

# MINUTES

## LSUA Chancellor Cabinet

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5/1/2019 9:00 AM | *Meeting called to order by* Chancellor Huang

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### In Attendance

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Dr. Guiyou Huang, Dr. John Rowan, Dr. Eamon Halpin, Dr. Stephan Moore, Donna Torres, Shelly Gill, Melinda Anderson, Chancey Slider

#### **Guests:**

Chelsea Cockburn, Barnes and Noble Bookstore Manager

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

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#### **Chancellor's Updates:**

- The ACBSP approved LSUA's inaugural accreditation. Thank you to Provost Rowan, Vice Provost Halpin, Dr. Dupont, Dr. Lachney, and the Business Department's faculty for working so diligently to achieve this goal.
  - Mayor Jeffrey Hall and his colleagues will be on campus today for lunch and a tour.
  - Commencement will take place next week on May 9<sup>th</sup> at the Rapides Parish Coliseum. Over 280 students are expected to receive diplomas. Mayor Jeffrey Hall will be our Commencement Speaker.
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### Discussion Items

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1. Barnes and Noble First Day Program
  - Miss Chelsea Cockburn, Manager of the LSUA Barnes and Noble Bookstore, presented information regarding the Barnes and Noble's First Day Program to the Cabinet.
  - The Barnes and Noble First Day Program is an inclusive access program that adds the cost of materials to courses and can be beneficial to students in many ways. This program guarantees students get the right materials prior to or on the first day of classes at discounted, low prices.
  - If LSUA decided to implement the program, it will be brought before the Board of Regents and an implementation team will be in place to assist with the start-up.
  
2. Weeks of Welcome
  - Dr. Rowan discussed the tentative schedule for the start of the upcoming 2019 Fall semester.
  - The All-Faculty meeting will take place on August 19<sup>th</sup>.
  - Move-in day is scheduled to be on August 20<sup>th</sup>.

- Orientation is scheduled for August 21<sup>st</sup>.
- The CTE workshop will be held on August 22<sup>nd</sup>.
- Convocation will take place on August 23<sup>rd</sup>.
- Classes begin on August 26<sup>th</sup>.

### 3. Strategic Planning

- Shelly Gill accepted Dr. Huang's invitation for her to join the Strategic Planning Council.
- The Steering Committee met at the start of the semester. Dr. Rowan has been having discussions with faculty, staff, and students about what our priorities are and where LSUA is headed in the future. A document will be created to reflect the feedback and discussions.
- Dr. Rowan presented the strategic plan draft to the Strategic Planning Council and received a lot of good feedback. The draft was well-received and is hoped to be solidified by the fall.
- Department Chairs will need to align their own individual strategic plans with the university's plan.
- Chancellor Huang and Provost Rowan want to get every department and individual on campus involved so that the process is transparent and all voices are heard.

### 4. PS 202

- PS 202 concerns Selection, Retention, Promotion, Tenure, and Annual Review and Termination of Full-Time Faculty.
- The Faculty Senate unanimously voted to edit the policy in order to achieve clarity, simplicity, and elevated standards. The updated policy has been shortened from 39 to 13 pages.
- The Cabinet approved the changes.
- Thank you to Dr. Elder and the Ad Hoc Committee for their hard work in making this happen.

### 5. Chartwells

- Donna Torres and Vice Chancellor Moore met with Chartwells last week. Chartwells made an offer, but it is still in the negotiation stage.
- We currently offer at least eight meal plans, but would like to see this brought down to three. The three meal plans that we propose are unlimited, fifteen meals per week, and a single commuter plan. As of now, the meal plans fall mostly on the backs of students living at the Oaks with full kitchens.
- We would like to give the dining area a more retail feel and open it to all students.
- Chartwells proposed that all students pay a fee per semester without decreasing the amount of meal plans for residents. Donna and Dr. Moore feel that they will be able to set up a better arrangement with Chartwells and plans to negotiate the offer.

- Online and Downtown Campus students will not be charged any fees if we do move forward with this offer.

#### 6. Risk Assessment Heat Map

- The Cabinet reviewed the risk assessment heat map that was produced by Mrs. Tara Ball, Manager of LSU Internal Audit.
- Donna Torres believed Information Technology's risk factor was too high. Shelly Gill noted that we have a high risk for audit findings and issues due to our manual entry system.
- Melinda Anderson commented that Finance and Enrollment should align. Donna Torres noted that Enrollment exasperates our risks with Finance.
- Dr. Rowan mentioned that the Faculty/Staff area should reflect more risk due to a greater probability of heavy workloads, lack of resources, and lack of succession planning.
- The Cabinet agreed to change the probability and impact to the highest settings in regards to Faculty/Staff on the heat map.

#### 7. Budget Update

- Right now, we have about a \$448,000 shortfall. Donna Torres hopes to get this number down to about \$200,000 so that LSUA will not have to utilize reserves.
- Donna reported that we are still working on removing charges from certain accounts in order to get a more accurate number and details concerning the budget.
- We will recognize revenue and expenses for Summer 2 in this fiscal year.
- Next year, we will project revenue based on the number of students instead of a flat rate like what has been done previously.
- Dr. Rowan hopes to create next year's budget in advance.

#### 8. Measles Outbreak

- Shelly Gill mentioned that we need a plan for Measles considering around 70% of students refuse to provide immunization records.
- Vice Chancellor Moore commented that he is receiving updates from the CDC and watching the situation very closely. There have currently not been any recent cases of Measles in Louisiana.
- Chancellor Huang said that we will all share information and be prepared.

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## Reports

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### John Rowan

- We just hosted a great Scholar Day at A. The goal moving forward is to open a research center to help this program to grow.

Eamon Halpin

- The BS Accounting degree was not on the Board of Regents agenda in April, but it is on a back log and should be on the June agenda.
- We are currently working on two new letters of intent for the following online and face to face programs: BS in Marketing and BS in Management.
- A BS in World Religions and a BS in Mathematics have been approved to be offered online.

Shelly Gill

- Shelly asked for the Cabinet's initial thoughts on the tagline "Expect More, Be More". The tagline was well-received by the Cabinet.

Melinda Anderson

- Melinda reported that the Foundation is working on their budget.
- The Foundation is also preparing for the Graduate Dinner being held in the Brumfield Ballroom on May 7<sup>th</sup>.
- There is a Foundation Board meeting on May 21<sup>st</sup>.
- Melinda had a conference call with the new consultant today
- The Foundation is working with Catherine Pears from the Alexandria Museum of Art to prepare for the upcoming Dragon Boat Races.
- LSUA Foundation is co-sponsoring a table with the Chamber of Commerce at the LPB event in Baton Rouge honoring Roy Martin as a LA Legend on the evening of May 10<sup>th</sup>.
- Central LA Day at the Legislature will be taking place on May 22<sup>nd</sup> with a reception that evening for legislators.
- The Foundation is assisting the students traveling to China by offering an online purchase opportunity of Chinese Food "to-go" Lunches delivered on May 8<sup>th</sup>. This is to help support the LSUA students attending the trip to China departing on May 16<sup>th</sup>.

Donna Torres

- Donna requested feedback from the Cabinet concerning the Barnes and Noble's First Day Program, which was well received. She would like for LSUA to be the first LSU System university to start this program.

Stephan Moore

- We had a successful 2019 Ms. LSUA held on April 27<sup>th</sup>. Kudos to Kathy Wimmert and Haylee Malone for a job well done! Congrats to our 2019 Ms. LSUA winner Saije E. Cousin. Also, thank you to our 2018 Ms. LSUA Madison E. Fruge for a good job representing LSUA.
- Ricky Brazzell and LSUA SG hosted the LA Council of SG Presidents on our campus.

- Center for Student Success is in the process of calling and emailing all current first-time freshmen and newly admitted students to schedule appointments to be advised and register.

Respectfully submitted by Chancey Slider

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The Next Meeting will be Wednesday, May 29, at 9:00 AM

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