



**Executive Board + VCAA Meeting Minutes  
Thursday, October 9, 2025  
Library Conference Room RCB302D**

In Attendance: VCAA Demetrius Porche, President Jennifer Cameron, Past-President/Secretary Tom Lallier, President-Elect Allison Augustus-Wallace, Board of Supervisors Representatives Shelly Dolan and Suresh Alahari

Convened 2:33PM

- I. Update on Senate activities
  - a. Handbook Committee – roster complete, meeting
  - b. Faculty Evaluations committee – roster complete, working on scheduling a meeting
  - c. Proposal for IT committee – discussed functions of this committee
  - d. Communication with general faculty – discussed asking Dr. Nelson permission for a Faculty Senate email address
- II. Office of Research Services
  - a. Search Committee has provided recommendations for the Executive Director of the Office of Research Services. Dr. Porche is in the process of making a job offer to the top candidate
  - b. Two offers extended for IRB Analyst positions/temp staffing contract extended
  - c. AAHRPP Five Phase Re-accreditation Plan submitted
  - d. Clinical Trials Manager hired and being onboarded
  - e. LSUHSC Animal Care will no longer manage the animal care facility in the LCRC due to staffing shortages
  - f. Kualu contract extension for 12 months under consideration (Cayuse contract still in litigation)
    - i. Working directly with the CEO
    - ii. New contract will have assurances for integrating Kualu with Peoplesoft, Encore clinical trial management software, etc. or LSUHSC will have the option to cancel the contract
- III. LSU President Search
  - a. Committee make-up has been a political hot-button topic
    - iii. Students disrupted a meeting of the committee
  - b. Search firm is a Baton Rouge based firm
  - c. Process expected to proceed quickly
  - d. Interim President Matt Lee has not applied but has support from the Chief Academic Officers
- III. LSUHSC campus-wide Education Center initiative
  - a. Proposal developed by Committee chaired by Drs. Porche and Dugan
  - b. Proposal has been sent to Chancellor Nelson for review
  - c. Plan to submit as a Center proposal to the BOS
  - d. Similar plans being developed by the School of Medicine are now on hold, but some ideas may be incorporated into the LSUHSC-wide Center

- IV. LSUHSC wide committees
  - a. Review of committees nearly complete
  - b. Policies for appointment, term limits etc will be developed/clarified
- V. Other Business
  - a. October Board of Supervisor Agenda items are:
    - i. School of Medicine Reorganization
    - ii. Doctor of Nursing Science in Nursing to PhD in Nursing Alumni degree conversion
  - b. Financial Aid
    - i. In the process of hiring a financial aid advisor
  - c. Student Health
    - i. Student Health Services fully staffed
    - ii. Students able to receive student health services/walk ins welcomed
  - d. Registrar developing policy on Post-humous degree awarding
  - e. Academic Affairs Policies revised
    - i. Academic Calendar (AA-16)
    - ii. Enrollment, resignation, and retroactive appeals (AA-18, AA-19)
    - iii. Admission honors and honorary degrees (AA-21?)
    - iv. Latin honors (AA-20)
    - v. Incomplete grades (AA-17)
  - f. VCAA Academic Affairs Council Appointed a Digital Badge/Microcredentials taskforce
  - g. CM-56 in revision (Student Rights, Roles, and Responsibilities)
  - h. IPE to consider integration of nutrition content to comply with federal mandates for medical education programs to have nutrition training in their curriculum
  - i. International Travel Policy & LAHEFSA has some minor workflow revisions proposed
  - j. VCAA provided critique of University of Louisiana at Lafayette proposed MS in Biomedical Sciences degree. Review and critique conducted by Dr. Amedee.

Adjourned 3:55PM