



# MINUTES

## LSUA Chancellor Cabinet

10/7/2020 9:00 AM | *Meeting called to order by* Chancellor Coreil

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### In Attendance

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

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

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

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#### Chancellor's Updates

- We are watching Hurricane Delta very closely. It seems to be heading towards coastal Louisiana. We will be making decisions as early as tomorrow morning regarding campus plans.
- Worked with Eamon to submit a funding proposal for the SPERO program to the Rapides Foundation and hope to get a response soon.
- Attending virtual NAIA meetings this week. Some amendments have been approved, but nothing controversial.
- Attended a press conference at Louisiana College regarding their official joining of NAIA and RRAC. Their football team will be with another conference, but all other sports will be in our conference. This is a great opportunity for a healthy across river rivalry that should inspire the community and all sports fans everyone.
- Campus is partnering with the BCM and CSO on a campus-wide relief drive for people impacted by Hurricane Laura. They will be hosting a lunch in the ballroom and collecting canned goods today. Please bring a canned good to be distributed to the food banks in areas that were impacted by Hurricane Laura. Thanks to Jamey Gilliland and Lynn Ray for helping so many those impacted.
- Donna Torres has been named LSU's interim Executive Vice President for Finance and Administration/CFO. We send our congratulations and hope members of our campus will reach out to congratulate her.
- LSU may require students to test for COVID-19 monthly. We plan to learn more about this over the next few days.
- Planning for LSUA retreat set for November 11<sup>th</sup> at the Grant Walker 4-H Educational Center in Pollock. Dr. Mitch Owens from North Carolina will be our facilitator. Many on and off campus will be interviewed for the retreat with a smaller number actually attending the retreat. We will need input from many areas as possible to get the broad feedback needed for an impactful SWOT analysis that can and will impact our LSUA Strategic Plan for the next 3-5 years.
- Excited about moving forward with the Drainage Project and we hope there are no delays due to Hurricane Delta. Best estimate is the bid packets should be going out in November.

- The LSUA Continuing Education Department will be celebrating the most recent Leadership CENLA graduating class after almost a year of training. This event will be held tomorrow in the ballroom and about 25 students will be graduating. Many businesses will be represented. We appreciate the work that Lakeshia Williams and her staff have been doing.
- Stay tuned in for weather updates and watch for advisories that we hope to release tomorrow.
- The next Cabinet meeting will take place on Wednesday, October 14<sup>th</sup>.

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## Reports

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### John Rowan

- Final exams will be fully remote on December 14<sup>th</sup>-18<sup>th</sup>. We will have to stagger start times of exams because of proctoring. We will be sending out a survey to faculty to indicate their plans for finals which will help us put together an exam schedule with adequate proctoring.
- Fall 2 starts on October 26<sup>th</sup>. We have some questions coming in about the date since the calendar was changed. Please be sure that we are giving out the correct information.
- The College of Business is doing some great things. They are putting together the finishing touches on a proposal for an agricultural business program.
- Avoyelles Hall is a voting location for the upcoming presidential election. We will not have access to it Monday-Wednesday of the election. We need to arrange for cleaning after voting takes place and before students and faculty come back in.
- Participated in a system-wide meeting with provosts yesterday. There were questions coming up regarding pass or withdrawal options at the end of the semester. Jerri and I do not think this needs to be implemented here. LSU feels the same, but is considering allowing students to drop classes as late as the last day of classes. We also learned that ACT exams are continuing to get cancelled so LSU is looking at how to place students. Commissioner Kim Hunter Reed said that we can now admit based on GPA, but a question that comes up is how we go about placements later.
- Sent out reminders to various units that will be doing their own strategic plans within the parameters of the university strategic plan. I am happy to help and discuss planning process with anyone who needs assistance.
- Recently had open forums about revising our academic structure and received some great input and feedback.
- Continuing to be concerned about the workloads for faculty whose overloads continue to grow. When we submitted data for the SACS COC interim report, it was concerning how many faculty members are working above their workload and also advising students. There was an advising summit about 18 months ago and one of the topics discussed was to have advising done through professional advisors instead of faculty. We need to hire more faculty to balance workloads and have fulltime advisors to help our faculty. This is part of our strategic plan and I am working with Dr. Bain to try to get something in place.

### Jerri Weston

- Avoyelles Hall has been assigned as a parish voting poll for the upcoming presidential election. It is a very small space so I plan on making calls to see if we can move it to a larger location. The Cabinet had a brief discussion about potential campus voting areas.

- The spring schedule is coming together well and will be ready to go with plenty of time for advising. Room schedules will be ready on time.
- If we close on Friday due to Hurricane Delta, we don't have to make up day on the calendar. If we have to extend into days next week, we will have to make up some days. We can discuss this as we learn more.

### Abbey Bain

- We are preparing for Hurricane Delta and planning to make arrangements for residents at The Oaks. We will ensure meals through Chartwells, but will also encourage residents to go home if they can if it helps them stay out of the path of the hurricane. Thanks to everyone involved with keeping our water on in case we lose power.
- Moving forward with Trick or Treat Street and will be taking extra safety precautions. It will be held on campus on October 29<sup>th</sup>. We will be using an online ticketing system and tickets will not be available for purchase on campus or at the event. All tickets must be purchased online prior to the event. Thanks to Adam for helping us with the ticketing system. We will be limiting capacity to time slots to ensure social distancing. Safety measure will be in place such as chalk on the ground, social distancing, sanitizer, and a mask requirement. We are very excited about this events, but will need some extra volunteers to help with crowd control and social distancing. Please let me or Haylee know if you would like to help so that we can organize stations.
- Continuing to work on recruiting students who were admitted for fall 2020, but didn't come. We are sending emails and texting students about enrolling for spring and working with admissions to move applications.
- Booked the next Total U for October 28<sup>th</sup>. Our guest speaker will touch on self-image and empowerment. The session will be live in Coughlin Auditorium and we ask that everyone please encourage participation.
- Sent a survey out to graduating students from the spring, summer, and fall cohorts asking them to rank options for the upcoming commencement ceremony. We will get data from Scott and see what we can do to make this a special ceremony for students. We will have more information by the end of this week.
- Updating laundry services at The Oaks. We are getting all new machines through a new vendor. Laundry services will be free for students in the spring and moving forward they won't have to pay each time. We plan to include the fee in the rent or leases and they will no longer have pay at the machines.
- An email about our new LA VetCorps Navigator, Mr. Marty Motes went out recently and we ask everyone to please welcome him to campus. We look forward to partnering with him to do some larger events in November for Veterans Day.

### Shelly Gill

- Had very successful Volunteer Fair. Thanks to Daniel for his help and everyone who came by. Also thanks to Melinda and the Foundation for letting us pair it with Giving Day.
- Continuing to deliver information to local schools. Tank went to some schools in town last week to help deliver materials and engage with students.

- The statewide LACRAO Fair is tomorrow night. It is limited to the first 300 students who register. It will be only for colleges in north and central Louisiana. Nathan prepared a great video for us to present. We will be able to send the video to high schools to share with their students.
- Continuing to work with admissions counselors on methods to develop relationships with perspective students and potential applicants.
- Spend the Day at A will be held virtually is on October 20<sup>th</sup> from 6:00pm-8:00pm. Registration is open and we will push out information soon. We want to have high student and parent participation. The next one is scheduled to take place during the morning of November 25 – Wednesday of Thanksgiving break.
- Applications for fall 2021 are down. We need to brainstorm ways to jumpstart applications. Due to COVID-19, hurricanes, and calendar changes, many people are not applying. October is college application month and we are hoping to see more traction soon.
- Continuing to work on the implementation of Engage.
- Very impressed with our team in place right now and thanks to everyone for working so hard.

### **Melinda Anderson**

- A donor has come forward to contribute \$130,000 towards academics for endowed professorships. \$80,000 will be asked for the Board of Regents to match. We plan to meet with Dr. Rowan to plan for the area(s) that this contribution will go to.
- Working on the Mulder Scholar Dinner. Shere' and I met with Chartwells and will be putting together a menu for the evening of November 12<sup>th</sup>.
- Assisting Adam with night golf tournament plans for GAA on October 27<sup>th</sup> at Bringhurst. We are working with the city to plan this fundraiser.
- Continuing to have conversations with Jim Smiley, who works for the City of Alexandria, about signage going up this week at the Think Tank computer room in the youth and teen center. We are still planning for press conference and ribbon cutting with the chancellor and the mayor.
- Participating in the City of Alexandria Halloween drive through candy give-away on October 31<sup>st</sup>.
- The Bizzy Awards will take place face-to-face on November 6<sup>th</sup>. Attendance will be limited and we will have more information soon. LSUA has been submitted for 4 different categories and we are hoping for some wins.
- The Foundation audit is ongoing. Thanks to Lynne for all of her support and hard work.
- Electricity should be running at the Epps house sometime this week. Thanks to Kevin and his team.
- Working with Nathan and Liz on the Cenla Nurses for the Future Campaign video.
- Thanks to everyone who participated in Giving Day. We ended with \$6015.
- Looking forward to meeting about the fountain again soon.
- Will be working on “ground breaking celebration” for the Drainage Project when the time is right.

### **Deron Thaxton**

- Just ended Quarter 1 on September 30<sup>th</sup>. FY20's total revenue was \$11,250,666. This year's comparative revenue is \$10,570,951. The explanation for why we are down is due to timing for state appropriations that were delayed. Taking this into consideration, we are almost even with

where we were last year and on track with revenue. Not taking expenditures into account, last year 64% of budgets were used. This year, FY21, 61% of budgets have been used. We are doing a little better than last year and in line with where we need to be.

- Preparing campus for Hurricane Delta that will make landfall on Friday and could potentially bring a lot of wind and rain to campus over the weekend. The new roof at Mulder is still being worked on, but there are no leaks that the contractor is aware of and we are making good progress.
- Moving forward with Desoto Street building demolition. State facilities planning is waiting to receive approval for bids.
- Drainage Project Update: federal dollars are being utilized for this project so an environmental study has to be conducted to ensure that any digging or movement of water does not impact anything historical or cause environmental issues. This is an extra step prior to getting started, but we are expected to go out to bid this fall and begin project sometime in the spring.
- There is a change that we are making in facilities and risk management. We are adding the position of Safety & Risk Manager in order to split the responsibilities of Risk Management, Title IX and ADA and due to upcoming audits and insurance changes, we decided to break it into separate positions. The position will be posted sometime this week.

#### Kevin Vercher

- Hoping the winds from Hurricane Delta won't be too bad so that we don't sustain more damage to roofs. So far, we are in good shape at Mulder Hall. We have a generator at the water plant that will be hooked up today and sand bags ready to put out at the appropriate time. We are working to ensure that we are as prepared as possible.
- We appreciate everyone's patience since we are still down a few employees.

#### Haywood Joiner

- As reported in the September 30, 2020 meeting of the Chancellor's Cabinet, Carl Perkins Basics and Carryover Grant revisions were submitted to the Louisiana Community and Technical College System (LCTCS) for review and approval. Requested revisions to the Perkins Basic Grant and Carryover Grant were both approved. The total Perkins allocations available at this time are as follows:

○ 2019 – 2020 Perkins Basic Grant	\$10,211.82
○ 2019 – 2020 Perkins Carryover Grant	\$ 2,848.94
○ 2020 – 2021 Perkins Basic	\$15,094.00

#### Melissa LaBorde

- Shared info with Faculty Senate about contacting legislators to encourage support for higher education.
- Asked about Graduate Exit Exams. Jerri said that just the major field tests will be given this semester. Information has been put on website and we will send out communications when we have set dates for field tests.

- The suggested new advising structure will be very helpful for our faculty, but we want to make and advisors keep the mentorship and connections going between students, faculty and advisors.
- Asked if we will hire adjuncts or more faculty for the proposed business agricultural program. Dr. Coreil said that we are not hiring right now and many of the classes are aligned with our business program. We plan to bring people in from the community who want to support the program, but we are still in the planning process.
- We need to strategize on getting information out to campus before and during the drainage project. Deron plans to make information and diagrams available.
- Deron confirmed that travel funds are still on hold.

### Elizabeth Jonson

- Working through the admissions process and narrowing things down. I appreciate the help and support from Abbey, Shelly and Kaitlyn helping. Departments have helped tremendously as well.
- Chancey, Haylee and I are working on getting the LSUA app back up and running to reach students and vamp campus life. This will help us modernize communications and there are a lot of good tools and resources that could be valuable assets. We had a great meeting yesterday with the company who we purchase the app from.
- Excited about working with Ugly Mug Marketing to reach younger audiences and to vamp up enrollment. They are working on a social media push for the 14-18 age range.
- Media updates: Dr. Coreil was on the Tony Brown Show this morning. There will be a press release coming out about students. Adam will be on Good Day Cenla on Monday. KALB picked up the Cavanagh Lecture media advisory. We are getting very good media coverage.

### Daniel Manuel

- Discussing hurricane preparedness and preparations with administration.
- There is a flu clinic on campus today from 11:00am-1:00pm.
- On-site COVID-19 testing was a success and we will have more testing available at the pod on October 20<sup>th</sup> and 21<sup>st</sup>.

### Chancey Slider

- Working to plan the All-Campus Meeting taking place in Coughlin Auditorium from 3:00pm-4:00pm on Wednesday, October 28<sup>th</sup>. The meeting will be face-to-face and live streamed for those who cannot attend.
- Working with Liz and Haylee on the LSUA App renewal.
- Working on fall commencement planning.
- Making plans for a grab and go Fall Feast on the Quad on November 24<sup>th</sup>.

### Donald Collins

- Campus is safe and secure and we are preparing for Hurricane Delta.

Respectfully submitted by Chancey Slider

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The next meeting will take place on Wednesday, October 14<sup>th</sup>.

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