

April 24, 2017

Dear University Senate Members,

I am extremely honored to have been chosen as one of the nominees for the 2017 Student Outreach Award. I have been an employee of Louisiana Tech University for the past fourteen years. For the previous seven years, I have worked within the Dual Enrollment Program in the Office of Enrollment Management.

I work daily with 60+ high schools from all over the state. Within the 2016-2017 school year, over 3,300 high school juniors and seniors participated in the program over the duration of the Fall, Winter, and Spring Quarters.

As the Dual Enrollment Coordinator, I feel that this program is extremely important because this may be the first experience these high school students ever have with Louisiana Tech. I make each high school an absolute priority and do my very best to handle each e-mail, phone call, and visit with the utmost importance. I truly believe that if I do my part to make these high school students feel valued through the dual enrollment program, then they will strongly consider becoming part of our Tech family after high school graduation.

My job is very rewarding, due in part, to some of the positive stories that I hear from our high school guidance counselors. After touring the campus as a result of taking dual enrollment courses, I have been told that students, unsure of their final university choice, came back to the high school excited and ready to be a Bulldog! I have also received several heartfelt e-mails and phone calls from school administrators, parents, and students in response to my assistance in various situations.

I am always willing to go the extra mile for these students. I enjoy visiting our participating high schools as needed and have, at times, sat down with individual students at these schools and helped them with the dual enrollment application process. I do whatever is needed for our students, whether it is assisting them in ordering their university transcripts, putting them in contact with the proper person on campus to answer their questions, helping them gain Moodle access to their courses, etc.

I also work closely with several Tech faculty members that oversee the various dual enrollment courses. Together, we work to make sure these students are receiving the same quality of education within their courses as if they were actually here on our campus. I have also helped our high school teachers by assisting them in their pursuit to further their education with graduate courses. I provide assistance to them beginning with the graduate application process all the way to helping them register for courses.

In summary, I feel that student satisfaction is top priority within Dual Enrollment and I take great pride in this program! Thank you for considering me for the Student Outreach Award!

Sincerely,

A handwritten signature in blue ink that reads "Alicia Kimbell". The signature is written in a cursive style with a large, stylized 'A' and 'K'.

Alicia Kimbell
Louisiana Tech University
Enrollment Management
Dual Enrollment Coordinator



LOUISIANA TECH UNIVERSITY

OFFICE OF THE DEAN
OF ENROLLMENT MANAGEMENT

April 12, 2017

University Senate
Staff Subcommittee for the Student Outreach Award
Louisiana Tech University

Subject: Letter of Support for Alicia Kimbell, Dual Enrollment Coordinator

Dear Selection Committee Members:

I am honored to write this letter of support for Alicia Kimbell who has been nominated for the 2017 Student Outreach Award. I have worked with Alicia since 2010. Alicia is the Dual Enrollment Coordinator in Tech's Office of Enrollment Management. Alicia began working for me in December of 2010 after working in the Bookstore for six years. Dual Enrollment was a large part of Alicia's responsibilities from the beginning and in July 2012, she was promoted to Coordinator of Dual Enrollment.

Tech's program and reputation with our high school partner schools have grown immeasurably under Alicia's guidance and hard work. Student enrollment has grown from 1,049 students in Fall 2010 to over 2,700 in Fall 2016. Alicia tirelessly works with these students from helping them get admitted to Tech and registered for classes, through assisting with BOSS and Moodle access, and finally to obtaining their final course grades and guiding them about obtaining their Louisiana Tech transcripts. She fields thousands of phone calls from dual enrollment students and their parents and in turn, I receive many compliments about Tech and about how our program is second to none. Alicia loves her job, rarely misses work, and professionally and enthusiastically performs all aspects of her position going above and beyond in all of her work. I firmly believe that it would take a minimum of two full-time employees to accomplish what Alicia is able to do.

In summary, Alicia Kimbell has my highest recommendation for Louisiana Tech's Student Outreach Award. She has demonstrated that she is worthy of consideration by her commitment to Tech, her professionalism, her friendly, caring, quick, and thorough work in dealing with students, parents, high school teachers and administrators, as well as the Louisiana Tech faculty members who mentor and oversee the high school teachers. Please let me know if I can provide any additional information.

Sincerely,

Pamela R. Ford,
Dean of Enrollment Management

A MEMBER OF THE UNIVERSITY OF LOUISIANA SYSTEM

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LOUISIANA TECH UNIVERSITY

COLLEGE OF ENGINEERING AND SCIENCE

University Senate
Student Outreach Award
Louisiana Tech University
Ruston, LA 71272

Dear University Senate Members:

It is with great pleasure that I write a letter of support on behalf of Alicia Kimbell who has been nominated for the Student Outreach Award. In her capacity as Dual Enrollment Coordinator for Louisiana Tech University, she serves as the principal liaison between Louisiana Tech and the numerous dual enrollment schools across the state. In the Math Department alone, twenty to twenty-five schools participate in dual enrollment each year. Alicia is responsible for handling the admission and enrollment process for all of the students participating in math dual enrollment through these schools as well as those in other disciplines.

I am amazed at how Alicia handles her tasks daily. My observation is that she always conducts herself in a professional manner. There is no doubt that she goes above and beyond her normal responsibilities. Her role is critical to the university in that this is the first contact that many of these high school students have with Louisiana Tech University. She works hard to build connections with the dual enrollment schools so the students will have a positive initial experience. It is apparent that she is committed to meeting the needs of all stakeholders – students, faculty, and staff. Personally, I am very thankful for the role that she plays in the success of the Dual Enrollment program at Louisiana Tech. As I have visited with other faculty across the state, I have found that their experiences have not been nearly as positive as those at Louisiana Tech. It is my opinion that this is due, in great deal, to the efforts of Alicia Kimbell. Again, it is with great pleasure that I submit this letter of support. I do not believe that you will find a more deserving recipient of the Student Outreach Award.

Sincerely,

Dr. Charles Patterson
Mathematics & Statistics
Louisiana Tech University
Ruston, LA 71272

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AN EQUAL OPPORTUNITY UNIVERSITY

RUSTON HIGH SCHOOL



Ricky Durrett
Principal

Mike Milstead
*Superintendent
Lincoln Parish*

April 11, 2017

Dear Student Outreach Award Committee:

I am thrilled to recommend Alicia Kimbell of the Office of Enrollment Management for the 2017 Student Outreach Award.

As a high school counselor, I work closely with Alicia in the Lincoln Parish/Louisiana Tech Dual Enrollment program for high school students. Alicia has organized informational meetings, enrolled our students, input grades, and answered hundreds of questions. Not only does she always perform these duties efficiently, but she does so with a smile on her face and cheerfulness in her voice. Quite frankly, Lincoln Parish high schools depend solely on Alicia to assist us with all aspects of dual enrollment for our participating juniors and seniors.

Alicia Kimbell's love for Louisiana Tech University is evident in her outstanding work ethic. This year, she has logged countless hours and worked tirelessly with 62 high schools who are participating in Tech's Dual Enrollment program. Her dedication to excellence is a reflection of Tech's standards in its programs and its employees and is one of the main reasons Dual Enrollment has been so successful.

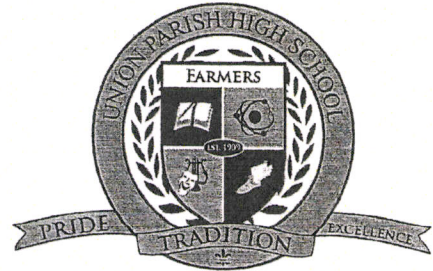
Without hesitation, I highly recommend Alicia Kimbell for the 2017 Student Outreach Award. She is an asset to the University and very deserving of this honor.

Sincerely,

A handwritten signature in cursive script that reads "Diana Humphries".

Diana Humphries
11th Grade Counselor
Ruston High School

Union Parish High School
300 Anthony Street
Farmerville, LA 71241-2108
Phone: (318) 368-2661
Fax: (318) 368-2229



Mr. David Gray, Principal
Mr. Eric Carter, Assistant Principal
Sandy Stevenson & Michael Lyons,
Directors of Student Affairs
Misty Echols, Guidance Counselor

April 23, 2017

To Louisiana Tech University Senate Members:

It is with great pleasure that I write this letter of support on behalf of Alicia Kimbell for the 2017 Student Outreach Award. I have had the privilege of working with Alicia through the Dual Enrollment Program at Louisiana Tech University since she has been in her current position. Alicia works extremely well with principals, coordinators, teachers, students, and parents in the Dual Enrollment Program.

I can personally attest that she is very knowledgeable of her job, and quick to respond to any form of communication. She goes above and beyond her responsibilities, and does it with enthusiasm! Alicia is dedicated to her job, and performs her duties with respect, leadership, and integrity. Moreover, in situations involving students, she considers the welfare of the students the top priority.

Without a doubt, Alicia is worthy to receive the Student Outreach Award. I have truly been given a gift just to have worked with her for years. For these reasons, I recommend Alicia wholeheartedly and without reservation for the 2017 Student Outreach Award. Please feel free to call me if you have questions.

Sincerely,

A handwritten signature in blue ink that reads 'Misty Savage'.

Melissa "Misty" Savage

Dual Enrollment Math and Psychology Teacher/ Dual Enrollment Coordinator

Union Parish High School

(318)-368-2661

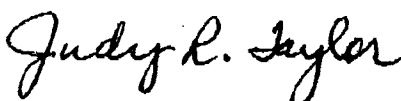
UNION CHRISTIAN ACADEMY

Bill Ritz, Administrator

To whom it may concern:

It is with great pleasure that I recommend Ms. Alicia Kimbell for the Louisiana Tech Student Outreach Award. Ms. Kimbell has been instrumental in the success of Union Christian Academy's partnership with Louisiana Tech University. Over fifty percent of our Junior and senior high school students participate in Louisiana Tech University's Dual Enrollment program. Because of the success of the program, many of these students have chosen to continue their education at Louisiana Tech University. All of this has been accomplished in part due to the exceptional relationship that has been forged by Ms. Kimbell. She is continually striving to uphold the high academic standards of your institution while maintaining an amicable working relationship between the university and our faculty and students. Anytime we contact Ms. Kimbell for assistance, we are treated with kindness and compassion! She always encourages anyone who needs assistance and immediately deals with any situation that may arise in a calm and professional manner. Even though I personally did not attend Louisiana Tech, Ms. Kimbell represents the tenets of this institution so well that I regret that decision. She truly represents all that is special about Louisiana Tech!

Sincerely yours,



Judy R. Taylor,
Union Christian Academy Guidance Counselor