



MINUTES

LSUA Chancellor Cabinet

7/21/2020 9:00 AM | *Meeting called to order by* Chancellor Coreil

In Attendance

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

Guests: Jerri Weston, Chief Donald Collins, Melissa LaBorde, Kevin Vercher, Daniel Manuel

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

Chancellor's Updates:

- Thanks to everyone including faculty and staff for working so hard during these challenging times. We plan to deliver lunches to members of campus on August 7th to show our appreciation for all of the hard work of our employees during these difficult times. We are working to ensure that our LSUA family of students and employees feel comfortable about coming back to campus for fall.
- KLAX did a great story yesterday on what we are doing to get students back on campus. We have been getting a lot of attention in the media and good feedback from the community. Compliments to Liz and everyone involved with getting our stories out there.
- The governor is having a press conference today at 2:30pm and I would like for the Cabinet to tune in.
- UA plans to open on Aug 25th and Deron has arranged Chartwells to be open to provide takeout meals to their students. UA is also offering an online option and we are working closely with Principal DeEtte Loyd to make arrangements for some students to return to campus.
- Our campus will have voluntary testing hosted by the National Guard on September 1st.
- Yesterday, we had a very successful first Diversity and Inclusion Advisory Committee meeting. We plan to make this a permanent committee and to meet regularly at least once a month. The next meeting is scheduled for August 25th. Sheila Hudson was nominated to serve as the chair of the committee and agreed to serve. Dr. Cynthia Thomas agree to assist Sheila. I am pleased with how well the first meeting went. The focus of this committee is to determine what we can do better regarding inclusivity and diversity on our campus and to be sure that all members and visitors of campus feel welcome and valued.
- Tomorrow, CLTCC administration will be here to film their graduation in the Black Box Theatre. David Shanks and Liz will be assisting them with the orchestration and recording of the program. Lt. Governor Billy Nungesser will be on campus on Thursday to will be their commencement guest speaker and we plan to give him a nice welcome.
- Picking up face shields from LSU on Thursday for our faculty to use. We may have to order more if they are not what we need.

- There is a webinar tomorrow at 2:30pm led by Keena Arbuthnot, the system study leader for COVID-19, regarding testing by the LSU Health Science Centers. Abbey and Daniel will sit it on the webinar with me. The focus of the webinar is contact tracing and the application that the LSU campus will be using to self-report daily health. We may possibly use it as well.
- We have some upcoming meetings. The All-Faculty meeting will take place on August 17th via Zoom and face-to-face in Coughlin Hall. Convocation will take place on August 19th via Zoom only. Thanks to everyone for great work and support with getting these meetings scheduled and set up.
- Thanks to Kevin and all of facility services for working so hard on the grounds. We are getting a lot of compliments on how nice campus looks.
- The next Cabinet Meeting is scheduled for Wednesday, July 29th at 9:00am.

Reports

John Rowan

- Now that we have class types on the schedule, the main priority is to identify spaces where students who are on campus are able to go while they are not in a class. One area is the library and we need to do an assessment on how many students can be accommodated there including the computer lab. The ballroom may also be utilized since not many events can be booked there for the fall. Kevin, Jerri, Daniel, and Deron did a great job looking at classrooms and assessing maximum numbers of students that can be in classrooms around campus. I would like to ask if we can do a set up in the ballroom to accommodate a certain number of students with tables so that they can do work in between classes. If there are any other spaces on campus other than computer labs that you all can think of, please identify those. Shelly mentioned concerns about taking a large meeting space offline since it is one of the only spaces on campus appropriate for social distancing for a larger group. Abbey mentioned that we may still be able to utilize it and give students notice that it will not be available on particular days. Melinda suggested that maybe we can use the evacuation center if we need space for larger meetings. The Cabinet had short discussion about trying to be flexible.

Eamon Halpin

- Continuing to work on the SACSCOC report.
- Scheduled second parent meeting on August 4th for the proposed program for students with developmental disabilities. We think that there will be a lot of interest and we are anticipating that we can accommodate up to 50 people in Coughlin Auditorium for this meeting.

Jerri Weston

- Things are going well. We are starting to reassess classroom assignments and making sure that they are all at 50% capacity. I drafted an email to go to students concerning where classes will take place and sent it to Dr. Rowan this morning for review.
- Had about 43 more continuing students (sophomores-seniors) register in the last two weeks. We are continuing to send out communications to get students to register.
- We are ordering stickers and directional signs as well as social distancing signs for campus. I will be working with Liz on getting all of these drafted and ordered this week.

Deron Thaxton

- Trying to determine if we can utilize the ballroom for an open hall/lounge for students to log into on line classes, study, etc. in between classes and working on identifying other spaces that can accommodate students.
- Should be able to close out fiscal year 20 today. The number of fiscal year 2020's excess dollars is about \$1.1 million to carry over into next year. Some of these dollars will be set aside for academic partnerships and some will go to helping auxiliary and restricted account's that aren't doing well. Athletics had a very good year over all thanks to Adam and his management. We started the year with a \$1.1 million deficit and should end around a deficit of \$950,000-\$960,000 for athletics. Continuing Education is struggling and some dollars will go towards offsetting their deficit, as well as the deficit for the childcare center. We have a plan in place to revitalize the childcare center. Dr. Rob wright and Rafael Romero are leading the team to revitalize it, bring in more students, and build a successful business model. We expect a reduction in budgets of about \$2.5 million for next year. Our CRF dollars for state relief fund was approved so our cut next year will be minimal but around \$40,000-\$50,000.
- Workday has not rolled forward to the next year, but it should happen later this month or early August. This is due to a lot of restricted account balances that are not yet available to view, but we should be able to see them in the next few weeks.
- Preparing for the fall semester. We will be allowing students to upload photo for ID cards and have instructions ready to send out to students. We will print the ID cards and will either mail them or have some areas on campus where they can pick them up.
- Working on checkout procedure for students for the laptops we received from the Board of Regents. Instructions will go out within the next week. The only drawback is that that are Chromebooks and they may not work with some modules and programs used in classes.

Abbey Bain

- Trying to get ready for fall and hope to get more information out to students by Monday the 27th along with a full schedule for what can be expected and a link for the online orientation experience. The orientation program will ask questions to keep students engaged and we will have alternative sessions for students regarding financial aid, student life, and sessions for parents and students to communicate with administration. Some sessions will be for parents only and some will be for students only. We will come up with a nice graphic containing all links for sessions and orientations to put on the website. We are working on coordinating all sessions and getting orientation ready so that students are as prepared as possible.
- We are hosting a parent panel tonight at 7:00pm to give parents a chance to talk to administration. We emailed all parents of incoming freshman whose information was made available as well as continuing parents who we have contact information for. We are also publicizing on social media and hoping to get it on Facebook Live. It will be recorded so that anyone who cannot attend will have the opportunity to view.
- Residential Life is working through student concerns. We are working with student athletes and international students. I am working with the Senior Leadership Team regarding flexibility with our policies due to hard circumstances students are facing right now.
- Enrollment is down by about 40 freshman compared to this time last year and we are continuing to keep an on eye on it. We are working hard with advisors to reach out to students to get them enrolled and registered. We are sending out information and offering support to ensure that students have all of the resources they need and being proactive about enrollment and

registration. If anyone has any concerns, please let us know so that we can address it on the front end.

Shelly Gill

- The application report is trending upward since we've released information on how we are reopening for the fall semester and what we plan to offer. We are seeing an increase in on-campus applications. Over 40 freshman registered last week.
- Admission Counselors are calling and helping to make advising appointments or withdrawing applications when necessary.
- Pushing to get additional applications on social media and we are thinking that we will get more applications closer to the start of the semester.
- Have hosted five Zoom sessions with academic departments. Three are posted on our YouTube channel. So far, we have done sessions with HIPS, biology, nursing, criminal justice, and kinesiology. We are going to continue these academic chats for our students since they are limited to travel to campus to talk to faculty and departments.
- Gearing up for dual enrollment rush as high schools are returning to session over the next couple of weeks.
- Met with the Avoyelles Parish counselors and UA counselors to discuss the types of classes that will be offered and our fall plans. We want to make sure that students can get their best opportunity to be successful.
- All of our staff is back in office with the exception of Kaitlyn who we hope to have back after this week, but she is working from home and available.
- Working with Liz this Friday to look at Fall 2021 admission materials.
- Question for Deron: who should I contact to get personal URLs updated and additional info added? Deron said to get with him.
- Dr. Rowan asked if a pending application means that the application is complete or not complete? It is not complete.

Daniel Manual

- As of now, if we have students who test positive for COVID-19, we will alert the class, but won't give identifying information in regards to the student. We will encourage the class to monitor symptoms and remind them that they can attend remotely if they don't feel comfortable, but if they feel ill to please attend only remotely.
- If faculty or staff members test positive for COVID-19, we ask that they take a ten-day quarantine and that the last three days of quarantine they must not have a fever without fever reducing medications. We will also initiative deep cleaning procedures for areas that they work in or have frequented. Missy asked if faculty member can push remote if a student test positive. Dr. Rowan said that as long as everyone wears a mask, there is an extremely low transmission rate, but we will encourage others to monitor and the class will remain on campus. We want to offer an extremely strong on-campus experience for classes as we have stated in materials going out to campus. We need to work together to generate the positive message of continuing with our on-campus experience. Faculty who have requested to teach remotely for the entire fall semester have been notified and contacted. Cabinet had a brief discussion about this.
- The National Guard will provide free testing on our campus on September 1st tentatively beginning at 11:00am. Starting today and continuing for two weeks, the Office of Public Health is offering free testing at the coliseum with a four-day result turnaround period and no age restrictions.

Adam Jonson

- The decision was made to postpone all conference play for fall and that leaves us with some questions we are beginning to explore. The vote means our league games will not be played in the Fall, but instead moved to Spring. We still have the option to play matches against non-conference, but if so then we cannot put together a full schedule of matches. This is pending since the NAIA could make changes nationwide, but it looks like that's where we are going. As long as 50% of member institutions intend to play, the NAIA will continue with the fall season, but numbers are decreasing since more teams are cancelling fall competitions. There is a good chance that the fall seasons will get cancelled, but there is a lot of uncertainty.
- Had a Zoom call with student athletes on Friday to let them know what may happen with fall sports, but we are still not sure what will happen and information was not made public before the meeting. Many had questions regarding general university plans and athletic plans for the fall. Overall. It was a very good discussion.
- Basketball conference games were originally planned to start in December and end in February, but now they will not begin until January which creates a scheduling ripple. We appreciate Dr. Coreil's approach to advocating for fall sports. We were one of two schools who voted against the directive to cancel fall sports.
- Still trying to decide options for testing upon student athletes return. I talked to Daniel and Abbey this morning and in the next couple of days the COVID-19 athletics team will meet to discuss requirements and plans for athletes for the fall.
- Some students may not make it back for the start of the semester due to the travel ban, but many are being proactive about getting back and some are already here.
- The LSUA/GAA golf tournament remains on track for August 28th. We are in the midst of securing teams and sponsors. We picked up a \$1,000 sponsor of the tournament - EpicTouch, a communications company out of Natchitoches. We also have six teams committed. Last year, we had 15 teams, and we hope to get to 18 this year. We have partnered with The Hacker's Cup, a golf event this weekend with more than 125 players, to advertise our event and to provide LSUA/GAA branded golf tees and markers to all participants.

Haywood Joiner

- Recipients of Carl Perkins Basic Grant Funding are required to meet certain benchmarks on an annual basis. Each year LSUA fails to meet the benchmark set for individuals preparing for non-traditional career technical education career fields. The non-traditional career technical education programs offered at LSUA are the Certificate in Pharmacy Technology, Associate of Science in Medical Laboratory Science, Associate of Science in Radiologic Technology, and the Associate of Science in Nursing. Enrollment in these programs is predominantly female, making them non-traditional CTE fields for males. As a result, we are required to develop an improvement plan to address how we plan to close the gap between the benchmark and the LSUA level of performance.
- Programs that have been developed to attract more males into the LSUA CTE programs include the offering of dual enrollment health science classes in high schools (Peabody, Bolton, Alexandria Senior High, Rapides High), CI-Healthcare, the annual recruitment program for high school juniors and seniors, LaMed, an introduction to health careers designed for male students where we bring in male health care professionals to speak to program participants about opportunities for men in the health care setting, COPE presentations, and MASH (Medical Application of Science in Health). Although these programs have been in place for several years, the gap remains.

Melinda Anderson

- Dr. Coreil, Dr. Cormier, Dr. Joiner, and I will be meeting with the administrator from Long Leaf, Claire Hick, on Thursday at 3:00pm for a private tour of the facility.
- Dr. Coreil and I had a good Zoom visit with the Foundation Executive Committee. They seem to be pleased and communication is increasing. They are very confident in what we are doing regarding fall plans and we want to do our best to keep them informed and aware.
- We have a Financial and Executive Board face-to-face meeting on August 6th. I am looking forward to seeing everyone.
- The full board meeting on August 18th is tentative face-to face, but may revert to 100% Zoom meeting.
- Shere' and I are assisting Adam with golf tournament scheduled for August 28th.
- Movie night hosted by the city on our campus scheduled for August 7th has been postponed by the request of the city. They are still very interested in rescheduling it for the future. They also want to incorporate Tank into their back-to-school event for the fall.

Elizabeth Jonson

- ID cards have been updated.
- Been working on the enrollment campaign and digital social media ads. Some ads pertain to options and some concern online learning.
- Talking to administration and Dr. Coreil about adding enrollment campaigns for June and July each year.
- Nathan Parish started today and we are so glad to have him on board. He and Jaycee are working together on a transition period. Jaycee will be with us for about two more weeks.
- Talked with Ethan last week about the virtual orientation and will meet with him and Nathan about this today. We will go over PSAs soon.
- Want to shorten some of our ads and PSAs since people tune in for an average of 8 seconds.
- Added the Advance Plan webpage that can be accessed on the top banner on the main webpage. We will continue to add information and update it. Please send anything over that may need to be added or changed.
- Got an email about the public health study meeting with all communicators from all system campuses and we hope to get more information soon on it so that we know how we can communicate the plans.
- A main priority this week is to work on admissions and recruiting graphics and for Shelly and graphics for Jerri.

Melissa LaBorde

- We need to consider where we don't want students to congregate in the fall like the hallways in Mulder and in the Science building. Maybe we could take out the seating in the hallways.
- The taskforce met on Friday and we are working through topics such as how to give pop quizzes in Hy-Flex classes since the full class won't be present at each class period, etc. Proctoring is also another topic of discussion.
- Working with Susan Bowers on what topics need to be addressed at the upcoming CTE.
- Asked if we will have nasal or cheek swabs. Dr. Coreil will be on a conference call tomorrow with the system COVID-19 study leader. We are not sure now, but hope to know more after the call.
- Do we anticipate changes for classrooms? Jerri replied that we are due to 50% capacities and we will let everyone know when plans are finalized.

- Are we still doing \$35,000 for travel/research funds? Dr. Coreil said that is has not been discussed, but the budget is precarious right now and we don't know how much travel will take place due to COVID-19. Administration will have discussions soon.

Chancey Slider

- Working on preparations for the employee appreciation lunches that will be delivered on Friday, August 7th.

Kevin Vercher

- Continuing to work diligently on projects and looking forward to getting students back on campus.

Donald Collins

- Campus is safe and secure.

Respectfully submitted by Chancey Slider

The next meeting will take place on Wednesday, July 29th.
