

MEMORANDUM:

To: University Community

From: Dr. Robert T. Smith, Chancellor

Date: April 15, 2025

Re: Agenda – April 16, 2025 LPC Meeting

The LSUS Planning Council will meet on Wednesday, April 16, 2025, at 2:00 p.m. on the third floor of the Noel Memorial Library. The meeting is open to all members of the university community.

1. Chancellor, Chair: Robert T. Smith
2. Provost and Vice Chancellor for Academic Affairs: Helen Taylor
3. Vice Chancellor for Finance & Administration: Shelby Keith
4. Vice Chancellor for Student Affairs: Demetrius Brown
5. Associate Provost: Helen Wise
6. Chief of Staff: Kim Ramsey
7. Associate Vice Chancellor for Community Engagement: Kenna Franklin
8. Faculty Senate President (or Assign): College of Education & Human Development: Cassandra Williams
9. Faculty Representative: College of Business: Amin Saleh (**absent**)
10. Faculty Representative: College of Arts & Science: Marisa Connell (**absent**)
11. Dean of Graduate Studies: Sanjay Menon
12. Dean, College of Business: Mary Lois White
13. Dean, College of Arts & Sciences: Tibor Szarvas
14. Interim Dean, College of Education & Human Development: Katherine Wickstrom (**absent**)
15. Dean, Noel Memorial Library: Brian Sherman (**absent**)
16. Senior Associate Vice Chancellor/Dean of Students: Paula Atkins
17. SGA President (or Assign): Devesh Sarda
18. Staff Senate Representative (or Assign): Business or Student Affairs: Angela Burton
19. Chief Information Officer: Scott Hardwick
20. Director, Human Resources: Robert Lindsey
21. Director of Alumni Development: Jazmin Jernigan
22. Director, University Athletics: Lucas Morgan

Ex-Officio (Non-Voting)

- Executive Director, LSUS Foundation: Laura Perdue (**absent**)
- Director, Media and Public Relations: Erin Smith
- Executive Assistant to the Chancellor: Brandy Hayse

1. Welcome (Smith)
2. Approval of minutes from February 7, 2025 LPC meeting

The minutes from the LPC meeting on February 7, 2025 were approved as distributed.

3. LSUS Mission Statement (Smith)

Chancellor Smith thanked everyone who participated in the revision of the mission statement. SACSCOC requires that the mission statement be revised every 10 years, but LSU policy states every 5 years. Ours was last revised 5 ½ years ago. Therefore, we have submitted it to our Board of Supervisors to be reviewed and approved. We did not make any substantive changes to the mission statement. We edited the first sentence from “educate a diverse population” to “educate a broad constituency.” We received a letter from the Board of Supervisors Chair saying our mission statement would be on the board agenda next week for approval. SACSCOC was satisfied with this submission.

4. Policy 1.01.02: Policy Manual (Ramsey)

Kim Ramsey stated that we are in the process of reviewing all policies. All will be forthcoming. The Policy Manual policy was last revised in 1983. No additional revisions from LPC.

Erin Smith asked about removing the URLs from the policy statements, and should MPR be responsible for disseminating policies. Kim Ramsey replied that removing the URLs can be discussed, and we can revisit the process for disseminating policies if needed.

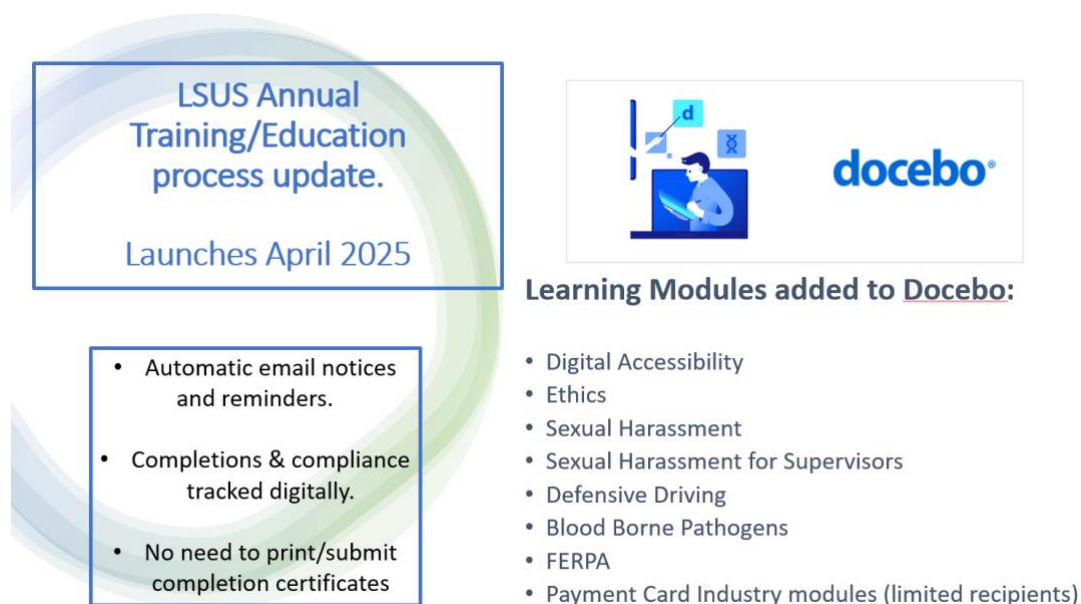
Devesh Sarda asked about the opportunity for students to review policies in an open forum format at SGA. Demi Brown will implement a plan for making students aware of university policies and how to access them. Chancellor Smith recommended adding an SGA review to this policy.

5. Policy 2.01.07: Faculty Promotion, Tenure and Retention (Taylor)

Helen Taylor reported on the changes to the Faculty, Promotion, Tenure, and Retention policy. Our policy was edited to reflect the LSU system policy, PM 69, which states that the system President has final say regarding promotion and faculty rank.

6. LSUS Annual Trainings (Lindsey)

Rob Lindsey reported on required annual trainings and the online management system platform, Docebo. Stating that Docebo will go live next week. This system can generate reports as needed for auditing and make the training process much easier to track.



The graphic features a large, stylized circular arrow in the background. On the left, a blue-bordered box contains the text "LSUS Annual Training/Education process update. Launches April 2025". Below this, a smaller blue-bordered box lists three bullet points: "Automatic email notices and reminders.", "Completions & compliance tracked digitally.", and "No need to print/submit completion certificates". To the right, the Docebo logo is displayed above a list of learning modules added to the platform.

LSUS Annual Training/Education process update.
Launches April 2025

- Automatic email notices and reminders.
- Completions & compliance tracked digitally.
- No need to print/submit completion certificates

docebo®

Learning Modules added to Docebo:

- Digital Accessibility
- Ethics
- Sexual Harassment
- Sexual Harassment for Supervisors
- Defensive Driving
- Blood Borne Pathogens
- FERPA
- Payment Card Industry modules (limited recipients)

Dalila Salazar asked if the hiring committee training could be added to this system. Rob Lindsey stated yes, this is a possibility, and that Jennifer Isaacs would have to add faculty and staff who will need to be trained as needed.

7. SACSCOC reaffirmation site visit (Wise)

Chancellor Smith reported on the SACSCOC report and our timeline to respond. He also noted that we received the report from the campus visit yesterday. Adding, we have about 4 months to respond before the report is finalized at the December SACSCOC Annual Meeting.

Helen Wise reported on the on-site visit and the committee report from March 17-20. While the overall visit was highly favorable, the Committee identified 4 areas where additional documentation is needed:

- Faculty Resources (Standard 6.1) – We must provide evidence that we employ a sufficient number of full-time faculty to support our mission, particularly in light of the recent growth and overreliance on faculty overloads. The Committee found no clear hiring plan to address instructional needs in hiring enrollment areas.
- Quality Enhancement Plan (Standard 7.2) – The committee affirmed our QEP topic, Navigating Student Success: Charting a Course for Teaching Excellence, as meaningful and mission-aligned. However, they recommended that we clearly define the specific student learning or student success outcomes and provide a fully developed assessment plan to measure both elements must be explicitly documented and measurable.
- General Education Assessment (Standard 8.2.b) – While we've implemented student learning outcomes, the committee found insufficient evidence of consistent data collection, analysis, and use of results. Especially for the Self/Professional Management competency. We need more clearly defined sustainable process and evidence of using results for improvement.
- Financial Oversight (Standard 13.4) – The committee cited recurring findings from recent Louisiana Legislative Auditor reports that identified internal control issues. We must demonstrate that these financial oversight concerns have been fully addressed and that appropriate controls are in place to ensure fiscal responsibility.

We will submit a formal response report to SACSCOC by August 16, 2025. The SACSCOC Board of Trustees will make a final decision on our reaffirmation in December 2025. In the meantime, we are advocating for faculty hiring plans for key programs, refinement of the QEP outcomes and assessment tools, general education coordination and documentation improvements, and internal control enhancements aligned with state audit expectations. Overall, the report was very positive. The committee was most impressed by how nice everyone was.

8. Updates from Cabinet

Shelby Keith reported on a new position in HR proposed to Cabinet. Shelby stated this unclassified Compensation and Classification Coordinator position is needed due to growth, and they are hoping to post the position July 1 when the hiring freeze ends. He also gave the following updates on campus projects:

- BE 3rd floor will be moving forward. The PM 60 has been submitted to LSU. By August will be processed and approved. Then the bid process should begin around October 2025, which will take about a month. The hope is for faculty to be in their offices Summer of 2026, but it will most likely be Fall of 2026.
- BE we will also be adding a wing for MHA offices. Construction will begin after finals in a couple of weeks. This project should take about 60 days.
- BE and BH boiler bids will begin on April 22nd. These should be completed by the end of the year.

- The bridge bids opened today. FPNC will give notice, and we should see some progress in a few months.
- Pilots Pointe renovations should be completed by the end of June and ready for fall occupancy. The needed pool repair should be completed by Memorial Day.

Devesh Sarda asked about the hot water boilers at Pilots Pointe. Shelby Keith replied that an investigation is being done at the moment. Adding, they are looking at tankless options and feasibility.

Shelby Keith reported on Capital Outlay projects and the process. These project requests include:

- HPE Health and Wellness Center (HUB),
- Campus lighting and security,
- Campus community walking path,
- New life science facility, which would include getting rid of the T Buildings,
- Physics, Chemistry, and Biology Lab renovations,
- 2 working elevators in all buildings on campus

Shelby Keith reported on one-time funding project request and the process for these project requests:

- Lab updates
- New elevator in the science building
- Tennis court area update
- Upgrading chillers in the Physical Plant
- TC and BE roof replacements

Shelby Keith noted that for deferred maintenance projects, we are requesting some of the same items, and an additional boiler and one replacement for HPE, so athletics can have hot water.

Kim Ramsey reported on legislative session, funding request, and achievements at LSUS. Kim thanked Media and PR for all their efforts. Kim stated that they will be visiting with legislators about the HUB and one-time funding for projects. Adding, they are having weekly Government Relations meetings and tracking the 600+ bills.

Helen Taylor discussed the hiring freeze and stated that pretty much all faculty searches were finalized, but we have a few that we will seek exemptions. Adding, Faculty searches will need to come up with new timelines for hiring and standardize the hiring process. Helen also reported that the new Education and Human Development Dean, Allen Grant, will start on July 1st and thanked Interim Dean Kathrine Wickstrom and Interim Associate Dean Tracie Pasold.

Demi Brown reported on Spring Fling and thanked Rebekah Hensley for all her hard work. Demi gave an update on the Student Development Team's move to the library. Adding, plans are being finalized with an expected move in December over winter break to be fully occupied by January.

Angie Pellerin welcomed the new Director of Academic Advising, Dr. Michael Anderson, and invited everyone to drop by his welcome reception on Friday at the Student Success Center.

Demi Brown announced that Student Affairs is about to launch telehealth services. Paula Atkins stated that the contract for this service is finished, and a 60-day implementation plan is being developed. This plan will start with providing mental and physical health consultation for students on campus and online. It will also include lots of self-help resources for students and eventually provide faculty and staff support who have concerns about students.

Demi Brown gave an update on the Pilots Pointe manager search. Adding, the candidate pool is very strong and has been narrowed to 2 applicants. The goal is to spend some time with these applicants to find the right fit and new energy for Pilots Point Apartments.

Demi Brown announced Lartosee Edwards as the interim Associate Director of Online Admissions.

Helen Wise reported on faculty training opportunities. Every Learner Everywhere and Advising Success Network are both starting in March. The Gateway Course Redesign with Gardner Institute is to support the QEP. May 13th and May 14th are the rescheduled for the Complete College of America workshops.

Helen Wise announced that academic plans are due in August.

Chancellor Smith stated that we are submitting requests to multiple places, as Shelby and Kim mentioned, and trying to build support among legislators in the hopes they will be funded somewhere. We are also sharing concerns with the hiring freeze.

9. Update from the Office of Alumni Affairs (Jernigan)

Jazmin Jernigan shared an update on upcoming Alumni Affairs events.



Calling all Pilots!

April Alumni Social

"Highland Blessing Dinner"

LSUS Alumni are invited to volunteer, serve meals, and network with fellow alumni while making a meaningful impact in our community.

All are welcome—this is a community-centered event bringing Pilots together in service.

The Highland Center
520 Olive St.
Shreveport, LA 71104

Thursday, April 24, 2025
4:30 PM - 6:30 PM
Volunteer | Engage | Network

LSUS ALUMNI ASSOCIATION

HIGHLAND CENTER MINISTRIES

The flyer features a photograph of three women in white aprons serving food at the event. The LSUS Alumni Association logo and the Highland Center Ministries logo are also present.



GIVE for GOOD

powered by
Community Foundation

May 6, 2025

www.lsusalumni.org

LSUS ALUMNI ASSOCIATION

Early Giving Opens
April 22

The flyer features a cartoon mascot of a green creature wearing a purple LSUS shirt and a graduation cap, holding a rolled-up diploma. A QR code is located in the top right corner.



Jazmin Jernigan reminded everyone to participate in the Commencement Welcome on May 15th, with Campus tours starting at 11:00 AM. Jazmin encouraged all alumni, leadership, and faculty to create a profile on the LSUS Engagement Platform.

10. Comments from the audience

Erin Smith congratulated the LSUS Baseball team on their undefeated season. Kyle Hawkins stated that if they win their next game, they will set a 30-year record for longest wins ever.

Melissa Hawthorne requested guidelines or a policy for faculty who teach concepts and conduct research that include DEI. Helen Taylor stated that research and the classroom are not affected by these restrictions. Chancellor Smith added that the Dear Colleague Letter from President Trump stated that this would not infringe on the classroom. There is no indication that recent DEI restrictions will affect research and the classroom. Demi Brown stated that international students bear more of a risk with these recent restrictions. Amanda Lewis stated she can give guidance to international students who are conducting research. Federal funding may go away, but we can find private funding sources.

Rob Lindsey reminded everyone about the upcoming Service Awards on April 30th, and Sue Kemp award nominations are due Friday.

Devesh Sarda reminded everyone about the upcoming Student Leadership Awards where the Professor of the Year will be announced on April 21st at 11:00 AM in the UC Ballroom.

Angela Burton reminded everyone that the Staff Senate Professional Development Mini Conference is tomorrow from 9:00 AM to 1:00 PM.

11. Next scheduled LPC meeting: TBD

12. Adjournment