

MEMORANDUM:

To: University Community
From: Dr. Robert T. Smith, Chancellor
Date: January 13, 2025
Re: Agenda – January 15, 2025 LPC Meeting

The LSUS Planning Council will meet on Wednesday, January 15, 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 (**absent**)
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
15. Dean, Noel Memorial Library: Brian Sherman
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)

Chancellor Smith welcomed everyone to the first LPC meeting of the year. He stated that this is a very special year as we will be celebrating the 50th anniversary of our first 4-year graduating class.

4. LSUS Strategic Plan submission/status

Chancellor Smith thanked everyone for their comments submitted for the LSUS Strategic Plan. He reported the final plan has been submitted to and received by LSU President Tate. Chancellor Smith stated that the hope is it will be approved as distributed.

5. Kemp Forum: January 28

Kim Ramsey shared Kemp Form details and asked everyone to please RSVP. At the Kemp Form, a report on the State of the University and HR-150 will be given.

6. Management of Pilots Pointe Apartments (Demi Brown and Shelby Keith)

Demi Brown stated that Pilots Point is our 400-bed apartment community managed by an outside 3rd party vendor called Rise. We have an opportunity to take over the operations which we believe will enhance our student experience. The tentative timeline to take over is January 2026.

Shelby Keith stated that we will benefit financially from the change to full ownership of all aspects. Personnel will have to be hired to replace Rise employees but by his calculation, we will come out ahead. Adding, the complex has aged since we took ownership in 2020 and is very much a fixer upper.

Devesh Sarda asked if the complex will be open to students from other institutions or will it be exclusive to LSUS. Shelby Keith responded that it will eventually only be available to LSUS students but will maintain a collaboration with LSU Health Sciences Shreveport for their student needs.

Chancellor Smith stated that our enrollment numbers support additional housing needs. Rise is currently handling renovation needs. The renovation process is much easier and quicker with Rise. Demi Brown added that our students will have priority access to the renovated units. He also stated that campus housing is needed for our first-year students.

Chancellor Smith stated when we acquired Pilots Point, we outsourced to Rise because we had no experienced campus housing staff, but this is not the case now. We now have a substantial amount of experience. We want to make sure our students are well served, and we think we can do this. Rise is aware of the potential ending, but we will not make any announcements until further conversations are had with LSU.

Brain Sherman asked if there was an option to keep a unit for visitors to campus. Shelby Keith answered, yes this is in consideration.

Devesh Sarda asked will the renovations be 100% completed when we take over from Rise. Shelby Keith stated that the renovations are a phased process and normally take 4-5 years to process with the state. Adding, that there is a new state process beginning this year that is supposed to be much quicker called deferred maintenance. The deferred maintenance fiscal pot is supposed to grow significantly in fiscal 27 giving more funds for projects such as these.

7. Updates from Cabinet

Shelby Keith gave an update on major projects.

	Sent ORM the scope of work that we believe should be covered by ORM. They are reviewing. If they need to physically revisit that would take place next week. It will take them another week after that to determine if they approve our scope. Once that is completed, we will send the scope of work to LSU for approval. Then will go out to bid. Hopefully we will go out to bid in March 2025. Should be completed by spring 2026.
BE Office on 3rd floor due to flood	
BE Building (other 1/2 roof)	Mike sent scope to LSU for approval. LSU has approved. Now waiting on State Facility Planning & Control (FPNC) for approval.
BE Building- (MHA Suite- BE390)	Waiting on Construction Approval from LSU.
BE & BH Boiler Projects	Anticipating the final engineering plan in February.
Bridge to Campus/Apartments	Waiting on approval from FPNC. Then LSU will send out for bid. Construction to take about a year.
HPE- Health and Wellness Center	In Priority 5 HB2- Waiting for Funding to move to P1.
Library (Humidity Issue)	Awaiting approval from LSU, then FPNC will need to approve.
UC boilers are working correctly now.	
Parts for HPE boiler should arrive today.	
PPA Only 3 of 4 boilers working. Part for the 4th boiler should be here tomorrow.	
Remodeling of 4 units at PPA are underway.	

Mary Lois White asked about the timeline for the BE building project. Katie Baten discussed the Workday process and stated that projects take about 4-6 weeks to get a bid opening.

Cassandra Williams asked about sidewalks for students to get to nearby food establishments. Demi Brown stated that Youree Drive is not safe for a crosswalk.

Erin Smith asked if the boiler maintenance at Pilots Pointe is for heat or hot water. Shelby Keith stated maintenance is only for hot water. Justin Baker added that the apartments have heat. The issue is only with hot water.

Shelby Keith reported on the enrollment comparison of drop for non-payment for AP1 Spring 24/25. He stated that the census date will be more telling but figures are showing we are in step with MBA and MHA numbers are up. He is not concerned from a financial standpoint for this fiscal year or next.

		1/15 Prior to AP1 DFNP								
	SPRG 25	SPRG 24	DIFF	%DIFF						
ACBL UG	69	67	2	3%	COMM UG	32	31	1	3%	
ECFI UG	208	167	41	20%	ENGL UG	76	75	1	1%	
MDMK UG	460	470	-10	-2%	ENGL GR	23	15	8	35%	
MBA	4922	4931	-9	0%	FAFL UG	66	68	-2	-3%	
MHA GR	1460	1071	389	27%	GS UG	229	209	20	9%	
					HIST UG	100	117	-17	-17%	
					HSA UG	1	1	0	0%	
COB UG	737	704	33	4%	HSA GR	251	212	39	16%	
COB GR	6,382	6,002	380	6%	BIOS UG	199	192	7	4%	
					BIOS GR	16	12	4	25%	
					CHPH UG	35	34	1	3%	
EDUC UG	112	116	-4	-4%	CSC UG	182	158	24	13%	
EDUC GR	803	751	52	6%	CSC GR	38	29	9	24%	
KHS UG	118	117	1	1%	MATH UG	11	13	-2	-18%	
KHS GR	142	129	13	9%	MATH GR	1		1	100%	
PSYC UG	153	173	-20	-13%	CAS UG	931	898	33	4%	
PSYC GR	101	89	12	12%	CAS GR	329	268	61	19%	
					TOT UG	2,051	2,008	43	2%	
CEHD UG	383	406	(23)	-6%	TOT GR	7,757	7,239	518	7%	
CEHD GR	1,046	969	77	7%						
					GT	9,808	9,247	561	6%	

Kathrine Wickstrom asked about where the Leadership Studies and the EDD programs are housed. Shelby Keith stated he would get this information and send it out.

Chancellor Smith stated that we graduated a record number of students this fall. Adding, we thought we would see numbers go down a bit but this has not happened.

Kim Ramsey reported that we are currently reviewing all LSUS policy statements. The goal is to have all reviewed by June 1st. We will be reaching out to the different departments for input on revisions and will bring all revised policies to the appropriate councils for review and approval.

Kim Ramsey reported that Homecoming is the week of January 27th. Kim gave thanks to the committee for all their hard work and planning. Jazmin Jernigan reminded everyone that all event details can be found on the homecoming webpage. Leigh Chambers asked everyone to look out for more details and plan to come out.

Helen Taylor gave thanks for a smooth start to the semester and apologized that we didn't have Campus Kickoff. She welcomed Katherine Wickstrom as the Interim Dean for the College of Education and Human Development and Tracie Pasold as the Interim Associate Dean. Adding that the Dean search is underway with Zoom interviews happening this week and campus visits in mid-February. There are also 16 faculty searches and 2 department chair searches in progress.

Helen Taylor reported that the Faculty Senate has been working on policy updates. The Chancellor recommended all the Promotion and Tenure candidates to President Tate. Academic Affairs is planning to do some reorganization. Cassandra Williams stated that the Faculty Senate passed the drop for non-payment policy. Helen stated that this is a shared policy with Student Affairs.

Demi Brown reported on the Office of Community Engagement and thanked Kenna Franklin for her programming efforts in the community. Demi also noted the recently reported equity gaps shared by Angie Pellerin in her student success outcomes report and thanked her for her work in pulling this data together. Adding that we are looking at ways to resolve these gaps by creating a thought group on how to move forward in addressing these concerns.

Kenna Franklin reminded everyone of the MLK Scholars event tonight and the MLK exploratory contest at the end of the month.

Demi Brown reported the search for the Vice Chancellor of Enrollment Management is underway and we hope to fill the position by February 1st. He thanked the admissions, recruitment, student success, and student development teams for all their efforts.

Helen Wise reported on the speaker series Talks on Tap. Complete College of America Data Days Workshops are coming to campus on February 13th and 14th. These will be no-cost workshops to strengthen your strategic plans and performance measures.

Helen Wise reported that the Quality Enhancement Plan: Navigating Student Success Kickoff has been moved to Wednesday, January 22nd during common hour. Our focus is enhancing instructional success. Helen announced that Joyce Farrow is our new Director of the Center for Excellence in Learning and Teaching.

Chancellor Smith reported on the recent and upcoming Coffee with the Chancellor events. These are small group events that are an opportunity to have casual conversations about whatever is on your mind.

8. Proposals for FY2025 new positions (Shelby Keith)

Shelby Keith presented the new positions needed due to enrollment increases. These positions exclude faculty positions. These are broken up by division with funding source. All are eligible for external searches.

Description	Funding Source
Academic Affairs	
Undergraduate Academic Advisor COB	Tuition
Executive Director of Assessment & Accreditation	Tuition
Executive Director of Curriculum & Instruction	Tuition
Student Affairs	
Care Coordinator	Health & Wellness Fee
Executive Director for Campus Health & Wellness	Health & Wellness Fee
Recruitment Coordinator	Tuition
Assistant Director - PPA	Tuition
Operations Coordinator - PPA	Tuition
Finance & Administration	
Assistant Director - Facility Services Project Management	Tuition
Assistant Director - Facility Services - Central Plant	Tuition (.5) - Building Usage Fee (.5)
Assistant Director - Police - Clery Reporting/Compliance	Safety Fee
Junior Network Administrator - PPA	Technology Fee
Maintenance Repair 2 - PPA	Tuition

Helen Taylor reported on the Academic Affairs new positions. Stating that all positions are meant to support students, and this is the structure needed for our growth.

Brian Sherman asked how often we will be adding positions. Chancellor Smith stated as needed when the budget allows.

Demi Brown reported on the Student Affairs new positions. He stated that these new positions will stabilize the new Division of Student Affairs by meeting staffing goals. Shelby Keith stated that the Pilots Pointe positions will initially be funded by tuition but will eventually be funded by Pilots Pointe revenue after the transition.

Shelby Keith reported on the Finance and Administration positions. Erin Smith asked who the Assistant Director of Clery Reporting and Compliance will report to. Shelby stated the University Police Chief.

9. Comments from the audience

Rob Lindsey thanked everyone for completing their unclassified performance evaluations. Adding that it is now time to start planning sessions. Jennifer Isaac will be offering planning session training. Planning sessions are due for classified employees on Tuesday. Rob also thanked everyone for the quick turnaround in entering time from the recent weather closure. He reminded everyone of the MLK holiday, and that student worker time closes on Tuesday at noon.

Brian Sherman asked if LPC votes on new positions. Chancellor Smith stated no, that the LSUS Planning Council is an advisory committee for leadership. Leadership has this responsibility.

10. Next scheduled LPC meetings: February 7, March 7, April 14

11. Adjournment