

MINUTES

LSUA Chancellor Cabinet

11/8/2017 9:00 AM | *Meeting called to order by* Chancellor Huang

In Attendance

Dr. Guiyou Huang, Melinda Anderson, Deron Thaxton, Shelly Gill, Stephan Moore, Dr. Barbara Hatfield, Erin Weilbaeher

Guests: Dr. Abbey Bain, Kathy Wimmert, Katie Cooley

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

Chancellor's Updates

- Welcomes guests Dr. Abbey Bain, Kathy Wimmert, and Katie Cooley.
- Thank you to Melinda Anderson and to her team, Shere' Thaxton and Mary McCampbell, for hosting a successful Gala.
- LSUA received authorization from the State Department for DS3036. Thank you, Dr. Eamon Halpin and Shelly Gill, as well as Gerard Dumancas, Nina Cox, and Matthew Stokes, for attaining this authorization.
- BoS approved LSUA's proposals for two new departments: Psychology and Criminal Justice. The BoS also approved the renaming of the Department of Behavioral and Social Sciences to the Department of History and Political Science. This will be implemented January 1st, 2018. Thank you, Dr. Barbara Hatfield and Dr. Eamon Halpin, for getting these items approved.
- The new Provost search is underway. Two out of the four candidates have visited campus. The goal is to hire a new Provost by Thanksgiving.
- The Honors Banquet was last night and was a great event. Melissa Whitley did a wonderful job representing the Honors faculty.
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Advising Center Name Redesign – Abbey Bain

- Renaming the Advising Center to the Center for Student Success. The name change better aligns with what the office provides, such as helping students inside and outside the classroom with their personal and academic lives.
- A new mission statement was drafted.
- Big focus on retention. The office reaches out to students that come to them through LSUA CARES and the retention email address. There are multiple follow-ups with these students.
- Job positions in this office are restructured and renamed, better identifying what each position provides.
 - Director of Student Success – oversees advising process, conducts ongoing assessment, and oversees retention efforts.
 - Retention and Advising Specialist – advise full time freshmen, monitor student progress, and suggest corrective actions.
 - Student Development Specialist – workshops focusing on academic and personal development, first drop program, and assist students in identifying academic and personal support at the university.
- The Cabinet approves these changes.

Job Fair Survey Results – Kathy Wimmert

- About 40 companies and businesses attended.
- The division sent out surveys to all employers that attended, receiving about a 35% response rate. The goal for future job fairs, based on the survey results, is to increase student attendance to 10% of total student enrollment and to increase the quality of the participants.
- DOSE will collaborate with each academic department to ensure there are industry-specific employers for all students.
- A goal is to enhance pre-fair enrichment opportunities. This year there were two resume workshops in Mulder and a video about resume writing. Appearance of the applicant will also be addressed.
- Will look into ways to include online students with job fairs.

College Readiness Bootcamp – Katie Cooley

- This is a proposed program.
- The program will have a 100 student limit, 50 students each week divided into two groups.
- It will provide 40 hours of instruction in Math and English.
- \$2,000 compensation will be given to the instructors.
- Budget for this program is still under discussion.
- Two teachers (Math/English) are needed for each camp – one camp in June and one in July.
- DOSE will depend on Shelly Gill and Continuing Education to help better target prospective or current LSUA students for this program.
- The cost is \$40 per student.
- It will be beneficial to collect and analyze the data from this program as well as follow students throughout their education at LSUA.
- The Cabinet approves this program.

Barbara Hatfield

- Advertising two chair positions for the new departments of Psychology and Criminal Justice.
- Dr. Eamon Halpin is working with the Interdisciplinary Curriculum Committee to develop a Bachelor of Interdisciplinary Studies (BIS).
- Dr. Halpin is working on a concentration in Aviation Management for the BGS Program.
- Accounting degree is delayed with the BoS and BoR. They want LSUA to have AACSB accreditation.
- Dr. Halpin is working on LSUA's COPLAC application. LSUA expects to be visited by COPLAC in Spring 2018.

Melinda Anderson

- Finalizing the funds raised by the Gala, so far totaling \$90,000. There were about 400 individuals in attendance.
- The Foundation audit is going well.
- Getting ready to present the Strategic Plan to the Foundation Board.
- The Foundation Finance Executive Committee meets tomorrow. The Master Plan will be reviewed.

Deron Thaxton

- Three ongoing audits – Athletic, BoR, and Foundation/GAA/Oaks. All are going well.
- Released a campus-wide quarterly newsletter.
- Working with Flywire to give international students a better payment option. This should be active in the next two weeks. A meeting with students is scheduled for November 30th.
- We are 25% up in enrollment for Spring 2018 compared to last year, but this could be due to DOSE getting students to enroll earlier. It is difficult to accurately compare at this time.
- Rapides Medical Center is raising money for No Shave November. If you see a bunch of beards on campus, that's why!

Shelly Gill

- Handed out admission report.
- Spring applications are down 13%, up for summer, and flat for fall.
- Attended a conference in Natchitoches.
- Kaitlyn Nichols is recruiting in the Mississippi Gulf Coast. Candace Hamilton returned from Dallas. Travis Edwards is travelling to east Texas next week.
- Teresa Seymour is working on webinars this week. They will be available Monday, Tuesday, and Thursday evenings. Each webinar is dedicated to a specific program and will cover admissions information, SFA opportunities, transfer credits, and more. The webinars will be uploaded to the LSUA site for later viewing.
- Acquired space in the Indie Village to set up a table for Winter Fete, which will be the first weekend in December.
- Will be at the Business Expo tomorrow.
- Open House will be in both the Fort and Brumfield Caffey Ballroom on November 21st.
- Registration for dual enrollment students starts Monday, November 13th.
- Shelly Gill, Nina Cox, and Dr. Eamon Halpin have met regarding J-1 Visas. They are now working on student applications.

Stephan Moore

- Working on registering students for the spring.
- Putting together a calling campaign to continue contacting students during the winter break.
- DOSE and Enrollment Management are partnering to have a Minority College Day.
- Went on the Tony Brown show this morning and discussed recruitment, retention, and program development.
- Still working with IET on the customer service platform, which should be available for Spring 2018.
- Working on having an employee spotlight and will have a quarterly reception to recognize the outstanding employee. Stephan Moore will partner with HR.
- Deron Thaxton and Stephan Moore walked through the Oaks about a month ago. They are still getting quotes from companies to come in and help maintain and enhance the Oaks.
- Melinda Anderson gave approval for Stephan Moore to speak with Home Depot, which now identifies LSUA as one of their educational systems they support. LSUA is now their call agent to pick up anything that the company receives back from a customer but cannot reshell. Home Depot will help with LSUA's Beautification Day.

- Thank you to IET for all of your help with current scripts with how advisors are identified. Stephan appreciates Dr. Carol Corbat's leadership with working with IET regarding scripts.
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Respectfully submitted by Erin Weilbaecher

The Next Meeting will be Wednesday, November 22, 2017, at 9:00 AM
