

# MINUTES

## LSUA Chancellor Cabinet

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4/8/2020 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, Eamon Halpin, Melinda Anderson, Shelly Gill, Dr. Haywood Joiner, Adam Jonson, Elizabeth Jonson, Chancey Slider

Guests: Chief Donald Collins, Kevin Vercher, Daniel Manuel

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

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

- Thank you to Daniel Manuel for continuously sending out updates from the governor and state concerning COVID-19.
  - Keeping the FAQ page up to date and changing responses as appropriate is a priority. New TOPS information recently came out and Shelly Gill is working on getting that information added to the website. All FAQ page updates should be sent to Liz Jonson.
  - Working to stay in touch and engaged with our community. I was on a radio show on Monday and several members of campus have been on KALB and local media. Tank has been a big hit with recognizing and feeding people on the frontlines. We would like to continue sending positive and upbeat messages to the community. Please get in touch with Liz if you are interested in getting on any type of media.
  - LSU asked us to collect Zoom meeting session numbers and participants for data now that we are conducting most business from home.
  - Everyone has been amazing and doing great work. Thanks for the positive spirit and we are so appreciative of what everyone is doing by remaining flexible and maintaining positive attitudes.
  - We are hoping to host or pre-video a nice virtual commencement ceremony for our graduates. This is still being planned with Abbey providing the lead with Laura and Chancey.
  - All summer courses will be offered in online format only.
  - We are open to any questions or suggestions at this time from students, faculty, staff, and the community.
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## Reports

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### Deron Thaxton

- Majority of facilities employees have been considered essential. The grounds maintenance crew has been working hard to brighten up the campus grounds. They have been restriping parking lots and roads. Kevin Vercher has been working to schedule to have a fewer amount of people on campus at any given time and scaling down as time passes.
- Overall enrollment for fall is up by about 9% compared to this time last year. Most of this increase is due to online student enrollment. On-campus student enrollment is down by about 1.1%.
- The budget is where we expected to be. We had to make up roughly one million dollars going into this year and right now overall revenue is up about \$341,000 and expenses are down by about \$462,000. We will make up the rest in the last quarter. Everyone has done a great job staying within expense budgets and added fees have helped to add revenue. We don't know how COVID-19 will impact our budget, but we have dollars available to finish out the fiscal year. ProctorU costs will be the largest unbudgeted expense along with significant costs at the Oaks due to lost revenue and meal plan refunds. The museum also has some lost revenue due to COVID-19. We are having conversations with the LSU CFO concerning where we will be in terms of budgets next year and are uncertain at this time. We hope to receive help from the CARES Act, but we are not sure about higher education state appropriations and how they might change.
- Cash Net is the new payment plan system for students. We had a few issues this past week and are still working through them. We may be delayed on getting some things implemented, but we still hope to have it implemented by Monday.
- We have received several requests from endowed professorship holders who are not able to attend conferences and spend their dollars. We feel that they should have an extra year to spend any dollars through June, 2021 in order to utilize the remaining dollars in their funds. The Board of Regents is allowing this change. Melinda Anderson will inform them of our plans. We hope to get information out later this week.
- We have two outstanding audits from the past 18 months in athletics and financial aid & scholarships. I sent many an email requesting a list of documentation that internal audit has asked for to ensure that we are on track with audit submissions and follow up requests. It is a priority, so please send in information as soon as possible.
- Dr. Joiner asked about current situation with transfer student enrollment and I plan to work with Shelly to get more information.

### Abbey Bain

- Participating in a Zoom session with Shelly and admitted students after this meeting to aid in recruitment efforts.
- Advising is on-going. Many advisors have 10-12 appointments per day.
- We are working with freshman to welcome them and ensure that they have a positive experience. Please send any students with questions to us so we can that we can provide proper resources.

- Since last Friday, we have gotten many students referred through LSUA Cares. Shout out to Catherine Kent for helping students get in touch with the right resources. We encourage faculty to send over any student issues so that we can provide support.
- Residential Life is still open and we currently have about 40 students living on campus. We are working with the Foundation to send out care packages to these students. Tank may help deliver the care packages that contain personal hygiene items and snacks. Thanks to the Foundation and our donors for making this happen.
- Counseling services are available and we are seeing an influx of students with anxiety due to COVID-19. Many students' families and friends have been impacted. We are hosting a group zoom session tomorrow at 3:00pm for our students to come together to talk and share their feelings. We plan to continue to do this least once a week maybe more in the future.
- This month is sexual assault prevention month. We are working on getting more information added to our website to bring awareness to this topic. April 29th is Denim Day so we should all wear denim to support this cause. Be on the look-out for more information in to come.
- Two more students have recently reported that they tested positive for COVID-19. One of these students is a 100% online student and the other student has not been on campus in several weeks. We are checking in with them and they are currently doing well and have mild symptoms. That makes four total reported cases by students.
- Please continue to push LSUA cares and encourage registration at this time.
- Registration is going very well. Thanks to everyone for supporting this effort.

#### Shelly Gill

- The current application report is trending ahead and picking up. We have an increase in fall applications for international students.
- Recruiting and admissions are going well. Thanks to Kaitlyn Nichols and our team for learning new ways to deliver information and work during this time.
- Zoom sessions for adults who want to finish degrees, freshman, and transfer students are going well and will continue to take place.
- Attending virtual college fair held by LACRAO this week along with members of my staff.
- Utilizing Bookings for virtual one-on-one appointments for students.
- Thanks to Deron Schilling, Brad McCandless, and Jason Normand for working on CLTCC and LSUE referral processes.
- Met with LSU about their referral process and should begin getting referrals from them next week.
- Working through all applications and relaxed standards so that advisors get more students in next few weeks.
- Meeting to discuss dual enrollment and how to get info out to counselors since many schools are closed right now.
- Financial aid award letters should go out next week. Thanks to Deron Thaxton for helping with this.
- Continuing yield efforts with admitted students. We are mailing out what Lafe Jones implemented and continuing to communicate with newly admitted students.
- Dual Enrollment registration starts next week. Kaitlyn Nichols and I will go in to the office and work through UA applications.

- Reminder: the number of dual enrollment students will be down for a while since high schools are not in session. We hope to begin getting information for dual enrollment students in late July or early August.

#### John Rowan

- Holding a meeting tomorrow morning about pass-fail, pass-no credit, pass-withdrawal schedule for students' grades. We hope to get feedback from the group to set up a model for us to utilize.
- Sending an announcement to campus soon concerning Dr. Holly Wilson becoming the interim Chair of HIPS for the next academic year upon Jerry Sanson's retirement on June 30<sup>th</sup>.
- Moving ahead with faculty leadership positions. We will have a new CTE director, coordinator of student research, director of the honors experience, and a provost fellow. We hope to have these positions announced by the end of the week.
- The Testing Center will be closed beginning next Monday, along with Mulder and the Library. Thanks to Dr. Joiner, Melissa Whitley, and Katie Cooley for making adjustments to make happen.
- We are looking forward to Scholar Day which will take place virtually Friday, May 1<sup>st</sup>.

#### Eamon Halpin

- Met yesterday with the steering committee for the program for students with developmental disabilities. We have developed an implementation timeline with launch date of August, 2021, but depends on funding. We are working on a grant application and once it's ready, it will be forwarded to Dr. Coreil for review. I met with Melinda Anderson on Monday to discuss other funding opportunities. The steering committee will continue to meet weekly. Next week, we will be joined by Dr. Gerlinde Beckers, who directs the program at Southeastern University in Hammond. We have some questions and hope that she can provide some answers.
- Working on catalog updates for the 2021 online catalog and hope to have it live in May.
- Had a Zoom meeting Hayley and Lakeisha from Continuing Education on Monday. Typically, they have an on-campus graduation for Paralegal program and Leadership Cenla completers, but they are working to plan virtual ceremonies.
- Working with John Rowan and Scott Colley on reviewing SACSCOC standards and reports. Daniel Manuel and Deron Thaxton will be possibly be joining us tomorrow regarding standards that address health and safety and physical resources.

#### Adam Jonson

- Working on NAIA eligibility considerations. We agree that pass/no credit decisions will be something that has to be tracked closely when considering student athletes.
- NAIA granted spring sports an additional year of eligibility. We have to look at some situations for seniors with graduation terminating eligibility. Some students may be able to delay graduation for a future double major and get to play another season, which would be a very positive thing for our student athletes.
- We have planned a second run of Tank's treats scheduled for this Thursday. The first one was very well received and Liz did a great job on social media videos that went out. We had

more than 5000 views on social media. This time we plan to bring pizza to the drive-through testing center at coliseum and Cabrini. We also plan to go downtown to set up booth for free food for city works and first responders to continue growing partnerships.

#### Melinda Anderson

- Working with Lafe Jones for final placing for the final nursing advertising plan.
- Working with Lawrence Searcy and Charlie Weems on upcoming Foundation Board meetings.
- Working with Lynn Eddlemon on our budget.
- Increased communication with our Foundation and community members and getting good responses and feedback.
- Mary McCampbell and Shere' Thaxton are working from home on check requests, invoicing, and updating the website.
- We are working on a newsletter and finding right time to send it out.
- We have some news press releases, but are waiting on an appropriate time to release them.
- Working on GAA to plan future meetings.

#### Elizabeth Jonson

- Tank's treats will take place again this Thursday and we are currently working to figure out how we will present the piece on social media. KALB plans to do a live shot at Cabrini tank treats. We are excited about these great opportunities for community partnership.
- Put a release out yesterday about online programs. Thanks to Teresa Seymour and Dr. Rowan for their help.
- Thanks to Chief Donald Collins for calling to get photos of students utilizing the free WiFi area in Lot 6.
- Working with Shelly Gill and Dr. Abbey Bain on finalizing admission pieces.
- Helping Kaitlyn Nichols develop a PowerPoint for the online transfer fair.
- Emailed Dr. Rowan and Dr. Halpin about sending updating LSUA information to COPLCA to be added to their website.
- Working with Melinda Anderson to finalize a Tank picture for Easter deliveries at The Oaks.
- The virtual employee Recognition Program has been filmed and is being edited by David Shanks. We hope to send it out to campus very soon. Thanks to Dr. Coreil, Dr. Rowan, and David Shanks for their help and support.

#### Chancey Slider

- Working with Dr. Coreil, Dr. Rowan, Liz Jonson, David Shanks, and Laura Fowler on the virtual Employee Recognition Program.
- Working with several members of campus to plan a virtual commencement ceremony for our 2020 Spring graduates.

#### Donald Collins

- All on campus and off campus sites are secured and our officers are doing well.
- We have a few extra visitors on walking trails and fishing, but all are maintaining social distancing.
- We have a few more visitors working out of Lot 6 for free Wi-Fi.

- Streets, parking lots, and grounds are looking great. Thanks to everyone in facilities.

Kevin Vercher

- Facilities has been working with a skeleton crew and we are continuing to scale down the number of employees on campus day-to-day. We have one general maintenance person, a small grounds crew, and Mr. Donald Mills in custodial who have all been getting a lot accomplished. We plan to continue to scale down next week as the COVID-19 closure continues.

Haywood Joiner

- Working on the Carl Perkins Grant. We requested permission to do a budget revision on the current grant because a number of individuals who were scheduled for professional development conferences are now not able to attend because they have been cancelled. We would like to use those funds to purchase supplies for our nursing and allied health programs.
- In process of working on Carl Perkins 2020-2021 grant. Scott Colley has submitted the data for us on numbers of students in nursing and allied health programs who are in clinicals. The requirement is that students will be Pell Grant eligible or Workforce Investment Opportunity Grant eligible, that they are full-time students with 12 credit hours per semester, and doing clinical rotations. We have submitted that data to determine funding to be received. I will keep administration updated as we receive information.
- Continuing to monitor students in clinicals and so far all is going very well.
- Continuing to look at plans to add a new concentration in echocardiography in our Bachelor of Science in Health Professions. There is not a program of this type in the state of Louisiana. Currently, hospitals are having to send their technicians to Georgia for training. Both local hospitals have asked that we consider establishing a program of this type in our area. We have many courses developed for this concentration and will have information ready for submission to C&C Committee this fall. Advising and registration is going well. We are contacting students in allied health to encourage summer registration. We have admitted students into clinical phase of our medical lab science program and they are now registered for their summer courses.
- Will conduct virtual allied health pinning ceremony if it works well with Dr. Coreil and Dr. Rowan on May 13<sup>th</sup> at 5:30pm. We plan to mail out pins and have family members pin students during the virtual ceremony.

Respectfully submitted by Chancey Slider

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The next meeting will take place on Wednesday, April 15<sup>th</sup>, at 9:00 AM

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