



MINUTES

LSUA Chancellor's Cabinet

8/30/2023 9:00 AM | *Meeting called to order by* Chancellor Coreil

In Attendance

Dr. Paul Coreil, Dr. Elizabeth Beard, Dr. Abbey Bain, Dr. Eamon Halpin, Deron Thaxton, Melinda Anderson, Adam Lord, Tyler Unsicker, Don Collins, Shelly Gill, Chad Gauthier, Connie Cooper, Kelly Pepper, Jerri Weston, Dr. Julie Gill, Dr. Susan Bowers, Melissa LaBorde, Olivia Chatman

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

Dr. Paul Coreil

- Welcomed two new faculty members to Cabinet – Dr. Susan Bowers and Melissa LaBorde representing the LSUA Faculty Senate.
- Bond Commission meeting is on Thursday, September 21 (delayed until Oct. 19).
- Please try and attend the ribbon cutting of the Business Hall of Distinction today at 2:00 p.m. in Chambers Hall.
- The idea of a time capsule for the new *Martin Family Student Success Center* was brought up to me by a faculty member. Dr. Bain will be discussing this idea further with Student Government.
- A video that was produced by the Board of Regents in regards their RUN. HIDE. FIGHT. paradigm will be sent out soon – be on the lookout and please watch and share it.
- LSUA has seen tremendous growth over the last few years due to our teamwork and dedication. Please keep up the hard work!
- Looking at building a stronger partnership with Fort Johnson, which is one of the largest Army bases in the United States.
- Had the opportunity to meet with Jeff Landry who is running for Governor. He mentioned that he has heard good things happening at LSUA regarding workforce development.
- Friday, October 27 – 5,000 Celebration
- Deadline for policy reviews is September 1st, which is being done for our SACS re-affirmation.
- The next meeting will be September 13, 2023 at 9:00 a.m.

Dr. Elizabeth Beard

- Please join us today at 2:00 p.m. in Chambers Hall for the ribbon cutting of the LSU College of Business Alexandria Business Hall of Distinction.
- Fall Orientation was nicely done and well attended – great job to Ethan and everyone else who made it a success.
- Thank you to our faculty who have added sessions and classes in order to make sure our students needs are met as we continue to grow.
- Our new Tutoring Center Coordinator, Cieltia Adams, will be starting on Monday. Link to Tutoring Center Webpage: [LSUA Tutoring Center](#)
- Reminder that LSU is a co-host for STARBASE at Fort Johnson. The program is up and running and picking up momentum. The Director, Jessika Lacaze, is doing a great job.
- In order to avoid overwhelming Facility Services and/or Strat Comm, please send any requests you may have to your dean or supervisor.
- Worked with teams across campus to set a clear definition of hybrid courses – courses with some online component. An *I* section means that a section is fully occupied, *X* section is fully in the classroom, *J* section means a minimum of 50 minutes of on-campus instruction, *K* is a minimum of 75 minutes of on-campus instruction and *L* is 110 minutes of on-campus instruction.
- Academic Affairs –
 - Teaching Excellence – We want to make sure that the quality is always LSU quality. We are doing this by partnering with our adjunct faculty to ensure that they have a presence on Moodle, relationships with full-time faculty members and are being evaluated.
 - Working with Distance Learning to revise some core courses that are delivered online.
 - Engaged Teaching & Learning is developing Curriculum to Career where faculty meet to look at connections students make in the classroom and how that empowers their careers.
- QEP – Shifted into a Curriculum to Career focus initiative. Students will have degree audit, but with that for every program, they will have co-curricular road map of things that will amplify their career readiness. Allows students to have a checklist that will enhance their college experience all while being geared toward their degree development.
- The choir is coming together with seven students and one of our adjunct faculty members will be the director.
- The Career Center is hosting a Career Fair on Monday, September 18 in the Fort with 65+ companies signed up to discuss career opportunities with our students. Please encourage your students to attend this great event.
- The LSU Jongleur (university publication) will be having a release party tomorrow at 3:00 p.m. in Mulder Hall, Room 302.
- Auditions for the fall show are taking place this week.

Dr. Abbey Bain

- We are going to break another enrollment record this fall! With an increase between 15-20%, this is unprecedented growth. The freshman class is also up about 20% with 490 freshmen enrolled. Online is up closer to 37% and on campus is still up about 3%.
- Advisors are being strategic to push for eLearn 2 registration to ensure enrollment meets the goal of 5000 by census
- Please save the date for Friday, Oct. 27th for a campus wide celebration
- Retention is currently 67% (last year was 64%)
- Meauxmentum data was used to encourage students to register for the 15+ credit hours and we're seeing that impact when looking at enrollment this fall compared to last fall. Last fall, freshman enrolled in 15+ credit hours was 37% and this fall it is 69%. When looking at all students on campus, last fall it was 32% enrolled in 15+ credit hours and this fall the average is 44%. We are slowly changing the culture and way of thinking – but it is making a difference. I am excited to see the impact with GPA's and retention.
- Daniel Manuel will return to LSUA next Monday, Sept. 11 as Title IX and Disability Services Coordinator.
- We will acknowledge suicide awareness month in Sept with a number of events Sept 11 through Sept. 14. Please continue to monitor email for details and encourage participation.
- Weeks of Welcome has great, we are seeing a lot of student involvement! Last night at Total U we had 225 students attend! That is amazing and breaks a record. The speaker did a fabulous job. We also had around 60 students go watch/play sand volleyball after.
- For the next cabinet, I'd like to get feedback on the student handbook so we can eliminate a few policies as official policy statements and instead that information would reside in the student handbook. The three policies are: code of conduct, student organizations, and student activities. These are not typically University policy statements, so transitioning this important information to the handbook makes the most sense. Student Government has also discussed and reviewed the document.
- The Health Center is setting up a date to receive the flu vaccine on campus.

Dr. Eamon Halpin

- Aviation –
 - Continuing to go well and we now have 16 new students in the program.
 - Receiving phone calls from students who are interested in starting the program in the spring.
 - Multiple parents have complimented our program and stated that they are able to have more one-on-one conversations as opposed to other aviation programs they have dealt with.
 - Handful of students are scheduled to do their private pilot check ride.
- SPERO –

- Brittany Soden is currently sick and out of the office, so I have been with the SPERO students.
- In the process of hiring a Skills Specialist for the program
- Many of the students did receive the federal Pell grant that SPERO had been approved for through the U.S. Department of Education.
- SACSCOC –
 - Continuing to make progress on writing the standards.
 - Will be attending a site visit as an observer in Florida at the end of this month.

Deron Thaxton

- Revenue is exactly where we need to be and more than what we had budgeted.
*Showed a graph that broke down solely tuition revenue (not fees) for the last eight years, which can be broken down even further into individual colleges.
- Project Updates –
 - Tower – Working on adding a free-standing tower (about 45 feet tall) in the main roundabout entrance. The tentative plan is to bid this project out by the end of the fall semester and begin construction in early spring. The official design has not been decided, but we do have a mock-up. More information will come once more has been finalized.
 - *Martin Family Student Success Center* – Bond Commission meeting is on Thursday, September 21 to confirm the needed \$8.1 million and after that, it will go to bid.
 - *Health Education Campus* – Architecture selection is sometime in October.
- Working through the drop for non-payment list, which is currently at 197 – ahead of the game at this point of the year.
- Status of Operations Manager position in Department of Finance & Administration – tentative offer and tentative acceptance.

Melinda Anderson

- Continuing to work with the City of Alexandria on some items.
- Working with Dr. Abbey Bain on the 5,000 Celebration event.
- Thanks to everyone who participated in the Chamber of Commerce 2023 Membership Event drive – LSUA was one of the top 3 teams.
- Wednesday, October 18 – Ribbon cutting and MOU signing between LSUA and LSUHSC- New Orleans at the downtown campus. Currently in the process of finalizing the details and agenda for this event.
- Kelly Pepper will be the sponsor of our Rotaract group that is forming on campus. Thank you, Kelly!
- Friday, September 29 – Manna House service opportunity

Adam Lord

- Nathan will be out most of September - baby girl coming early next week.
- Brianne Lashley is starting soon as the new Web Content Coordinator – Roles and Expectations.
- Commercial and Digital Ads starting on KALB, Fox48, and the Advocate – Visit Campus, School of Education, and Man-mercial.
- We are working on the outreach to celebrate 5,000, but also working a larger piece to position our success story within the larger national conversation about enrollment declines.
- Think about how we look to our students on campus –
 - Flyer holders in Mulder → avoid taping signs to doors.
 - Clutter in hallways for other units, events, etc. (flags, tables, chairs).
 - Questionable television programming in the cafeteria.

Tyler Unsicker

- Title IX survey going out the first week of October to all students – Athletics has its own Title IX.
- Men's and Women's Soccer home game this weekend.
- New Digitized Ticket System – Ticket Return

Don Collins

- LSUA PD is now fully staffed after hiring Officer Sophal Om, but we are looking at hiring a PO2 who would be dedicated to the downtown campus.

Shelly Gill

- Admissions is fully staffed.
- Working hard to continue to admit for Fall ELearn 2. Just a reminder that all students registered by census day count in census day numbers
- DE Enrollment has increased 225 this year. Thank you to Academic Affairs for developing a 16-week online carousel to present to high schools and for working hard to add sections, split sections, etc. for the current enrollment.
- Fall 2024 and Summer 2024 applications open September 1
- College fairs in high schools start September 6.
- James Morgan is the new LSUE Coordinator on the campus of LSUA. We will be meeting to discuss the relationship with LSUE for future years.
- Thursday, August 31 from 3:00 p.m. – 4:00 p.m. in Mulder 219, Admissions Update – encourage everyone interested to learn more about Admission Initiatives. Joshua Perrodin and Candace Hamilton are leading this session. Also available by Teams, if someone cannot make it in person.

Chad Gauthier

- COVID – The last few weeks of the summer semester, we were reporting 0 cases, last week, we had 3, this week we have 6 total, one staff and 5 students, mostly student athletes.
- Weather –
 - Hurricane Idalia – Making landfall in Florida as we speak
 - Nothing significant in our upcoming forecast
 - Wildfires around the state, even a few locally – please keep an eye on the news until we can get any substantial bit of rain. Remember the burn ban across the state.
- Facility Services –
 - Tower Project – Planning has begun.
 - The Oaks – lots of AC repairs. Plant guys have been our All Stars during this extreme heat wave.
 - Library Part 1 – hallway flooring complete. Waiting on the carpet squares for the larger area. After Hours.
 - Library Part 2 – Painting and Flooring almost complete in that area.
 - Outpost Floor – prob 2-3 weeks, Prep has begun.
 - Library and the South side Mulder beds are complete. North Mulder and Annex beds are next but we have to repair a backflow preventer first.
 - Police Dept (canopy project) about 50% complete
 - Cafeteria work – this week
 - Generator to Oaks - Gas line to Oaks was successfully bored to the Oaks. Once Rock catches up, we will begin working on getting it wired in to run parts of the clubhouse.
 - New Doors – Admissions, Chancellors Suite, and financial aid waiting on the PO
 - Remainder of the street overlay – moving forward
- Risk Management – 2 new vehicles – working with Chase for wraps

Connie Cooper

- Hispanic Heritage Month Kick Off Event –
 - September 12th at 12 p.m. – 1:00 p.m. (Brumfield Caffey Ballroom) – Doors Open at 11:30 a.m.
 - Featured Speakers: Juan Baretto, Rafael Romero, Irma Rodriguez, Iviana Stewart, and International Students.
- Diversity Training – Registration is still open for the following dates:
 - September 6th at 12 p.m. (Mulder 302)
Diversity 101 Workshop – New Employees
 - September 28th at 11 a.m. (Zoom)
Microaggressions Workshop – Current Employees
- Staff Senate Update –

- Departments are all engaged in starting the fall semester.
- Finalizing voting for vacant staff senate seats - will share when voting closes.
- Discussed strategies to increase staff attendance at staff senate meetings.
- Appreciate Dr. Coreil for attending and providing some updates.

Kelly Pepper

- LSUA Foundation Board Meeting August 31 at 8:00 a.m.
- The Alexandria Business Foundation Ribbon Cutting for the Hall of Distinction is today at 2:00 p.m. in Chambers Hall.
- GAA Board will meet on September 5 at 4:00 p.m. in Live Oaks
- Please join us for the Live Oak Dedication to Dr. and Mrs. Paul Coreil on August 31 at 9:30 a.m.
- New Endowed Scholarship - Dads of the Queens of Parlangua for Nursing

Jerri Weston

- Received a notice of data breach from Clearinghouse of over 1 million records across the United States. We were notified in July that 2,879 of our student's names and addresses were released, but we are very fortunate that the only additional information they were able to get was the date of birth for 5 of those students. An email with this information as well as a notification letter will be sent to those 5 students so that they are aware.
- This month alone, we have had 3 FERPA violations. Reminder to never put a social security number in an email. The individuals involved have all been contacted and the situation is being dealt with, but please be careful with what you send and double check the email address you are sending confidential information to. A notification will be sent out to those whose information was compromised and they will be informed of the measures taken in place.
- Drop for non-attendance will happen at 10:00 a.m. on Friday.
- Spring 2024 schedules have gone out to departments to build.

Dr. Julie Gill

- Requested that there be a future conversation in regards to 12-month faculty members – particularly those who teach online and during the entire summer. This could be something beneficial to the university, especially if faculty were paid accordingly.
- CurricuLog –
 - Dr. Carol Corbat has completed all of the trainings and CurricuLog will begin on September 1st. She will send out additional information to all faculty on how to login and monitor the progression of all courses/curricula. Faculty will have access to all documents, but will not be able to edit; faculty will only be able to review materials. It

- will show the status of the documentation and where it is located through the progression towards approval/disapproval.
- Only the course additions, modifications and deletions will be entered into CurricuLog.
 - Faculty Senate is discussing who should be the point person once all of the documents have gone through the process.
 - Faculty Senate Updates – Met twice so far this fall semester and we are off to a great start.
 - Requested that there be a reminder to all faculty and staff regarding the mandatory trainings to ensure that everyone completes them.

Dr. Susan Bowers

- No update.

Melissa LaBorde

- With all of the growth, just a reminder to try and balance the Teaching Excellence efforts and faculty's time as best as possible in order to avoid burn out.

Olivia Chatman

- No update.

Respectfully submitted by Olivia Chatman

The next meeting will take place on Wednesday, September 13, 2023, at 9:00 a.m.
