

MINUTES

LSUA Chancellor Cabinet

3/25/2020 9:00 AM | *Meeting called to order by* Chancellor Coreil

In Attendance

Dr. Paul Coreil, Dr. John Rowan, Deron Thaxton, Dr. Abbey Bain, 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:

- Spring 2020 Commencement has been postponed due to preventative measures and precautions that we must take to protect our students, employees, and community members from COVID-19. Spring graduates are invited to walk and participate in the Fall 2020 Commencement ceremony on Thursday, December 17th at the Rapides Parish Coliseum. A video with all of the details was sent out to campus this morning via email. We hope to have some form of virtual online commencement recognition for graduates. Abbey, Liz, Chancey and Laura are working on tentative planning for this at the end of the semester.
- Thanks to Dr. Abbey Bain and DOESE for continuously communicating with all students.
- We have asked the LSUA Foundation for extra financial support during this time, especially for support with lost revenue due to refunds given to students who have moved or plan to move out of The Oaks.
- Working to submit required student count to LSU regularly.
- Many areas of campus have been donating equipment and supplies to local hospitals. Thank you to Dr. Cormier and Dr. Joiner for their support from both the nursing and allied health departments. The College of Business has also loaned their 3-D printer to Rapides Regional Medical Center who is in need of these printers at this time to produce needed medical equipment. LSUA will continue to be a contributing community partner during this crisis.
- Our outstanding LSUA IT department has set up a free public Wi-Fi on campus for K-12 students, college students and rural businesses with poor Internet connectivity. Users can park in lot 6 on campus and access the Internet without getting out of their vehicles. This public service has been well received by the community. We are grateful to our IT department for making this become a reality after we received requests for assistance with this issue from the Louisiana State Legislature. The Commissioner of

Higher Education, Dr. Kim Hunter Reed mentioned this initiative during statewide television broadcast on LPB with Governor Edwards as an example of universities helping rural communities during the movement of K-12 and college classes to all online classes.

- Working to plan a virtual All Campus Meeting next Friday morning. Chancey and Laura will be coordinating the logistics of this with LSUA IT and the SLT. We will invite Faculty Senate, Staff Senate and SGA to provide brief updates along with updates from the Chancellor and the Vice Chancellors.
- Also working to plan for a virtual Employee Recognition Program so that award recipients can be announced and recognized.
- Some members of campus have emailed questions regarding President Trump's statement about returning businesses to normal by Easter. At this point in time, we will continue to follow the Governor's orders which are effective until April 13th. We will continue to stay abreast of any changes and take things day by day.
- We will have another Cabinet meeting on Wednesday of next week.
- I will participate in an LSU System meeting for chancellors this Friday and will follow up LSUA COVID-19 Task Force members after.
- The Governor has mentioned plans for step down patients who have tested positive for COVID-19, but are not being hospitalized. His plans original plans were to house these individuals in hotels and college dorms, but the use of college dorms was dropped yesterday.
- Compliments to Jason Normand and the IT department for all of their hard work and support during this time. All employees' phones should be forwarded to cell/home phones and I would like to remind everyone to check to be sure that the phone forwarding feature is working correctly.
- It is of vital importance that we all continue communicating with our departments and students regularly.
- Liz Jonson is working on setting up an LSUA frequently asked questions (FAQs) page. Please send over any ideas or questions to Liz to have them added to this page.
- Thank you to everyone who is a part of our campus for working hard and having the spirit to get things done. I am very proud of the work we are doing.
- We are hoping to see improvements in the COVID-19 curve and will continue to be committed to the safety of our students, faculty, staff, and community. Please send over any ideas on how we can continue to improve our efforts.

Reports

Abbey Bain

- We have postponed the Spring 2020 Commencement ceremony, but we plan to host a virtual program to celebrate this great milestone for our graduates. Regalia can still be ordered from the bookstore and we are working on plans for the virtual program.
- Residential Life has encouraged students living at The Oaks to move out, but we are expecting 40-50 students to stay. We will continue to offer food services as long as students

are housed on campus. This is a very sensitive population, so DOESE is discussing how to provide support and engage with these students, as well as the entire student body.

- Counseling services are being provided by our counselors who are working from home and we will continue to send out information to campus in regards to counseling. We also plan to host some group sessions on loneliness. Please send over any ideas or concerns via the LSUACares portal.
- The 2020 Ms. LSUA Pageant and the Take Back the Night Program have both been postponed until the next academic year.
- We plan to continue sending out informational videos in place of text only emails to keep campus engaged and informed.

John Rowan

- The Writing Center in the library has been closed, but they will continue to offer virtual Zoom writing sessions.
- Working with Jason Normand, Teresa Seymour and Keyra Wagner to look at test proctoring options.
- The department of business administration has done an excellent job creating their own virtual advising guide. We plan to share this plan with other departments.

Eamon Halpin

- Making progress on the SACSCOC report and the new online catalog.
- Participated in a couple of Zoom meetings with COPLAC. An idea that came up at the last meeting is a virtual town hall meeting for students to ask questions concerning the current situation and receive feedback. I also looked at some other college websites this morning and many have a frequently asked questions page for students. This may be a useful tool for us to implement.
- Requested a follow up meeting with Acadian Aviation after the recent meeting with Cleo Wallace concerning the proposed aviation management program.
- The steering committee for the proposed program for students with intellectual disabilities has met four times so far and will have a virtual meeting via Zoom next Tuesday.

Shelly Gill

- The latest application report was sent to the Cabinet and some members of campus last week. Applications are slowing, but are still in good shape.
- Putting together several Zoom sessions next week. Working with Candace Hamilton on setting up Transfer Tuesdays Zoom meetings. We also plan to host a meeting for adults on April Fool's Day called "No Fooling! Time to finish your degree" that Kaitlyn Nichols will host. We plan to host one just for students and potential students led by A'laysia Bates to let students know that it is not too late to apply and scholarships are available.
- Working with Georgia Fox and CSS to plan a virtual town hall meeting for students.
- Financial Aid Award Letters should go out shortly. Working with Jeff Massey and Deron Thaxton to revise the letters.
- Shout out to IT for setting up the free Wi-Fi area and for helping our students, faculty, and staff.

Haywood Joiner

- Our main concern right now are our clinical students. The hospitals are interested in keeping students in clinical at this point. We have had to pull one student from our cardiovascular program at the recommendation of her physician since she is pregnant.
- Following up on the proposed dental hygiene program that we have been discussing with the LSU School of Dentistry, the Rapides Foundation has a workforce grant that could possibly assist us financially with this particular program. We are reviewing the application for the grant.
- Classes that have been moved online are going quite well, as well as our current online classes.

Melinda Anderson

- Continuing to wrap up the CCS contract with Mary Maloney. We are pausing the Capital Campaign for the new student services building in light of the national COVID-19 pandemic. Money raised so far will be stored for the new building. We have drafted a letter to be sent to all donors and friends in the near future regarding the campaign pause. We are also communicating regularly with the Foundation Board to keep them informed have received good responses and feedback from them. Working with Shere' Thaxton on a newsletter update from our Foundation.
- Shout out to IT for all of their hard work during this time.
- Discussed ideas with the Cabinet on a virtual Employee Recognition Program. Also discussed ideas for a virtual town hall meeting for faculty and staff.
- Upcoming Foundation Board meetings may be held via Zoom virtual sessions.
- Working on plans for the Mulder Scholarship award presentation for the recipient next week.

Adam Jonson

- Coaches are working with student athletes on campus to offer support and encourage students to focus on their academics. We appreciate everything that Residential Life and Student Life is doing to support these students.
- Athletics is currently working to review eligibility changes due to the national pandemic. The NAIA has announced that all spring sports will be granted an additional year of eligibility and two additional terms of attendance. We are working to find solutions as to how this will impact scholarships.
- There is some talk of reinstating eligibility for basketball since championships were not completed.
- Recently talked with Scott Woodward, LSU's Athletic Director, to discuss what LSU is doing in regards to their athletics program during this time.
- Working on planning a way to recognizing those in the community who are hard work. We would like to have Tank deliver lunches to some of the local community workers. Johnny's Pizza has agreed to team up with us on this initiative.
- Put out players of the year challenges online to keep athletics engaged online.
- Working on getting a story out about five past LSUA basketball players who are now playing professionally overseas.
- Discussed possible plans for a virtual student athlete reception.

Deron Thaxton

- Met with staff yesterday regarding continued operations as far as payments, invoices, deposits, refunds, check handling, student refunds, etc. Mr. Raymond Anderson will be working part of the day on Wednesdays, all day on Thursdays, and part of the day on Friday mornings to help take care of accounting needs.
- All payments can be submitted online through the self-service portal. Credit and debit card fees have been waived for the time being. We will take call-in payments over the phone on Thursdays. Planning to send something out regarding waived fees and call-in payments to campus soon.
- Kristin Meche-Miller will be coming in on Fridays to process checks.
- Working with Jeff Massey and Meagan Chatelain on financial aid disbursements which will continue as normal.
- The mailroom will be open Monday, Wednesday, and Friday from 9:00am-3:00pm.
- Had a call with LSU Human Resources and Civil Services yesterday concerning staff who are not able to complete their jobs from home. We are offering a special COVID-19 leave for classified civil service employees who are not able to work from home, but are not essential to campus. If employees who cannot work from home are essential and want to stay at home, they are not eligible for the special leave. These employees must use all of their annual and sick leave before becoming eligible for the special leave.

Elizabeth Jonson

- Launched the #GeneralsAtHome initiative for all faculty and staff. We are asking that all employees working from home please send in or post a photo on social media of their working from home space including the hashtag.
- Encourage all supervisors to check the LSUA CoVIC-19 page to ensure that information posted is accurate. Please send any changes or information to be added to me.

Kevin Vercher

- Facility Services employees have been made aware of the changes to leave time. Beginning tomorrow, all custodial staff will not be required to come to work except for the custodial supervisor, Mr. Donald Mills. Mr. Mills will continue to work on campus maintaining the custodial duties in all open buildings. The general maintenance staff, grounds crew, and utility plant workers are all working on campus and performing normal duties.

Chancey Slider

- Working with others to plan a virtual Employee Recognition Program and a virtual Spring Commencement Ceremony.
- Currently working from home Monday-Friday from 8am-4:30pm with some extended hours as needed. Happy to offer assistance to anyone who needs anything.

Respectfully submitted by Chancey Slider

The next meeting will take place on Wednesday, April 1st, at 10:00 AM
