



MINUTES

LSUA Chancellor's Cabinet

4/27/2023 8:00 AM | *Meeting called to order by* Chancellor Coreil

In Attendance

Dr. Paul Coreil, Dr. Elizabeth Beard, Dr. Abbey Bain, Dr. Eamon Halpin, Deron Thaxton, Adam Lord, Tyler Unsicker, Don Collins, Shelly Gill, Chad Gauthier, Connie Cooper, Kelly Pepper, Jason Normand, Jerri Weston, Dr. Julie Gill, Beth Whittington, Olivia Chatman

Chancellor Coreil called the meeting to order at 8:00 AM

Dr. Paul Coreil

- The Board of Regents accepted and funded our proposal for the Chair match from the Alexandria Business Foundation. There were only about 8 chair proposals funded throughout the whole university system across the state and we were fortunate enough to be one of them. We will now have a brand new \$1 million-dollar endowed chair for accounting within the College of Business due to the generosity of the Alexandria Business Foundation.
- The groundbreaking for the *Martin Family Student Success Center* went really well. There was a great turnout including Governor John Bel Edwards, Legislators, members of the Martin family and LSUA faculty, staff, students and community. It was a historic day for our university with lots of support and excitement from the community. We hope to go out on bid for this project soon. Once they bid and we have a contractor, we will have to make plans for some disruption on campus, mainly with parking.
- The *Health Education Campus* is also getting lots of attention and the Governor mentioned this project as well at the groundbreaking. I spoke with him on Monday at the Governor's Mansion and he assured me that he would have the project submitted in his amendments to HB2, the Capital Outlay bill. We hope that he can come through and put that amendment in so that we can be included as a new Capital Outlay project. One of the keys to getting funding for this project will be what they call "busting the cap." There is a limit to how much money the state can spend on any given year because of the surpluses we have with federal funding and COVID-19, they have funding available that, if spent, will exceed that spending limit. They are exceeding it with money they have in hand, but there has to be a vote of 2/3 of the House to override the spending gap and allow the state to spend the money they have. I read an article today that Louisiana Senate President,

Patrick Page Cortez, and Governor John Bel Edwards are both in support of the vote to bust the spending cap and allow for further spending of the surplus. The Central LA Chamber of Commerce suggested to their Board on Friday to support the vote to allow for the busting of the cap.

- Commencement is in the works and the program is looking good thanks to Chase, Adam, Laura, Melinda and Olivia – should be getting printed this week.
- We met with the Chancellor of New Orleans Health Science Center and we are hoping to work a deal out with them to guarantee our pre-med students an interview if they meet enrollment qualifications.
- Yesterday, we had Scholar Day and it was a very successful event. I want to thank and compliment everyone who worked so hard on making it a success. I know that the faculty were proud of the students, as am I.
- The next meeting will be on May 10, 2023 at 8:00 a.m.

Dr. Elizabeth Beard

- Scholar Day took place yesterday with 130 students presenting, which was a record number. We had a record number of faculty mentors this year as well. The level of scholarship and presentation was outstanding and made for a proud day at LSUA. Every college on campus was represented with presentations and research completed by students. I want to thank Dr. Sandra Gilliland who brought this initiative to our campus and leaves us with a legacy of celebrating students, scholarship and teaching excellence. We are so grateful for her and all of the Scholar Day team that made this event a success.
- Graduation preparation is ongoing for Spring 2023 Commencement happening on Thursday, May 11 at 10:00 a.m.
- Our CNC committee is working quickly to make some updates to gateway courses (entry-level courses) to align with Board of Regents mandates for entry requirements. They are going to meet next week to make sure that our practice aligns with what we have in the catalog.
- We are excited to have the clear communication plan for when faculty are out of the office. It is a beautiful collaborative effort between our enrollment management team and faculty that should serve everyone well.
- QEP work continues, and I want to shout out Dr. Cheryl Bardales and Dr. Rob Wright. There have been a few emails sent out with 5 planned opportunities for faculty specifically to provide input over the next couple of weeks. We want to hear their input and gather that data so the team can continue to work on refining those ideas over the summer in preparation for the full faculty returning in August.
- On Tuesday, I met with Faculty Senate for an issue of concern/conversation over how merit raises are determined and how those recommendations are set forward by deans. We discussed A point criteria and went through each one so that there is a clear and consistent plan for communicating how the points of consideration for merit are determined. It is our

goal to make sure that there is transparency, consistency and clarity in how that process happens.

- Today at noon, Bob Harper's theater class is doing their quick end of semester show in the Blackbox Theater.
- We are working on personnel updates in Academic Affairs and should be announcing the Interim Dean of the College of Liberal Arts and Acting Dean of the College of Social Sciences early next week.
- There will be a press conference/celebration at the end of May for the Zoo Sciences concentration in Biology. It is a collaboration with LSUA, Alexandria Zoo and the City of Alexandria. We had a great meeting with biology faculty and Strat Comm earlier this week. It will be something worth celebrating considering the uniqueness of this program and the attention it should draw to LSUA both nationally and internationally.

Dr. Abbey Bain

- PS 207 – Student Complaint Procedure
 - PS 207 was reviewed through a committee made up of faculty from each college as well as a student from each college. Staff senate president, Daniel Manual, was also present to represent staff. The committee circulated a draft to faculty senate and staff senate for additional feedback. Please note that a hearing panel is utilized for an academic complaint, for grade disputes or anything related to a course. A hearing panel is not part of the process for staff complaints. The panel was not recommended by LSU Legal for staff due to the nature of those complaints potentially being personnel related. Faculty senate also recommended more verbiage on the role of advisors in the process of a hearing panel. That recommendation was declined due to the new rights of advisors in any formal hearing process. There will be a protocol established for hearing panels that outlines the process. Faculty senate recommended the word attorney be removed, and that change was adopted. Faculty senate recommended a more holistic complaint process but that is not necessary based on the protocol already established in the policy. Faculty senate requested verbiage be added to appeal to Chancellor if the complaint was against a Vice Chancellor and that was adopted.

Summary of changes:

- Committee wanted a streamlined policy that is easy to follow
- Committee wanted a policy that students would understand
- Committee wanted a policy that was efficient and workable for the campus
- Rename policy Student *Complaint* Procedure vs. *Grievance*
- A procedure for complaints against staff was added to the policy.
- The student has 10 days to submit grievance.

- Added notation of advocate role through student engagement if student has questions/needs help with the process.
- Added note for Title IX issues and discrimination complaints for a separate process.
- Informal process includes talking to the faculty member and then bringing in the department chair.
- Academic Formal process starts w/ a form online. There is no longer a paper form in Academic Affairs.
- The formal process goes to Dean and then panel if requested by any party involved. The Provost will review the recommendation from the panel and make a decision. The Provost decision is final.
- Staff formal process starts w/ form online. Then goes to immediate supervisor and then to the VC. The VC decision is final.
- There was heavy discussion regarding a hearing panel or committee.
- Revised the verbiage to not be as negative – updating the terms *dispute* and *problem* with *issue* or *matter* throughout the policy.
- Added a statement regarding the grade change being included in the academic complaint procedure to be extremely clear.
- Add statement: If there is a change of grade, the last person to be involved in the appeal process will complete the Change of Grade Form. That sentence was discussed with the committee to ensure it was clear and concise for all involved. The original policy explanation was not as easy to understand, based on the committee feedback.
- Added statement regarding *authority* to change a grade for the Dean or Provost, based on level in the process.
- Added organizational chart so students would know which Vice Chancellor to contact.
- Added clarity that the student or faculty/staff could appeal to the next step if they were unsatisfied with decision.
- Cabinet reviewed and unanimously approved the latest draft of PS 207 - Student Complaint Procedure. Here is the link to view the policy statement: [PS 207 - Student Complaint Procedure](#)
- We are wrapping up the semester and registration for fall is looking good. Thank you to everyone working hard to make sure the students are registered before summer.
- One of our advisors, Abby Dupuy, resigned and her last day will be Friday, May 12. I want to thank Abby for her hard work and her time spent working at LSUA – good luck going forward!
- In the process of hiring professional advisors who will be working closely with the deans. We are hoping to have those spots filled in within the next few weeks.
- The fac/staff vs students softball game had a great turnout and the fac/staff won. Great job!

Dr. Eamon Halpin

- AVIATION –
 - Today – Open House at 4:00 p.m. – 7:00 p.m. at the Million Air Building at England Air Park. In attendance will be our two aviation faculty members (Bill Blackburn and Shari Drerup), Gulf Coast Aviation flight instructors, staff members from LSUA Admissions and LSUA Financial Aid, and myself. Gulf Coast will have 2 Cessna 172's parked outside for the potential students to tour after they get all of the information from us.
 - We now have 6 new students fully enrolled in the program and scheduled for the fall.
- I have been working with Dr. Susan Bowers to host 2 panel discussions on topics related to general education. One topic had to do with writing and reading comprehension and we had that panel discussion last Wednesday. On Monday of this week, we had the second panel discussion on critical thinking and the scientific method. Both panels had a great turnout and the discussion was lively. I want to thank Susan Bowers for sponsoring those events and providing the lunch for faculty.
- SPERO –
 - Today is the last day for the SPERO students and they are celebrating with a pizza party today in Avoyelles Hall.
 - I want to publicly acknowledge the leadership Brittany Soden brings to this program and the amazing work she has done with each of these students. Many people on campus have noticed that the students have progressed over the course of the year especially with their social skills.
 - We should be welcoming another group of 4 students making a total of 8 in the program for next semester.
- Continuing to work on the SACS standards.
- There is a QEP session today at 12:30 p.m. – 1:00 p.m. in Mulder Hall 147.

Deron Thaxton

- BUDGET –
 - There have been several budget hearings in both the House and Senate. Currently, there have been no changes made to the proposed budget for next year, which contains the proposed faculty raises, increases for mandated costs, increases for police officers and a small formula bump.
 - Continuously working through the equity adjustments for next year that we announced would be part of the online tuition increase. We have a base level for all positions across campus and in some cases, it will make a substantial difference in trying to get us closer to our peers both internally and externally.
 - New positions approved for next year with some of those being advertised now.
- CHARTWELLS – Our Chartwells contract went to the Board of Supervisors for approval and made it through committee after much discussion. The Board was very short going into

the meeting to begin with, but one of the members that was against the contract decided to leave after the committee and before the meeting convened. They did not have a quorum to vote on so the meeting had to be cancelled mid-way through. The Board seems to have pulled together enough members for a quorum to vote on this tomorrow. Unless something changes, the Chartwells contract should be approved tomorrow to go back into effect July 1st.

- BARNES & NOBLE – The contract is up for renewal July 1, 2024. We have discussed several times the First Aid Complete Program, which allows us to assess book charges to students that would be a single per-credit rate for all textbooks that would be available to them electronically or hard-copy at a small additional cost. However, we are not going to be able to proceed with that program right now. Our current contract with Barnes & Noble is a lease agreement, meaning we agree to lease them space on campus to sell books. There are no other provisions in the contract to go into an exclusive arrangement with any vendor that would allow us to assess fees on their behalf and send those funds to the vendor, which would be Barnes & Noble. The plan is to write that into our bookstore contract, which goes through the renewal process beginning this September. After that, we will go through a selection process, much like we just did with Chartwells.
- Also, we are going into a combined comprehensive contract with LSU and other LSU institutions that should bring more benefits to us, much like the Chartwells contract did as well.

Adam Lord

- Great meeting with School of Education, building marketing plan for their Letlow Federal Grant funding.
- Heard from Becca Foltz at our StarBase office at Ft. Polk - finally able to work on design and decor for their education space.
- Spring Marketing report with our major digital ads vendor today.
- PUR-522 approval is required for ALL purchases with LSUA logos, marks, or assets...even if you are using LaCarte. You HAVE to have design approval first or else your expense should NOT be approved.
 - An email to StratComms is NOT a PUR-522 approval
 - An approved design in Canva is NOT a PUR-522 approval
 - We will be working with division heads this summer to make sure we are communicating the processes from the top down

Tyler Unsicker

- LSUA/GAA Golf Tournament – Tomorrow, Friday April 28th 1:00pm
- Hire of Men’s Basketball Coach Dimario Jackson pending background check
- Successful Tanky’s awards show on Monday April 24th
- Tennis RRAC Tournament this weekend

- Baseball and Softball RRAC Tournament next weekend

Don Collins

- Our groundbreaking event that took place on April 21st ran as smoothly as we were hoping for it to run. I would like to say that Troop B had a tremendous amount of respect for our Police Department and capabilities here, so they were more than relaxed while they were on the LSUA campus.
- We have hired 2 new police officers and we are interviewing 2 more.
- Adam Cockerham, who has been with us for about 7 years resigned, but will still be working with us as a transient. He took on a position as an Assistant Director of the Evac Center, which is located next door to us.
- We have purchased 2 new police officer vehicles, but only one is here on campus right now. Thank you to Deron Thaxton for working hard on getting us these very much needed vehicles.

Shelly Gill

- Applications for Fall 2023 are currently 18% more than this time last year.
- It is award season and recruiters are at high schools presenting scholarships to Fall 2023 freshmen.
- Throughout the semester, a small group has been meeting to find a solution for advising when faculty are on break. There will be a handout sent to faculty reminding them to update their voicemail, email, etc. The goal is for students to know that the faculty advisor is away, but can still reach out to others for assistance.
- May 4 – LSUA is hosting a Tribal Leaders Luncheon
- LSUA is one of 8 schools in LA selected to participate in Complete College America's Institutional Transformation Initiative. This is a 3-year initiative funded by the Bill and Melinda Gates Foundation. More information will be presented as we learn more.
- Big thanks go out to IET for assisting the Admissions Leadership Team with initiatives throughout the year – they have really helped our office.

Chad Gauthier

- COVID –
 - COVID remains fairly calm across the state.
 - 63/64 parishes are at a low community level
 - Last week, we had 1 case on campus, this week we have 2 so far, 1 employee, 1 student.
- WEATHER –
 - Weather should be ending today; the worst is done for now. Next week more rain is expected. Nothing at this time seems to be of concern.

- FACILITY SERVICES –
 - Many projects both large and small.
 - Work ongoing in CyberLab in Mulder
 - Campus wide focus on water intrusion into the sewer system. Smoke test completed by LRWA and we are addressing the findings.
 - Work ongoing downtown at Allied Health Building.
- RISK MANAGEMENT –
 - Chief did get one replacement vehicle as a result of the accident that totaled the other unit.

Connie Cooper

- The interviews for the Black Women’s Empowerment Initiative (BWEI) went very well. We identified eight young women to serve as the 2023-2024 cohort. Special thanks to Mary Beth Palmer, Cheryl Bardales, and Purugit Gurjar for serving as the interview panel. The primary focus of the initiative is to advance retention, academic success, and graduation rates among student of color.
- DIVERSITY TRAINING –
 - To clarify the new structure for diversity training, Diversity 101 is now a prerequisite for all other diversity workshops. Everyone who took Diversity 101 can proceed to take one of the new offerings: Stereotypes Workshop or Microaggressions Workshop. For those who haven’t taken Diversity 101, they must take it first. We now have an online option via Zoom. We’re still searching for options to streamline even more, but this is a start in the right direction. Overall, the workshops are going well. Connie Cooper will meet with the Executive and Administrative Assistants Friday to further explain the new structure in order to position them to assist their respective units regarding the diversity workshop.

Kelly Pepper

- LSUA Foundation received a gift of \$10,000 from Mr. Morris Taft Thomas to create a scholarship in honor of his wife Willola Johnson-Sigur Thomas. Students with a 2.5 GAP enrolled in LSUA's education, nursing, physical therapy, or criminal justice programs are eligible. For more information about this scholarship or other LSUA Foundation Scholarships, please get in touch with the Office of Financial Aid
- The Louisiana Board of Regents approved the match for the LSUA Alexandria Business Foundation's Endowed Chair. The gift from ABF was \$600,000. The Board of Regents will match the gift with \$400,000. This Chair is in the College of Business.

Jason Normand

- Data conversion of student ID's to be loaded into Workday for deduplication testing will begin on 5/5/23.
- The Software application inventory documentation is underway with a target date of June.
- A University Withdrawal system is being built within myLSUA and will be available to test by June.
- A system to inform students of their bookstore allowance amount is slated to be developed within myLSUA with a target of Fall semester.

Jerri Weston

- Registration numbers are up 1959 as of this morning for fall 2023, this is up 16% from last year on this day of registration. Text messages sent out to any who are not registered yesterday.
- COMMENCEMENT –
 - Commencement Program goes to print today, email to students went out Sunday reminding them to RSVP, by May 1st.
 - We will send out information to students about the day of commencement next week and the following week, that will explain what to expect the day of the ceremony.
- We did our first grade entry review for faculty and departments yesterday; we have another one scheduled today at 3. These are being recorded and will be shared by IET via share point for anyone who may not have been able to attend.
- Grades are due Tuesday May 8th by noon.
- Chancellor award names should be available the morning of the 9th if all grades are turned in on time. We currently have 2 for bachelor's and 2 for associate that are in contention.
- We have hired for our Transfer Evaluator position- Latonya Smith will join our team mid-May.
- HONORS PROGRAM –
 - We will be honoring our honor students this evening; we have 3 who will receive the Honors experience designation on their transcript. Destiny Harrison, Vanderbilt, Alianna Chaisson, Liberty Pharm, Kendall Powell, LSU.
 - We have 7 new applicants we will review Monday and set up interview with for the Fall 2023 class.

Dr. Julie Gill

- We are working to approve all sets of minutes, which I believe we have the majority of information that has come through C&C so that we can have courses and curriculums, modifications and additions.
- Faculty Senate, FPPC and A&S have reviewed PS 233, 231 and 210. Those recommendations will be forwarded to the Cabinet in the near future.
- Had a discussion with Jerri Weston this week regarding the new Board of Regents requirements. I have talked with Dr. Liz Beard and Alice, so C&C and Faculty Senate will

be working with the departments to hopefully have all of the course descriptions changed so that it can be properly reflected in the catalog with the new requirements. We do appreciate the guidance and conversations we have had with Dr. Beard as she has taken on the role of Interim Provost of Academic Affairs.

Beth Whittington

- The Ad-Hoc Committee for PS 202 and 202B are nearing completion of the revision process.

Olivia Chatman

- Today – Cookies with Coreil from 11:00 a.m. – 1:00 p.m. in the Quad

Respectfully submitted by Olivia Chatman

The next meeting will take place on Wednesday, May 10, 2023, at 8:00 a.m.
