

# MINUTES

## LSUA Chancellor Cabinet

4/29/2020 10:00 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, Jerri Weston, 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:**

- Want to continue to be present in the community as much as possible and have a positive presence on social media. Please send any activities or positive stories to Liz to support recruitment and community support of our campus.
- We are hoping that we can proceed and open a PPE manufacturing site on campus to produce vinyl gowns for use by healthcare workers in CENLA hospitals and nursing homes on front line COVID-19 pandemic.
- A virtual spring commencement ceremony will be posted on May 14<sup>th</sup> at 10:00am and we encourage everyone to join in and celebrate with our students.

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### Reports

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John Rowan

- The Allied Health Pinning Ceremony will take place virtually on May 13<sup>th</sup> at 5:30pm. The Nursing Pinning Ceremony will take place in a parking lot on campus at 6:00 pm. Nursing graduates will stand in parking lot spaces appropriately distanced and their families can view their pinning from vehicles. Liz Jonson is looking into getting media present for this event.
- Faculty Senate held elections for the coming year. Missy Laborde will serve as the new Faculty Senate President, Michelle Riggs will serve as the new Vice President, Jennifer Innerarity will serve as the new Parliamentarian, and Deborah Wood will serve as the new Secretary. Congratulations to everyone who was elected into a Faculty Senate role.
- Looking ahead to fall, we are going to develop some contingency plans for classrooms. We may have some social distancing requirements for classrooms depending on governmental guidelines. Some classes may be reduced in size or have to be offered at different times. We will have to be creative with this planning, especially considering that we do not yet know of restrictions. We hope to have these plans ready to discuss in more detail by June 1<sup>st</sup>.

### Eamon Halpin

- Continuing to work on responses to the SACSCOC standards report. We are almost done with the second review of draft responses and we are in good shape. Some standards require reviews from other members of campus. If you have been asked to help with the review, please get that information over to me as soon as possible.
- Pretty far ahead with the new catalog and hope to publish within next couple of weeks. I would like to publish the catalog a little early because the SACSCOC standards are going to refer to the catalog.
- Steering committee for the proposed program for students with intellectual disabilities proposed met yesterday and we are making progress. I will be meeting with Dr. Coreil, Dr. Rowan, and Melinda to discuss application review for funding.
- Continuing to attend regular COPLAC meetings and at a recent meeting that I attended we discussed virtual sermons. We are also hearing that some institutions are planning to host virtual commencement ceremonies and have invited students to submit photos or videos of their graduates to play during their ceremonies.
- Nina Cox and I met zoom with the two Chinese students remaining on campus and they seem to be doing well. They enjoyed their stay at the Hotel Bentley and were appreciative of the meals and support that they were provided.

### Abbey Bain

- Had some added stress recently with the tornado that impacted campus last week. Residents are back and settled. Thanks to our community partners who helped to house and provide meals and essential items to our residents in need while the power was out at The Oaks.
- This is the last week of classes before finals and residential leases will end on May 15<sup>th</sup>. We have been communicating with our residents to let them know about summer options and have given them information pertaining to lease requirement such as enrollment in courses. We are also working to see what meals will look like through summer for our summer residents.
- Doing video recording for the virtual spring commencement ceremony on Monday. We have several teaser videos going out on social media and we are encouraging graduates to take photos with their save the date cards and to use the #GeneralsGrad2020 hashtag on social media.
- Getting some LSUA Cares inquiries and encouraging students to continue communicating with our office if they have questions or need support. We are also encouraging students to withdraw from courses if they haven't been active. We are keeping in touch with students and being very proactive with sending out communications.
- Working with Adam Jonson and we plan for soccer players to move into The Oaks on August 1<sup>st</sup> before the actual move in date for other residents.
- Moving forward with renovations at The Oaks.
- FYE report for SACSCOC should be wrapped up this summer. Thanks to Scott Colley for helping with data. Our preliminary students are doing great with the LSUA 1001 course and we are hoping that this will help to show increases in retention.

### Shelly Gill

- Application report is trending up by 12.6% for fall and we are seeing about 20 applications a day. We got 27 yesterday and our numbers are looking good numbers. The number of applications will begin dropping compared to last year due to dual enrollment since high school students are not in school right now and are not able to register and enroll. We will see an increase in dual enrollment applications closer to start of semester.
- Seeing trend in more students choosing to be online students.
- Printed scholarship certificates and we are reaching out to schools to see how they would like us to send them out. Working with Dr. Coreil to send out information to parents.
- LSU referrals are coming in and so far we have ab 84. We are working through this process now.
- Pushed back dates to schedule campus tours to June 1<sup>st</sup> in preparations for changes to come in the near future.
- Working with Liz on creating a virtual map and tour. We are also working with Student Bridge on this project and they have done phenomenal work for us in the past.
- Researching alternative to traditional recruitment season since the upcoming recruitment season will be different. Met with the Senior Leadership Team to talk about getting Engage software which could upgrade our capabilities with recruitment and marketing efforts. Also had a conversation with the new liaison and will get more information soon.
- Our staff is working very hard from home and some are coming in a few days a week to help work through applications.

### Jerri Weston

- The proof for a T-shirt for graduates has been sent to the Cabinet and over 100 students responded to the online T-shirt order survey. We will be sending out an additional email to get the rest of our graduates to complete the survey.
- Enrollment is trending up compared to this time last year. We have about 1101 students enrolled for summer and about 1405 enrolled for Fall.
- Talked with Faculty Senate yesterday and asked everyone to continue efforts to reach out to continuing students to encourage them to enroll.
- Sending out text to students to remind them to register.
- Ordered boxes to put the diplomas and graduate goodies in to mail out in June.
- Working with Jeanie and Beverly on end-of-term transcripts. We will be putting out messages on our webpage and the ordering site to let individuals know that that it could take up to 3-4 weeks before transcripts can be sent out due to timing of getting grades in. We should be able to begin mailing out transcripts during the week of May 25<sup>th</sup>.

### Deron Thaxton

- Update on next year's budget: I participated in a CFO meeting with LSU system yesterday. Right now the plan is for the legislation to call a special session in June to set a budget to begin the year with, but it is likely to change afterwards and another session may be help in

July or August. We have not received information regarding state appropriations, but we are expecting a reduction. We have put together our 5% and 10% cut plans for reductions, but there is no final information to go off of at this point. Our hope to have more information in June or July. We are tentatively planning on using some of the federal CARES Act dollars to offset a portion of any cuts in appropriations.

- Intuitions are beginning to receive the student portion of CARES Act dollars. LSU has received theirs, but LSUE and we have not yet. It looks like they are phasing the flowing of disbursements. We hope to have ours soon. We have had many discussions on how the dollars will be dispersed to students. Only students enrolled in on-campus programs are eligible, but not 100% online students. We are changing our plans accordingly. Students who are not eligible to receive Title 4 aid are not eligible and this rules out international students. About \$200 will be sent to all students who are eligible and up to additional \$722 dollars can be given to students based on their enrolled credit hours and Pell amounts. Most schools we have spoken with plan to hold back 10-15% for future issues that arrive for students in the future and we are planning to do the same in case we have any high level needs students. We are continuing to work on our formula and plans.
- Current year close out for this year's budget is still in very good shape especially considering academic partnerships may or may not pay out this year as we close out of the contract- this is still up in the air. We plan to push any extra dollars into restricted accounts for when we do need it for the payout. We still want to be prudent with dollars spent this fiscal year.
- Looking for ways to purchase Engage software for recruiting and marketing. This will be a significant cost, but many areas of campus support that we need this update.
- Putting together tentative reopening plan once the stay at home order is lifted. We want to set up a meeting next week with Daniel Manuel and a few others to put together a bulleted list of what our steps would be to reopen.
- Talking with Chartwells recently and we have another meeting at noon today. Chartwells has closed all LSU services for the summer, along with Northwestern, and many other institutions across the nation. Chartwells may have to close on our campus and we are looking at how this will impact students at The Oaks. We are also considering transportation and ways that we can make food available if this does happen. We will know more after the meeting today.
- The PPE manufacturing contract is still waiting to be finalized.
- The water tower is being painted now and is already looking very improved. Thanks Kevin and the facility services crew.

#### Daniel Manuel

- PPE Update: William Speyrer from LSU came down and showed our facility services employees how to make gowns. We are still waiting on funding and materials.
- Working with Segdwick on insurance claims for slight damage that we had from tornado.

#### Melinda Anderson

- Working on budgets with Lynn Eddlemon. We have a pre-finance meeting with finance tomorrow to try and get all affiliated organizations' budgets as far along as possible before the Zoom finance and executive meeting next week. We would like to have a full board meeting after the stay at home order is lifted.

- The Alumni and Friends newsletter will be going out this Friday, May 1<sup>st</sup>.
- Working with Dr. Cormier on our Nurses Appreciation basket deliveries to hospitals and surgical centers. I will be getting with Liz to see if Dr. Coreil and Dr. Cormier can go during the deliveries to get some pictures/videos on next Friday.
- Working on Foundation Board meetings.

#### Adam Jonson

- Last week, we had our conference call for athletic directors. We will be hosting the basketball conference again at the coliseum during the last weekend of February, 2021.
- Continuing work with the CVB for the NAIA national tournament during second weekend of March, 2021. The contract has been signed, and we are now working with the NAIA on a date for an announcement.
- The softball conference tournament, which was cancelled due to COVID for the 2020 season, will again be on our campus (like it was in 2019) for the 2021 season.
- Continuing to talk ab conference memberships and this item has been pushed to go to presidents meeting in a week.
- NAIA is doing a great job of reaching out and communicating with athletic directors. I talked with Mike Higgins from the national office on Monday and got updates on their thoughts on competition for the fall. There is potential for abbreviated seasons, but at this time the NAIA continues to play for all seasons and championships to be played.
- Student athlete honor cords came in and we are working on getting them out. I am also working with Liz on a video to put out to recognize honor student athlete graduates.
- Had a couple of Zoom sessions last week with student athletes to talk about the new grading scale. We had about 90 students join in which is about half of all athletes. We had some good questions that were answered and great information went out. Thanks to Dr. Parks, Jerri Weston, and Nina Cox for helping and being there to assist our student athletes.

#### Haywood Joiner

- Carl Perkins Basic Grant Coordinators from campuses across the State of Louisiana are meeting via Zoom in training sessions regarding Perkins V. Upon completion of training, coordinators will begin writing Local Application Plans for their respective campuses. Funding allocations for the various Perkins eligible campuses and programs is based on the number of Pell and WIOA clinical students enrolled in the various Perkins eligible programs. Students must be accepted into the clinical phase of the program and be registered for at least 12 credit hours (full time students). Scott Colley, IRE Director, provided the enrollment data, by program, for LSUA. Thirty-five Pell and WIOA eligible students are enrolled in the clinical phase of the Perkins eligible (nursing and allied health) LSUA programs. Funding allocations should be received by the end of the first week in May. Funding is used for professional development, consumable and non-consumable supplies, and equipment for the eligible programs. Because funding for LSUA is below the \$50,000.00 threshold, we are in a consortium with Central Louisiana Technical and Community College (CLTCC).
- We continue to develop the following concentrations in the Bachelor of Science in Health Professions degree: Echocardiography, Physical Therapy Assistant, and Surgical Technologists, should we decide to proceed with implementation of these programs. Dr.

Robert Freedman, Jr. is reviewing the echocardiography curriculum and may be interested, along with several echocardiography techs, in teaching courses in the program. I will keep you updated as we move forward with program development.

#### Chancey Slider

- The virtual spring commencement has been setup has been completed. We plan to do the recording on Monday and we are looking forward to the video going live on May 14<sup>th</sup> at 10:00am.
- We are still taking orders via the Google Form t-shirt order for graduates. We plan to send the shirts out with their diplomas and honor cords in the future.

#### Donald Collins

- We had a power outage on campus after the tornado last week, but no serious problems for the main campus.
- Seeing more people on campus, but they are practicing social distancing.
- Overall, things are going well on campus.

#### Kevin Vercher

- Should be done with repairs to the doors at the fitness center this morning.
- We have several projects going on right now on campus. We are looking at bids on asbestos work as well as upgrades to Chambers Hall, the Fort, and the Bolton Library.
- Moving forward with changes to the Northeast corner of Chambers Hall and we are talking to contractors.
- Working on renovations to Oakland Hall.
- Receiving bids this week on renovations at The Oaks.
- Everything is going well, but we are ready to have our students, faculty, and staff back on campus.

#### Elizabeth Jonson

- Have a call this afternoon with LSU communications concerning a memo regarding commencement and a note from President Galligan to graduates. I will have more information after the meeting.
- Met with Dave and Chancey yesterday and we talked about doing a short video before the commencement video airs regarding LSUA's 60 years of graduates. Deron is going to work on a video.
- Working on graduate stories and we have a few students who we are talking to.
- Working with Dr. Cormier on the nursing pinning ceremony. I am planning to attend a Zoom with her and her students today.
- Did a teaser video with Dr. Coreil for the upcoming commencement and put on social media. We will film the Vice Chancellors for a teaser video tomorrow to air next week.

Respectfully submitted by Chancey Slider

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

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