



MINUTES

LSUA Chancellor Cabinet

7/1/2020 9:00 AM | *Meeting called to order by* Chancellor Coreil

In Attendance

Dr. Paul Coreil, Dr. John Rowan, Dr. Abbey Bain, Eamon Halpin, Melinda Anderson, Shelly Gill, Dr. Haywood Joiner, Adam Jonson, Elizabeth Jonson, Chancey Slider

Guests: Jerri Weston, Chief Donald Collins, Melissa LaBorde, Daniel Manuel

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

Chancellor's Updates:

- Missy is joining our Cabinet meeting today to give input from our Faculty Senate on plans for fall. We appreciate her being with us today and we are planning to continue inviting her to get more input and information regarding our faculty.
 - Working on communications to the campus community and addressing our back to campus plans for fall to ease uncertainty.
 - The governor will be appointing new members to the LSU Board today. We will reach out to our new members to build positive relationships. We would like to eventually invite them to campus to become better aware of LSUA programs.
 - The Legislature also made the decision to grant one-year board authority on fee increases.
 - Need to meet with UA and Chartwells regarding meals for all students on campus.
 - Faculty with underlying health issues will be given consideration on how their courses are taught for fall.
 - The LSU COVID-19 study will take place, but there are no updates at this time. We hope to be on campus in August to do a random 10% sample for students, faculty, and staff. I will be on a call tomorrow with system chancellors and with President Galligan to get more details. I have invited Daniel and Abbey to join us on the call. Testing is planned to be done in student health center here about every 2 weeks starting in August. I will update everyone when we have more information.
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Reports

Abbey Bain

- We need to get information out about our fall plans as soon as possible. We are getting a lot of questions since many other universities have released their plans. We expect to have decisions made by next week and we will have different academic options. Liz is working to finalizing a press release and graphic regarding learning options. We sent an email to students to give them an idea of what fall will look like. I hosted a "Text Me" session yesterday and we got a lot of

questions so we need to be proactive about getting information out. Tentative plans include having some classes 100% remote and some small classes will be full capacity in larger rooms. We plan to have students rotating between campus visits and the remote-option. Remote is different than online because for remote, students will be required to log on the same day and at the same time to participate. The graphic outlines these. We will have 1st and 2nd session online classes as well. "We are flexible and want students to be comfortable" is the message we need to send.

- Texting students who made fall schedules to check in with them. We are also informing students that the first payment plan starts July 5th and that's the best option for students to put the least amount down of their total. Some charges have been added in Power Campus for residents at The Oaks. We are working to prepare students and parents for costs.
- Enrollment is about flat-lining with dual enrollment students that will come in late. We are down for on-campus enrollment numbers, but online is looking good.
- Information will be coming out soon on our diversity and inclusion advisory committee that will be comprised of students, faculty, and staff.
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- LSU has not put out their residential life plans for fall. We have out-of-state students who may return to their homes and may not want to travel all the way back to campus for their finals. We need to make an option for online finals and need to plan for students who have COVID-19 or have been exposed to it to take an I-grade or be given an option to take finals at a later date. We need to have flexible plans to accommodate all of our students.

John Rowan

- Our to-be-decided timeline needs to be completed by next week to give students and faculty time to prepare for the fall semester.
- An All-Faculty Zoom meeting will take place on July 15th at 10am and we will invite some administrators to speak. This will be a chance for faculty to follow up on information that will go out soon.
- Tweaks to fall calendar need to be decided and I sent draft to cabinet. The draft includes a plan to not have the last week of classes on campus, but all final weeks for classes will be held remotely other than some final exams that were planned to be on campus. It also includes the cancellation of fall break in line with LSU's plans. Asked the Cabinet for feedback and suggestions. Jerri Weston asked if we will let students out two days early to make up for the cancelled fall break. There is no plan to end two days early. Melinda Anderson asked how this affects financing if students do not return for the last week in regards to housing. It will not affect anything financially. Missy LaBorde asked about students coming back for finals in person when LSU is not allowing students back on campus at all after Thanksgiving break. Shelly Gill and Abbey Bain were also concerned about this since some students go out of state for Thanksgiving break and may not want to return for finals. They also asked if we could ask faculty to be flexible. If we have a pushback about finals, we will look into proctoring options. We will probably have to have more than one exam session for finals for social distancing as well. Adam Jonson asked that verbiage in information sent to students regarding finals include information about different options. Missy asked if the decision on finals will be faculty or student driven

and if faculty will have some say if they do not want to give on campus finals. Different stakeholders will likely want different things and we plan to get input from all.

- Delivery of classes:
 - Every section for every class has to be slotted into options in the next two weeks
 - We have to consider technology and student interactions so I am meeting with Jason Normand and Eamon Halpin this afternoon-
 - Thanks to Jerri Weston, Daniel Manuel and Kevin Vercher for analyzing all classrooms and teaching spaces and creating a plan for maximum capacities-
 - Question: LSU said that they were considering not requiring 6-foot distancing, but requiring masks. They had not decided at that time. Classroom maximum capacities here with social distancing is pretty small. Coughlin can fit 56-58 and normally holds 200 Classrooms rotations so that students attend 1 out of every ¾ sessions is not ideal for learning. Do we have the flexibility to adopt 50% capacity model instead of social distancing model? Daniel said that even with masks, social distancing is going to keep people safer. Jerri said that in auditoriums, it's so hard to social distance because seats are so close. Dr. Joiner said that mask types also matter. LSU has not made their decision clear and we would like to know their decision before we make our decision, but we may not be able to wait any longer. Dr. Joiner stated that we may want to get an opinion from Dr. Holcomb and the Chancellor agreed that we should ask about masks and decreasing social distancing standards. We also plan to talk to President Galligan to get his opinion as well. Dr. Halpin mentioned that masks could cause communication difficulties in classroom and it could get tiring speaking to large group with a mask on for 75 minutes. Dr. Coreil mentioned that the press takes theirs off when someone is lecturing and professors and instructors can probably lower their masks as long as they are socially distanced far enough from the students. Missy mentioned that microphones were suggested by faculty members along with face shields instead of masks for faculty I made the proposal that instead of waiting for LSU, we propose keeping 6-foot distancing and smaller classroom capacities and proceed planning for social distancing and mask standards. Dr. Coreil would like to talk to President Galligan and Dr. Holcombe before we make definitive decisions, but agrees in terms of a tentative plan of action today. I will work with faculty to see how they would like to approach social distancing and masks in classroom. Jerri Weston asked if corequisite classes should meet in person as much as possible since they are typically a smaller group and need extra support. I and Abbey both agreed that they should.
- As of today, July 1st, we officially have new Department Chair for Biology, Dr. Nathan Sammons. We also have an Interim Department Chair for History and Political Sciences, Dr. Holly Wilson. Dr. Randall DuPont is now the Dean of the College of Business which officially became its own college today. We plan for an announcement regarding these changes to go out shortly.

Eamon Halpin

- Continuing to gather documentation and work on our SACSCOC report.
- Attended the COPLAC virtual annual meeting along with Dr. Coreil and Dr. Rowan. There was a lot of talk about COVID-19 and racial issues in our country. One presentation given by Truman

State discussed their development of a program for students with intellectual disabilities that they have been working on for five years and it was very interesting and beneficial to hear.

- Completed a draft curriculum for the proposed aviation management program and sent it to the owner of Acadian Aviation and the grant writer that Sandra McQuain hired to request get Cares dollars for simulators.

Jerri Weston

- Working on getting remote course codes in Power Campus.
- Worked with Daniel Manuel to analyze classroom space and we drafted a social distancing plan for all classrooms that was sent to the Cabinet for review. Asked the Cabinet for any questions or concerns. There are only two areas that I am concerned about: the theatre and movement lab/choral room. Many individuals want to book it, but we cannot fit many people in these areas and I do not think that these rooms will be good place to use in the fall for medium or large sized groups. We may want to work with Adam to use the Fort and we need to follow up with UA to be sure that they follow our protocols since they have practices and utilize these places.

Haywood Joiner

- Due to the increase in the number of positive COVID-19 cases, and hospitalizations due to COVID-19 infections, our main concern regarding the fall 2020 semester is whether or not clinical students will be allowed at the various clinical sites. Two of our clinical sites are currently restricting student access. In addition, we are concerned as to whether or not students living with elderly parents or grandparents will want to proceed with clinical rotation this fall or wait until next fall. Program coordinators are in the process of assessing both of these concerns.
- We are also exploring options as to what simulated activities might be used for clinical courses. As an example, if CARE funding is available for simulation equipment, the purchase of a portable X-ray machine would allow for social distancing by separating radiologic technology clinical students into two rooms, the current energized X-ray room and the patient care room.

Melinda Anderson

- Last week, letters went out to legislators from our foundation board members in regards to helping us receive HUD flood mitigation dollars.
- Received all funds from partners for renovations to the Epps House and the project is moving along.
- Today, Lynne Eddlemon is officially on board as out staff accountant and gift processor. We are delighted and very excited to be working with her.
- Working with Dr. Coreil on some board issues.
- Proceeding with plans for an agreement with the city of Pineville.
- Working to close out the year-end.
- Working with Liz on a possible new magazine/newspaper.
- Asked about the possibility of planning another legislative breakfast before the legislation goes into session. Dr. Coreil thinks that we will get better participation and it will be safer to do Zoom session with them.

Elizabeth Jonson

- Working with Shelly on our virtual map. It is coming together well, but we plan to make some last minute edits for pictures and content. We plan to do a press release when the map launches.
- Had GIF stickers created for stories on Instagram.
- Met with CLTCC Chancellor Jimmy Sawtelle and Ugly Mug Marketing earlier this week. I hope to hear more from them soon and we want to meet again next week.
- Working on an external relations push to communicate fall campus plans. A graphic and press release will be going out soon.
- Hired a Multimedia Coordinator that will be starting on July 21st. We look forward to welcoming Nathan Parish who is an LSUA graduate. We are very happy to get him on board.

Melissa LaBorde

- Faculty do not know about possible fall options for returning to campus. We ask that the options get communicated to us very soon so that faculty can prepare for the semester. Dr. Rowan stated that we are still in the decision making mode and have not finalized plans, so we are being cautious about sharing information before we determine the specific message to avoid confusion. We will communicate specific plans when they are finalized. Dr. Coreil stated that we are planning to have another Zoom Faculty Town Hall meeting soon to update our faculty and give them an overview on our prospective, tentative plans.
- The Faculty Senate Ad Hoc Committee regarding remote teaching has been meeting regularly and will meet again on the 3rd. We need to communicate needs for differences between remote and online teaching and they asked for me to get input from this meeting as well as input on the following items:
 - Is there any difference between blending and Hy-Flex? Abbey Bain said that we want everyone to know that some classes will be in person and some will be remote for some courses for Hy-Flex. The difference between online and Hy-Flex is that online students do not have to be online on any day at a particular time, whereas Hy-Flex students must do some face-to-face learning and be online at particular times for live lectures.
 - We would like face shields for faculty and mandatory masks for students are unanimously requested. The Cabinet had a discussion and will make a decision soon.
 - Asking for verbiage for syllabi regarding masks/social distancing, etc. Abbey will also be including verbiage regarding this in the student handbook and we will all need to be consistent. Also, a campus return plan is being drafted and should be finalized next week.
 - Concerns about return from Thanksgiving for finals since many faculty and students will be traveling. The Cabinet had a discussion and will make a decision soon. It is important that we are flexible with our students and faculty throughout the semester.
 - Will there be health checks in building entrances? That has not been decided, but everyone will be expected to submit a daily self-health check prior to coming to campus.
 - Concerns about hallways and traffic for switching classes. Will we be staggering class times or dismissal and start times? Jerri Weston and Daniel Manual are currently

planning for some modifications to schedules as well as room capacities. At this time, we are not planning to stagger dismissal and start times.

- Thanks to Dr. Coreil and the Cabinet for letting me join in today to represent the Faculty Senate and for listening to our input.

Adam Jonson

- Working on setting up Zoom meetings for international student athletes. We plan to host a session for returning students and a session for new students. We will address FAQ and answer their questions. We are also going to send out communications regarding coverage dates and options for international insurance and let them know that they can submit a waiver to have their own insurance.
- We have a conference call for athletic directors with league members next Wednesday to give and get updates on where we all are for fall planning. One league member will not participate in fall sports and two are unsure. We are waiting to see how our soccer schedule will be impacted.
- Working with our visitor bureau and the Rapides Parish Coliseum to announce the national tournament opening round hosted by the CBB at the coliseum.
- The GAA retreat last Thursday went very well and thanks to everyone who participated. Action items included the golf tournament schedule for August which will with be either August 28th or 31st. That decision will be made very soon. The Hackers cup is scheduled for July 25th and we are working on a partnership opportunity with them for advertising our events. We left with action items and created momentum and accountability to get things into action for the year.

Daniel Manuel

- Daniel had to leave this meeting early to be present for another meeting so Dr. Bain will give remarks on his behalf.
- Continuing renovations at the Epps House and we are working on the foundation now. We are expecting to be done in a few weeks.
- Renovating 17 rooms at The Oaks and plan to be completed by the beginning of August.
- We are continuing work at Chambers Hall for the nursing room and expecting to be done by the second week of August.
- We hired new maintenance worker for the Oaks. Mr. Tommy Bryan Smith started on Monday.
- We are operating well and managing our normal day to day routines.

Kevin Vercher

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Donald Collins

- Campus is safe and secure. There is nothing significant to report since the last meeting.

Shelly Gill

- Asked Missy LaBorde to please help us communicate to the faculty that some international students cannot get here due to travel restrictions. We are working with them on ways that they can start the semester late and we need faculty to be flexible. Missy agreed to communicate this with faculty and asked for these students' schedules so that she can inform their instructors and professors.
- The current application report was sent to Cabinet. We are trending well with online, but we are down for on-campus enrollment for the fall.
- Financial Aid is doing a Zoom session next week for students whose income was impacted due to COVID-19. They will be given FAFSA information in regards to filing special circumstances claims in order to help them get more funding.
- Sent the virtual map to some administration to take a look at where we are now. We are still making edits and I shared several videos with the Cabinet that will be added to the virtual map.

Respectfully submitted by Chancey Slider

The next meeting will take place on Wednesday, July 8th.
