

MEMORANDUM:

To: University Community

From: Dr. Robert T. Smith, Chancellor

Date: October 27, 2025

Re: Agenda – October 28, 2025 LPC Meeting

The LSUS Planning Council will meet on Tuesday, October 28, 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: Demitrius 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: David Fowler
10. Faculty Representative: College of Arts & Sciences: Jorji Jarzabek
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. Dean, College of Education & Human Development: Allen Grant
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 (*absent*)
19. Chief Information Officer: Scott Hardwick (*absent*)
20. Director, Human Resources: Robert Lindsey
21. Director of Alumni Development: Jazmin Jernigan
22. Director, University Athletics: Lucas Morgan (*absent*)

Ex-Officio (Non-Voting)

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

1. Welcome and remarks (Smith)

Chancellor Smith thanked everyone for attending the meeting and stated that enrollment keeps going up. We are over 11,000, and Baton Rouge is noticing. Our budget is solid, and we have added a number of new faculty and staff positions to support this growth. Please get PER-Is in and searches started early in the spring. Chancellor Smith also mentioned that a lot is going on in the state of Louisiana. Positive things are happening in the LSU system. LSU is acquiring the University of New Orleans. Chancellor Smith will be serving on this transition team. Chancellor Smith stated that the search is in process for the Director of the Center for Northwest Louisiana Regional Impact. We are hoping to hire this person and launch the center by the first of the year. Also noted LSU and LSU Shreveport baseball teams were recently honored by Congress and the White House.

2. Approval of minutes from August 25, 2025 LPC meeting

The minutes from the LPC meeting on August 25, 2025 were approved as distributed.

3. Request for new position (Taylor)

Helen Taylor discussed an unclassified position request for the Registrar's office for a Graduation Coordinator. Stating this position is needed due to an increase in graduates.

4. Policy review (Ramsey)

Kim Ramsey reviewed the recently revised policy 1.07.02 Campus Fundraising. The policy will be moved forward to Faculty and Staff Senate for feedback.

Kim Ramsey discussed the new policy 1.26.00 Space Utilization and the Procedure and Request Form. Brian Sherman asked for clarification regarding minor renovations. Demi Brown and Kim Ramsey stated that minor renovations do not fall under this policy. This policy only covers intermediate and major renovations.

Brian Sherman asked if student requests could include other leadership before going to the Vice Chancellor. Demi Brown stated the process will loop others in as needed. Mary Lois White agreed with Brian and asked to make sure all space leadership is involved by including some kind of language that reflects this in the policy.

Devesh Sarda asked if students should use this process. Demi Brown stated that this policy was created for the use of both. Jazmin Jernigan asked for clarification that the form can be used by anyone. Shelby Keith stated yes, faculty, staff, and students.

Kim Ramsey asked Brian Sherman and Mary Lois White to provide any other feedback by email within the next 7 days.

5. Updates from Cabinet and other Administrative Officers

Helen Taylor stated that the Board of Supervisors approved our name change of the current Master of Science in Counseling to the Master of Science in Clinical Mental Health Counseling. This will be moved forward for approval from the Board of Regents. Also, yesterday Academic Affairs sent two other name changes to the Board of Supervisors for the Bachelor of Science in Occupational Physiology to Bachelor of Science in Human Performance and the Department of Kinesiology and Health Science to the Department of Public Health and Human Performance, adding that this will be on the Board of Supervisors' December agenda. The purpose of these changes is to help clarify programs for students and reflect the content of their degree.

Shelby Keith stated that transcripts will keep the name of what the program is until notified of the change by Academic Affairs. Erin Smith asked for Media and PR to be notified when name changes happen.

Helen Wise stated SACSCOC has a new president. The Quality Enhancement Plan (QEP) is on hold, and the timeline will be adjusted. This is good for us. Some of us are still working on reporting for the December meeting. At the December meeting, we will find out if any monitoring reports will be required. For now, we are holding on the QEP but are still doing some planning.

Kim Ramsey reported on the Capital Outlay funding requests for 2026. These project requests are the Bridge to Pilots Pointe Apartments, Science and Technology Center Exterior Walls, HPE Student Health and Wellness Center, Phase II Electrical Grid, Campus Wide Safety and Security Improvements, Central Plant Infrastructure, Residence Hall, Science Integration Building, Laboratory Renovations, Elevators, Roofing for the Technology Center, Administration and Science buildings, and HPE above the basketball court.

Chancellor Smith reported on the residence hall and funding options.

Shelby Keith reported that enrollment is up in all categories, stating we have a 5% increase from this same point in time last fall. Adding undergraduate is up 15%, first-time freshmen is up 13%, transfers are up 23%, dual enrollment is up 45%, continuing education is up 5%, reentry 7%, and graduate enrollment is up about 2%. Official enrollment numbers will be out November 4th. We should be over 11,000 students.

Shelby Keith gave an update on the construction of the bridge.

Shelby Keith stated that we are working with LSU to get the 3rd floor of BE project ready to go out to bid.

Allen Grant asked about the timeline for the bid process. Shelby stated that a bid has to stay out for 45 days, but the average is 45-90 days.

Shelby Keith reported that during fall break, evaluations were done on the infrastructure of the hot and cold water at Pilots Pointe Apartments. Three items were found and corrected, and valves replaced. There should be better hot water for residents from this evaluation, but they will also present back to us recommendations for additional improvements. Shelby added that 4 units and the pool were renovated this summer, and the goal is to increase the number of renovated units to 6-8 units in the next round.

Devesh Sarda thanked the administration for these improvements on behalf of the students.

Demi Brown reported on a hiring request for a recruitment position. Shelley Moore is in the process of writing the job description. This position will focus on in-person recruitment.

Demi Brown and Angie Pellerin stated that an advising redesign is underway, adding that we are working with the Gardner Institute for this redesign and will start the onboarding process next month.

Demi Brown stated that an on-site review of our health services will be carried out; American Campus Health Association will be coming to campus. If you have been invited by Paula Atkins, please attend. Additionally, the Student Affairs Counseling renovation in the library is moving along, and the space is looking great.

Paula Atkins discussed academic dishonesty concerns related to proctored exams and finding new ways to assess our students. Mary Lois White mentioned that the College of Business is having discussions on how they are addressing this with online learning.

Demi Brown reported that as soon as the Space Utilization policy is approved, Student Affairs plans to add a prayer room for students per their request.

Demi Brown reported that we will meet with an architect tomorrow about the residence hall and are looking at how this can impact other areas of campus. The residence hall concept development is looking at including classroom, multipurpose spaces, and a convenience store.

Demi Brown stated that Friday's Pilot Preview Day has over 200 students registered, adding that students are asking for more after-hours and early morning activities. We are working to field and execute these requests, along with helping students balance academics.

Demi Brown asked if LPC would like a written report or a presentation on what they are hearing from students. A presentation was requested.

Rob Lindsey introduced new HR employee Mattice Wells, HR Employee Coordinator, adding that she will be working with Jennifer and Stella for hiring, but will eventually touch on all HR things.

Rob Lindsey shared the following reminders.

LSUS Human Resources Happenings



- New employee – Mattice Wells, H.R. Coordinator
- Annual benefits enrollment closes November 15th
- Halloween Social – Friday October 31st 3:00pm
- Outstanding service award nominations - November
- Performance evaluations for all staff employees launch in Workday in January
- Annual training & education completion requirements deadline - end of year.

Shelby Keith noted that performance evaluations are important for raises and for everyone to keep up with annual training requirements.

Jazmin Jernigan reminded everyone of the Trunk or Treat Alumni Social on Thursday from 5-7 pm and the LSUS Tree Lighting on November 20th, adding that Alumni Affairs will be starting their Oral History Project at the beginning of November. If anyone has questions, please refer them to Jazmin.

Devesh Sarda invited everyone to Fright Fest Week and the Color Run from 6-9 pm on Thursday.

6. Off-agenda items
7. Comments from the audience

Sherri Bohannon announced that 574 students graduated from the API session.

Erin Smith reminded everyone that when using our email distribution list (DLs) to please blind copy (bcc).

8. Next scheduled LPC meeting: November 24, 2025
9. Adjournment