



MINUTES

LSUA Chancellor Cabinet

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

In Attendance

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

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

Chancellor Coreil called the meeting to order at 1:00 PM

Chancellor's Updates:

- We are currently under a tornado watch. We sent out communications to campus through the LSUA emergency alert text system. We are continuing to monitor the weather and encourage everyone to stay safe.
- We recently had the fantastic achievement of having the highest enrollment number in the history of LSUA. Compliments and kudos to all of our faculty and staff who worked so hard to make this happen. Our goal is to achieve 5,000 students by 2025 and we are well on our way to make it happen.
- We plan to soon set up a Legislative Zoom meeting with our delegation to thank them for their help and support with the Drainage Project Capital Outlay funding that we will receive to make improvements to campus drainage. \$3.9 million dollars was approved to be awarded to LSUA during the most recent regular session.
- The Diversity & Inclusion Advisory Committee is meeting next week. Dr. Thomas and Sheila are doing a great job as co-chairs.
- Planning an administrative retreat to analyze our campus plans for the next 3-5 years and complete a SWOT analysis. The date of the retreat is Nov. 11 and it will be held at the Grant Walker 4-H Educational Center in Pollock, LA.
- Daniel Manuel and I recently reported campus COVID-19 case numbers to the Board of Regents as required by all Louisiana higher education institutions. Our next report is due on Friday. Thanks to Daniel for keep up with and providing this critical data.
- Working on planning sessions for direct reports and plan to meet with each one to be sure that their job responsibilities are updated and accurate.
- Jamey Gilliland is putting together a LSUA volunteer group that will be going to Lake Charles this Saturday to assist with Hurricane Laura recovery efforts. Thanks to Jamey and Lynn Ray for their relief efforts on behalf of LSUA family assisting impacted families in Southwest Louisiana.

Reports

John Rowan

- We are working on wrapping up the SACS COC Interim report. There's still some documentation that we need. Please mention to staff members and departments that requests need to be fulfilled as soon as possible.
- Chancellor Coreil and I will be meeting with Commissioner of Higher Education Kim Hunter Reed next month. Our main purpose for meeting pertains to accreditation standards and their impact on the development of new programs. Please feel free to send over any other pressing topics that we may need to discuss with Commissioner Reed as soon as possible so that we can set the agenda.
- There are a number of open forums going on. Last week, we focused on promotion and tenure for faculty. This week, we will discuss strategic planning, and we will go over academic structure next week.
- Some faculty have brought to my attention that they received a request/requirement agreement to sign from Human Resources regarding working remotely. The agreement regards establishing a home workplace and photographs needed of home workplaces that need to be submitted for anyone working remotely. The document also states that the university has a right to go into their home workspaces if needed. Deron mentioned that there is a federal requirement and LSU system requirement that employers have an agreement of knowing where employees are working. The reasoning for requests of approval for staff to go into workspace or have photos submitted exists in case an employee needs to file workman's comp while working from home. We are liable for injuries that occur in remote working spaces. It is highly unlikely that anyone's home will be entered unless there is a liability claim. The tenure side states that the agreement does not create employment term and does not change status of at will employees. This is simply stating that the agreement does not change the nature or the term of agreement for employer and employees. This agreement will continue to be in place for any remote employee from here on out including adjuncts who permanently work off campus.

Eamon Halpin

- Attempting to wrap up the SACS COC Interim Report and will have completed by Friday of next week to make it to Atlanta by October 8th.
- Jerri, John and I had a useful meeting with colleague of Jerri's who runs a 2-year aviation program in Montana on Zoom. He has run the program for a decade or more. We learned a lot of very useful and knowledgeable information. This will be helpful as we develop our program.
- Meeting tomorrow with Melinda, Liz and Kevin about the quad fountain. It could use some fixing up and maybe refurbishment. This could be an opportunity to host a re-dedication or dedication ceremony if there was not one in the past and connect it to our 60th anniversary. The Cabinet had a brief discussion regarding the fountain and plans for fixing it up.

Jerri Weston

- Thankful that we made it through Census Day. Thanks to Abbey and Deron's office for helping.
- Building spring schedule now.

- Reported student attendance to National Clearing House.
- Scott was able to get a great e-evaluation list made and it is working well.
- Going to department chairs tomorrow to discuss switching to one term with two sessions. We would be eliminating fall 1 and fall 2 terms. This idea originated in financial aid and admissions. It will help with efficiency across the board. I will be discussing this with the Faculty Senate. If we move forward with this plan, it would not start until fall 2021. Asked the Cabinet to send any questions or concerns to myself, Shelly or Deron.
- After 2nd session starts, students will see inactive holds on their accounts and will need to reapply in order to update information and clean the system up. Will update you all when it goes live. It will be on the Faculty Senate meeting agenda next week.
- Missy asked about the fall Grad Fair at bookstore and deadlines to pay graduation fees. Chancey will get with the bookstore to find out the date of the Grad Fair. I will have to get with Deron on the graduation fee deadline and application deadline. As of now, 546 graduates (spring and summer 2020 are included) are eligible to walk for the fall 2020 ceremony.

Deron Thaxton

- Received a very good confirmation that the Drainage Project should go out to bid within the next couple of weeks. Dr. Coreil has been talking with people at the state level and after over a decade of trying, it looks like it will move forward this year and will change the entire face of campus. This is fantastic news and if all goes well, we could have a groundbreaking prior to Christmas. Thanks to Dr. Coreil and everyone who has been working on this.
- Enrollment is at all-time high. Huge congrats and thanks to everyone on campus for making this happen. We have a lot of work to do with on campus population, down around 140 students right now, but we plan to work hard. Online enrollment is up by 52% compared to this time last year. We are around \$141,000 down in revenue from last fall to this fall primarily due to loss in on-campus students who pay higher tuition and fees and we are having to pay percentages to LSU online for online students. We project with online increases, this revenue deficit will be made up by the end of the year. We are looking into options to bring in more revenue throughout the year. Many online students have only registered for fall 1 and revenue will increase when they register for fall 2 and we will pick up more students. Overall, this is good news. We will continue to focus on areas that need work.
- A legislative special session begins soon to discuss several areas including COVID-19, renewing fee autonomy that we lost at the end of the regular session that made it so that institutions could set their own fees with approval from the authorizing board of the Board of Supervisors. This topic is back up for discussion and we hope that it is approved so that we will be allowed to increase and add fees as needed.
- Ads are out for lowest in state tuition. This is a good marketing tool. We don't plan to change tuition, but fees may change and be added as we move forward.
- Some leaks are still being repaired at Mulder Hall and we hope to have the new roof fully installed soon.
- Working on putting out sandbags to help with any flooding that we may incur over the next few days. Please keep in mind that things are subject to change within the next few hours and over today and tomorrow depending on campus flooding.

Abbey Bain

- Continuing to work with students and advisors are texting advisees this week.
- Working on email to go out to students soon about finalizing tutoring availability.
- Having discussions with SG for their opinions and advice regarding fall commencement. We talked about limiting guests or possibly hosting the ceremony outside. We plan to continue coming up with ideas and we want graduating students to have a voice in the planning process. We plan on letting graduates rank several options so that their input can be considered when planning. We are looking forward to celebrating and hope for a live, face-to-face ceremony.
- Census numbers were delivered to campus recently. We currently have 214 students at The Oaks compared to 209 residents at this time last year. We are partnering with Admissions and Strategic Communications to plan trajectories and recruitment efforts for on campus housing. working with house.
- We are excited about hosting the virtual Sky Happiness Program this weekend. There are still about 15 spots open.
- Many students are coming in for resources such as counseling so our office has experienced an uptick in foot traffic lately.
- Sarah Corley was on Good Day Cenla to promote our Childcare Center and we hope to see a boost there in the near future. Thanks to Liz for making arrangements with KALB.

Shelly Gill

- If anyone has questions about the holds that Jerri mentioned, please let me know. These changes are going to keep everything streamlined and will save a lot of manual time.
- ACT is moving forward with superscoring so that individuals can combine their best results from each area from multiple tests to form a composite score. I would like approval from the Cabinet to accept admissions of superscores for admissions and scholarships. TOPS will not use superscores. The Cabinet had no objections.
- Met with a group regarding data issues on Friday and we were able to solve a lot of problems. We are putting together a calendar for many factors regarding all of the groups. If you think of anything that you want to go on the calendar regarding data issues, please send it over to me or Jerri.
- Counselors are on the road and we are gearing up for first admissions notifications to go out on October 1st.
- Engage should be up and going for May. Thanks to Jason for all of his help and support.
- We are reaching out to first-time-freshmen students who were admitted, but did not enroll for the fall to encourage them to enroll for spring or future semesters.
- Career Compass is coming to campus on October 20th for a meeting and we plan to get some face-to-face action with them. We would love for Dr. Coreil, Dr. Rowan, and dr. Bain to come by and meet this group.
- We reached 3500 students, the highest enrollment number in LSUA's history, and we are only down 4 first-time-freshmen. Dual Enrollment is about flat lined with where we were this time last year.

- Shout out to Kaitlyn Nichols for her hard work on dual enrollment and thanks for all of the additional school relationships that she has developed this semester.

Melissa LaBorde

- Shout out to Kevin and facilities for all of their hard work at Mulder Hall.
- Asked Dr. Rowan if the forums are recorded for those who cannot attend. He does plan to record the meetings.
- Asked Daniel about the random sample COVID-19 tests that were planned and he said that plans for the random sample testing are currently on hold.
- Asked for a date to make Chancellor's funds available to faculty so that it can be put on a Faculty Senate meeting agenda.

Haywood Joiner

- The Department of Allied Health recently expanded its offering through the addition of a Concentration in Health Sciences in the Bachelor of General Studies degree, and a Concentration in Health Care Administration in the Bachelor of Science in Health Professions degree. Students enrolled in these programs have the option of completing a capstone course or internship during the final year of the programs. As such, internship sites are needed. The following internship sites have recently been added:
 - Leading Health Care of Louisiana. This company is based in Lafayette, but has offices in Baton Rouge, Hammond, Lake Charles, Marksville, New Iberia, Opelousas, Pineville, and Thibodaux. The company provides in-home care for the elderly and the developmentally disabled.
 - Still Waters Hospice, a hospice care center located in Alexandria, LA. Still Waters Hospice provides special care for the terminally ill.
- We are in the process of reviewing an affiliation agreement with Christus Hospice and Palliative Care St. Frances Cabrini. Christus Hospice provides in home care designed to make the end-of-life experience a positive one. As part of the affiliation with Christus Hospice and Palliative Care, Sarah Barnes, Radiologic Technology Clinical Coordinator and faculty member in the Department of Allied Health, is developing a program that will provide allied health students with the opportunity to volunteer to serves patients being served by Christus Hospice. Volunteer activities may include listening and supporting the patient and family, reading or sitting with a patient for short periods of time, writing letters, checking on patients and families by telephone, assisting with clerical office tasks, and supporting community events such as educational offerings, health fairs or fundraising.

Elizabeth Jonson

- Meeting with a committee on Friday to work on finalizing plans for the secondary logo. Once finalized, I plan to bring it to the Cabinet for approval.
- Accepted applications for president and vice president positions for the Media Team. We plan to be very strategic about these assignments and all candidates will be interviewed on Friday.

- Working on getting admissions pieces out for the campaign for admitted students that is starting on October 1st.

Melinda Anderson

- We are looking forward to celebrating our 60th birthday this week. We have koozies, T-shirts, and cupcakes all set up and ready to give out.
- Working with the Childcare Center for their upcoming open house and exploring some fundraising opportunities to fund some improvements.
- Shout out to Shere' Thaxton and the committee working on emergency relief funds. Seven students have been approved. They will be receiving their awards very soon.
- Working on the Martin Foundation Grant.
- Liz is working with some donors in town on the Giving Day Video and we are looking forward to a really fun and energetic video.
- Looking forward to the GAA Golf Tournament this Friday.
- Recently had a call with Connie Cooper regarding the Association of Student Government meeting on the 19th and we plan to revisit after this meeting. We hope that she will be available to be a speaker at the meeting.

Adam Jonson

- Continuing to work on scheduling and hope everything finalized in the next week or so regarding the basketball schedule. It is very likely that the basketball conference that we host will be scheduled for February 28, 2021-March 2, 2021.
- Soccer is not practicing this week as a precautionary measure since a couple of student athletes are in quarantine right now. We hope to play some matches later on in the semester.
- The GAA Golf Tournament was very successful last week and we had a large turnout. We are working on putting together another golf event for the end of October. Working with Melinda to plan to host part of the event at the AMoA.
- Working on plans to anticipate basketball season beginning in November and trying to figure out what attendance will be like. I have been reaching out to other campuses to get feedback and ideas regarding basketball attendance plans.
- An anonymous donor has pledge to donate about \$150,000 that we intend to utilize to enhance some athletics facilities. We are working on plans now and we are extremely grateful to this donor for helping enhance the student athlete and fan experiences.

Daniel Manuel

- The pod for on-campus testing was delivered today and is in Lot 8 near the library. I will be getting with facilities and IET to be sure that we have power and Wi-Fi in the pod. Some staff will come on Sunday to set up the outside of the pod and paint it. We will send a campus wide email with instructions on how to register for testing on September 29th-30th. Saliva testing will take place from 9:00am-5:00pm and results will be available within 36-48 hours after testing.

- We are getting steady responses and good participation with the daily Tank Symptom Checker and want to continue to encourage all members of campus to take the survey daily before coming to campus.
- Recently learned that outdoor events can have unlimited capacities as long as social distancing measures are taken. This will help us to plan large events during Phase 3.

Donald Collins

- Watching the weather closely, but campus is safe and secure as of now. We are also watching for campus flooding since we are expected to get a large amount of rainfall.

Respectfully submitted by Chancey Slider

The next meeting will take place on Wednesday, September 30th.
