

DELTA STATE UNIVERSITY

PRESIDENT'S CABINET

Minutes

Meeting date: November 17, 2014

Members in attendance: President William LaForge, Dr. Wayne Blansett, 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.

Members absent: Mr. Keith Fulcher

Guest: Mr. Greg Korb, Director of Facilities Management

Call to Order: A regular meeting of the President's Cabinet was held in the President's Conference Room on November 17, 2014. The meeting convened at 3:30 p.m. with President LaForge presiding.

GENERAL OVERVIEW

- President LaForge discussed the Hearin Foundation meeting he attended, and he stated that it was a good meeting.
- President LaForge discussed the activities that were held during Homecoming weekend. He thought we had good attendance at the Alumni and Sports Hall of Fame event, the Wade Statue unveiling, and the Wyatt 50th Anniversary luncheon. He thanked everyone for their help and support with hosting the events.
- The new "Legends Award" was presented to three individuals this weekend: the late Margaret Wade at the Statue unveiling ceremony on Saturday, the late H.L. Nowell at the ceremony for Kappa Alpha Order's 50th Anniversary on Saturday morning, and Kent Wyatt at the Wyatt 50th Anniversary Celebration Luncheon on Saturday. There will be a permanent display somewhere on campus showing the list of names for the "Legends Award," and Ms. Emily Jones, University Archivist, will take the lead on getting this done.
- President LaForge asked Cabinet Members to pause for a moment of silence in remembrance of Hugh Ellis Walker, former Alumni-Foundation Director, who passed away on Friday evening. He also discussed the possibility of having him as one of our Legend Award recipients in the future.
- President LaForge stated that we have changed the date of the naming of the Lloyd Clark basketball court from December 6th to January 10th because of the football playoffs.
- The Executive Committee is working on the job description and list of search committee members for the Vice President for Student Affairs position. The committee will be made up of a cross-section of campus members. Suggested additions included a representative from Athletics and one from the community.

APPROVAL OF THE MINUTES

On motion by Mr. Mayers, seconded by Dr. Blansett, all Cabinet Members present and participating voted unanimously to approve the Minutes of the Cabinet meeting held on November 10, 2014.

CABINET TOPIC

Capital Improvement Projects Dr. McAdams/Mr. McClellan

Dr. McAdams distributed the Capital Improvement requests for Academic Affairs. He stated that the Deans submitted their requests to him, and he then prioritized the lists. The total amount for the top ten items is \$230,864 and the grand total is \$1,946,703. Mr. McClellan then distributed the Capital Improvement requests from Finance and Administration and the general campus areas. The top six projects cost \$581,000 and the grand total is \$2,923,000. We have lots of need; however, we have only \$250,000 available this year. We need these lists of requests so we can approach the needs based on a priority listing.

We received \$641,000 in Capital Improvement funds from the State, and we have spent approximately \$400,000 so far on HVAC control replacements; Chiller Tower; Boiler in Cain-Tatum; and HVAC in BPAC, Library, Broom-Keener, Wyatt Gym, and Bailey. Plans are underway for a fire alarm system in the Union (\$50,000) and asbestos abatement in Wyatt Gym (\$75,000). These two projects would take the total amount used to approximately \$550,000.

BUSINESS

Inventory Report Mr. McClellan

Mr. McClellan announced that we have completed the inventory audit, and we paid \$766.85 to the auditors for 12 inventory items that could not be found. This is much better than the \$14,000 we had to pay last year; however, we need the amount to be zero. He provided a special thanks to OIT and Athletics for their help with this project.

Spring Transfer Recruiting Plans Dr. Heslep

Dr. Heslep stated that her recruiting team meets weekly and they assess what they do, what they saw at events, and how they can improve. She stated that with the success of Ole Miss' and MS State's football teams, those two schools will likely see an increase in enrollment in freshmen. Although we will continue to recruit freshmen, we will begin to focus more on transfer students because we can gain a lot of students from the community colleges. Some of the plans are as follows:

- Take representatives from the offices of the Registrar, Financial Assistance, and Student Business Services to six of the community colleges: Hinds, Holmes, Mississippi Delta, Coahoma, Northwest, and Itawamba. We will set up offices on these campus two to three days a week and have computers set up so students can register, sign up for financial assistance, etc. The recruiters will then follow up with students with their plans of study at Delta State. No one else is doing this.
- Invite Deans to breakfast meetings with Phi Theta Kappa groups.
- Collect information from the Clearinghouse on students who applied but did not enroll (Fall 2012, Fall 2013, and Fall 2014). If they enrolled at a community college, we will follow up with them.
- Survey freshmen and transfer students to gather feedback regarding our recruiting process.
- Cross train a few recruiters to assist with transfer recruiting.

Freshman recruiting will include:

- Continue our college fair visits, host student visit days at DSU, and follow-up from visits/schools.
- Host a DSU Day in Memphis on January 27 which will include Cabinet members. There will be five groups and each group will visit three schools during the day. That afternoon, we will host a social for students and parents. We will invite academic departments to set up a booth, and we will have representatives from financial assistance, student business services, and Registrar. We will replicate this in Jackson and on the Coast, and we will invite alumni to these events.
- Participate in Texas' Virtual College fair during the first week of December. There is little cost involved, and hopefully we will get some interest from Texas.

Discussion

- Mr. McClellan discussed the housing fee plan for FY13, FY14 and FY15.
- Mr. McClellan said he received information that a 4 ½ day work week would save us \$16,000 if we close only the Academic buildings and \$97,000 if we close all buildings.
- Dr. Blansett announced that students will hold a mock funeral on Wednesday at 11:00 am on the Quad to protest the program cuts.
- President LaForge asked if are planning to require transfer students to attend the First Year Seminar program. Dr. McAdams stated that plans are to pilot a few sections for transfer students. The program is not required for freshmen or transfer students; however, it is highly encouraged.
- Mr. Mayers announced that we will host the second round of football playoffs at noon on Saturday, November 29th. We must sell tickets to the game, and they will cost \$20. We will open the residence halls back up so the students can attend. The SGA will buy tickets for students.

INFORMATIONAL/CALENDAR ITEMS:

- Student Forum, November 18, 5:00 p.m., H.L. Nowell Union – Second Floor, West Lobby
- Fashion Rules. Music Rocks (Pat Tigrett Event), November 20, 8:00 pm, BPAC
- Christmas Tree Lighting party, December 2, 3:00 p.m., Kent Wyatt Hall
- Dinner for Honorary Degree recipient William Winter, December 12, Social - 6:00 p.m., Dinner – 6:30 p.m., Leroy E. Morganti Atrium, Kent Wyatt Hall
- Fall Commencement, December 13, 10:00 a.m., Sillers Coliseum
- Race Conference, March 30-31

NEXT MEETING:

- Next Cabinet Meeting – December 1, 2014 at 1:30 p.m.
- Next Cabinet Meeting Topic – Emergency Preparedness “Desktop Exercise” (Dr. Blansett)

Adjournment: The meeting adjourned at 5:04 pm.