



MINUTES

LSUA Chancellor Cabinet

5/27/2020 8:00 AM | *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 8:00 AM

Chancellor's Updates:

- Melinda Anderson's father passed away recently. His obituary has been sent out to campus. The Cabinet was asked to share a moment of silence for Dr. Frank Fitzgerald who was one of the original founders and past president of the LSUA foundation.
- The LSUA Foundation board met yesterday and the Zoom meeting went very well. All present were in agreeance with the proposed restructuring plan for the Division of Institutional Advancement (now called Division of University Advancement). We Besides changing the name of the division to University Advancement, Lynn Eddlemon will move from a contract employee to a full time employee replacing Mary McCampbell who is retiring. Lynn will report to the Melinda Anderson, Assistant Vice Chancellor for University Advancement and serve as Foundation Accountant and Grant processor, handling all of the financial management of the foundation accounts. Additionally, she will assist with other university related financial management work supervised by Mr. Deron Thaxton. The Foundation Board is also supportive of our plan to revitalize the childcare center. These efforts will be led by a Chancellor's Fellow using dedicated grant funds available from the Foundation. We have three applicants, however, the deadline for application is Friday, May 29. Faculty members are welcome to apply on or before Friday, May 29th.
- Liz is now our permanent Director Strategic Communications for LSUA, which includes all marketing and public relations efforts in support of all programs on campus. We are all extremely happy to have her in this position and urge all department and units on campus to use her expertise and eagerness to promote all campus programs, departments, colleges and help us with enrollment growth.
- The City of Alexandria 3-year Interagency agreement will be signed with Mayor Jeffrey Hall on Thursday, May 28th. This has been a long time coming and established a strong partnership with the city, including support for the AMoA.
- Monica Aguilera, LSUA Student Government President, was recently elected as an LSU council representative for the Council of Student Body Presidents (COSBP) within the Board of Regents. She also serves as parliamentarian for this Council. Congratulations are extended to Monica for

these outstanding new positions of leadership representing LSUA. We hope to have a story on our website & social media soon.

- Hope to find out more about voluntary student, faculty, and staff COVID-19 testing from LSU's Health Science Centers who will be leading this initiative. They want to begin COVID-19 testing in August as an attempt to keep campuses as safe as possible. The services will include contact tracers to follow up with anyone who tests positive. Dr. Joiner is on the committee that put this testing proposal together and we appreciate his contributions to these efforts. As of now, we think they are looking for funding opportunities. Southern University has also been added as a system that will be part of this testing study.
- Looks like the legislature will go into special session starting at the end of the regular session. They have 41 items to address and many are related to the budget. We hope to have more answers regarding our budget after the session.
- Working on budgets right now and preparing for the future. I must take a moment to give credit to our governor for trying to find ways that assure that higher education won't be heavily impacted by COVID-19 budget cuts through the use of CARES Act funding made available to the states.
- Sat in on the Chamber Board meeting yesterday and was proud to hear that LSUA got two shutouts: one for the development and distribution of the CENLA Economic Dashboard that Dr. DuPont created and one for the work that Adam and Liz are doing for the "Take A Time Out" initiative with the Chamber to help businesses recover from COVID-19 economic impacts. These are both addressing very critical needs and our community and showing that LSUA is engaged in overall community well-being and economic development/recovery.
- I have been advocating for us to create a degree concentration in Agricultural Business within the LSUA College of Business. With the leadership of the Dean of the College, Dr. Randall Dupont, the business faculty is supportive and Dr. Dupont believes this can be done. They are working on curriculum concentration for this new concentration. This is a high priority for me as chancellor and, I believe, a huge step forward supporting career opportunities in agriculture for our campus and community.
- John and Abbey are working on protocols we need to consider as we approach the fall semester when students will return to campus. We are quickly closing in on the fall semester and hope to make some definitive decisions soon on what those protocols will need to be. Much will be based on the Governor's decision to move forward to Phase 2 of the state reopening plan and the collective decisions on reopening made by the BOR and the LSU System.
- Drainage Project Update: Our governor has kept LSUA's funding for this critical project in Priority 1 Capital Outlay even though many other universities projects were removed. We are waiting on federal HUD dollars to get passed down to Baton Rouge so construction of our project can be initiated. I have been working with both U.S. Senators (Cassidy and Kennedy) as well as Congressman Abraham's office to encourage HUD to release the funding. Of the total \$1.3 billion the state will be receiving from HUD for Flood Mitigation Projects, the state plans to spend \$100 million immediately. We are included in that first \$100 million and hope to have our project started when federal funding is received.
- Want to visit with Dr. Cormier and Abbey on the possible role that our University Health Center at LSUA could play in bringing students back to campus, testing for COVID-19, temperature taking, etc. CARES Act dollars could assist with making changes for safety, but we need to determine what role it will play and what enhancements we will need at the Center.

- There is currently a Legislative Resolution that would require that Louisiana universities implement Holistic Admissions this fall semester. The BOR has already relaxed many of the admission requirements due to COVID-19 for the fall so many believe the resolution will just reinforce what is already in place.
 - With University Academy High School housed on our campus, we need to meet with their administration as we develop safety protocol since their students share our classrooms and common areas. We plan to meet with Principal Loyd soon.
 - We hope to know more about the Governor's decision to move to Phase 2 reopening by next week.
 - The next Cabinet Meeting will take place next Wednesday, June 3rd at 9 a.m.
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Reports

John Rowan

- Department Chairs, Faculty Senate leadership, and others are considering options for both fall scheduling and the 2020-21 academic calendar.

Abbey Bain

- Focusing on enrollment and want to increase our on-campus student population. The Enrollment Management Taskforce is meeting later today to focus on student populations that include new students, continuing students, retaining students who have registered. We want to better communicate and support students who have not registered, but also focus on those who have to keep them informed and engaged. Our priority is to make sure that students are here in the fall.
- A Zoom session will take place tomorrow at 3:00pm for new freshman to meet and mingle. So far, we have had some Zoom sessions with faculty and staff leading them, but we have not given these students an opportunity to talk and get to know each other. Faculty and staff will not be included in this meeting and Student Ambassadors will lead the session. We are very excited to see connections built through these initiatives and we plan to continue to host zoom sessions like this through the summer.
- Small group met yesterday to plan for international students returning in the fall. Currently, there are some travel restrictions for many countries, but we using a proactive approach and hope that many of these students can return for the fall semester or visas will continue to be flexible with online learning restrictions. We hope to have a better idea of how things will play out by August. Shelly and Nina are working with the department that provides visas and we hope to have more information soon.
- ADA guidelines are being revamped to better align with best practices and LSU. Students may need to provide additional documentation than they have in the past. The website will clearly explain expectations and any questions can be directed to Daniel.manuel@lsua.edu.
- Exploring what fall will look like on campus regarding academics, events, programs, housing, etc. Plan to start a larger discussion on June 1st with some department heads. We have heard many ideas from other universities about not coming back after Thanksgiving, class sizes, along with many other proposals. We need to focus on what will work best for our system and university.

Shelly Gill

- Current application report is trending upward and we have admitted 11% more students compared to this time last year.
- Finalizing tour guidance and met with coaches yesterday to go over expected protocol. We will send tour information out to academic departments later today. Many students and members of campus are asking about orientation. Abbey plans to get more information on this so that we can send out communications.
- Met with LACRAO to discuss what recruiting will look like in the fall. A topic of conversation was regarding staff travel. We will have to shift from what we normally do to virtual college fairs. High schools will be assigned a day and we are hoping that students will be able to use technology at schools to participate in these fairs. We will also host some fairs in the evening so that parents can ask questions. We plan to hold these virtual fairs for about 6 weeks. We decided not to buy the TACRAO or MACRAO calendar this year since most schools reach out to us concerning fairs and we don't need to expand due to safety. We will be doing social media pushes as well.
- I will be meeting with Abbey, Liz, Kaitlyn, and JC soon to discuss recruitment for next year.
- Will be attending Admission Directors meeting Wednesday at 2:00pm with the Board of Regents regarding admissions requirements, ACT super-scoring, and the new admissions policy. We need answers to many questions.
- We are hosting a Zoom session next Wednesday at 2:00pm that will focus on students' understanding of payment plans and award letters. The session will be open to all students and we plan to do pushes on social media to get students engaged. We also hope to record the session to be put on our financial aid website.
- Thank you Liz for helping to work on graphics.
- International students can set up payment plans with their international banking institutes through our new payment plan system.
- Thanks to the Senior Leadership Team for agreeing to hire a transient worker to help with processing online admissions applications.
- Need to begin thinking about financial aid as we approach fall.
- Virtual map is still in the works. We met with the company assisting us on Friday. Please be aware that when it is first published that it will not be the final product. We will be continuing to work on adding videos and voiceovers.
- Meet with campus management today regarding the implementation of Engage software and we are very excited.
- Have some ques for the Cabinet:
 - Can students get IDs for summer? Deron said no because buildings are closed, but this will change when buildings reopen and we need to plan for this.
 - What buildings can be entered for tours? Abbey said that Mulder Hall, the library, computer labs, and most buildings will be open for tours with social distancing guidelines in place (as its written now-this could change) and that more information will be sent out soon after the draft for phase 2 is finalized.
- Daniel Manuel and I are meeting today to discuss tours and furniture arrangements in common areas.

Deron Thaxton

- No new updates regarding finance and budgets since our last meeting. We are working on ways to bridge a gap in the next year's expected cuts of state appropriations. Also working on closing out this fiscal year. So far there is no word on if there will be an end of year cut and our projections remain the same as they have for the last few months. No updates on academic partnership payout, but we hope to know more after June 26th.
- Cares Act dollars have been issued out to students by check or direct deposit. Thanks to Raymond and Accounting for working through the manual process to get them all distributed.
- Still getting some questions from students about FAFSA, but overall it has been a smooth process so far.
- Deferred maintenance projects are taking place and more will begin in the near future.

Adam Jonson

- Working through student athlete transcripts and it looks like our department will finish out this academic year with an overall 3.1 or better.
- Met with admissions and coaches regarding campus tours recently.
- COVID-19 athletics team met yesterday. Some topics of discussion included campus tours and general things in fitness center regarding sanitizing/cleaning procedures. Our main priority is to keep students, athletes, coaches, and staff as safe as possible when we reopen.
- Will look into health screenings for athletes similar to what admissions plans to do for visitors. Temperature checks, health questionnaires, and daily stickers may increase safety.

Haywood Joiner

- The Department of Allied Health has completed selection of clinical students to beginning clinical rotations fall 2020. Forty-five students will begin the clinical phase of their respective programs.
- A phone conference was held last week with Dr. Freedman and a local Echocardiographer to finalize plans to offer a concentration in Echocardiography in the Bachelor of Science in Health Professions. After reviewing the proposed ECHO curriculum, a decision was made to add a course in physics. We also decided to seek funding for the ECHO program through companies that specialize in Echocardiography.
- Delgado Community College and Bossier Parish Community College both offer an associate degree in Pharmacy Technology, while LSUA offers the Certificate in Pharmacy Technology. To make LSUA graduates more competitive with graduates of these programs Pharmacy Technology students will be encouraged to complete the Associate of Science degree at LSUA in addition to the Certificate in Pharmacy Technology. We will also encourage students enrolled in the Certificate of Completion in Medical Coding to also consider completing the Associate of Science degree.
- Self-Study documents are being written for accreditation of the Bachelor of Science in Health Professions Concentration in Cardiovascular Technology, and Bachelor of Science in Long-Term Care Administration programs. Site visits will probably take place fall 2021.
- Possibly due to competing programs offered in the local area, courses in Phlebotomy and Basic Electrocardiography have become low enrollment courses at LSUA. As a result, we are working with Lakeshia Williams, Director of Continuing Education, to offer these programs as noncredit programs through Continuing Education. This will shorten the length of each program, and hopefully increase enrollment.

Elizabeth Jonson

- Thanks to Kevin and the facilities crew for cleaning out offices recently.
- Working on a video for parent stories with Deron and hope to have something out soon. Thanks to Deron for making time to help with this.
- Welcome Jaycee Gill, who has been hired as a summer intern for our communications and marketing department. She is currently working on a Master's degree at LSU in Mass Communication. We are so glad to have her on our team!
- City of Alexandria and LSUA intergovernmental agreement press conference will take place downtown tomorrow and we are hoping to get some great media coverage.
- Take a time out with the Chamber will launch next week. This is a great community collaboration effort and we are so glad to be coming together to encourage local business support.
- Biology grant release is done and will go out today.
- Nursing grant release cannot go out until it is finalized with BlueCross BlueShield, but we are working on it.

Eamon Halpin

- Very focused on SACSCOC report right now. They have made some adjustments to deadlines for some sites, but ours has not be changed. We are working to gather documentation. The deadline is September 15th, but we hope to have everything finalized by September 1st in order to be sure that everything is properly packaged and sent off. Two big standards that need to be addressed are program assessment and student achievement which involves how we measure student achievement. I am working with academic departments, looking at graduation and passage rates, certification rates, etc. We will continue gathering data and working to put it all together. Student achievement has to be published on the website to let stakeholders and students know how we are doing so this is a very important standard to address. So far, the data looks pretty good regarding retention and graduation rates.

Jerri Weston

- Focusing on pass/withdrawal options right now. Some students made mistakes when filling out forms or were confused and we are working to accommodate their situations and changing options as best we can.
- The Chancellor and Dean's list will be going out soon.
- Graduate t-shirts will arrive here today. We already have boxes, programs, diplomas, diploma covers, and honor cords for the graduate mailing packages. We are hoping to get boxes mailed out next week.
- Working to finish up and finalize the spring 2020 term.
- Numbers are up for day-to-day comparisons. We are up by about 40 students for fall and about 24 students for summer compared to this time last year.

Chancey Slider

- Continuing to work on setting up a break/lounge area in the cafeteria for employees to use during the summer. A local vendor will be coming out this week to stock supplies.

- Working with the Registrar's office to make plans for packaging and mailing out graduate boxes.
- Asked Cabinet about our Relay for Life team and received some feedback on how to move forward with donation requests during this difficult time.

Daniel Manual

- Working on drafting plans for phase two of our return to campus plan and will get it to administration for review hopefully by tomorrow. Liz will take care of the graphic once the draft is finalized.
- Will work on coordinating where hand sanitizers should be placed around campus per Dr. Coreil's request.

Donald Collins

- All of our sites are safe and secure.

Kevin Vercher

- Should see bid documents tomorrow for the Chambers Hall renovation.
- We have many projects going on right now. We have a construction meeting for roof repairs to the Bolton Library today at 10:00am.
- Continuing to work on renovations to Oakland hall and Chambers Hall.
- Please send all sanitation and cleaning requests to me. We have received a shipment of hand sanitizer, but we need input on where to put it around campus. We are still waiting to receive a shipment of cleaning wipes, but hope to have some in a week or so.
- Please send any requests for plexi-glass installation to us. We have put some up in admissions, financial aid, and accounting.

Respectfully submitted by Chancey Slider

The next meeting will take place on Wednesday, June 3rd.
