



MINUTES

LSUA Chancellor Cabinet

8/11/2020 1:00 PM | *Meeting called to order by* Chancellor Coreil

In Attendance

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

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

Chancellor Coreil called the meeting to order at 1:00 PM

Chancellor's Updates:

- Dr. Dupont did a great job presenting at the Alexandria Rotary Club meeting today. His presentation was very detailed and informative. The dashboard works so well for our community and surrounding areas. It is the most comprehensive dashboard in any region of the state and we are fortunate to have it as a resource. The creation of the dashboard is an excellent example of LSUA public service to the business community. The transformation of the business department into a College has shown significant benefits and opportunities for other departments on our campus as well. Compliments to Dr. Rowan and Dr. Dupont for making the College of Business a reality and an example of ways that our campus can grow in the future.
- Thanks to Laura and Chancey for helping with the faculty and staff appreciation pizza delivery. We delivered over 100 pizzas on campus to show appreciation to our employees for their hard work and dedication over the past several months dealing with the pandemic and getting ready for the return of students in the fall.
- There are a lot of bottlenecks regarding our enrollment and success with the demand and workload on campus. I ask as a favor that no one hesitates to come to me if you need support or advice. Let's always think proactively and work together to be successful. Please help me to understand and get to know barriers and hurdles that we face and don't assume that there is no solution for some of these bottlenecks.
- We intend to put more attention towards online growth since it appears to be where our growth will be and it will require strategic initiatives. It may require more faculty in some areas and less faculty in others and more support with recruiting and student engagement. We will do a SWOT analysis in an upcoming enrollment meeting with some members of the Cabinet and administrators present to see how we can prepare for the future and how we can take advantage of our strengths and of the opportunities before us. We will also continue to work hard to grow our on-campus enrollment.
- Recently contacted the 4-H camp and its available for us to use at no charge for our administrative retreat. It is a beautiful facility with great breakout rooms if needed.

- Sent a directive out to the Cabinet regarding face coverings, social distancing and campus safety protocol. We hope to send it out campus-wide this afternoon. Asking the Cabinet to please send any feedback quickly so that we can get it out.
- Next week, we have a lot going on including the CTE, Faculty Meeting, and Convocation. We want everyone to come together and plan for a successful semester.

Reports

John Rowan

- Shout out to Dr. Randall Dupont for presenting at Rotary about the economic dashboard that he developed and is being used across the state. Later today, Dr. Coreil, Dr. Cormier, Melinda and I are visiting with Roy and Spencer O. Martin regarding updates on the Cenla Nurses For The Future Campaign. The great news is that we are already about 70% of the way towards the new enrollment goal.
- In terms of assets for the fall, I think that we are in good shape. My understanding is that most classrooms are clean and prepared. Technology has been ordered and installed. Signage and stickers are arriving any day now. Daniel and Jerri are putting up enter and exit signs tomorrow and a team will work to put up Tank Essentials signs. Traffic flows, entrances, exits signage is vital for appropriate spacing and social distancing. Thanks to everyone for getting us prepared for the start of classes. The Registrar's office is doing a great job of staying on top of the course types which are subject to change as enrollment changes. This is a lot to keep up with, but they are doing a great job and we appreciate all of their hard work.
- Sent a lengthy email to the faculty yesterday about fall preparations and expectations. Thanks to the faculty senate and ad hoc committee on Remote Teaching, especially Missy LaBorde, Carol Corbat and Tanya Lueder for providing invaluable input to get us prepared.
- Thanks to Dr. Joiner for helping fill the role of the Interim Department Chair of Education Chair and for getting us prepared for the upcoming accreditation visit.

Eamon Halpin

- Had some emails and phone calls from community members regarding the SPERO program and have been following up with them. Many are interested and excited about the program.
- We are in the final stretch of gathering documentation and preparing for our SACSCOC interim report and we hope to have it wrapped up by the end of the month. I have been requesting data and supporting documentation from many people across campus and people have been highly responsive and helpful.
- Made some revisions to six policy statements. They were all fairly minor with the main purpose to eliminate some contradictions and anomalies between other policies. I hope to review them with John tomorrow and have them ready to discuss at the next cab meeting.

Jerri Weston

- Tracking courses and enrollment while working with Daniel Manuel on classrooms and spacing.
- Closing out the summer term next week and working on transcript evaluations to get grades posted to transcripts.

- Missy noted that the classroom that she was assigned is too small for the size of the group. I will take a look and also encourage any faculty with issues like this to reach out to me or Daniel.

Deron Thaxton

- Sent an email out to students last week regarding parking pass renewals. They can fill out a form online and have the passes mailed to them. Student IDs will be handled the same way soon. We are spreading out the time between offering these two forms so that all of the information does not come in at one time.
- Enrollment projections for the year are currently well in mind with what we expected. Self-generated revenue was projected to be down around \$140,000-\$150,000 for this fall, but we have seen a surge in online registration over the past few days. If we continue to see this, then we may be able to make up for the drop in on-campus enrollment with more online enrollment. LSU online, Teresa Seymour and her group have been pushing online enrollment and we hope to meet our budget plan for the year.
- Sent an email to students recently to apply for additional CARES dollars and we have 219 applications so far. Students have until this Friday to apply and then we will make decisions early next week and let them if they qualify for the additional dollars. More information can be found on the website and in the email that was sent out.
- Welcome our new Children's Center Director who started on Monday, Sarah Corley.
- Tara Ball, an internal auditor that we've worked with for years who is very familiar with our campus is leaving LSUA to take another position in Shreveport.
- IT is working to get web cameras installed across all of our on and off-site campuses.

Abbey Bain

- Working hard to get students prepared for the fall semester. Last week, we texted all freshmen students without schedules and called about 209 continuing students who had not registered for classes. We also reached out to about 70 students with classes in carts to encourage registration.
- We are working on restocking the food pantry. Thanks to Melinda and Catherine for getting everything prepared. We are hoping that the Foundation will help with move-in day at The Oaks on August 21st-22nd and have some water coolers for students and families moving in. We will not encourage gathering, but we want to make sure that everyone is welcomed.
- Hosting a lot of Zoom sessions. Thanks so much to Teresa for all of her help. Students are eager to know more about remote learning and we have very thorough with letting students know expectations and answering their questions. We have also informed them about the campus mask requirement and safety measures for fall. We have 6-7 more sessions scheduled for fall that Daniel Manuel and I plan to participate in.
- Partnering with Liz and Nathan for social media videos regarding expectations for remote learning. Please send over any ideas/topics that need to be communicate to students.
- WOW planning is ongoing. We are also still planning the modified 60th birthday party will be taking place in September. We are planning on getting back with the small group to get more feedback and we want to make it as special as possible for students, faculty and staff.

Shelly Gill

- Working hard to wrap up fall. The current application report shows that we are trending well and dual enrollment is increasing. Online fall applications have been turned off, but potential students can apply by directly contacting our office first. We have to make sure that we can collect documentation for them to be sure that we can get them admitted in a timely manner. We want all students to be prepared for a successful semester. Dual enrollment is still coming in. We lost some schools, but also have picked up some new schools and we are expecting to get several more before the semester begins.
- We have an orientation on Thursday night for dual enrollment students coming to campus to talk about remote and HyFlex options, expectations, and safety protocol. We will also address and answer parent questions. The majority of these students will be UA, Avoyelles Parish, and homeschooled students.
- Update on international students: 20 will be staying in their home countries. About 10 of these are new students and 10 are continuing students. In some cases, they are not able to get visa appointments or get into the US. The majority of these students will be taking classes online or remotely.
- Abbey, Kaitlyn, and I have been meeting with strategic communications to solidify our admissions campaign for next year. We are very happy with the plans so far and excited to get everything rolling.
- Working on communications plans for perspective students. We appreciate IT for helping so much with personalized URLs to be direct for students.
- Will be turning on the Fall 2021 applications on September 1st.
- Please brainstorm ideas for spring recruiting and send them over to me. We need to find ways to connect with high school students since we cannot connect face-to-face.
- If a member of campus comes into contact with someone who is positive for COVID-19, can they return after a negative test result or do they have to stay home for 14 days? Daniel Manuel mentioned that 14 days in quarantine is the preference and recommendation, but we can work on a case-by-case basis when needed.

Melissa LaBorde

- The ad hoc committee is rolling along and coming up with problem solving ideas. Everyone seems to feel a little more confident even though we don't know what to expect.
- Please keep the campus consistent syllabi information and decision on travel money on the radar. Senate and faculty will need this information soon.
- Asked about Elevator protocol and Daniel responded that signs will be posted near and in elevators regarding maximum capacity. Four will be allowed in the Mulder elevator at once.
- Asked about accommodations for individuals who cannot wear masks due to health reasons and if remote is the only option. Dr. Coreil and Daniel Manuel both agreed that this will be handled through risk management and ADA on a case-by-case basis. Some students may be allowed to wear face shields, especially in lab settings where hands on work in close proximity to others is required.

Haywood Joiner

- Department of Allied Health faculty are working to get the A.C. Buchanan, III Allied Health Education Building ready for the return of students on August 24. I will follow-up with Kevin in Facility Services to see if Jory Randall is available to assist in this effort. Jory was assigned facility service duties at the Jackson St. campus, but has worked on the main campus this summer.
- It is my understanding from conversation this past weekend with Mrs. Brittany Wilks, science instructor at Alexandria Senior High School (ASH), that LSUA will again offer dual enrollment health science courses at ASH this year. We will offer HESC 1003: Introduction to the Health Care System, and HESC 1004: Client Care Interactions this fall. We will offer HESC 1400: Health Care Language Applications, Spring 2021.

Elizabeth Jonson

- Right now, we are pushing alternate digital campaigns. There are multiple options available that will continue being pushed for a couple of more weeks.
- Had an enrollment push for the Children's Center that will continue until the end of August.
- We are targeting many different age groups and demographics so that each campaign is tailored to push branding, enrollment, and the Children's Center campaigns.
- Met yesterday with the secondary logo committee and got great feedback. We are making progress. We submitted to LSU and Torch Creative and we are hoping to launch in January, 2021 after the 60th anniversary year has passed.
- Meeting tomorrow to talk about finalizing plans for the media team.
- Nathan is working on graphics for Shelly and making big impacts with projects we are working on.
- Will be getting with Abbey to plan to do more "wash your hands" and safety protocol clips for social media.
- Working on videos with Haylee regarding Zoom etiquette and expectations for students.
- Working on the storefront and recently contacted LSU. Dr. Holly Cullen has been a tremendous help. Our plans are to move forward piggy backing off of LSU's contract with AmeriPrint. We hope to have arrangements made as soon as possible. We plan to follow most of LSU templates since they are already built. Anyone who needs business cards or anything else now can send the information over to me so that I can place orders, but we hope to have the storefront available to faculty and staff by the end of August.
- Working on Tank's Twitter account along with Nathan who is working on all of our social media accounts.
- Thanks to everyone who reached out with prayers and thoughts regarding the recent loss of my grandfather.

Melinda Anderson

- Thanks to everyone for coming to the reception for Blake Chatelain to honor him for his service on the Board of Supervisors and our campus. We will maintain and grow our great relationship with him throughout the years to come.

- Going to a meeting with Dr. Coreil, Dr. Rowan and Dr. Cormier this afternoon to talk with Roy and Spencer O Martin. We are excited about this driving force for our Cenla Nurses For The Future Campaign and grateful for their partnership.
- Have some meetings set up for Dr. Coreil and board members to increase communications and keep them up to date with our campus happenings. Some topics of discussion include the capital campaign and the drainage project. We are having timely and good conversations.
- Working closely with GAA and Toby Brazzel on fundraising efforts and working on finding and identifying essential donors for athletics. Shere' and I are assisting with the upcoming golf tournament and the donor dinner.
- We have a board meeting on Tuesday that will be Zoom only. We are hoping that we can have a face-to face meeting in November.

Adam Jonson

- Still waiting for more guidance from the NAIA regarding what spring will look like. We want to start the plan for the spring calendar and begin scheduling for home competitions and travel. We plan to use the information provided by them to also make decisions about what the fall will look like in order to plan for what needs to be pushed out to spring. Another major factor in planning is the number of international students who cannot get back to campus for the fall.
- Still working with Nina, Shelly, and Pat at on individual updates on accounts for international students who will not be here in the fall such as waivers and insurance charges.
- Everything is looking good f or the golf tournament that is two weeks from this Friday. We have 15 teams registered right now with 5/6 pending. We had 16 teams last year and our goal was to have 18 this year. We are going to be able to have student athletes at holes for interactions with appropriate social distancing.
- We are continuing to push the envelope with conference membership for schools in our league. We are looking at many universities in the state and additions could ultimately help with travel.
- Continuing to work on return to campus plans for stud athletes including testing, procedures for the weight room, sports medicine, workouts, training, etc.
- Tank's email address is being created and will be connected to athletics and marketing. I am also asking the mascot committee about policies and procedures for requesting appearances and coming up with the characteristics of Tank We plan to host tryouts for the fall. Dr. Coreil recommended getting some business cards made for Tank. Deron mentioned that "Text Tank" needs to be tied to the email account as well. The cabinet had a short discussion regarding lines of communication for Tank.

Daniel Manual

- Spoke with to Dr. Arbuthnot today regarding the return to campus form and pledge for students that LSU sent out today. She said that we will receive the similar customized information to send out to our campus. We hope to have the information in the next couple of days. She emphasized that LSU is running behind, but we hope to have the final steps between our IT department and theirs done soon so that we can move forward. Dr. Bain mentioned that she received a copy of the form and looked it over. It asked a few general questions about demographics and plans for returning to campus including how often individuals intend to be on campus in the fall. There

were some Likert scales for individuals to express about how they feel about social distancing and masks, etc. All of the questions on the Likert scales were voluntary. We hope to have a complete list of questions that will be asked before we send the form out so that we can be prepared to answer questions.

Chancey Slider

- Thanks to Dr. Coreil, Athletics, Laura, and the LSUA Foundation for support with the pizza appreciation delivery to faculty and staff on Friday.
- Returning calls and emails to continuing students who do not have fall schedules that I previously reached out to and am working to put them in touch with advisors and department chairs.
- Tank's café is closed for the summer as of last Friday.
- The 2020 Fall Convocation will take place next Wednesday, August 19th from 9:00am-10:30am via Zoom.

Donald Collins

- Campus is safe and secure and there is nothing significant to report at this time.

Kevin Vercher

- Continuing to work on campus projects and getting geared up for the start of the semester.

Respectfully submitted by Chancey Slider

The next meeting will take place on Wednesday, August 19th.
