



# MINUTES

## LSUA Chancellor Cabinet

5/20/2020 12:00 PM | *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 12:00 PM

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

- Had LSUA Emergency Management planning meeting today with LSUA Safety Officer Daniel Manuel, Police Chief Collins and Facility Services Director Kevin Vercher regarding updating our Emergency Operations Plan as we approach the start of Hurricane season starting June 1. We made good progress and Daniel is doing a great job updating all of our planning manuals. COVID-19 has given us a lot of experience with working through long-term crisis management situations and the experience we now have will help us be better prepared for campus disruptions in the future. We also talked about active shooter safety, campus evacuation plans and business continuity and re-establishment in the event of an evacuation.
- I'm observing that colleges and universities across the state are dropping tuition and fee costs. Already being very affordable, LSUA does not need to discount tuition and fees to be competitive. However, these institutions are getting a lot of media coverage when announcing these reductions. This may be a challenge for us because our tuition and fees are already one of the lowest in the state. We are working on marketing strategies related to how to get this message out better.... affordable and high quality education.
- Opened a new additional duty opportunity for full time faculty interesting in leading an administrative project as a Chancellor Fellow. The focus for this Chancellor Fellow will be leading a revitalization plan for the LSUA Childcare Center. We are currently accepting applications from faculty and so far we have one applicant and a few who have expressed interest.
- Talked to Dr. Cormier yesterday about the "Parking Lot" nursing pinning ceremony. The online video received over 12,000 views.... this celebration was as a homerun! Thanks to her and Dr. Joiner for their hard work with the nursing and allied health atypical pinning ceremonies. We have been getting many positive messages from students and community members about the Virtual Commencement, Nursing Pinning and Allied Health Pinning celebrations.
- Getting emails from our local business community praising the new CENLA Economic Dashboard that College of Business Dean, Dr. Randall Dupont has been publishing since the pandemic began. The dashboard has made very important and valuable data that can be used by area business community leaders as they work to recovery from the pandemic caused economic downturn. This is an excellent example of the talent that we have on this campus and the

willingness of all of our department faculty to contribute to community development. I am very proud of our College of Business and their work supporting the business community.

- Dr. Cathy Cormier is finalizing the acceptance of a large grant from Blue Cross/Blue Shield Foundation in support of our Nursing Department. We became eligible for these funds due to the private CENLA Nurses for the Future funding received earlier that could be used as matching funds for the BCBS grant.
- LSU System (Health Science Center in Shreveport and N.O.) is still planning to provide voluntary testing for COVID-19 on our campus starting in August for willing faculty, staff, and students. This will help us bring students back to the campus this fall and help us keep a close eye on resurgence of the virus after returning to Face-to-Face classes. Contact tracers will also be provided so we can notify everyone that a person that tests positive has been in contact.
- We are working with England Airpark Authority on a grant to support the possible addition of an aviation management & aviation science degree programs at LSUA.
- Our entire LSUA Team is fantastic, hardworking and positive. I am very appreciative of everyone's dedication and commitment to our students and their success. I believe the positive attitude our team has exhibited during these uncertain times sets the example that will benefit our students, faculty, and staff as they begin to prepare to return to campus this fall.
- The COVID-19 taskforce meeting will now be held in combination with the Cabinet meeting for the foreseeable future.
- The next Cabinet meeting is scheduled for May 27<sup>th</sup> at 8:00am.

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## Reports

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### Deron Thaxton

- Working through several scenarios on what expenses can be aided by Cares Act dollars. Some additional changes were just sent over and we will know more soon. I will be on a call later this week with the division of administration to discuss which expenses qualify to be aided by these dollars. Our hope is that they can be used to offset expected cuts to appropriations.
- Cares dollars have been posted to students' accounts and will begin flowing out to students this week.
- Getting a few questions on how students who have not applied for a FAFSA can go about applying. We will have to determine how to reallocate the dollars that are being set aside for students who may need it at a later date.
- We are waiting on the determination of how dollars from the institutional portion of the Cares Act funds can be used and what they can be spent on. We would like to use them to recover revenue lost from The Oaks due to refunds given when students were asked to move out during COVID-19 and for purchases of computers/laptops for distance learning. Hoping it will be determined over the next few weeks and months, but we don't want to rush this process. We will look ahead to see what future needs may be. These dollars can be used for sanitation supplies such as cleaning products, sanitizers, and masks.
- Working to close out this year's budget and we are well on track. There is no update on the academic partnership close out, but we are holding dollars for when the need arises. Lisa will be working with some departments and offices to close out budgets and look into accounts that may need alterations for next year.
- Facility services is working on several projects such as renovations to Chamber for the nursing department and some deferred main around campus.

### John Rowan

- Dr. Patsy Jenkins is retiring effective immediately and I will serve as the de facto department chair for education for the next couple of months. I had good meeting with faculty and staff this morning. We are hoping by mid-July that we will have someone named as a permanent department chair
- Participated in a national webinar yesterday and it was very interesting. Many higher education leaders are in consensus that it is a mistake for universities to look at COVID-19 with a short term mindset. The impacts will linger and we need to plan more strategically for several years ahead. Now is a good time to reflect and be strategic about where we want to go as a university. Mergers and closing of regional universities that are expected to take place in the next 8-10 years may happen much faster due to the pandemic.
- LSU System provosts have been meeting weekly. We have been discussing many ideas for fall 2020 classes. We are beginning to plan, but plans will be unique to each institution depending on the type of intuitions and student profiles. We are not just concerned about what social distancing may look like in classrooms or the number of students in one space at the same time, but we also need to consider traffic flows in hallways and facilities that may be problematic.

### Eamon Halpin

- The new catalog is published online. Faculty and staff are aware that it is available and I also noted some changes to program requirements. This was our second time publishing a catalog online. The previous catalog is archived in Acalog and still available for reference.
- Jason Normand received an email from Baton Rouge regarding the Board of Regents digital support initiative. 200 laptops will be distributed to campuses that requested them. We hope to get some of these laptops.
- I was on campus on Monday and got the application for funding for the proposed program for students with intellectual disabilities signed by Dr. Coreil.
- Met with Jerri, Shelly, Daniel, and Katie about upcoming scheduled ACT testing and have come up with plan to offer them mid-June and mid-July exams. We will follow social distancing protocol and will test in four different locations on campus. We should be able to accommodate about 300 students which is about the normal amount that test on our campus during the summer.
- Continuing to work on SACSCOC documentation.

### Jerri Weston

- LSU is posting a note on all transcripts concerning the disruption of the spring 2020 semester along with pass/no credit information. The Cabinet agrees this we should also have a similar note on transcripts for students who took courses during the spring semester.
- Working with Jason to get transcripts out on Monday.
- Running numbers on student enrollment. We currently have 1692 students enrolled for fall and 1262 for summer. I want to see who is not registered and why they aren't. Out of over 1600 students who are not registered, just over 100 have bursar holds. We want to see how many students are not authorized and want to do population and departmental breakdown for freshman, sophomore, junior, and senior level students. Many juniors and seniors haven't registered and many do not have holds on their accounts. Planning to get departments more involved and get more communication to these students to encourage registration.

### Shelly Gill

- Current application report is trending up by about 7.6% for fall admitted students. Would like to remind everyone that applications and enrollment numbers may have a slight gap in the near future due to dual enrollment students that cannot currently register because high schools are closed. We anticipate dual enrollment trending up this year once high school students can register. CLTCC reduced their dual enrollment tuition to \$99/course, which is what we currently offer and we are not sure how this will impact us.
- Met with Kaitlyn and finalized plans for tours. We plan to use no-touch thermometers to scan individuals who come for tours. We will also ask all visitors questions regarding their current health like many other businesses and organizations are doing. Many parents have expressed their concerns about safety and want to know what our protocol will be to minimize the spread of COVID-19. It is important to make sure that we keep everyone safe. Abbey offered to help with getting information to concerned parents. Melinda suggested nametags with name and date to make it known that visitors have been through the process and didn't sneak in. This may be something we do when we reopen by appointment only.
- Virtual map should be ready by the end of the week.
- Continuing yield activities and had a great meeting with Lafe this week.

### Abbey Bain

- We have had an exciting week in our area. We are working to plan for fall including events with modifications in mind due to COVID 19. We plan to have a vibrant opportunity for students to engage and connect with our campus when they return. Meeting regularly to plan WOW and 60<sup>th</sup> anniversary events.
- Things in Residential Life are going well. About 100 students applied for fall and most are requesting private rooms. We are working with students to get them all of the information regarding housing that they need.
- Need to get the number of athletes planning to stay at The Oaks from Adam. We will be in touch with Adam and our coaches to be sure that we have a good working relationship and things go smoothly for athletes residing on campus.
- Taking the small group of summer residents grocery shopping once per week since Chartwells is temporarily closed. Only 2-3 residents will require transportation over the summer and we will be sure to take care of them.
- Freshman enrollment is looking good and we are up by about 70 students for first time freshman compared to this time last year. Sessions are virtual and will continue to be for a while.
- Worked with Lafe on website updates for Explore LSUA and have been in touch with Shelly and others to be sure websites are accurate and up to date.
- Let me know if an office or department would like to host or pay for any fall events as we continue planning.
- Want to talk with Liz about a potential website dashboard to assist with planning for social media posting.

### Haywood Joiner

- LSUA's Perkins allocation for 2020-2021 is \$15,094.06. This allocation is \$10,522.06 less than last year's allocation and, because the allocation is less than \$50,000.00, places LSUA in a consortium with CLTCC. Perkins allocations are based on the number of PELL

and WIOA eligible full-time (12 credit hours) students enrolled in the clinical phase of the Perkins eligible programs offered at LSUA. LSUA's Perkins eligible programs are as follows:

- Certificate in Pharmacy Technology
- Associate of Science in Medical Laboratory Science
- Associate of Science in Radiologic Technology
- Associate of Science in Nursing

The keys to allocations are Pell and/or WIOA eligibility, and full-time clinical student (12 credit hours). Many of our students enrolled in the clinical phase of the above programs fail to meet one or the other of these criteria.

What does this all mean?

- A. There will be less money available for professional development.
  - B. There will be less money for equipment and supplies.
- The Allied Health Pinning Ceremony went very well. We had two out of state students participate in the ceremony. Angela De Jesus of Hopewell, VA received the Bachelor of Science in Medical Laboratory Science, and Stephanie Robinson of Gastonia South Carolina, received the Bachelor of General Studies with Concentration in Health Sciences.
  - Allied health medical laboratory technician (MLT) students, will reenter the clinical phase of the MLT program on June 1.
  - We are in the process of selecting the Associate of Science in Radiologic Technology fall 2020 clinical class. Applications are being reviewed now that spring 2020 grades and HESI examination scores are available.

### Adam Jonson

- Working with student athletes on closing out the end of the semester. I appreciate Jerri's help for assisting student athletes who had some issues with grading, etc.
- Working with the Chamber of Commerce and Liz on an initiative to encourage people to support local businesses in a safe way.
- Will get back with Shelly soon to put together a guideline for coaches regarding tours and recruited students coming to campus.
- Having our first Athletic Covid-19 committee meeting next week. I received a detailed document that would be a good template for this team to use for planning for the return from closure regarding student athletes and athletic protocol.
- Outlook for NAIA is that things are on schedule for the fall and we hope to have more info by July 1<sup>st</sup> regarding sports returning to campus. We are putting plans in place to be prepared.

### Melinda Anderson

- Thanks for all the kind texts and messages regarding my dad. I appreciate the thoughtfulness.
- Working on planning 60<sup>th</sup> anniversary events.
- We participated in national Nurses Appreciation Day and made deliveries to both local hospitals. It went very well and was well received. We plan to begin doing this for other medical field appreciate days in the future.
- Foundation quarterly board meeting is next week. Thanks to everyone for helping to plan and prepare.
- Want to visit with HJ about some future possibilities with LSU of Eunice.

- Shout out to Dr. Dupont on his dashboard that was sent out to several community members. Many are sending great feedback and appreciation.
- Working on the foundation office restructuring plan. Lynne is onboard and working closely with Mary on transition training. I would like to plan a nice retirement party for Mary.
- Congrats to everyone who put on the virtual commencement, allied health pinning, and nursing pinning ceremonies. We are getting great feedback from the community for these events.
- The Epps house project will be able to move forward thanks to a business partner who agreed to help support the funds along with the funds secured from other businesses and organizations.
- Shout out to Kevin Vercher and facility services for all of their hard work on this EPPS project.

#### **Elizabeth Jonson**

- Just finished email to John LeBoeuf and Adam with specifics regarding what we want to incorporate with Chamber and LSUA cobrand for an upcoming initiative. I plan to send it to a few other administrators to get more feedback after John and Adam have reviewed.
- Working with Dr. Dupont on getting some interns for marketing. I anticipate that we will see more continued growth.
- Looking at ways to be consistent with branding and verbiage especially the topic of departments and divisions. Dr. Coreil suggested a future cabinet discussion and agrees that there seems to be a lot of different verbiages and we need to revisit consistency.
- Nursing campaign has launched and billboards are up. The brand campaign is wrapping up and should launch within the next week or so. Some components are on social media and some are outdoor print.

#### **Chancey Slider**

- Working with Dr. Coreil and Laura on an initiative to make a common area in the cafeteria for employees to have lunch throughout the summer. We hope to make free coffee, tea, and water available. I have a meeting with a local vendor to discuss implementation.

#### **Donald Collins**

- Everything is safe and secure at all of our sites and all officers are in good health.

#### **Kevin Vercher**

- Getting a lot of requests for wipes, sanitizers, masks, etc. Everything has been ordered and we should have wipes in soon. We will make these supplies available as soon as they arrive. We have a tremendous amount of products ordered and I encourage campus to let me know of any needs.

#### **Daniel Manuel**

- Keeping track of Rapides Parish numbers regarding COVID-19 and working to plan for phase 2. Cases in our parish are fluctuating up and down lately.

Respectfully submitted by Chancey Slider

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The next meeting will take place on Wednesday, May 27<sup>th</sup>

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