



MINUTES

LSUA Chancellor Cabinet

8/5/2020 9:00 AM | *Meeting called to order by* Chancellor Coreil

In Attendance

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

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

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

Chancellor's Updates:

- We plan to put out a memo later this morning regarding the daily monitoring system and public health study. It was sent to the extended cabinet and taskforce and everyone gave good feedback. Thanks to Daniel for helping put it together. The study leaders want us to send a randomly selected campus sample to go to Rapides General Clinic, but we are working to allow for testing here on campus.
- The university mask policy went out last week and I received some supportive comments and feedback. Another memo will be going out soon to remind everyone about the mask requirement. The more information that we can send out, the smoother things will be when everyone returns. We are following LSU's lead on many of the memo templates that we send out.
- The media has been reporting a lot about the LSU health check and monitoring system. LSUA students have also been told that we plan to incorporate the system here as well and that members of our campus will be reporting online on a daily basis regarding health conditions that will help with contact tracing. It is very important that we wear masks and abide by safety protocol in order for our state to move to phase 3. The next executive order is scheduled for August 28th.
- We are very excited to be delivering personal pizzas on campus this Friday to show appreciation to all employees for their hard work getting ready for the fall semester return of our students. We are thankful for Johnny's Pizza's partnership and collaboration.
- The Board of Supervisors is meeting face-to-face on August 14th for the first time since March and I will be in attendance. The public is invited to join via Zoom and I will pass that information along to the Cabinet as soon as I have it.
- Had a conference call with Jimmy Sawtelle and Chris Maggio yesterday. Our weekly calls are very helpful for all three of us and our campuses. They also had to submit plans for a mid-year cuts.
- Yesterday, on a Board of Regents call, they discussed many interesting scenarios such as what would do if someone tested positive and how to handle staff and areas of campuses. Each

case is different and unique but the safety of everyone will be first and foremost. The daily reporting and contact tracing initiative will be a huge help.

- Some universities are using assigned seating for each classroom, but we have not chosen to go this route. Most universities are using the self-reporting system for daily health checks. Two are also planning to do check-ins every morning so that every person on campus must drive through a tent to get checked and receive a new colored sticker each day along with the daily self-reporting app.
- The National Guard will be on our campus to conduct free voluntary general population campus community testing on the September 1st-2nd from 8 a.m. until 1 p.m.
- Dr. Holcombe is sending a lot of good information related to students returning to universities and I am passing it along to Daniel. Dr. Holcombe is trying to help in any way that he can and our public health service is being very informative and helpful.
- The Cabinet had a brief discussion regarding when meal plans start and transportation for athletes and international students at The Oaks. Abbey, Deron, and Michael will be communicating more about this to get plans in place.
- Thanks to Chancey and Laura for keeping Tank's Café stocked and running throughout the summer for our employees. The last day that the café will be open is this Friday, August 7th.
- Adam did a great job presenting an update on LSUA Athletics at the Alexandria Rotary Club yesterday. Thanks Adam.
- A great meeting took place last night regarding the proposed LSUA SPERO program for students with developmental disabilities. Almost 50 people were in attendance and all expressed passionate and dedicated support. We know this program would be very much appreciated by parents and people in the community. We want to do our best to get funding in place and plan to ask for support from some of our partners and businesses in the community.

Reports

John Rowan

- Last night, we had a great meeting with parents and community members interested in the SPERO program for students with developmental disabilities and almost 50 people were in attendance. Eamon did a great job of keeping the starting committee on track.
- Any fulltime staff member who plan on teaching courses need to fill out PS 209 Exemption Request form and submit to their Vice Chancellor as soon as possible.
- Working on transcript evaluations for new students to enroll in the fall. The plan is not to send out one centralized message to students. Jerri mentioned that Brad can run a script. The Cabinet had a brief conversation about freshman advising.
- We need all hands on deck this week and we are doing all that we can to get students registered for the fall. Over 700 students have been admitted, but don't have schedules and we want to close this gap. Thanks to everyone for assisting with reaching out to and supporting students.

Eamon Halpin

- We are moving ahead with the proposed program for students with developmental disabilities. The program has been named SPERO which means "I HOPE" in Latin and also functions as acronym for Special Program for the Enhancement of Resources and Opportunities. I had an interview with KALB on Monday and created a Facebook page for the program. We held a

meeting yesterday evening in Coughlin auditorium and about 50 people came from the community to show support. I even spoke with a potential applicant who wants to run the program. I gave a presentation on the progress that we've made and many parents on the steering committee and Dr. Rowan about spoke to the group about the program and funding. The liveliness of the meeting really displayed that there is a need for this program in our community. Even some potential program candidates came to show their support. Missy commented that many Buddy Camp parents are so excited about this program. Outlining the components of the program and funding are the big issues now. We are working on grants and plan to discuss more funding opportunities when the committee meets again in the near future.

Jerri Weston

- We have had about 54 more Continuing sophomores, juniors, and seniors register over the last 2 weeks. Departments are calling students to encourage registration and offer support.
- All classes now have meeting places other than a few that are on a watch list in the case that they go up to capacity and may have to change to HyFlex.
- We are working on transcripts and about 88 are in evaluation status. With the help of many, we posted over 160 transcripts last week.
- Our office staff is back full time next week and many are back this week.
- Sandra Dufour is retiring on August 21st after working with us for over 27 years.

Deron Thaxton

- There is no new budget news from this past year. There was the mentioning of a 10% state reduction to general and to higher education funds of \$258-270,000 for this year. We put together proposal for how we will budget if that happens to submit to LSU.
- Working to get budgets printed and sent to departments within the next two weeks.
- Sent a message earlier this week regarding remaining student CARES dollars for spring. We have around \$136,000 that can be distributed to students who have been financially impacted by COVID-19. We created an application process and students who are candidates will need to identify financial impacts from COVID-19 and supporting documentation. The application process will be open for a two-week period. We will then begin reviewing applications and let students know if they have been approved by August 21st. We want to make sure the funds will be available to these students to pay for fall semester expenses.
- Have made offer to a candidate for the child care center director position and we are working through hiring process to have her begin next week. Her name is Sarah Corely and she is from Lecompte. She has a master's degree in social work and worked as a teacher in early childhood education here in Louisiana and Texas. We are looking forward to getting her in place.

Abbey Bain

- Had good conversation with Teresa Seymour about partnering Zoom sessions for students in the third and fourth sessions. We also plan to host some for faculty as well. We plan to partner with Nathan from Strategic Communications to prepare videos on Zoom etiquette for students such as appropriate attire, microphone and video communication, etc. We will be working on getting

social media notices out along with some tutorials in the near future to prepare students for remote and online learning via Zoom.

- Working on calls to students regarding CARES dollars.
- We have about 209 continuing students from spring to fall who have not registered yet. Thanks to Advisors, Mona, Chancey, and many others for making calls to students. They are responding well and we are increasing registration numbers.
- We are down by about 50 freshman students compared to this time last year. We also have about 700 admitted students who have not made schedules for the fall. I am working with Georgia Fox, Haley Halford-Bryant, Brittany Dixon, and Catherine Kent and planning to send out a mass text tonight pushing for fall registration.
- Haylee and I are working on finalizing WOW plans. We are having a planning retreat tomorrow.
- Move in for The Oaks is August 21st-22nd. Shout out to Kevin, facilities, and Michael for getting everything prepared and looking good.
- Orientation supplemental sessions are held on every Tuesday and we are sending follow up emails. We are also recording and posting the sessions online. We are getting a lot of participation and things are going well.

Shelly Gill

- The current application report is up by 20.5% compared to this time last year. Dual enrollment application numbers are going up. We are running and sending lists to departments with information regarding all on-campus and online fall admitted students who do not yet have schedules made. Departments are taking it seriously and reaching out. The majority of students who don't have schedules are freshmen students. We are finalizing plans for students who are admitted, but don't plan to enroll for fall and we are hoping to get them enrolled for spring.
- Working with pending students to verify that counselors didn't miss something and we are almost finished with the list. If students have lower scores or GPAs, we plan to refer them now.
- Nina and I had another meeting with international continuing and freshmen students. We are asking them to let us know what their plans are by the 10th. Asked Deron and Abbey how international students who are not here by the 11th get housing charges removed, etc. Abbey said to email her the information and she will get with Michael.
- Excited about trainings and discovery sessions for the engage software that has a lot of promising features.
- Continuing to meet with Liz and Strategic Communications about our recruitment and admissions.

Melissa LaBorde

- Met with faculty leadership yesterday. We need a decision on travel funds as soon as possible so that we can plan for the year. Mental health issues for employees was another topic of discussion during our meeting. I will be getting with Keyra to come up with some ideas to help staff who may be struggling.
- Faculty needs a heads up for any international students who may be late beginning the semester so that we can be flexible and keep them on track.
- Tried to test out HyFlex with some faculty members recently with Teresa. It looks like it will be challenging in a number of ways, but we are all willing to try to make it work. Faculty will have to

find another way to make boards show due to lighting issues in classrooms and we also need to manage students' expectations for what it will look like remotely.

Haywood Joiner

- We continue to plan for the fall semester by assessing readiness of our allied health and education programs. Classroom instruction will be fine, but we are continuing to monitor clinical instruction and clinical rotation plans. We are currently holding orientations for the various programs that will have students assigned to clinical sites this academic year. So far we have completed orientations for Pharmacy Tech and Medical Lab students, and will host Rad Tech clinical students today. Students are given instructions on how clinicals will work this fall as we prepare them for rotations during the COVID-19 pandemic.
- In addition, we are in the process of getting quotes on N95 masks for students in clinical courses. We will use Carl Perkins funds to purchase approximately 500 masks.
- Overall things are going well. Our major emphasis is on clinical students for the fall 2020 session.

Melinda Anderson

- Had a great meeting with the director of Longleaf, Dr. Coreil, Dr. Cormier, and Dr. Joiner about clinical opportunities, outreach, etc.
- Had a great meeting with Dr. Coreil, Valencia Jones, Senator Louis Bernard, Toby Brazzel and his wife recently. We are continuing to build relationships and have discussions about the HUD flood mitigation funds.
- Our Fierce donors are continuing to make payments and contributions on time and enthusiastically.
- Requested a meeting soon with Rich Dupre to talk about a COA with city of Pineville.
- Foundation audit begins in September and will include The Oaks, GAA, AMoA, and our Foundation. We are expecting a smooth and clean audit.
- Finance and Executive Board meeting will be blended via Zoom and face-to-face this Thursday in Live Oaks.
- The next Foundation Board meeting is on Aug 18th and we are not sure if it will be face-to-face, Zoom, or blended.
- Anyone who has reports for the board meeting need to get them over to us this week so that we can prepare packets.
- We are hosting a small reception in the Bayou Robert Room on Thursday afternoon to honor and thank Blake Chatelain for his service on the Board of Supervisors.
- Shere' is working with GAA to engage athletic alumni.
- Lynne is working on year end finance.
- Trying to set up a meeting with Jeff Massey regarding scholarship awards.
- Working on planning for the 60th birthday party originally scheduled for September 9th.
- We still plan to do a special event for the Mulder Scholar finalists and their family.

Adam Jonson

- We appreciate the prayers and outreach for our recent loss of Liz's grandfather.

- Hoping for more guidance from NAIA as soon as today on the spring calendar. We know that championships have been moved to spring for the NAIA and the RRAC. We are talking with some peer institutions in our league about trying to have some competitions in the fall.
- Continuing planning for the reopening of athletics including testing plans, precautions and protocol.
- The golf tournament is on track. We have about 14 teams registered as of this morning. We had 16 last year and our goal is to reach 18 this year. The course will allow drinks, food and teams on the course. Working on putting together a list of supporters to find out if some are interested in being hole sponsors or participating on a team.

Daniel Manual

- Our current government policies are extended for another three weeks. Numbers in cases of COVID-19 are slightly improving and we are planning to continue moving forward with our campus plan.

Chancey Slider

- Working with Dr. Bain to get PS 228 regarding the LSUA Student Code of Conduct published to our website.
- Working with several members of campus on reaching out to continuing students who have not made schedules for the fall, reminding them of our flexible course options, and informing them about the CARES dollars that can be awarded to students who have been financially impacted by COVID-19.
- The Chancellor's Office and Tank will be delivering personal pizzas to employees this Friday to show appreciation for all of their hard work and dedication.
- Tank's Café will close at the end of day on Friday, August 7th since Chartwells is reopening on Monday, August 10th.

Donald Collins

- Campus is safe and secure and there is nothing significant to report at this time.

Kevin Vercher

- Continuing to work on campus projects. Thanks to Deette and the UA staff for providing lunch for facility services employees yesterday.

Respectfully submitted by Chancey Slider

The next meeting will take place on Tuesday, August 11th.
