

MINUTES

LSUA Chancellor Executive Council

1/17/2017 9:00 AM | *Meeting called to order by* Chancellor Huang

In Attendance

Dr. Huang, Dr. Hatfield, Deron Thaxton, Adam Jonson, Melinda Anderson, Sarah Black, Leana Wilson, Catherine Pears, Christof Stumpf, Steve Cox, Abbey Bain

Chancellor Huang

From the previous minutes, I see this meeting has been used for information sharing. I think actions are extremely important. I am driven by data and outcomes. I want this place to be as much data driven as possible. Not only provide data but analyze it as well.

This is an executive council, and when I hear executive I hear actions. I promise to share some impressions today along with my expectations and values.

To the day, this is the beginning of my third week. We have a relatively small campus and a close knit community. Students don't live far away, I can see them walk to the campus to take classes. Over the last two weeks, I have met a lot of faculty, students, and staff. There are still people I have not met- this is not by design- but I will continue to walk around and continue to learn my job. Many people are friendly and genuine. Everyone is friendly, and I am impressed. This place stood out as I was interviewing. I asked questions and Mimi Lee provided numbers and data. After receiving that information I did apply.

I appreciate the comments from those who have allowed me to draw my own conclusions on people.

I want to keep the momentum on the enrollment numbers. I approach university life through three R's: Recruit, Retain, Revenue. It is a simple formula that anyone can remember. A lot of decisions made are based on how we can recruit. We have talked a lot about faculty and staff compensation. I was disheartened to see the numbers on the faculty and staff salaries. I want to see people get compensated fairly and equitably if possible. I know that this is a heartache for many people. No one person can solve this problem. I have met with the Vice Chancellors on this, LSU president, and Dan Layzell, and we are working on it. I do not want everything to be a numbers game, but we do want more bodies on campus and want to keep them here.

I read the chronicle of higher education, daily brief from Inside Higher Ed, Eduvenues, and EAB. They are saying similar things, the priorities of chancellors is student success. Student success is a broad term. In this context, students complete the course, complete their program and ultimately degree. We need students to come here and to stay here. Sometimes students make a decision based on something that happens to them -- we were all students before and remember the teachers that were good and poor. Student success here is retention and graduation. They are not beautiful statistics right now, so we need to improve them. I think the two Vice Chancellors need to be on the retention committee. The Vice Chancellors have the authority to make things happen, and that is the philosophy behind having them on the committee. I am glad to learn there is such a committee. We want to change the 11% four year graduation rate. We should be able to get to a six-year graduation rate of 40%. Retention is the responsibility of everybody - the coaches, faculty, and the staff. I know

some students will leave no matter what- financial challenges, relationships, health problems, but there are things we can do to help them stay at LSU. I know we can do certain things. If we know the problems then we can find the answers. The problem is if we don't know the problems that exist.

I am really impressed by the fact that for a decade people did not receive a raise and are still here. We all need to recognize that they are here, they are very devoted to the university and to student success. Let me be clear. We need to do well financially. I am big on human dignity and the quality of life. I will work hard with the president and the governor's office and the legislature. We need the legislators to better understand our concerns and not dismiss them.

I met with Student Government and they were very interested in the new chancellor and what I plan to do over the next few years. I want to find a student advocate within the administration so that their issues are brought forward and dealt with and solved. Some issues are easier to deal with. We can't fix the distance from campus to the city. We need to do things to make the campus attractive for students. Student service is very important. If I receive good service on campus I am more likely to stay.

LSU's mission, As the only state-supported undergraduate university in Louisiana, LSU's mission is to provide a broad spectrum of affordable undergraduate degrees in a robust academic environment that challenges students to excel and creates proactive and reciprocal relationships that meet the needs of the diverse student body and community that it serves.

We want LSU to be a university of choice. It is a good vision. We want students to come here. We want our teachers to teach and also be scholars. I don't think they can be good teachers without being scholars.

As the only state supported undergraduate university in the state to provide a broad spectrum of affordable degrees. We do not necessarily have broad programs-- eight departments with many concentrations. Affordable is good- we want public schools to be affordable so students can attend. "In a robust academic environment" goes well with rigorous academic environment. This is something that the faculty need to answer.

Last week I spent a lot of time in different buildings. I sat down with many different faculty who want to see modification of policies and some changes. Everyone has different expectations of a new chancellor. I am new and people want to help. I need everyone here to help us accomplish everything we want to accomplish. We are preparing our students to meet the needs of the community - this is a mission that most schools have.

I want to look at the strategic plan again now that I have assumed this position. I will then know what needs to be changed or emphasized. These are some of my first impressions.

Expectations of LSU at this point, I am learning to know everyone. I hope you are learning what I say and how I say it. Just ask if I need to repeat something, I will not be offended. I am very data and outcomes driven. I hope that you will be that way too. Numbers are important. Some of the values I hold dear include integrity and accountability. We should always tell each other the truth. I do like to be transparent as much as possible. From this meeting forward, the minutes of this group will be published - there is only benefits to do so. Faculty and staff should not be kept in the dark. Transparency will help us build trust. Sometimes trust is given, sometimes it is earned, it depends on the individual. We need to be responsive to one another. If I send an email asking for something I expect a response. Also important is being responsive to the students.

Let me say something about the chain of command, it is very important. As CEO, I want to be able to talk to anyone that I need to. We all need to follow the chain of command all the way up. I am new and people have been writing me with things, and I have shared them with the appropriate manager. If somebody writes me I will respond. It is my courtesy and professionalism, but I want them to go to you first. Please help me enforce that as well. I like consistency. I do not like surprises. Good news is always good, but if you want to appreciate the sunshine you need to also see dark.

I want to work with everyone. I will be respectful and professional. I will try to speak to everyone. I want to be as communicative and collaborative as possible. Do not feel shy to speak to me and if you think I am doing something wrong please share with me. I can take that. But it must really be wrong, too. You need to bring data and information to educate and convince me.

Bobbie shared that within the last seven years she has had five chancellors. In my opinion, nothing can be achieved long term without consistent, stable leadership. I want to build a stronger senior leadership team.

Big picture items. Retention is everybody's job. Yours, mine, faculty, staff, and students themselves. Related to retention is recruitment. If I get additional resources, I want to strengthen recruitment, recruit locally, statewide, and internationally as well. We need to go out of our comfort zone. An underlying issue will be to enhance the maturation of the university as a four-year college. Students come here and will get a good education. Faculty and staff, if you were here before the four-year college, now focus on the four-year brand. We are a four year college and we should behave like one, and we want it to be the best it can.

COPLAC- the Council of Public Liberal Arts Colleges and I am interested in obtaining membership. The other thought would be to be the honors college of Louisiana. If this is achieved then we can have something to hang our hat on and demonstrate quality. Branding is very important.

Finally, resource development. Deron and I have talked about resources. I told Spencer Martin and Melinda Anderson I want to be involved in fundraising because I have some experience in that area. This is an area we can do a lot of good work.

Faculty, on the other hand, I would like to see them more proactive with grant writing and seeking additional funding. Looking at Dept. of Education, Dept. of Energy, and Dept. of Defense etc., and these places have millions of dollars. It takes a few faculty to write strong grants and we need faculty to work on it.

Any question on what I said?

Steve- opinion on the college itself, and we have had this discussion. The behavior tends to look like a branch campus. The last couple years we have brought more in than transfer out. When I look at this institution I typically compare it to a branch campus.

Christof- for the biology department, we do get grants, from Board of Regents we get several grants up to \$80,000. I have received six or seven grants and local ones from policy jury and what not. What is missing is the little things for research in between when you cannot pull from someplace else. The smaller amounts are missing and that is where the research fund comes in. At least for biology, they have to focus on education. At an NSF meeting it was clear we cannot do research where you need grad students. We can do collaborations, but most faculty probably think that the faculty are not appreciated for what they are doing.

Melinda- Do you prefer email or phone call as far as communication?

Chancellor Huang- Either way. I do emails and calls and may march in to the office. For the direct reports you should feel free to see me at any time that I am available. If there is a problem we want to solve it so that the problem does not survive us. Do not hesitate to contact me.

Direct reports will meet with me once a month for about an hour. At spring Convocation I mentioned I want us all to be interdependent and collaborate to support University goals together.

I also wonder if this committee should meet two times or once a month. For once a month for two hours or twice a month for one hour per meeting?

Steve- for me I would like to keep the two meetings a month

Leana- I agree

Melinda - I agree. In the past they did go long which was tiresome

Dr. Huang- let's keep as is and plan to meet one hour but will reserve time for an hour and a half. Ninety minutes maximum. If you don't have a report then that is ok. If your report only involves your area we can discuss in our one on ones and if it includes multiple offices then we can communicate here.

Adam Jonson

- Projects- bus is wrapped and second bus is getting wrapped now. The laundry facility should be done in the next two weeks.
- Homecoming- nominations are in full swing. The committee will meet soon to discuss next steps.
- GAA- highlights from the meeting was the budget. We adopted a new budget that is about \$100,000 greater than before on the revenue side. The charge will be an annual fund raising \$75,000 between now and June. This is in addition to sponsorships. Special events goal has also increased by about \$23,000. This is necessary with our budget.
- I do have a question with the International students. Is there a list available?
 - Deron- I am going to pull the list
 - Adam- is this typical?
 - Deron- this has been worst. There are two groups of students and I think they're all athletes. One group has a schedule but they aren't coming back until this week and missing a week of classes. There is no issue financially or with eligibility but they're missing class. The other group is more concerning and a critical issue. They have a fall balance and some are just now getting to pay it. They do not have a schedule for spring and they are just now coming in to register and go to class. The last day to register was last Friday.
 - Deron- We need to take steps so that this doesn't happen next year. On the eligibility side this could be a big issue.
 - Adam- I will check with Melissa. This is a big area that we need help with- academics and eligibility. I would like to add a position down the road to help with this.
 - Deron- I think all of these are men's soccer.
 - Adam- do we know that they are back?
 - Deron- some are and some will be back this week. I will pull a definitive list. We will need to take steps this doesn't happen again.

- Leana- they have already been approved with homeland security with their student visa so this is a problem

Barbara Hatfield

- Board of Regents will host two meetings in Alexandria soon- Feb. 1st is for enrollment management and Feb. 2nd is for faculty. I am hoping to have faculty representation. I have reached out to the department chairs and asked them to attend along with at least one additional faculty member from each program. Christof, if you could also assist to recruit participation that would be great. Tickets are required but they're free. It is at the Holiday Inn downtown (moved from the Riverfront Center).
- We are working on a possible partnership with LSUA, the Rapides Foundation, and Alexandria Eye and Laser to create a program that prepares Ophthalmic assistants, or an eye tech program.
- Feb 1st- Rapids parish school district is holding their first social studies fair in our ballroom on campus. They need judges.
- Director for Cont. Ed has decided not to come so we are back to the drawing board.

Sarah Black

- Working with university police and February will be safety month. We will have different themes Monday, Wednesday, Friday.
- LSUA Open House is Feb 18. We were on On Point Talk and had about 10 minutes to discuss open house and the homecoming and have more dates to advertise as well on TV and getting radio time and changing billboards. Fall had a high enrollment and hoping to do that again
- Melinda and Abbey- we need to get together to discuss the heart walk
- Press release for spring enrollment numbers after census day

Melinda Anderson

- Disparity Luncheon with Department of Health on Feb. 23; it is a free educational forum. We haven't partnered in the past but we will have the Black History Scholarship Lunch on the same day. It will be the tail end of black history month. Dr. Joiner assisted confirming a speaker - it is a local arts educator Mr. Morris. The luncheon typically has about 250 guests, but with the Department of Health program we are expecting even more guests. Many community members and faculty/staff attend. The money all goes to the scholarship fund and we announce who receives the Ebony Endowed Scholarship
- We are working on Year-end tax letters
- We are in the midst of the application process for Endowed Professorships.
 - We have two seats on the Foundation Board open due to the death of two instrumental Foundation Board members. Thankfully, we do not have a lot of turn over on the Board. Dr. Huang: How are Foundation Board members recruited?
 - Melinda: Through the current board and with the assistance of the Chancellor.
- Ribbon cutting at 10:00am for Coughlin hall auditorium. The foundation funded the renovation and it is something we are proud of.
- Adam- And ribbon cutting for the court is also Friday

Abbey Bain

- COPLAC membership phone call today with their Membership Committee Chair

Deron Thaxton

- We have a number of International athletes that are coming back for the spring semester this week when classes started last Wednesday.
- I gave a summary of where we are budget wise at convocation. First round was about \$81,000 and we are expecting another sometime this spring.

Leana Wilson

- Late registration ended on Friday. With the athletes getting straightened out, there will be some foot work to get these students' paperwork completed
- Summer and fall schedule is out with the departments to get worked on
- The goal is to have a year round schedule

Catherine Pears

- **Exhibits-** Current exhibitions stay up through Feb 18th– *Faculty and Friends: Reminiscing* and *Beyond Mammy, Jezebel and Sapphire: Reclaiming Images of Black Women* which has a companion catalogue with essays by some of our local strong black women – Karen Riley Simmons, Velva Boles, & a poem by Sha'Condria Sibley. We have been getting good regional and National press in Feminist Wire, Huffington Post, the Atlanta Black Star, Broad Strokes a blog of the National Women in the Arts Museum, and the exhibit will be featured on the National Association of Reciprocal Museums website
- **Collection-** Megan and I continue to cull through the collection planning for the permanent exhibition to identify gaps and to identify artists and artwork to place on our wish list. We are currently reviewing the pieces available at reserve prices after the past weekend auction at Crescent City Auction. There are several more auctions this spring that we will be watching.
- The collections committee meets tonight and we will be solidifying the list of pieces to be presented to the Collector's Circle Members on Thursday night when they will vote on their purchases for the Museum Collection.
- We are currently identifying how many new panels we will purchase for the collection storage area in order to have proper storage as we continue to accession the state works and new pieces. Disbursement Funds from the Collection Endowment for Maintenance and care of the collection will be used as that is their purpose.
- **LSUA-** The renewal of our CEA with the City of Alexandria expires in February. Chairman elect Zeb Winstead and Deron have reviewed the current CEA. Robert Weeks with the city has been assigned the project according to Zeb. We need to meet with him very soon as the CEA will have to move through 2 council meetings before being finalized. I have not reached out directly only through Zeb.
- We will be participating during Homecoming week with a printmaking project – Valentines for Vets as a service project.

- We will have a table for the MLK luncheon.
- I am currently planning a visit to LSU to meet again with Daniel Stetson at LSUMOA and with Kelli Scott Kelley in the art department. We will be hosting a presentation by LSU professor Rolland Mitchell on the evening of Feb. 2. He also wrote an essay for the catalogue for the current exhibition.
- **Sponsorships & Fundraising-** Illume our New Year's Eve fundraiser went well. We estimate at this point that our net income is approximately \$18,000. We had a wrap up meeting last week to evaluate with the committee, the caterer and the hotel. We now will focus on signing up Dragon Boat teams and confirming sponsors.
- **40th Anniversary-** This week, we will be reviewing the first 40th anniversary promo videos that will also serve the Museum for years to come. Kinetix has begun recording testimonials from program participants, staff, etc. These are funded through GAEDA funds.
- **Grants, Trusts & Foundations-** We received a grant to support a musical presentation connected with our exhibitions March – May that will be part of our collaboration with the CVB and the Little Walter Festival. The CVB should notify us this coming week regarding a grant to promote the summer and fall exhibitions of American Masters.
- We are currently submitting grants requests to the LEH, and NEA.
- **Education-** The Visual Thinking Strategies teacher cohort is going well. We are now finalizing our spring adult and family class schedule. We continue to go to Hope House weekly when they have children with our Art in the Afternoon program.
- Our Veteran PTSD group continues to meet weekly with much participation and success.
- **Community Programing-** This Saturday we host a career fair and open mic for our Muse teen club and Thursday evening host a community art project to make Luminaries for our next processions. Saturday at 2 and we will also be in the Pineville Christmas parade.
- This week I attend meetings of the local Attractions Association at the CVB, the Director's Round Table at the Arts Council, and a meeting of 100 Women Who Care. Last week was my meeting with the Louisiana Assoc. of Museums in preparation of a membership drive utilizing the fact that the Southeastern Assoc. of Museums Conference is in New Orleans this October.
- **Board Relations-** Our first Board meeting of the New Year is the Monday, Jan 30. We will be beginning to realign our fundraising committees in preparation for the Dragon Boat races. We will also begin to look at board nominations for the next FY.
- **Staff-** The staff continues to do an exceptional job performing their duties. We are preparing for our staff planning session on Monday, Feb 6.
- We have switched to sending donation info in donation thank you letters and membership card mailings to eliminated end of the year letters. This is our first year to attempt that method, so we now preparing to send final letters.

Steve Cox

- All winter and spring IPEDS submitted on Jan 4 and 5. The Overall 6 year graduation cohort is 26% (fall 2010). Human Resources and Finance reports are to be submitted by LSU. All reports are posted on the IR Web Site, <http://lsws8.lsua.edu/irsite/default.html>
- LSU Campus Metrics is complete. Lisa Smith worked with me on some of the accounting information. The report is posted on <http://lsws8.lsua.edu/irsite/default.html>
- Clearinghouse Enrollment and Degree Reports have been submitted.

- The Board of Regents Student Profile is complete. The Regents changed the reporting requirements on Dec. 12 and Dec. 29. They also made changes after our submission was made and it was updated again on Jan 10. LSUA was asked to test the system by resubmitting the summer report the last week of December. LSUA has been the first school in the state to report fall semester.
- IDEA faculty evaluation forms have been distributed to departments. The Departmental Summaries and Institutional Summary have been published to <http://lsws8.lsua.edu/irsite/default.html>
- Fall 2016 Graduate Exit Exam Results by question and degree type have been posted on <http://lsws8.lsua.edu/irsite/default.html>
- The LaPas report was submitted on Jan 11.
- The Petersons Survey was received and submitted on Jan. 11
- The first Clearinghouse enrollment report for spring 2017 is due Feb. 5.
- Continued to work on the automation of IPEDS and Campus Based Metrics Report to make reporting faster next year.
- Developed a program to identify students that changed their schedule. It has separate files for all students, international students, and athletes. It will start running every other day after 14th day. This is the first application developed based on the warehouse data.

Christof Stumpf

- I have questions regarding the Research money. I contacted Melissa Whitley and she didn't know anything about it.
 - Dr. Huang- where is the money sitting?
 - Deron- it is all in the general academic budget
 - Dr. Huang- who is responsible for approving?
 - Dr. Hatfield- It was given to Faculty Senate to manage the funds, but I was wondering if Academic Success should oversee and approve
 - Christof- it was given to Faculty Senate before I was President. It is chaos right now without a process. We are all overworked and it is difficult to manage.
 - Dr. Huang- if the senate doesn't want to track the money, let Academic Affairs create a system of approval.
 - Christof- There is also somebody with the Ag Center that I was thinking would be a good person to approve
 - Dr. Hatfield- I don't think somebody outside of the University should manage funds
 - Dr. Huang- I agree. If there isn't a procedure, there needs to be one. It should go to the chair and then to the provost.
 - Christof- it is the fault of the faculty senate in a sense. We don't know when the deadline is.
- I have heard complaints about starting school on Wednesday because we don't end on a Tuesday, and that creates problems for classes with labs. There are some problems that we can't control like MLK and Mardi Gras but we are losing days.
 - Steve- department chairs had to sign off on the academic calendar
 - Dr. Hatfield- we decided as a system to follow the LSU calendar
 - Dr. Huang- problem solved if we have to follow the LSU calendar
 - Dr. Hatfield- we are being more collaborative with LSU so we do need to continue with the same calendar to start and stop at the same time.

- Christof- Feb 10 is Darwin Day. Michelle Riggs and I have been on tv twice to advertise. Students will be digging for fossils. At 6pm on Friday we will have a program with movie showing and question and answer session. We will keep it strictly to scientific issues.