Sciences

Call to Order: A regular meeting of the President's Cabinet was held in the President's Conference Room on May 4, 2015. The meeting convened at 1:30 p.m. with President LaForge presiding.

GENERAL OVERVIEW

- President LaForge gave a welcome at the Bolivar County Alumni's Crawfish Boil, as well as at the Sammy O. Cranford Memorial Lecture.
- President LaForge attended the community forum, hosted by Senator Willie Simmons, which was held at the Senator's Place to discuss the GRAMMY Museum Mississippi and the impact it will have on our community. The forum was very informative and many questions were answered.
- President LaForge and Mr. Fulcher met with the Gertrude Ford Foundation to discuss possible grant opportunities for Delta State.
- Faculty, Staff, and Student Forums were held to discuss the budget situation and the process for distributing salary increases.
- The Okra Scholars program held a Press Conference and Open House to launch their program.
- President LaForge attended the Southeast Alumni Chapter Meeting in Hattiesburg at Mack's West restaurant. Dr. and Mrs. Aubrey Lucas were in attendance. Marks Elder will be the new Southeast Alumni Chapter President.
- The Vice President for Student Affairs and Enrollment Search Committee hosted the second candidate today. Cabinet members had breakfast with the candidate. President LaForge visited with the candidate following the breakfast. A decision should be made by the end of the week.
- Student Government Association Inauguration is tonight.
- President LaForge, Dr. Roberts, and Mrs. Emerson will meet with Teach For America's new Mississippi Director, Barbara Logan Smith, on Wednesday.
- On Wednesday, President LaForge will travel to Yazoo City to speak to the Yazoo City Rotary Club, visit with Mr. Griffin Norquist, retired CEO of the Bank of Yazoo City, and meet with the Publisher of the *Yazoo Herald*, Mr. Jason Patterson.
- President LaForge will have lunch with County Administrator Will Hooker and County Supervisors Donny Whitten and James McBride on Friday.

- A reception and dinner will be held on Friday for Honorary Degree Recipient David Abney. Dr. John Hilpert plans to attend the dinner. Commencement and lunch will be held on Saturday.
- President LaForge asked Dr. Heslep for an Admissions update. She stated that first-time freshmen numbers continue to be down, but that first-time transfer numbers are up.
- President LaForge asked Mr. Mayers for an Athletic update. He stated the baseball team lost their first game and won their second game. The baseball team will play Alabama – Huntsville today at 3:30 p.m.
- President LaForge announced he will leave on Saturday to teach at Perm State University for two weeks as part of his Fulbright Program. Dr. McAdams will be in charge and will represent Delta State at the IHL Board Meeting. President LaForge will miss the Delta Council meeting.
- President LaForge asked Cabinet members to think about plans for the Summer Retreat/Cabinet Advance and the topic of “what it will take to get us to the next level”.

APPROVAL OF THE MINUTES

Dr. Heslep noted that the Phi Theta Kappa meeting was held in San Antonio (not New Orleans). With this change, and 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 April 27, 2015.

CABINET TOPIC

Hamilton-White Child Development CenterDr. McAdams

The Hamilton-White Child Development Center has an academic mission primarily, and are not just a day care center. The Child Development Center is not a benefit to faculty and staff. Dr. McAdams introduced Dr. Griffin, Dr. Haynes, and Mrs. Farris. Dr. Griffin stated that she inherited the Center eight years ago, and there was a \$40k deficit at that time. The Center must be financially self-sustaining, and must maintain their academic guidelines. Also, there is a Parent Advisory Board that meets to discuss their efforts. Dr. Haynes stated that the program is accredited by different groups, and the Center must meet standards to maintain licensure. Mrs. Farris distributed a fact sheet showing there are 65 children enrolled in the Center. Applicants are chosen based on birthdate and date of application. Employees of the Center and siblings of current students get priority. The Center is currently breaking even. The resolution by the Faculty Senate to give employees first priority was discussed as was the recommendation by Staff Council to continue using the current system. The issue will be discussed again in the future.

BUSINESS

Scholastic Honors Policy (final reading)Dr. McAdams

Dr. McAdams presented the revised “Scholastic Honors Policy” to the Cabinet for a final reading. The changes to the policy include: changing “Delta Scholars” list to “President’s List”, providing definitions for various terms, and adding the name of the diploma.

Motion: Moved by Dr. McAdams to approve the revised policy for final reading and seconded by Mr. McClellan. **The motion was approved.**

Course Enrollment Policy (final reading)Dr. McAdams

Dr. McAdams presented the revised “Course Enrollment Policy” to the Cabinet for a final reading. The

changes to this policy reflect what we are currently doing as it relates to on-line classes and the need for students to receive advisement before signing up for classes.

Motion: Moved by Dr. McAdams to approve the revised policy for final reading and seconded by Mr. Slagell. **The motion was approved.**

Faculty Credentials Policy (final reading)Dr. McAdams

Dr. McAdams presented the revised “Faculty Credentials Policy” to the Cabinet for a final reading. The changes to the policy include: adding ABD definition and defining the supervision of ABD faculty teaching graduate courses.

Motion: Moved by Dr. McAdams to approve the revised policy for final reading and seconded by Dr. Blansett. **The motion was approved.**

Discussion

Budget Process: Capital ImprovementsMr. McClellan

Mr. McClellan presented the updated priority listing of facility needs for FY16 along with the prioritized list of facility projects. He then presented the combined list of “New and Expanded Facility Projects” for FY16.

Funding Sources:

Student Capital Improvement Fee	\$300,000
State Appropriated Capital Improvement Funds	408,099
Teach For America revenue	354,801
Total Funds Available	\$1,062,900

Prioritized Projects:

Project	Amount	Source Document
Lawler-Harkins	\$400,000	Facility Needs #1
Statesmen Boulevard ⁽¹⁾	300,000	Facility Needs #2
ADA Compliance ⁽²⁾	25,000	Facility Needs #3
University Storage Network	250,000	Facility Needs #4
Softball Field ⁽³⁾		Facility Needs #5
Broom Hall Stairwell Treads	5,000	Facility Needs #6
Fire Alarms	50,000	New and Expanded Projects #1
Academic Affairs, Priority #1 ⁽⁴⁾	32,900	New and Expanded Projects #2
TOTAL	\$1,062,900	

⁽¹⁾ \$580,000 project total with \$300,000 falling into FY16 and \$280,000 falling into FY17

⁽²⁾ \$50,000 was on original list

⁽³⁾ Ranked much lower on “New and Expanded Activities” List

⁽⁴⁾ Possible Private Funding. Should this solidify, these funds would be moved to the softball field and Academic Affairs, Priority #2 on “New and Expanded Activities” list.

- Budget worksheets for FY16 have been distributed to departments. Half of the forms have been turned back in. Everyone is staying within budget.

- They are working on faculty and staff raises, and will send the worksheets, which will include the calculations, to budget managers on Wednesday.

Budget Process: Overall and Course/Optional Fees..... Dr. McAdams/Mr. McClellan

Dr. McAdams distributed a document listing proposed changes to course fees and optional fees. The list was approved by the Deans Council.

Motion: Moved by Dr. McAdams to approve course/optional fees updates and seconded by Mr. Slagell. **The motion was approved.**

Delta Council’s Annual Meeting Mrs. Emerson

Delta Council’s Annual Meeting will be held on Friday, May 29. Delta Council will host the Salute to Delta Honor Graduates and Delta 1000 Events at 9:00 a.m., General Session at 10:30 a.m., and the Catfish Luncheon on the Quadrangle at 12:00 noon.

Staff Development Day Mrs. Read

Staff Council has requested that all offices be allowed to close on Staff Development Day, May 14. Staff must attend activities or they will have to be in the office. Also, Mrs. Read reported that the Chair-Elect for Staff Council is leaving Delta State, and so she will serve as Chair of Staff Council again next year. She also announced that a brunch will be held on Thursday, May 7 at 10:30 a.m. for the Laundry workers. The staff will be presented with a gift basket.

Other Discussion

- President LaForge asked Cabinet members for feedback on the three campus forums held on April 29. A few comments were made concerning the need for faculty to share some of their concerns with their faculty senators as well as to attend the open forums. There was disappointment in attendance at the student forum, but it is believed to be due to the busy time of the year for students.

INFORMATIONAL/CALENDAR ITEMS:

- Dinner for Honorary Degree Recipient - David Abney, May 8, 5:30 pm, KWH Atrium
- Student Hall of Fame Banquet, May 8, 7:30 p.m., State Room
- Spring Commencement, May 9, 10:00 am, Walter Sillers Coliseum
- Commencement Luncheon, May 9, 12:00 pm, Simmons Room
- Staff Development Day, May 14, Jacob Conference Center/Walking Trail
- Lucy Howorth Woman of Achievement Ceremony, honoring Dorothy Shawhan, May 17
- Delta Council’s Annual Meeting, May 29, 10:30 am, BPAC

NEXT MEETING:

- Next Cabinet Meeting – Tuesday, June 2, 2015 at 1:30 p.m.
- Next Cabinet Meeting Topic – None

Adjournment: The meeting adjourned at 3:40 pm.