

MINUTES

LSUA Chancellor Cabinet

4/15/2020 9:00 AM | *Meeting called to order by* Chancellor Coreil

In Attendance

Dr. Paul Coreil, Dr. John Rowan, Deron Thaxton, Dr. Abbey Bain, Eamon Halpin, Melinda Anderson, Shelly Gill, Dr. Haywood Joiner, Adam Jonson, Elizabeth Jonson, Chancey Slider

Guests: Chief Donald Collins, Kevin Vercher, Daniel Manuel

Chancellor Coreil called the meeting to order at 9:00 AM

Chancellor's Updates:

- All faculty and staff should report to Daniel Manuel if they have tested positive for COVID-19. Currently, we have not had any reports of faculty or staff members testing positive. Thanks to Daniel Manuel for keeping the entire campus community updated.
 - Had a conversation yesterday to discuss how COVID-19 has changed the mindsets of many people concerning social distancing, traveling, safety, and staying close to home. We are working to develop two video messages: one for parents that Dr. Rowan will lead in developing and one for students that Dr. Bain will lead. These videos will focus on the advantages of attending LSUA from both parents' and student's points of view during this focus on the pandemic, personal safety and possible interest in staying closer to home for post-secondary college studies due to COVID-19 related concerns. Deron has agreed to help produce the videos with the assistance of Drs. Rowan and Bain and Liz Johnson. We hope to share and post the videos across all social media platforms, possibly even television marketing. We would like to begin working on this initiative as soon as possible. We are very excited about this effort and encourage input from everyone.
 - On-campus summer camps are still an issue and we plan to have some discussions concerning COPE and other camps and will have to make a decision on this soon. LSU decided that they will not have any camps, including athletic camps, through June.
 - The Board of Supervisors meeting will take place next Thursday and is a public meeting, but it will take place virtually via Zoom. The consultants hired to do research on the President's search are expected to give to present their report on whether to keep the President/Chancellor job combined or split it up into two positions. There will also be discussions about budgets and next FY state appropriations. The legislature is still not in session, but they do have a time frame that the budgets must be approved before the end of the fiscal year. A special session is highly likely.
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- Employee workloads have been a topic of discussion during the Chancellors' meetings. Some people have more workloads than others. We should all attempt to distribute workloads to all employees working at home as much as possible and feasible.
 - The Employee Recognition video program went very well. Thanks to Liz Jonson, David Shanks, Chancey Slider and Laura Fowler and many others who worked on this project.
 - Working on virtual commencement video and hope to do a recording during the first week of May. BOS member, Blake Chatlain is excited about making comments during commencement program.
 - We encourage everyone to continue making contributions to the COVID-19 FAQ webpage and FAQs that need to be added.
 - Plan to have another All-Campus Meeting to take place possibly on April 27th. We will send out a save the date soon.
 - Planning a virtual All Student meeting to take place at 1 p.m. on April 21st.
 - The next Cabinet meeting is scheduled for 1:00pm next Wednesday April 22nd.
 - The Taskforce will meet again on Monday, April 20 at 9 p.m. unless something comes up before then.
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Reports

John Rowan

- At yesterday's Faculty Senate meeting, I indicated that this fall I will be asking the group to consider revising the requirements for a double major in order to eliminate some of the barriers for students wanting to pursue two degrees.
- We need to get back to strategic planning soon.
- Continuing to get some questions about the new grade options for students in current terms. Most questions are being answered and people are understanding. One thing we have to consider right now is dual enrollment. I plan to talk to Deron, Shelly, Jerri, and Abbey after this meeting to have discussions regarding Board of Regents guidelines.
- Thanks to everyone for prompt responses and support of the SACSCOC report.

Eamon Halpin

- Continuing to meet with the steering committee for the proposed program for students with developmental disabilities. We met yesterday and had some special guests. We were joined by the Regional Manager of Louisiana Rehabilitation Services and the Director of the program for students with intellectual disabilities from Southeastern University in Hammond. They were able to provide support and answer a lot of our questions. We hope to get down there to see their program in the fall.
- Working with Courses and Curriculum Committee on setting up a Zoom meeting for Friday to review remaining C&C proposals.
- Continuing to work on SACSCOC planning. They recently approved each institution a 120-day emergency relocation period and have extended that to December 31, 2020, but the SACSCOC interim report is still due in September.

- Had Zoom meeting with Nina Cox and two Chinese students who live at the oaks on Friday. They seem to be doing well and we all enjoyed spending time with together and catching up. We are planning on making it a weekly thing every Friday moving forward until things return to normal.

Deron Thaxton

- Several met yesterday for discussions about the CARES Act. Our amount of funding from the Department of Education is about \$999,000. We are working to put together a formula for students' stimulus dollars. Our plan so far is to set a base level for all on-campus students of \$200 and a base level of \$100 for all online students. These allocations were determined by online or on-campus students and the amount of Pell grant per student. Right now the top level for on-campus with max Pell is just short of \$1000 and online with max Pell is around \$500. These funds will help students transition from on-campus to online schedules. I am meeting with the group later today to finalize these plans. All of these funds from the first round of money received has to be spent on students. Refund checks will be sent to all students unless they owe a balance to university which will be deducted from the amount they receive. We will be receiving the rest of the funding at a later date that is just a couple hundred dollars more than the first funds sent out. The second round of funds will more than likely be for intutional expenses. We are hoping to have more information and guidelines within the next couple of weeks.
- The Cash Net payment plan software has some road blocks, but we think that we got everything cleared up yesterday and will be able to utilize software as we originally had planned. We are working to make it available to students as early as next week.

Abbey Bain

- Coordinating a Student Town Hall meeting to create an environment for students to hear from administration and vice versa. We want to do a Zoom panel session similar to the virtual All-Campus meeting that took place recently. We are looking at trying to host this next Tuesday at 1:00pm. SGA President Ricky Brazzel will be invited to present to his peers.
- Thanks to Shelly Gill for the idea to reach out to students who may have been impacted by the storm that took place over the weekend. We reached out to about 45 students who were in the high damage area. Thanks to Scott Colley for gathering data so that we knew which students to contact.
- A lot of LSUA Cares responses and requests have come in over the last few days. We are continuing to check in with students and getting them the support and resources that they need.
- Trivia night last night went great. We are exploring more opportunities like this one for fun engagement.
- Getting with Michael Courson on possibly doing a dinner for students at The Oaks through a generation donation offer
- Renovations at the oaks are still being planned and taking place. Thanks to Michael Courson and Facilities.
- We sent care packages containing hygiene products and snacks to residents at The Oaks over the Easter weekend.

- Thanks to Eamon Halpin and many others for reaching out and supporting students at The Oaks.
- Please send any concerns or students who need help to us so that we can help to provide resources and support.

Shelly Gill

- The current Application Report is looking good. We received 23 applications last night and expect that about half of our total applications will come in between now and August.
- Continuing Zoom sessions on Transfer Tuesdays, some for adults who want to finish degrees, and also some sessions for high school students. Thanks to Kaitlyn Nichols and E'laysia Bates.
- High school counselors are looking for things for their students to do right now so we are going to work with high schools to make sure that students know about our upcoming sessions and events.
- Attended virtual college fairs last week and learned a lot of good information.
- Working through Dual Enrollment changes and recently sent out an email to counselors and students about grade changes for the current term. We are following up with counselors today to answer questions and make sure that they have all of the information that they need.
- Planning to touch on Board of Regents updates for the upcoming year to be sure policies are interpreted correctly.
- Financial aid award letters should go out soon and will be followed up with Zoom sessions for new students to answer their questions and offer support.
- Working with financial aid for information regarding procedures for special circumstances. Students can complete a request, but this information is not widely known so we want to bring awareness to it and get it on the front of the financial aid webpage to make since many students and families are being impacted by COVID-19.
- Everything is on track and going well with mailing items out to newly admitted students.
- Montez Franks is going into the office twice a week and I plan to go in every Monday.
- Registration numbers will be down for Dual Enrollment until later in the year because high schools are not in session right now. Mentioning this so that we can analyze enrollment differently.

Melinda Anderson

- Working with Lynn Eddlemon on budgets for the Foundation, Museum, GAA, and AFA.
- Working with Jerri Weston on T-shirts to mail out to graduates provided by AFA.
- Working with Lafe Jones on nursing advertisements.
- Working with Ugly Mug Marketing on some marketing for LSUA.
- Thanks to abbey for working with KALB on interview at The Oaks yesterday.
- Increasing communication with the Foundation Board and preparing for future meetings.

Haywood Joiner

- The Department of Allied Health continues to work to get clinical students through clinical rotations for this semester. Hospitals and physician offices are experiencing a down turn in

the number of patients seen and procedures performed, therefore limiting the number of procedures available to clinical students. To address this situation, students in the clinical phase of the Radiologic Technology program who have completed their required competencies/procedures, have been given the option of leaving clinical rotations so that those students still needing procedures/competencies will have the opportunity to complete their required competencies/procedures. Telemedicine has also contributed to the decrease in the numbers of procedures available to clinical students in that telemedicine allows physician/ patient interviews to take place from the confines of the physician's office to the confines of the patient's home. We are thankful that the accrediting bodies for each of our allied health programs are working with programs to assure student success and program completion in the midst of the COVID-19 pandemic. We feel that the clinical situation we are facing is under control.

- We continue to plan for the Department of Allied Health pinning ceremony. The ceremony is scheduled for 5:30 p.m. on Wednesday, May 13, and will be done virtually. The department will hold a zoom meeting on Friday, April 17, to finalize plans for the event. We are asking Dr. Coreil and Dr. Rowan to do a welcome at the beginning of the program. I understand that the Department of Nursing will hold their pinning ceremony the same afternoon, therefore, Dr. Coreil and Dr. Rowan will hopefully be available to attend both ceremonies.

Adam Jonson

- Asked Jerri Weston about the deadline to apply for graduation. The application deadline was January 31, 2020, but exceptions can be made. Students can choose to drop any time before finals week.
- Submitted some questions for the student athlete sections of the FAQ COVID webpage. We are still getting information from coaches to continue updating the page. Shelly would like to meet with coaches to talk about requirements for next year and give info on current Zoom sessions. She is invited to join us at our meeting at 10:00am where we also plan to have many discussions regarding student athletes, grades, and eligibility.
- A conference call for athletic directors is scheduled for next Thursday. The primary focus is discussing our membership and the possibility of bringing in some new members to the league. This would be beneficial for the strength and travel restrictions for our league.
- Last week, we had another good run of Tank's Treats. Tank dropped off pizza to several locations and participated in an Easter egg hunt at a daycare Cheneyville.
- Working on promotions with Tank such as the teddy bear hunt. We plan on working with some local restaurants to put up bears and individuals who share on social media will be entered into a drawing for goodies. We are also considering doing a social media initiative with Tank and pictures of pets working from home.
- NAIA is still working through questions and concerns regarding eligibility. Still continuing to analyze the impacts of offering double majors and extra semesters of courses to our student athletes who receive eligibility.

Chancey Slider

- Working with several members of campus to plan a virtual commencement ceremony for our 2020 Spring graduates. The virtual recording will be posted on the LSUA Commencement webpage on Thursday, May 14th at 10:00am.
- The upcoming All-Campus Meeting will take place virtually through Zoom on Monday, April 27th from 9:00am-10:30am.

Elizabeth Jonson

- Working with Jerri and the Peregrine on new commencement programs. We are working to get costs down and make improvements to the program. We are still getting quotes and I am meeting with a representative from Peregrine today to look at samples. We hope to have everything ready by the end of the month.
- Sandra Gilliland will be on Good Day Cenla on Monday to talk about Scholar Day. Scholar day information will go out onto social media platforms this Friday.
- Shelly Gill or someone from her office should be on Good Day Cenla on Tuesday or Wednesday to discuss Admissions and Recruiting's Zooms sessions.
- Doing a lot of engaging in the community and working on a list of hot words that need to be shared from all areas of campus so that we have a common theme and message.
- Asks that individuals from different areas of campus continue to check the COVID-19 FAQ page to make sure that all of their information is correct and updated.

Daniel Manuel

- Sending out update at noon regarding the Governor's plan.
- Keeping up to date with all state wide announcements and staying in communication with faculty, staff, and students.

Donald Collins

- All officers are healthy and well. They are doing a great job of securing all of our properties.
- No significant incidents to report at this time.
- Seeing some visitors on campus, but they are practicing social distancing very well.

Kevin Vercher

- Currently, we have six workers in the facilities department. We are maintaining necessary facilities that are open. Mr. Donald Mills is working half days on Monday, Wednesday, and Fridays. Please let us know if anyone needs anything and this schedule can be altered.

Respectfully submitted by Chancey Slider

The next meeting will take place on Wednesday, April 22nd, at 1:00 PM
