

EXECUTIVE LEADERSHIP TEAM MEETING
TUESDAY, APRIL 21, 2020
8:30 A.M.

Those calling in: Deborah Bordelon, Craig Burgess, Jeff Davis, Ed Helton, Rocky Kettering, Nancy Marino, Chris Markwood, Todd Reeser and Gina Sheeks

Guests: Carole Clerie, Ted Laskaris and Chip Reese

Chip Reese

COVID-19 Incident Command Update – Governor Kemp announced yesterday certain businesses will reopen this Friday. CSU will remain closed to the public until we receive direction from the USG Systems office. Will get with Greg to send this message out today. Ed will contact Vice Chancellor John Fuchko at the Systems office regarding guidelines for the following:

1. Health – Rec Center and RP workout area
2. Cafeteria
3. Camps

CAR-Hub – met yesterday. Sent Jeff and Ed information to review. Will bring report to ELT shortly.

Transition to Fall Schedule Work Group – 2nd tier group working – three areas:

1. Academic Services
2. Student Services
3. Support Services

Groups led by Ron Williams, Gary Bush and Kristin Andris. Each group to look across the university as a whole set of questions and recommendations. Meeting with the entire group this Friday. Will be using the outline recommended by the White House, Phase I, Phase II and Phase III.

Gina Sheeks:

Summer Housing Update – Sent to ELT copy of proposal prepared by Scott and Sarah using guidelines from Vice Chancellor John Fuchko. Students currently in housing to be allowed to stay – 48 this summer. Recommending no new students in housing. Interns cannot stay in housing this year. This recommendation is in line with other institutions.

Summer Camps – Sent ELT report of camps scheduled at CSU. Camps prior to June 1 will be cancelled. Camps/Housing issues for the summer- will see what other institutions are doing. Will move some camps to July. President Markwood will be teleconferencing this week with other institutional presidents and will report any new information regarding camps and housing. Dr. Bordelon will check with Susan Wirt in Continuing Education.

Plans for Orientation sessions are going well. Gina will see what other institutions are doing about orientations this summer – face to face in July and August? Dr. Bordelon will check on campus tours – should these be a smaller number with social distancing.

Virtual Programming going well

Deborah Bordelon:

Enrollment Update - summer – Head count down – 237 students, credit hours 113. Some faculty have developed videos about courses.

Fall – down in head count 6.9% = 263. Credit hours down 5.3% = 3,298 credit hours. Applications are down, admits up. Summer – new students down slightly. Fall orientation up 59% = 106 students more than last year at this time. Financial Aid has packaged 4,126 students compared to last year at this time of 266. Verification – 513 completed – compared to last year – 179.

Graduate applications are down, accepts are flat. Margie Yates is working with coordinators. Current students are taking more credit hours.

EAB – Scheduled to teleconference with ELT on April 28 at 10:00 a.m. Time to renew contract with EAB. Will send Craig language for the contract for his feedback.

UITS Update – Ted Laskaris – Live Chat – Chabot – recommending purchasing software- \$16,000 - two areas:

1. Live Chat – use software vendor that the library uses.
2. Behind the scenes – Chabot – web team will add questions and answers from CSU Help Desk.

Funds in UITS budget to cover purchase. Ted will work with ELT and Greg on a communication plan to departments and students.

Ted will present an implementation plan for both pieces of the software to ELT at their next meeting.

Webpages/Stamats – Ted, Neil, Sallie and Dr. Bordelon meeting regarding our webpages – Plan of Action – working on finalizing template. Need to fast forward moving old sites into the new site.

1. Continue using Stamats for content.
2. Consultant – four to six weeks dedicated to helping Neil finish the template design.
3. Neil, Sallie and Greg working relationship – tinker with new ideas – keep website relevant. Add resources short term to get all of the websites up and running – need to do as soon as possible.

Applicant Security – Ted Laskaris and Carole Clerie – Be on the lookout for scammers.

Jeff Davis:

CARES Act Grants – Have not received our funding from the DOE Federal Government. Tim Howard received an email and tracking number from the Federal Government. Will monitor daily.

1. Distribution of 3.1M for spring or reserve a portion for the summer? Use credit hour formula. Reserve a pool of funds specifically for Pell students? Summer - \$640,000. Use 25% of pool for Pell students. Jeff will get back to ELT with a ratio.
2. Who do we include and exclude?

Exclude – Dual Enrollment, Senior citizens and TAP. Focus on FT and PT tuition paying students.

Jeff will send to ELT a proposed allocation report.

DocuSign Process – Working well. Funding resources check box added to the form.

Budget Projections – Budget could be cut 15% of State Appropriations – could mean 10M reduction next year. ELT needs to look at a 10% cut to your budget will look like. Need to submit to Jeff by this Friday draft on 10% cut to their budget.

Rocky Kettering:

Funding Priorities – Need to engage more people in fund raising – CSU Fund – unrestrictive funds. Looking at a Matching Gift program to work with CSU Fund.

No other updates to report

Todd Reeser:

Create Care COVID-19 Initiative –

1. Reached 3,147 students
2. 2,100 Voicemails
3. 5,100 Notes

Second round of calls ongoing. Will remind callers that texting is another option to reach students.

Athletic Projections – UNC Pembroke and Francis Marion will no longer be a part of Peach Belt. Spring seniors given another year of eligibility – Fifteen seniors.

Craig Burgess:

Proposed MOU with MCSD – Possibility of entering into Resource Agreement with MCSD. USG Systems office must approve first. Craig will notify USG Systems office today of these discussions – make them aware – not connected to COVID-19 and keep them in the loop.

Miscellaneous – Office of Civil Rights mediation delayed due to COVID-19 crisis. Waiting to hear back.

Continue to receive Open Records requests.

Ed Helton:

Communication Advisory from USG – If you are contacted for information by media or other sources – you must go through University Relations. No interviews.

University Relations Team – Additional team members – Josh (Athletics), Russell (COB), and Kelsey (COA) have centralized communication – working very well.

UR Projects – Social Media project and Student Recruitment

ELT Annual Reports – New due date is October 15, 2020

President Markwood:

Spoke with Congressman Ferguson yesterday. Scheduled to talk with Congressman Bishop today.

Call in meeting scheduled with other USG presidents scheduled for this Friday.

Other Business:

April 7, 2020 ELT minutes approved with no changes or additions.

There being no other business to discuss, meeting was adjourned at 11:43 a.m.

Respectfully submitted by,

Nancy Marino