

MINUTES

LSUA Chancellor Cabinet

4/22/2020 1:00 PM | *Meeting called to order by* Chancellor Coreil

In Attendance

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, Jerri Weston, Kevin Vercher, Daniel Manuel

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

Chancellor's Updates:

- We will continue to have weekly Task Force and Cabinet meetings. A Task Force meeting will take place next Monday and a Cabinet meeting will take place on next Wednesday.
- The All-Campus meeting will be taking place virtually via Zoom on Monday, April 27th from 9:00am-10:30am.
- We are working on potentially beginning PPE production on campus.
- We do hope to gradually re-open campus buildings and activities after we learn more about details of state guidelines that the Governor is supposed to release on Monday, May 27.
- Shout out to the College of Business, especially Dr. Randall Dupont for creating an CENLA Economic Dashboard - we have all received a lot of positive comments from business community.
- Ashely Arceneaux from the President's office said that GOHSEP plans to develop a PPE hotline so that requests can be made to receive PPE materials. I will share this information with Daniel Manuel as soon as we know more.
- Please continue to send website updates to Liz, especially regarding the LSUA COVID-19 webpage.
- We have had some recent great coverage on KALX and KALB. Thanks to Dr. Bain, Melinda Anderson, and Dr. Joiner and especially to Liz for doing a great job with our LSUA COVID-19 related Strategic Communications.
- Our Foundation has committee meetings and a regular Board meeting coming up in May. We are trying to engage as much as possible through Zoom.
- The Alexandria Downtown Rotary Club is planning an education panel that will take place on May 5th via Zoom highlighting how Higher Ed and K-12 education has adjusted to COVID-19 challenges. The City of Alexandria is also hosting a video program that will be broadcast on the Government Channel on Cable T.V. including Chancellor

Jimmy Sawtelle from CLTCC and me covering our individual and collective response to COVID-19.

Reports

Abbey Bain

- Advising is getting in touch with students and enrollment looking good. We have about 95 first-time freshmen enrolled in courses. At this time last year, we had about 35. We are sending out folders of information and contacting parents of admitted students from the Chancellor.
- We had an All-Student campus wide meeting and about 30 students joined. We plan to continue to do 2-3 more of these meetings per semester to keep students informed and to remind them of deadlines and reminders about resources. A link was sent to all students to view.
- Our Trivia Night event went well. We are continuing to be innovative with events and programs for our students. We are also planning WOW events for the fall. Residential Life has about 40 students still living on campus and we will have some residents over the summer. We are hoping to be up and running for the fall. We are partnering with facility services for renovations to enhance quality of life at oaks and clubhouse.
- 2020 Spring Virtual Commencement planning is ongoing. Thanks Chancey, Liz, and Laura for all of their hard work. The setup space looks beautiful and we have sent out save the dates and confetti poppers to all potential graduates via mail.
- LSUA cares getting a lot of feedback and we are reaching out to students via text and email. We plan to continue to get more personal with our students in order to keep them informed and engaged.
- Partnering with our foundation to research student emergency relief funds for not just COVID-19, but also for hurricanes and other crisis situations.

John Rowan

- Would like to be included in sending messages to newly admitted and registered students.
- Summer courses are all online for every summer term. It looks like we will be able to have our university pay for proctoring through summer, but this depends on faculty being flexible and judicious depending on the types of proctoring used. I plan to communicate with faculty and staff regarding proctoring.
- Waiting another week or so to decide if we should host the summer COPE group. It is currently scheduled to take place on our campus from June 15th- July 24th. We need to make a decision on this very soon and be sure that we follow our governor's guidelines.
- Information on grade change options for Spring 2020 students have been made available. There is a pass or withdraw option and students are already taking advantage of these options.
- Marketing is everyone's business and we would like academic affairs leadership and department chairs to forward stories about faculty and student success stories over to us or Liz. Thanks to Liz for her efforts to get these positive stories out to the media. Melissa Whitley has been appointed as the Provost Fellow beginning this fall and she will make sure

that we have an ongoing system of communication in regards to getting positive stories out and update our websites.

- The new promotion and tenure process calls for each tenured track faculty member in their third year to be assessed by department and university level committees on satisfactory progress towards promotion and tenure. The provost meets one-on-one this week with faculty members in their third year to discuss expectations, what they have completed, and what needs to be done moving forward.
- We are looking to send any questions we might have regarding next academic year to the Board of Regents. Please send questions directly to me and I will send to BOR first thing on Friday morning.

Eamon Halpin

- Working on the interim SACSCOC reports and some require that we document student satisfaction. We sent out an 85 question survey to our current students to get feedback about a week ago. The survey contains comprehensive questions regarding many services across campus and will also give students the opportunity to send in comments. Over 200 students have completed the survey and many provided comments. We will be leaving the survey open until next Friday and will prepare a presentation for administration.
- Continuing to attend COPLAC Zoom meetings, Last Monday, I attended one and a topic of discussion was that many schools are making preparations for repopulating campus for fall and also making contingency plans in case it is not possible to repopulate in the fall. Many are preparing hybrid plans where some courses will be offered face to face if they are not conducive to online formats (labs, etc.).
- Continuing to work on updating the online course catalog and planning to go live mid-May.
- Working on updating degree audit sheets.
- Met with Melinda yesterday to discuss funding opportunities for the potential program for students with developmental disabilities.
- Worked with Scott Colley to send out student evaluations for the fall semester.
- Working on getting technological support from the Board of Regents. Submitted a request on Monday and got a lot of feedback from department chairs, but have not heard anything back yet. We requested 300 electronic devices, 300 headsets, and 300 Wi-Fi spots.

Deron Thaxton

- We are continuing to work with LSU to set up a PPE manufacturing plant on campus in the ballroom. It looks like we will receive funding through GOHSEP to maintain a small scale manufacture center to produce gowns for hospitals and nursing homes. We are waiting on an MOU from GOCEF and LSU to be amended. We are having positive conversations with LSU and hope for the MOU and preparations to be done soon. We hope to receive around \$100,000 to purchase materials and pay for manufacturing. LSU will provide staff to train our staff on how to make the gowns and their playbook of how operations should work. Daniel Manuel has agreed to oversee this operation on campus and we hope to get it up and running soon in order to help to meet critical needs in our community. We are also planning to place an LSUA sticker or logo on every gown that we produce and we should be able to produce between 8000-9000 gowns, but production numbers depend on time and resources. Kevin in facilities and his team will

be essential help to volunteer with this process. Any employees that would like to be involved are welcome to join us. Daniel Manuel is calling local advertising places to see if they have any extra supplies that they can donate for this initiative and scheduling a meeting for someone to come down from LSU next week to begin training.

- Continuing to get information regarding the CARES Act dollars. About half will go directly to students. We received additional info yesterday regarding distribution to students and learned that these dollars will only go to students who are FAFSA eligible and students in on-campus programs. This rules out 100% online and international students. Had a meeting this morning and recalculate our formula for this process and essentially it will give on-campus students a minimum of \$200 and students who have a maximum Pell Grant will receive about \$922, depending on credit hours and Pell. At this time, we have not received any funds, but our status is pending. We expect to receive funding in the next few days and we are waiting until funds are received to send out information out to students. CARES Act funds are not eligible to be applied to students' accounts, balances, etc. The cash payment has to go directly to students. This will be manual process for us since balances are usually deducted from refunds to students. The institutional portion of funding that will be received at a later date is a little more flexible. These dollars are eligible to cover any expense incurred by the institution due to COVID-19. This includes housing refunds, testing expenses, online environmental changes, Zoom costs, etc. We will have to be careful with spending because it is likely that state appropriations will be cut for the next year and these federal dollars may have to offset that cut.
- Cash Net, the new payment plan system is working well and the full version is available to students. It will be going live for summer classes tomorrow. It will be turned on for fall three weeks from tomorrow.
- Had a great call with students yesterday via the Student Town Hall. Important information went out and students were appreciative.
- Kevin is working on getting our water tower repainted. He found an old contract from 2009 that states that we can repaint once at no charge. We are currently discussing colors and we want our LSUA logo on both sides. Thanks to him and his staff for getting this taken care of.

Shelly Gill

- Application report was sent to administration last week and is looking good. Summer is up 32.5% in apps received and fall is around 19%. We are up 10% in admits as of last week.
- Working through applications. We are getting about 20 or more apps per day which is very good.
- Will be on Good Day Cenla today to send out information about our Zoom meetings for high school students, newly admitted students, and adults who wish to finish their degrees. I will also be communicating that our office is open for support and encourage people to reach out to us. Thanks to Liz for her help with this.
- Issuing I -20s for international students and we've got a good group of around 20-25 coming in for next year.
- Liz and I talked today about a virtual tour and plan to continue to do research.

- Reminder: we have an explore.lsu.edu website that can show potential students current and previous students' experiences and give them information regarding services available on campus.
- Financial Aid is getting some info about satisfactory progress for this year and this semester. Jeff Massey would like to change some of the policies regarding academic satisfactory progress. Dr. Coreil asked that these recommendations be made to the Senior Leadership Team for discussion and approval/disapproval.
- Some students have schedule tours after May 4th so I asked the Cabinet for their thoughts on if we should cancel tours for the first week of May. The Cabinet agreed that we should play it by ear according to the governor's announcements.
- Exploring ways that we can support and be a part of some local high school graduations. It could be possible to add signs to drive by graduations taking place locally, maybe use the athletics bus with Tank, make some nice congratulatory signage for graduates. Charter would be a great school to do something like this at since we get so many dual enrollment students. I would also like to work to identify more schools that would be a good fit for us to advertise at. Please send any ideas to over to me and I will continue to share information.

Melinda Anderson

- Spoke with Dr. Cormier this morning regarding National Nurses Week that takes place the first week of May and some nurses may want to participate in the PPE manufacturing. We are also planning to do something special at our local hospitals.
- Kudos to Liz for the KLAX story about our international students.
- Huge shout out to Dr. Joiner and Dr. Bain for the Ugly Mug video that aired recently.
- Shere' is doing great job with our quarterly newsletter that will highlight great things going on at LSUA.
- Communicating with Dr. Bain and Dr. Coreil on LSUA Giving Day to craft a special message. We are considering a new name and possibly a story for donors who want to help our students. We would like to announce those who have given to the emergency relief funds. Please send any thoughts on this over to me.

Haywood Joiner

- **Senator Cassidy is proposing that the LSU System consider conducting a COVID-19 Study. The proposed study design will include the following:**
During the first 2 weeks of the fall semester students, faculty, and staff from all LSU campuses will volunteer to be enrolled in a 20-week COVID-18 study. Efforts will be made to enroll a sufficient representative sample for subgroup analyses by race and age. Baseline assessments to be conducted at study entry will include diagnostic (COVID-19 virus) and antibody testing of COVID-19, risk for adverse outcomes from COVID-19 based on medical history, hypertension, diabetes, obesity, asthma, medication history, and demographic characteristics (age, race/ethnicity, and hometown)
- Prospective Assessment will include ten biweekly assessments to collect outcomes from antigen and antibody testing of COVID-19, as well as self-reported symptoms of COVID 19. Testing will include the use of home kits with participants entering results into an online data portal, along with any symptoms reporting. During subgroup assessment, participants who test positive for COVID-19 will be tested for reinfection, severity of infection, and

genetic mapping for possible mutation of COVID-19. A subset of 500 African Americans and 500 non-African Americans will be selected for more in depth assay for blood sugar, insulin resistance, blood pressure, and genetic sequencing. This group will be stratified by age, gender, etc. to allow for statistical comparison by group. Racial composition of the Representative group was selected to test for what has been reported as higher infection rate and more severe illness among African Americans. In addition, a biorepository will be established for storage of samples. Funding for this study is being sought. Possible funding sources include CDC and NIH.

- Everything in Nursing and Allied Health is going in getting our students through the semester, including clinical students.

Adam Jonson

- Athletic Directors will have a call take place tomorrow with conference (RRAC) peers and conference administrators. The Council of Presidents for the NAIA had a call on Monday and Dr. Coreil submitted some questions that we had in regards to their outlooks on fall sports. We are hoping to have updates from the Commissioner tomorrow.
- Got NAIA approval to waive ACT eligibility to some degree for some freshman. The only requirement that they will be required to meet is to have a 2.0 GPA.
- CVB submitted the contract for the opening rounds for the national basketball tournament next March. We are working to find out what the NAIA's plans are for announcing us as a host site.
- We have scheduled Zoom sessions for tomorrow and Friday for student athletes to make sure that they understand new information regarding grading system changes and to get all questions answered. Nina Cox and Jerri Weston will be on the Zoom to answer questions about international students and the grading system changes.
- Asked Dr. Rowan about the COPE camp decision. If they are allowed to come to campus this summer, does that open door for potential sports camps? Dr. Rowan replied that this would be a separate process, but the same considerations would be taken into account and decisions would be made based on government guidelines.
- Asked if we have any updates on meal plans? Deron replied that as of now, there are no firm decisions or new information and that this topic has to go to board for approval before it can be implemented.
- Asked if we are we sharing CARES Act information with students. Deron replied not at this time because nothing has been confirmed.

Chancey Slider

- Working with Liz, Laura, David Shanks, and administration to plan for our virtual commencement ceremony. The setup is complete and we look forward to posting the recording on our commencement webpage on Thursday, May 14th. We mailed out save the date cards and confetti poppers to all potential graduates and plan to mail a special shirt along with their diplomas and honor cords in the future.
- An All Campus meeting will be taking place next Monday, April 27th from 9:00am-10:30am on Zoom and information has been sent out to all campus regarding this meeting.

Daniel Manuel

- Waiting to get more info from the governor regarding COVID-19 updates. Louisiana is currently trending down in new cases. Other southern states are gearing up to re-open soon.

Kevin Vercher

- Cutting tree up at the golf course to get removed.
- Working on getting the water tower painted.
- Our team is working hard and all is going well.
- Cleanup has begun on Oakland Hall.
- We will begin demolition work in Chambers Hall May 4th.

Donald Collins

- Requests that all supervisors and administrators send out a memo to individuals in their areas about procedures when going to offices. Please make sure that doors to all buildings are locked and refrain from putting stops in doors to keep them open. Also be sure that all doors are locked behind you when leaving buildings. Thank you for your cooperation as we try to keep campus secured and safe.

Elizabeth Jonson

- Dr. Randall Dupont will be airing tomorrow on last Thursday 4/23
- Dr Coreil and Deborah Randolph will be interviewing Tuesday 4/28.
- Working on commencement program.
- Working on scholar day.
- Shelly interviewed via livestream on Good Day Cenla. This is an exciting opportunity to speak to the community virtually. Please send any requests over to me if you would like to get on any media platforms.

Haywood Joiner

- Blood drive bus mobile unit had some mechanical problems and was a little late getting to the Allied Health building downtown this morning. They are in place now until 2:00 p.m. I will be sending out a reminder to all of the Rotary club members regarding the blood drive.
- The main issue that we were looking at facing in Allied Health was concerning whether or not to keep our clinical students in scheduled clinical rotations, but we seemed to have solved that problem. The majority of our students have decided to remain in clinical rotations.
- Things are going very well in the Department of Allied Health, including advising and online classes.

Respectfully submitted by Chancey Slider

The next meeting will take place on Wednesday, May 6th, at 9:00 AM
