



# MINUTES

## LSUA Chancellor Cabinet

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8/19/2020 2:30 PM | *Meeting called to order by* Chancellor Coreil

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### In Attendance

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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

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### Chancellor Coreil called the meeting to order at 2:30 PM

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#### **Chancellor's Updates:**

- We had a great Convocation this morning and we are glad to have everyone back and working hard to cover all of the base so that we all have a great semester.
- We are closely watching the weather since we have some disturbances in the Gulf.
- I was interviewed by KLAX today regarding having everyone back on campus for the fall semester and it will be featured tonight.
- I was called by KALB and asked to be interviewed tomorrow night regarding returning to school.
- Asked the Cabinet for feedback on updating the Chancellors photo wall in the Chancellor's Conference Room. Currently some of the mattings on in the frames are blue and some are purple. Asked the Cabinet if we should update all of the matting to be purple. The Cabinet agreed to make the change to all purple matting.
- We have been informed that saliva testing will be the method used on our campus for COVID-19 testing. This is positive news and we feel that we will get more participation since this method is less uncomfortable than nasal swabbing.
- Please try to stop by the Childcare Center and say hello to the new director, Sarah Corley. She is very upbeat and positive and we are glad to have her on board.
- Working on putting together a retreat for the Cabinet to discuss a facilitator doing a SWOT Analysis for our campus.
- Best wishes to Mrs. Sandra Dufour who is retiring. Please stop by her retirement party to give her a nice send off this afternoon.
- Compliments to Liz and Nathan in Strategic Communications for all of the great work that they have been doing marketing and promoting our campus successes in television, print and social media.
- The upcoming GAA Golf Tournament has gotten a lot of positive feedback in the community and I plan on being there. Thanks to GAA, Athletics, and the Foundation for all of their hard work.
- Thanks to the Cabinet and the Taskforce for all of their hard work. It is an honor to work with all of you.

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### Reports

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### John Rowan

- Faculty should know that they need to send email messages to each class session on Friday before noon regarding classrooms and types of classed since some have changed.
- Today was deadline for PS 209 exemption requests for full-time staff who are teaching on an adjunct basis. Thanks to Ethan encouraging all of the [LSUA 1001](#) instructors to get their forms turned in timely.
- Had a good meeting last week during our two-day retreat with department chairs. We covered a lot of topics and had some very productive discussions.
- Hit quite a milestone in terms of online enrollment and we now have over 1000 students. Thanks to Teresa, IET, and LSU Online for all of their hard work.
- Thanks to Liz and Strategic Communications for working so hard on our branding efforts and for updating logos for each department.
- Thanks to Liz and Shelly for visiting the department chair retreat and engaging in good discussions about marketing and recruiting.

### Eamon Halpin

- Discussed some proposed minor changes to policy statements with the Cabinet. The policies concerned are Policy Statement 209 (Faculty Workload Policy), Policy Statement 240 (Guidelines for Syllabi Preparation), LSUA Policy Statement 250 (Network and Email Password Policy), Policy Statement 252 (Master Course Outlines), Policy Statement 253 (Policy Concerning Technical Resources), and Policy Statement 268 (SACSCOC Compliance) --revised August 15, 2020. The proposed changes are minor in nature and involve updating title changes, resolving inconsistencies between policy statements, and making what is already implicit more explicit. Asked the Cabinet for questions and feedback. At the meeting no objections were raised to the proposed changes.

### Jerri Weston

- Celebrating Sandra's retirement party today and we hope that everyone will come by to wish her well.
- Daniel and I got Mulder and Coughlin completed as far as seating throughout classrooms. We hope to finish the rest of campus tomorrow.
- Liz and Nathan are going to do a Tank video to send out this week about what the stickers and signs around campus mean.
- Classrooms are looking good and shout out to the department chairs for communicating their course fluctuations and changes so that we can move classrooms and switch some to HyFlex.

### Deron Thaxton

- Reported most major items this morning during Convocation.
- Working on getting staff available on Saturday for Move-In day.
- Kevin and his crew are continuing to clean classrooms and campus.
- Presented a heat map regarding enrollment to the cabinet that displayed fall registrations by day and month from 2016 to 2020 for online programs. Future projections are difficult to predict when looking at the data. We currently have 453 registrations this August. The heat map shows that the number of students registering over the past 7-10 days has spiked for online courses. If this continues, then by second session we may be at 1400-1500 students. This is good news in terms of revenue. Dr. Rowan mentioned that we may be seeing more registration this month due to a lot of people like Jerri stepping up the process of transcript evaluations.

- Disposable masks and sanitizer wipes will be available in classrooms on Monday. Sanitizer stations have been installed for all places where they were requested.

### Abbey Bain

- Working with LSU and Daniel to get everything ready for the Tank daily symptom checker.
- Things at the Oaks are vamping up and we are getting prepared for Move-In days on Friday and Saturday. We would like to get some staff to come help out on Saturday.
- Overall, the enrollment gap for first-time-freshmen has been closing over the last couple of days, but we are still down about 40 students compared to 60 last week. We are hoping to continue to gain more in the next few days and we are doing a lot of outreach to students. Liz and Nathan will be doing video at The Oaks for Move-In day on Friday and we may possibly have some media coverage.
- Asked Deron about LSUA masks for the RA's to use for Move-In days and he said that they will be in Friday and Monday in two shipments.
- Asking for support with Ask Me stations and hope to have masks to hand out.
- The WOW flyer is completed and will be shared with campus soon. We want to get all of campus connected and have a great welcome week.

### Shelly Gill

- We still have a lot of applications coming in and we are very busy processing them. We are also touring a lot of students since they were not able to take tours during the virtual orientations.
- Last week we had a dual enrollment Zoom session that went well. We had great participation and gave out critical information to all of the participants.
- Putting together a dual enrollment taskforce to brand and expand our program. Please let me know if anyone interested in participating.
- Articulation workshops through LACRAO for high school counselors start soon. We have uploaded print pieces for Google Drive access and slides showing off some LSUA highlights. We will be hearing updates from the ACT and the Board of Regents, as well as many other important organizations. We will be participating and we look forward to getting more information and updates.
- Great job to Liz for working to get print pieces that we hope to have in the next 7-10 days. We will be dropping them off to high school counselors with LSUA gear to be given to students and mailing posters to out of the area schools.
- We hope to have a virtual Spend the Day at A. We are currently working on planning. We hope that it will be similar to the virtual Scholar Day and we hope to host one in October and two in November.
- Want to develop virtual high school counselor meetings soon to talk about their experiences with new counselors regarding dual enrollment. We are hearing great things and want our current counselor to help us spread the word to new counselors.
- Asked which offices will be open this Saturday during Move-In day. Abbey said that Financial Aid, Admissions, the Registrar's Office, Accounting, and Auxiliary Services.
- Asked who is going to follow up with LAVetCorps who recently reached out and the Cabinet agreed for administration to have discussions to make a decision soon.

### Melissa LaBorde

- Waiting to hear about travel and research funds and we hope to get some information soon. Deron said that it will likely be after census day before decisions are made regarding these funds.
- Asked about signage on sidewalks to encourage masks and social distancing. Jerri and Daniel are working on getting signage up around campus and in main areas.
- Working on committees and scheduling meetings.
- The face shields given to us from administration aren't not meant to be reused many times repeatedly. They seem to work a few times and then need to be disposed of. I asked some other professors in public speaking about their thoughts and they said that the shields could be used for students when public speaking. Holly Wilson ordered more face shields for our department, but other departments may need to be made aware in case they need to order more. Dr. Coreil said that we need to make a decision quickly about ordering higher quality shields for other departments and suggested Daniel and Deron make contact with department heads to find out if there is a verifiable problem and take action in any way needed.

### Haywood Joiner

- I am delighted to announce the reaccreditation of the LSUA Pharmacy Technician Program. We received word on yesterday, August 18, 2020. that the program was approved for reaccreditation for three years (2023), at which time a progress report will be requested to determine continuing accreditation. The Pharmacy Technician program is accredited by ASHP/ACPE (American Society of Health-System Pharmacists Accreditation Council for Pharmacy Education). The Pharmacy Technician program is nationally accredited, as are all of the major allied health programs offered at LSUA.

### Elizabeth Jonson

- Got with department chairs this morning regarding letterhead templates that have been sent to them. Several have asked for it in a Word template. Asking Dr. Rowan and Dr. Halpin to please let department heads know that I can make Word templates, but it takes a few more steps and may be a little while.
- Working with AmeriPrint on setting up the storefront
- Excited about the great conversations that I have been having with LSU marketing specialists. We are looking at how we want to move forward with marketing plan.
- All assets for the Public Health Study are being provided by LSU. Everyone will see more on social media and via emails regarding updated information Everything will launch for all campuses at the same time.
- Ordered "First Day of Freshman Year" signs along with other grade levels for students to take pictures with next week.

### 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**

- Waiting to get more information from the NAIA on what the fall and spring will look like so that we can plan regarding matches and competitions. We anticipate beginning athletic activities with players who are here and will miss the international players who cannot return for the fall.
- The GAA Golf Tournament is really shaping up for next Friday. 18 teams have registered as of now and we could get a few more. Thanks to Melinda, Shere', and the Foundation Board for helping with hole sponsorships and getting campaign yard signs on the range. All of the details are coming together and we are looking forward to it.
- Working on getting date for a Student Athlete Orientation. Currently reaching out to administration to get schedules so that we can do something within the first few weeks of the semester.
- There is a GAA board meeting tomorrow night.

#### **Daniel Manual**

- Continuing to put up stickers and signage across campus tomorrow.

#### **Chancey Slider**

- So glad to have students back on campus and we are working very hard to accommodate all of the students and guests coming into Abrams for services. We will continue to do temperature checks and pass out stickers for guests entering the front of the building.
- WOW That Cow is taking place on Monday, August 24<sup>th</sup> and we are excited to have the Louisiana Cattlemen's Association come out to cook burgers for all of our students. We will be serving hamburgers, chips, and water. This event is sponsored by the Louisiana Beef Industry Council.
- We plan to host Welcome Back! Grab a Snack with Chancellor Coreil on Thursday, August 24<sup>th</sup> weather permitting.
- The 60<sup>th</sup> birthday planning committee met yesterday and we are excited about moving forwards with our celebratory plans for the week of September 9<sup>th</sup>.

#### **Donald Collins**

- Campus is safe and secure and there are no updates to be given at this time.

Respectfully submitted by Chancey Slider

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The next meeting will take place on Wednesday, September 2<sup>nd</sup>.

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