



MINUTES

LSUA Chancellor's Cabinet

11/30/2022 1:30 PM | *Meeting called to order by* Chancellor Coreil

In Attendance

Dr. Paul Coreil, Dr. John Rowan, Dr. Abbey Bain, Dr. Eamon Halpin, Deron Thaxton, Melinda Anderson, Tyler Unsicker, Don Collins, Shelly Gill, Chad Gauthier, Connie Cooper, Kelly Pepper, Julie Gill, Beth Whittington, Olivia Chatman

Chancellor Coreil called the meeting to order at 1:30 PM

Dr. Coreil

- As far as campus events, please continue to send out reminders so that faculty, staff, and students do not forget to attend important events on campus. We had a good turnout this morning for Hot Chocolate and Cookies with Coreil. I am hoping that we will have a good turnout tonight for Christmas on the Quad, which starts at 5:00 p.m.
- The Faculty Senate has expressed a keen interest in us looking at policies and making sure that they are updated, modified and eliminated, if necessary. This will be a major priority for the university. The goal is to look at the most important, functional and critical policies first and get those updated as they need to be. I noticed in the last few weeks that things have come up in regards to policies that we are not actually following. We need to make sure that we are modifying those policies so that it matches what we are doing here at LSUA. It will be one of my top priorities to make sure that this gets accomplished.
- On December 9, the LSU Board of Supervisors will be meeting at LSUE. We have a couple of things coming up on the agenda and Deron was able to get one more late entry added. This late entry was the approval of the Chair for the College of Business and our ability to get a match for the Alexandria Business Foundation contribution of \$600,000. I want to thank Deron and Dr. Dupont for working very fast on Monday to get that added to the agenda. Once that is approved on December 9, we can submit the formal request for the Board of Regents match, which will be \$40,000. The goal is to have a \$1 million endowment. We promised the Alexandria Business Foundation Board that we would pursue that and it looks like we will be able to follow up on our promise.
- We will have 108 online graduates attending our Fall 2022 Commencement on Thursday, December 15 at 10:00 a.m. at the Rapides Parish Coliseum. If you see students at

commencement that you have not seen on campus before, remember to be very welcoming and congratulate them because many of them are online graduates attending the ceremony. This is something that they are very excited about and we thank Teresa Seymour for making this happen!

- On April 21, the LSU Board of Supervisors will be meeting here at LSUA in the Ballroom. This will be the third board meeting in April on this campus within the last 18 months. We are excited for this opportunity for them to come and see our newly updated campus. The night before the meeting, we are looking into possibly having a reception at the Bentley Hotel. If so, the Cabinet will be invited to attend, so we will keep you all updated.
- The groundbreaking for the new Student Success Center will also be on Friday, April 21. In January 2023 (before the groundbreaking) the LSUA Foundation will be transferring the \$5 million in private funding that we have raised as part of the LSUA Fierce for the Future Capital Campaign match... The state has already appropriated \$2 million in cash for the project and the remaining cash needed to complete construction will be formally approved during the upcoming legislative session. We have a funding commitment from the Governor, Legislative Delegation and President Tate, so the project will go to bid in Jan.-Feb. and groundbreaking taking place on April 2.
- We are exploring the possibility of putting up a digital billboard where the current static billboard is by the Y-Not Stop. LSUA owns this particular billboard. This corner presents a great opportunity for marketing and advertising to advance the university. Also, we are looking at the opportunity to secure sponsorship space to help pay for this digital board, should we buy one. Deron, Adam and Chase are investigating the pros of purchasing the sign and the overall cost of purchase and installation.
- Friendly reminder that Arlene and I are having our Christmas party on Sunday, December 18 at 5:00 p.m. at Tunk's Cypress Inn for the Cabinet. Please make sure that you RSVP to Laura and Olivia so that we can have an accurate headcount.
- The next meeting will be on December 13, 2022 at 2:00 p.m., which makes it the last Cabinet meeting of this year.

Dr. John Rowan

- We were awarded a couple of grants totaling about \$1.36 million from Rapides Foundation, thanks largely to Dr. Cathy Cormier. These grants will be used to develop interest in healthcare nursing areas in the schools to try and ramp up the pipeline so that we can generate more graduates.
- We have been working with Country Day High School to establish their dual enrollment courses for next semester, thanks to Shelly in particular for helping with that.
- We have been looking at the course template for the standard three credit classes. This template calls for Monday, Wednesday and Friday classes for 15 minutes each. For Tuesday and Thursday courses, it will be an hour and 15 minutes each. There has been

some discussion about adjusting that if there are more optimal templates. The one that was under consideration was going to have classes on Monday and Wednesday for an hour and 15 minutes, Tuesday and Thursday classes for an hour and 15 minutes, class on Friday would be once a week with seminars for 2 ½ hours and a break in between. The bottom line is that the Student Government Senate is not in favor of that proposed change, so for now it will stay the way that it is. We are always willing to look at ways to change classes, but that might mean more classes on Friday and in the afternoon.

- Online, we are continuing to make tremendous gains with several online programs being developed. Our faculty are amazing with their creativity, innovation and hard work that they put into these online courses. It is tremendous and adds very much to our university, so I am very proud of them.

Dr. Abbey Bain

- Remember that Christmas on the Quad will be happening tonight at 5:00 p.m. There will be gumbo, hot chocolate, music, book reading, fireworks and Santa Clause will make an appearance. This event is for faculty, staff, students and the community. Make sure to come out and celebrate with us!
- An email was sent to you all in regard to a policy discussion since we are focusing on updating those. We have 2 policies regarding disability services. Policy Statement 242 was last updated in 2005 and Policy Statement 230 was last updated in 2021. I believe that it was an oversight that P.S. 242 stayed on the website. It is my consideration and recommendation to remove P.S. 242 from our website because P.S. 230 is all encompassing of how we handle disability services for employees, as well as students. If there are no objections or comments, I would like to remove P.S. 242 from our website. Another one I would like to discuss is Policy Statement 275, which is an airport travel policy – last updated in 2014. Essentially, this policy states that we are offering airport transportation multiple times a day leading up to the semester and after finals for international students. This is something that we are not providing, nor are we capable of doing so at this time. As we were looking at this, we have had additional information from the Office of Safety & Risk Management come in informing of the safety issues transporting students can add. If there are no objections or comments, I believe P.S. 275 should also be removed from our website as well.
- We are still in the updated process of our Code of Conduct. Currently, it resides as a policy statement – more traditionally housed within a student handbook. Once we get those changes made, it will be brought to the group and the campus at large. I would also like to remove it as a policy statement. We will be updating the student handbook to be live for the fall semester, which I think it would fit and that document is still posted on the website. I don't think it should be a policy statement. We have a student activities policy that says we are going to follow other policies, which will also go into our student handbook as well. When that is done, I will bring it forward, but I wanted to inform everyone that those

updates are coming. For the fall semester, we will have a very comprehensive student handbook that will meet those needs.

- There is a lot of outreaches being done for registration, as well as texts and emails to remind everyone. When we are out for the holidays, especially our faculty, please remind everyone in your department to set up an out of office email and message on your phone. We want to make sure to not leave our students stranded. I'm getting with those who advise freshmen to make sure that admissions have that information.
- I want to thank Shelly for acting as interim Vice-Chancellor for Student Engagement, she did an awesome job while I was out on maternity leave. During my time away, Shelly was able to continue the projects I was working on and leave everything in a better place for my return. Thanks again, Shelly, I appreciate you and all of your hard work.

Dr. Eamon Halpin

- Each year, we require our graduating students to take a graduating survey with 60 questions. We use the results from this survey to determine whether our students are meeting our general education outcomes. These outcomes are pretty basic areas of reading, writing, math, knowledge in history, communication skills, analysis and synthesis skills. A year ago, I set up a small committee of people to revise the exam and add new questions. Students are required to take this exam in order to graduate, but their performance on the exam does not determine if they graduate. So far, we have had excellent responses from students. The committee and I have been reviewing the exam along with the results to determine weak spots that need to be addressed. Also, I have been talking with department chairs and deans about the data as well. This is an important part of the SACS re-accreditation process.
- On the aviation front, Gulf Coast Aviation will be here for the next 3 weeks to provide additional flight hours for our students. Also, they will be here during the Spring 2023 semester as well. We are very thankful for Gulf Coast Aviation and the effort they are making to help our LSUA students obtain flight hours.

Deron Thaxton

- As of this date last year for spring enrollment, we were at 2,056 students. Today, we are at 2,377 students – which is up 321 students or 15%.
- I will have a new policy to send to Cabinet for review probably in two weeks at our next Cabinet meeting. Earlier this year, there were lots of changes that LSU Health Science New Orleans and LSU Health Science Shreveport made. Some of these changes were related to nepotism on campus, which is something we have had a few concerns about at LSUA as well. There will be a new nepotism policy for LSUA that will be shared for review, suggestions and edits before we put it into place. This is something that LSU as a whole is

looking to put into place at each individual LSU campus. The global policy and Louisiana State Board of Ethics are still there, but this is something that if we have unique circumstances or situations that we need to cover as an individual campus, this gives us the opportunity to do so. I have taken the boilerplate policy and modified it to fit us the best that I can and plan to share it with you all next Cabinet.

- Prior to the Christmas break, we will have a mid-year budget review with each department and inform them of where they stand.
- The transition to student Workday is well underway. There are 2 phases of student implementation. Phase 1 includes LSU and LSUE and phase 2 is LSUA and LSUS. This means that LSU and LSUE will go live prior to us, but we must be just as involved in this first stage because decisions are being made as to how the software will operate, which will affect us. Hopefully many of the issues will be worked out before we go live, however, it is almost twice the work for those that come in at phase 2. There are many individuals on campus that are involved in this effort so please continue to be patient with them. I am on the executive oversight committee for the entire implementation so if any issues come up, I should be aware of them and what decisions are made.

Melinda Anderson

- On Monday, Dr. Abbey Bain, Kelly Pepper, and I will be attending the Inauguration Ceremony for Mayor-elect, Jacques Roy. We are very excited to attend and believe that we have a great working relationship with Mayor-elect Roy and hope to continue to promote that even more. With that said, we will be presenting an update to the Alexandria City Council on December 13, which will be Mayor-elect Roy's first meeting back. We anticipate a great response from him and the council after presenting what LSUA has done over the past few years. Attending will be Dr. Coreil, Dr. Joiner and myself to discuss our downtown development plans.
- The Chamber Annual Luncheon will soon be coming up. I have been working to set up some meetings for Dr. Coreil with several people in the community regarding the possibility of a new fire station near or on campus. This would be very exciting for LSUA and the surrounding area.
- There have been some meetings with CLTCC concerning the 2+2 agreement with the business administration.
- In regards to community outreach, there have been some great things happening here.
- On December 9, we will be attending the LSU Board of Supervisors meeting at LSUE.
- I have been able to attend bi-weekly governmental relationship meetings with statewide members of the LSU system, which has been very informative and I am glad to be a part of that.
- Dr. Coreil and I have a meeting set up with the new general manager at KALB to try and further those relationships in order to get coverage for the exciting things happening here at LSUA.

- Deron and I have been assisting Dr. Coreil with the legislative update for Dr. Coreil's visit to Washington D.C. with the chamber in late January.
- I have been helping Connie Cooper with volunteer opportunities during MLK week.
- Our quarterly opportunity to volunteer at the Manna House is coming up on December 23 at 10:30 a.m.-1:30 p.m. I will be sending out an invite to join in on this opportunity soon. Spouses and children, the age of 10+ are welcome to assist in serving. Please consider helping at the Manna House, it certainly will get you in the Christmas giving spirit.

Tyler Unsicker

- Some of you came over for the unveiling of the new and updated tennis locker-room for the girls, which looks phenomenal. I would like to shoutout Coach Descant and her husband for getting this done for the girls, lots of hard work and time was put into it. If you have a chance to go and check it out, please do.
- As Chad mentioned, we were able to get the digital sign up on 3170 and we have Christmas on Quad being advertised right now on the sign. There have been a few other digital signage opportunities on campus, 2 in the fitness center as part of our basketball advertising.
- We installed doors in the locker rooms for visitors, which we have not had before. This was a much-needed fix so that our visitors do not have to us classrooms upstairs to get ready for games.
- Basketball is well underway and they start the conference tomorrow – they are on the road this weekend. This year we changed the schedule up some with the games starting in December as opposed to January. With this change, there will be 5 games played before Christmas break. On December 15 (day of graduation) and 17, we are having our first home games in conference. Remember to come out and support your Generals!

Chad Gauthier

- Three quarters of the state continues to have a low community level of Covid cases. On campus this week, we have 2 employees and 1 student who tested positive for Covid. The main health issue in the community right now is the flu and RSV, which are filling hospitals up.
- The boiler project is still coming along with now 3 buildings on the new system – science is expected to be finished by tomorrow. After the last implementation in the science building, we will have all new stand-alone boiler systems in the buildings. This means better humidity and temperature control, but there will still be some tweaking to get done. Continue to report if it is too hot or cold in your building to us so that we can get them all situated.
- On the east side of Mulder Hall, we have a sidewalk project that we are about to start up. It will essentially give a drier walkway from the parking lot to Mulder Hall. The walking

trail will be replaced with a new slab of concrete as well, which will be nice. This will be starting on Monday or Tuesday of next week.

- We are looking at building a new parking lot on Lot 7, which services the student center and that side of campus.
- The digital sign that we have been fighting about for a year or so now is finally up and running. It is on 3170 and all of the lights have been repaired, so we are happy that the project is completed.

Shelly Gill

- Everyone should have gotten the Application Report from this week emailed to them. There is still a 25% increase and this is not counting online applications. The online applications will not be accepted until January, per LSU Online's request.
- We are starting to pull together committees for initiatives that we came up with at the Enrollment Retreat we had in October. We have 3 main areas of focus for this year (Fall 2023) which are: student-to-student recruitment, helping with advising when faculty are not on campus and creating a pipeline for minority students. Any member of the Cabinet is welcome to serve on these committees, just let me know if you are interested.
- Dr. Coreil is currently writing letters to superintendents of some of the school boards. When we were pulling together information, we realized that we are going to have graduates within our dual enrollment program graduating in May with an associate's degree. The students we have graduating in May come from Pine Prairie, Northwood, ASH, Glenmora and Country Day. With that being said, the superintendents are being invited to attend commencement in May.
- Our last day of holiday break is January 2, but admissions and advising will be open on that day in case any students may need assistance.
- Last week, we met with LSU Online and we are starting to implement strict deadlines, especially in regard to applications. This allows for students to get their books and a whole week to process financial aid. Please help us by not asking for so many exceptions to the rules because we want to make this work.
- We are meeting with the College of Liberal Arts and Math & Physical Sciences on the new admissions requirements, specifically looking at placement into gateway sources. If you are unaware, remedial or developmental courses are no longer required after spring in the state of Louisiana. Gateway courses will basically cover requisite courses. Students will be enrolling in freshman level English or math with some co-requisite courses along with that.
- In the spring, we are hosting a new event called Admitted Student Day where we bring students to campus who have been admitted. During this event, we will help students get their schedules made, further financial advising and meet one-on-one with their department and deans – more information will come on this later.

Kelly Pepper

- LSUA Foundation Board Meeting - December 1 at 8:00 a.m.
- Prior to the LSUA Foundation Board Meeting - Anniversary Photo in front of the Fountain with LSUA Foundation Board - photo and press release regarding 30th Anniversary to go out by the end of the week.
- Mr. and Mrs. Joseph Lipsey, III donated \$1,000,000 to the LSUA Foundation to establish a perpetual endowment fund for the benefit of the Alexandria Museum of Art. The gift is in honor of his parents Betty Fay Wellan Lipsey and Joseph Lipsey Jr. and the naming of the first-floor main gallery is in their honor. Press release to go out by the end of the week. Details of an additional fundraising event will be shared as soon as possible.
- Alumni and Friends Purple and Gold Party - scheduled for January 12 for Avoyelles Parish - hosted by Aloysia and Robert Ducote. This is a cultivation event.
- LSUA Foundation (including affiliates) audit is complete, and we have no findings.
- The Giving Tree Campaign - We are working with the Registrar to promote The Giving Tree located in Coughlin Hall Auditorium to graduates and their families. Leaves and Acorns are a beautiful way for donors to remember special people - \$100 for leaves and \$500 for acorns.
- LSUA International Student Scholarship - The Rotary Club of Alexandria is the underwriter of our 2023-2024 International Student Scholarship. Jennifer Nichols, Chair of the International Committee of The Rotary Club of Alexandria presented the check to the LSUA Foundation during LSUA International Education Week.

Julie Gill

- The Faculty Senate is continuing to look at different things that have been brought to our attention across campus. I have had the pleasure of speaking with Dr. Coreil and Dr. Rowan regarding some advising issues that we will continue to discuss in conversation later on. Also, the Faculty Senate has been very busy with faculty evaluations and policy revisions. We are all working together to move the university forward.

Beth Whittington

- Faculty are down to the wire in closing out our Fall 2022 semester, with this being our final week before finals happening next week.
- Recently, faculty and staff have gone through a new update to Self-Service. We did find that this new update was not as user-friendly as we had originally anticipated, but we have quickly been able to get some training. As a member of the Technovation Committee, we have developed a timeline and a means to visualize the multidimensional moving parts of all of that and you all will receive something for that soon.

Don Collins

- We are preparing for Christmas on the Quad event that will be taking place this evening.
- Thankfully, yesterday the weather did not get as bad as reports were expecting.
- I want to thank everyone who remembers to inform the University Police of events that are happening on campus or on 3rd party locations for campus. Please remember to let us know weeks in advance as opposed to the day before or day of the event. It is important for the safety of everyone that we know what is going on at all times, so please continue to do a good job with that.

Connie Cooper

- I want to spotlight the OoDEI for the recent training that we did for CASA of West Cenla – we received fantastic reviews. I will be in communications with the local CASA office to determine if we can provide diversity training for them.
- We are finalizing the details for MLK Commemoration Week, which is January 16-20.
- Reminder that Black History Month will kick off on January 31. We will be partnering with Melinda Anderson on some volunteer opportunities for MLK Day and Beth Whittington, Chair of the Criminal Justice Department, to host a community conversation centered around civility, unity and community. The week will also feature a screening of MLK's "I Have a Dream" speech and an all-faith memorial service to promote unity within our community.
- If we can develop an Upstander and Allyship Workshop, we will include it in the MLK Commemoration Week which will count for the annual diversity training requirements.

Olivia Chatman

- Earlier today, we had Cookies and Hot Chocolate with Coreil in the quad and it was a success.
- Christmas on the Quad is tonight at 5:00-7:00 p.m. and there will be gumbo, lights, music, fireworks, and a visit from Santa Clause.
- Christmas Luncheon will be on Monday, December 12 at 11:00-1:00 in the Brumfield Caffey Ballroom.
- Fall 2022 Commencement is on Thursday, December 15 at 10:00 a.m. at the Rapides Parish Coliseum.
- Spring 2023 Convocation will be on Tuesday, January 3 at 10:30-11:45 a.m. in Coughlin Hall auditorium with lunch to follow at 12:00 p.m. in the Magnolia Cafe.

Respectfully submitted by Olivia Chatman

The next meeting will take place on Tuesday, December 13, 2022, at 2:00 p.m.
