



# MINUTES

## LSUA Chancellor's Cabinet

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7/31/2024 9:00 AM | *Meeting called to order by* Chancellor Coreil

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### In Attendance

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Dr. Paul Coreil, Dr. Elizabeth Beard, Dr. Abbey Bain, Dr. Eamon Halpin, Deron Thaxton, Melinda Anderson, Adam Lord, Tyler Unsicker, Don Collins, Shelly Gill, Bobi Delaney, Chad Gauthier, Kelly Pepper, Jason Normand, Dr. Susan Bowers, Melissa LaBorde, Olivia Soileau

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### Chancellor Coreil called the meeting to order at 9:00 AM

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### **Policy Statements Review, Discussion, and Decision**

- Policy Statement 207 - Student Complaint Procedure
  - Recommended changes were presented by Dr. Abbey Bain.
  - Requested Changes:
    1. Update Connie Cooper's title to Director of Compliance and Access
    2. Adding clarification to the word *advisor*
  - Comments: Missy LaBorde had a concern and asked if the faculty could have legal counsel there. Deron Thaxton mentioned that he would have to speak with LSU legal. Missy LaBorde also mentioned that the staff does not have due process – it's a decision by their supervisor/Vice-Chancellor. She questioned if they should have a committee too since there is no legal counsel there for staff. Deron Thaxton responded that no committee would be necessary. Missy LaBorde also mentioned reestablishing a set committee for the Student Grievance Committee. Much discussion was had regarding the Administrative Committees.
  - Decision: Accept the requested changes as is with the commitment to review this PS again after Deron Thaxton discusses further with legal.
  - Missy LaBorde made a motion to accept the requested changes as is; Chad Gauthier seconded the motion. There were no objections, and the motion passed unanimously.
- Policy Statement 245 – Student Service Policy
  - Recommended change was presented by Dr. Eamon Halpin.
  - Requested Change:
    1. Correct this sentence “The university is fully committed to extending these services, whenever appropriate, to online students.” by adding, “and to students taking classes at off-campus instructional sites.”

- Comments: Dr. Julie Gill had a prior commitment and could not attend the meeting, but sent her concern to the Cabinet. She stated that the last statement included the wording: “Such requests, whether received by email, phone, or face-to-face meeting with a university employee, should be responded to in a timely manner and no later than 24 hours or one business day after the receipt of the request.” Furthermore, she stated that without this statement, it might imply that employees are required to work over the weekend, which would prevent them from being “away from the office”. Much discussion took place regarding this concern.
- Decision: Accept the requested change as is, with the commitment to review any further requested changes made by a person or group, discuss them, and vote on them at a future meeting.
- Dr. Eamon Halpin made a motion to accept the requested change as is; Shelly Gill seconded the motion. There were no objections, and the motion passed unanimously.
- Policy Statement 248 – Duties, Responsibilities, Compensation, and Teaching Load for Academic Deans
  - Recommended change was presented by Deron Thaxton.
  - Requested Change:
    1. The current salary supplement on this PS states \$7,500 per fiscal year, but it should be changed to \$6,000.
  - Decision: While numerous changes are needed for this PS, the requested change is necessary for the time being.
  - Dr. Abbey Bain made a motion to accept the requested change; Tyler Unsicker seconded the motion. There were no objections, and the motion passed unanimously.

### **Dr. Paul Coreil**

- Monday, September 30 – Mandatory training is due.
- General Landreneau informed us that the new General of the National Guard called the mayor of Vivian, Louisiana, who has agreed to loan LSUA an Army tank. This addition to campus will provide a great photo opportunity for students and help highlight our military history.
- Continuing to interview for the Director of Human Resources position and Sponsored Programs position. It’s crucial that we find the right person for these important positions, so please be patient as the search continues.
- John Tudor, former LSU Men’s Basketball and NBA player, will be introducing Coach Matt McMahan at Shrimp Jam on Tuesday, September 24.
- There will be a fire station on campus connected to the Lecompte Fire Department, and discussions are taking place about adding an ambulance service location there as well.
- COPE finished up its summer program on campus and plans to be back again next summer. Thanks to Connie Cooper for helping them coordinate all activities on campus.

- We hope to establish an LSUA Hall of Distinction, transforming the Distinguished Service Award (DSA) into a formal banquet ceremony where recipients can be celebrated. Past DSA recipients would be grandfathered into the Hall of Distinction. Also, any new inductees will have videos produced highlighting their contributions to LSUA that will be premiered at the celebration banquet.
- NSU has a new President, Judge James T. “Jimmy” Genovese.
- The next meeting will be on August 14, 2024, at 9:00 a.m.

### **Dr. Elizabeth Beard**

- We are currently conducting a search for the Dean of the College of Science, Technology, and Mathematics. One candidate has been interviewed so far, with two more scheduled for this week. There will be a campus-wide presentation by Dr. Ron Loggins on Thursday, August 1, at 1:30 p.m. in Mulder 147, with a virtual option for those unable to attend in person. The third candidate, Dr. Cristian Botez, will have a campus-wide presentation on Friday, August 2, at 1:30 p.m. in Mulder 147, also with a virtual option.
- Wrapping up our focus report and QEP initiative. The team is working hard to ensure our students are career-ready when they graduate. More to come on this initiative.
- In the process of hiring new faculty to ensure that we meet the needs of our growing campus. We recently hired Sarah Francis, who is currently the Dual Enrollment Coordinator, as a new Instructor of History. She will be a great addition to that department.

### **Dr. Abbey Bain**

- Total enrollment is up about 34%. We just passed last fall’s census date and have 5,117 enrolled students.
- We have just over 500 freshmen with 436 on campus and 75 online students.
- Advising is ongoing and we’re going to add “open hours” starting on Monday to help walk-in students.
- Move-in day is coming up, and we appreciate everyone who is volunteering to help our students move in. This is truly a special day for our students and families and when we welcome them to the LSUA Family it makes a lasting impact and a positive impression.
- Our last orientation is Friday, August 23. Those have been going well and I appreciate all of the help with the sessions.
- We have a meeting next week with a potential developer for an apartment complex on the campus edge project. We’re excited to hear the proposal; we know there is a high demand.
- We now have a “hard” application deadline for the fall semester, which is August 1. This is the first time we’re doing this, and the data is clear when we admit students late, they’re unprepared for the semester. They don’t have schedules in advance, don’t have books, and financial aid isn’t finalized. With that, they end up dropping after a lot of departments spend so much time on them. Shelly is going to work with exceptions as needed so if there is a student who is thinking of coming to LSUA last minute, please consult with her.

## **Dr. Eamon Halpin**

- SACSCOC –
  - The focus report is due 2 weeks from Monday, August 19. It requires that we respond to questions for 11 of the standards. I have completed the write-ups for 9 of those with 2 remaining.
  - On Friday, August 8, Dr. Coreil and I have a Zoom meeting with the chair of the on-site committee, Damon Kennedy.
  - I have a Zoom meeting this week with Geoffrey Klein, our SACS VP.
  - QEP is due on Monday, August 19.
- Aviation –
  - Lots of meetings with parents and students have been taking place.
  - Currently have 26 new aviation students.
  - Thursday, August 22 – Orientation for new aviation students.
  - Shari Drerup submitted the application for LSUA to become FAA approved. If approved, this will open the door for us to have the ATP restriction – a reduction in total flight hours needed.
  - Met with Kelly Pepper to discuss available scholarship options for aviation students.

## **Deron Thaxton**

- Year End Closing –
  - Carry Forward Expenses - must stop these next year
  - Budgeting up front instead of spending unallocated revenue at year-end
  - Ending Assets:
    - Beginning: 76,455,313.61 (76.5M)
    - Ending: 77,784,075.60 (77.8M)
    - Difference: 1.3M (100K unrestricted, auxiliary accounts, course fee accounts)
- Budget Submitted for FY25 –
  - Budgets (hardcopy) to go out by September 1
  - Lots of new PG numbers, breaking out items that have been needed
  - Will be available in Workday by August 22
  - It's crucial that all budget units monitor, manage, and stay within budget
- Raises — September, based on census day
- High-Cost Tuition Increase — planning for spring, likely fall
- Travel Guides — going out to all departments
- Much stricter payment deadlines - Fall drops for summer balances
- Health Center Meeting this afternoon — Design Phase, today
- Lighting Project

- Tower Project — model and closures
- IET CrowdStrike Issue — Found a solution when no solution was available and made it happen. The solution from Microsoft came out around 3:30/4 p.m. the next day when we were almost complete.
- Enrollment, is over 6000, but not as high as once thought.

### **Melinda Anderson**

- Thank you to Dr. and Mrs. Coreil for a very fun Cabinet Lake Day.
- The LSU sign dedication at the original LSU site in Pineville was last Wednesday. Despite heavy rains, we had a terrific showing and it was well attended.
- Working on LSUA Hall of Distinction – more plans to come on this. Expanding on the Distinguished Service Award and putting a brighter light on the award. An event focused on this award – not just a blip at Commencement.
- Chamber of Commerce Legislative Luncheons – Cassidy and Kennedy
- Working with Eamon on SACSCOC for food/hospitality/hotel/etc...
- Wednesday, September, 18 – The LSUA Legislative Luncheon at the AMoA along with updates on all things LSUA!
- LSUA hosted the Y-Not Stop management team on campus yesterday – great exposure. This is happening more regularly – we will have Steubenville in late September with 200 adults on campus on a Saturday for the day. Again, excellent exposure. Both of these groups paid for the ballroom.
- Monday, August 19 at 10:30 a.m. – Fall 2024 Convocation in Coughlin Auditorium with lunch to follow in the Ballroom.
- Wednesday, August 28 – Cooking with Coreil at 11 a.m.

### **Adam Lord**

- Had a great visit with Matt McMahon, head coach of LSU Men’s Basketball, this week. Nathan & Mira are working to release promotional material this week.
- Nathan and Mira are producing a great series called “Let’s Get to Work” highlighting LSUA students interning at local businesses and recent grads who are now employees. This is a great opportunity to highlight both our local partnerships and the fact that our students are ready for the workforce. If you guys see these on your socials, like them and share them so we can tell these stories far and wide.
- Fantastic news came out a few weeks ago recognizing the Athletics Highest GPA Award in the conference.
- Chad, your new “LSUA Reserved Parking” signs came in yesterday.
- All new hires and old hires can get their headshot taken at the studio, which is open Mondays from 3-4:30 p.m.

### **Tyler Unsicker**

- LSUA named NAIA champions of Character 5 Star Gold institution. The highest ranking available for an NAIA institution.
- Monday, August 5 – Men’s and Women’s Soccer report on
- Tuesday, August 27 – Student-Athlete Orientation in Coughlin Auditorium
- Caleb Dunlop starts as the new Assistant AD External Affairs on Thursday, August 1.
- Clare Carter is leaving as Assistant AD of Internal Affairs. The job has been posted.

### **Don Collins**

- LSUA PD is continuing its training.
- Please ensure that LSUA PD is notified of any events taking place on campus, whether hosted internally or externally so that the necessary personnel can be provided.

### **Shelly Gill**

- Application Report is very strong.
- The office is busy closing out all of the applications received.
- Reminder that the Application Deadline is August 1. Those who apply after August 1 will be encouraged to start 2<sup>nd</sup> session – these decisions will be paused until September 3. Any request for an exception to this deadline should be addressed to Shelly Gill.
- Recruiting Staff is off in 3 weeks to recruit the incoming class of Fall 2025.
- DE Coordinator, Ms. Sarah Francis is leaving our office to join the College of Liberal Arts as Instructor of History. We want to thank Sarah for an outstanding job working with this student population. Samantha Evans will be stepping into this role.
- Workday Student work is ramping up. LSUA has the BEST implementation team – we are strong, knowledgeable, and willing to seek best practices for the best SIS possible.

### **Bobi Delaney**

- The Registrar’s Office is getting ready to wrap up Summer.
- The last day to drop without a W was Monday.
- Grades are due for B Session and Full Session tomorrow at noon. An email will be going out to the instructors of those courses.
- Currently there are 213 students in certified status for Summer, which is a new record.
- Prepping for the Fall semester and staying up to date on section change requests. Room assignments are taking place right now. The goal is to have all of the classrooms assigned with room numbers by the end of this week.
- A final exam schedule has been drafted and we are waiting for approval so that it can be posted on the website.

- Adding an update to the academic calendar.

### **Chad Gauthier**

- Weather – Tropical wave near the Lesser Antilles – SE U.S. Florida
- Facility Services –
  - Entrance Tower Project –ABW – Contractor - Bayou Rapides Corporation \$465,330
  - Street Overlay Project – Monceaux – waiting on a bid date from FP&C
  - Parking Lot 7 – MMLH – Contractor - Progressive Construction Company
  - ROM Student Success Center – MD Descant – Pouring more grade beams today. The second half of the slab is next week. Steel construction should follow.
  - Other projects - Ballroom paint completed. Chambers Pergola – completed.
  - Avoyelles Hall – Construction complete. Few smaller things to complete.
  - Health Education Campus – ABW Architects. Meeting today Schematic Design. On track to bid next Spring.
  - Chrysler 300 – finally repaired
  - New Ford Explorer – Being driven today to Lafayette to get wrapped
  - LSUA Fountain – Still waiting on electrical and sign installation.
  - Roadway Lighting - \$250,000 – in design.
- Risk Management – Nothing to report at this time.

### **Kelly Pepper**

- The Lacombe Scholarship pledge has been fulfilled for LSUA students studying pre-engineering. Our hope is to award in the fall of 2025.
- The next LSUA Foundation Board Meeting will be on August 29 at 8 a.m. in the Live Oaks Conference Room.
- We need your help in promoting and selling tickets to Shrimp Jam 2024. If you have auction items you would like to donate to the event, please email Shere' at [sthaxton@lsua.edu](mailto:sthaxton@lsua.edu). For more information about the event visit [www.lsuagenerals.com](http://www.lsuagenerals.com)
- Trish Leleaux, LSUA Foundation Board Member, spoke last week to the LSU Foundation staff about the power of volunteers in fund development. She did an amazing job representing LSUA. Please let her know we appreciate her when you see her.
- We would like to announce a new LSUA Scholarship - the John "Jack" Franklin Taylor Memorial Nursing Scholarship. This is a non-endowed scholarship awarded to one nursing student in the fall of 2024. The gift amount is \$1,250.
- We would also like to announce a new gift of \$100,000 by Sam Spurgeon for scholarships to support LSUA aviation students. This gift will support two students with an award amount of \$5,000 each for 10 years.
- Many thanks to all of our generous donors.

### **Jason Normand**

- We are nearing completion of the AwardSpring integration.
- Still moving forward with Proclass integration
- Workday integrations to be configured and tested –
  - Parchment
  - Barnes and Noble
  - Cashnet
  - Reach
- Preparing for the beginning of the Fall semester and end of Summer processes.

### **Dr. Susan Bowers**

- August 15-16 – New Faculty Orientation
- Tuesday, August 20 – All Faculty Meeting along with the CTE Teaching Workshop – the theme will be QEP.
- The student orientation sessions have been going great and the faculty have been hearing great feedback from parents who attend as well.

### **Melissa LaBorde**

- Kudos to Jason Normand and the IET team for their outstanding work dealing with the CrowdStrike issues.
- Presented a Lunch and Learn Communication seminar to Crest Industries' 30 interns two weeks ago. The folks at Crest and their business units were so impressed with our intern, Madison Brown, and her work this summer. This is a perfect example of our career readiness efforts and the partnerships our college and department have been building with the community. The video and social media highlighting Madison was excellent.
- The faculty representatives to the Cabinet will be changing for the fall. Cynthia Thomas will be replacing Julie Gill as the Faculty Senate representative. Susan Bowers and I will serve until our replacements are elected in the early fall.

### **Olivia Soileau**

- No update.

*Respectfully submitted by Olivia Soileau*

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**The next meeting will take place on Wednesday, August 14, 2024, at 9:00 a.m.**

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