

MINUTES

LSUA Chancellor Cabinet

4/1/2020 10:00 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:

- The Cabinet will now meet weekly and the Task Force will be included in these meetings.
 - We have been participating in leadership meetings with LSU administration about 2-3 times per week. There are no new announcements this week other than their online summer session transition that was announced yesterday.
 - Unfortunately, one of our students tested positive for COVID-19 and a student's father passed from COVID-19. This pandemic is impacting our students, faculty and staff.
 - Postponed many events such as the Couchon de Lait, Employee Recognition Dinner, and Commencement. We will have a virtual All-Campus meeting this Friday, April 3rd from 8:30am-10:00 am via Zoom.
 - Donating PPE and loaning out our 3D printer are great examples of how LSUA is helping the community during this time. We are also hosting a blood drive today at the downtown Allied Health building. Please go out and give blood if you can.
 - Our next virtual Cabinet Meeting is scheduled for next Wednesday, April 8th at 9:00am.
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Reports

Deron Thaxton

- FY20 budget is right on track with where we planned to be in terms of revenue and expenses. We still have a few accounts that are over and under budget and have been in communication with departments who's budgets are a concern, but there are no red flags or major budget issues as of now. We are not sure how that may change before July due to the COVID-19 pandemic. So far, we have not been severely impacted.
- We will be paying for student proctoring fees which could be significant towards the budget.
- Athletics should finish the year under budget.

- Sent out an email asking individuals to send over any expenses or lost revenue due to COVID-19 so that we can prepare to send information to the Board of Regents be used for reimbursement requests. We will be asking this regularly in the future until the pandemic is over.
- Employee payment information has been sent out. Employees who are essential and continue to work on campus are getting time and a half as hazard pay until the governor lifts the stay at home order.
- Closed the Childcare Center last Friday and reopening will depend on the stay at home order.
- Accounting office is open on Thursday from 9am-3pm so that students can come in to make payments. We waived the 2.75% payment processing fee for over the phone, in person, and online payments.
- Switching payment plan processing company to Cash Net and plan to go live on Monday so that students can set up fall and summer payment plans.

Abbey Bain

- Residential Life is working to get students to move out of The Oaks. 40-45 students may be staying. We are focusing on a big push to get students to live on campus next year. Working with Adam Jonson and Shelly Gill to reach out to athletes and admitted students to encourage on-campus housing.
- Orientation for summer will be online.
- Advisors have been doing great. Many are holding 10-11 virtual meetings with students per day.
- We have had an extremely smooth first week of registration. Registration is going great and more seniors registered on the first day of registration than ever before. We also saw an increase in the amount of juniors who registered on the first day. This is all due to the hard work of our faculty and staff and university collaboration. We are getting great results from everyone working together.
- Working on virtual commencement program with Laura and Chancey.
- Counselors are holding group sessions on loneliness tomorrow. We plan to host more sessions like this in future. Our social media communications have been focused on positivity, grit, and motivation to keep our students supported and confident about completing the semester. If any students talk about dropping courses, let me or Dr. Rowan know so that we can work with the students.
- Moving forward with housing renovations for this summer. Thanks to Kevin Vercher and Michael Courson for working on this priority.

Shelly Gill

- Application report is trending up. Last week it fell a good bit day-to-day, but this week has been much better.
- All recruiters are available for one-on-one sessions through booking on the admissions website. Anyone can book through the link for a 30-minute session by telephone or zoom. We are getting good participation with this effort.
- Hosting several zoom sessions this week. Yesterday, we did Transfer Tuesday that focused on information transfer students need. We want to get information out to coaches about

recruits so that potential students know that they can attend these sessions. Today at 1:00pm, we are hosting a session for adults with some credit, but no degree who want to complete their degrees. We will also host a session for admitted students and a session for freshmen students to learn more about admissions process.

- Working on some pieces with Lafe and getting water bottles in the mail for newly admitted students.
- Working from home on international applications. Immigration has allowed us to begin processing paperwork online which saves a lot of time and money.
- Very concerned about testing with the ACT being cancelled in March and April and the SAT cancelled worldwide. The Accuplacer remote testing is not working right now. Some students who need to improve scores are not able to test. Recommends that we consider talking to Board of Regents for suggestions (Dr. Rowan will check with LSU first and then possibly go to the BOR staff to get a sense of whether they have considered anything.)
- Board of Regents passed new admissions requirements in February so that we are allowed to admit 100 (I was mistaken about the number) international/out of state students. We could admit some international students who are not able to take ACT tests.
- Kaitlyn and I are meeting with Emmett Brown from LSU this Friday in regards to referral processes. If we can get this done correctly, then LSU will be able to refer online students.
- Shout out to Brad McCandless and Deron Schilling for working on the LSUE/CLTCC referral landing page. This should be ready by next week.

John Rowan

- LSU informed us yesterday that they decided to move all summer classes to online format. We are having discussions and have decided this plan makes sense for us in case the current situation is drawn out. Making this decision early will give faculty and students time needed to plan for the summer. As of now, we have decided that all summer courses will be transitioned to online only. This is only about 25 course sessions. Information should go out concerning this matter today.
- ProctorU has had an issue and there was a delay in transitioning student fees to be paid by the university. The service for students to be proctored while taking remote exams will be paid for by the university for the rest of the Spring semester and should be in effect by Monday of next week.
- Continuing to look at options for students who are having issues such as internet connections, family situations, etc. Our excellent faculty have been and flexible and we continue to urge them to do so. Please send any information regarding concerned students to my office and we will work with faculty to get them the support that they need. The goal is to get everyone through to the end of this semester.
- Reminder: Scholar Day will take place on May 1st virtually and we are looking forward to it.

Eamon Halpin

- Talked to Katie Cooley this morning who is the Director of the Testing Center. She would like to extend the Prometric closure for another two weeks to limit members reporting to campus. I agree with this plan.

- I sent out a helpful message on behalf of Rusty Gaspard to students indicating the resources that are available to them. The second floor of the library has been temporarily closed due to students not obeying the social distancing recommendation.
- Had a recent Zoom meeting with the steering committee for the proposed program for students with developmental disabilities. We now have two parents on the committee and we have researched enough to know what the shape of the program will look like. At this point, we are ready to develop an implementation timeline. We are discussing a start date around August, 2021 and continuing to exploring funding opportunities.
- Had phone call with Raja from Acadian Aviation on Monday to discuss the contract and what the components would need to be, ours and their expenses, and fees that's would need to be set. He is going to talk to England Airpark about the possibility of using a simulator for flight instruction to reduce expenses for the university, aviation company, and students. We are continuing to work with them to make progress.
- Continuing to meet concerning the SACSCOC report with Dr. Rowan and Scott Colley via weekly Zoom meetings to ensure that we are making progress.
- Attended another Zoom COPLAC meeting. One of the interesting topics discussed was enrollment impact. A point was made that smaller/medium sized state schools like us might be in a position to gain additional students from other school closures and lack of population in community and campus.

Adam Jonson

- Discussed exceptions for international and domestic students who are not able to take the ACT/SAT- Shelly Gill and Dr. Bain said that all standards stay the same for everyone as of now other than international and out-of-state students. We are not sure if it is in effect now or 2021, but will continue to do research.
- Working on NAIA extended eligibility for an extra season and two additional terms for spring athletes. Working on getting numbers for all spring athletes who intend to return. We expect the numbers to be small.
- Staying in touch with news outlets to run stories for athletics.
- Will move forward with Tank's Treats and we plan to deliver lunch to some businesses. We are working with the pharmacy at Rapides Regional and Ray's pharmacy. We also want to do something on campus for our facilities employees and university police. We are working with Johnny's pizza and plan to use the bus for deliveries. We will add these posts to social media.
- Working with bookstore on bear hunt initiative. Many community members are taking their children on bear hunts to look for bears in windows around the community. We plan to do a social media shout out for community members to be on the look out for the LSUA bear and to tag us on social media if they see one to have free goodies mailed to their kids.
- Staying in contact with coaches to encourage students to work on academics, registering, and admissions.

Melinda Anderson

- Navigating how to reach out to donors. We are sending out a lot of email communications and have gotten nice responses. People want to hear about the good things going on at LSUA. Shere' has been sending out mass mail to alumni with friends.

- Begin working on updating LSUA Foundation website soon.
- Shere' is working on the framework for a newsletter.
- Getting info from Mary Maloney from CCS on proposals for potential donors for future use.
- Working with Shelly on Mulder Scholarship.

Elizabeth Jonson

- Census Day is today. Be sure to take part!
- Blood Drive is at the Allied Health building downtown today. Please share posts with the hashtag #generalssavelives on social media.
- Dr. Rowan will be on Good Day Cenla on Friday.
- Finishing story with Dr. Rowan and Dr. Coreil regarding one of our English major who is doing amazing things with a 3D printer.
- KALB is interviewing a nursing student at 1:00pm today. I will be interviewing another nursing student at 1:00pm to combine two students' stories.
- SLT decided Employee Recognition will be a recording of Dr. Rowan and Dr. Coreil announcing awards. We are working to decide on a date.
- COPLAC has reached out to get an update for their website for LSUA.
- Working with Jerri Weston to brainstorm ideas for the commencement program. We want to make it very special for our graduates.

Chancey Slider

- Currently working on plans for a virtual employee recognition program and virtual commencement.

Daniel Manuel

The Office of Risk Management has waived time-sensitive requirements for the annual safety audit for the duration of the governor's measures. We will be sending out a worksheet on ergonomics and working from home soon.

Donald Collins

- Things on campus are pretty quiet. We have a few more people utilizing computer labs and free Wi-Fi area on Lot 6.

Kevin Vercher

- Striping the campus parking lots this week since the striping machine came in yesterday. This is a good time to do it while lots are empty. We are also planning to clean up the UA building soon.
- Encouraging facilities employees to practice social distancing and follow all necessary precautions.
- Adam Jonson requested that the Fort be deep cleaned and we plan to take care of this as well.

Haywood Joiner

- Blood drive bus mobile unit had some mechanical problems and was a little late getting to the Allied Health building downtown this morning. They are in place now until 2:00 p.m. I will be sending out a reminder to all of the Rotary club members regarding the blood drive.
- The main issue that we were looking at facing in Allied Health was concerning whether or not to keep our clinical students in scheduled clinical rotations, but we seemed to have solved that problem. The majority of our students have decided to remain in clinical rotations.
- Things are going very well in the Department of Allied Health, including advising and online classes.

Respectfully submitted by Chancey Slider

The next meeting will take place on Wednesday, April 9th, at 8:00 AM
