

EXECUTIVE LEADERSHIP TEAM
VIRTUAL MEETING
TUESDAY, JULY 7, 2020
8:30 A.M.

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

Guests: Chief Mark Lott, Chip Reese and Michael Tullier

Ed Helton:

Michael Tullier – New Executive Director of Marketing and University Relations.

President Markwood:

Stuart Rayfield communication from USG Systems office:

1. USG Mandatory – Wearing of Masks for all faculty, staff and students on campus. Process of sanctioning
2. Expansion of accommodations for faculty and staff. CDC updated Information. Doctor states age is an issue regardless of what you age is will be accepted.

Change our language – back to our mix of constructional options:

- a. In classroom
- b. Hybrid
- c. Online

Message will go out today regarding the use of masks to all faculty, staff and students. Craig, Chief Lott, John McElveen and Gina meet to discuss how we can enforce the wearing of face masks.

1. Employees
2. Students
3. Guests/Visitors to campus

Need guidelines – HR, Dean of Students, Campus Police, faculty, staff and students. Masks will be distributed to all faculty, staff, students and trustees. Jeff will work with our service providers.

Once guidelines are outlined, will look at the process. Chip will work with our existing workgroups on process on how we enforce USG System's policy. Chip will update ELT on Thursday, July 9, 2020. Policy becomes effective on Wednesday, July 15, 2020.

Dr. Bordelon will work on language for faculty syllabi to include expansion of accommodations. HR message needs to go to all employees.

Once our masks arrive, send one to Michael for messaging.

Stage II – July 16 – not sure about this date – President Markwood wants to discuss with mayor first.

International Students – received word last evening Federal Government will restrict visas to international students based on if they are taking online classes or in a face to face classroom. International Students can be enrolled in international programs as long as they are not in the US. How will this affect us if we have to go back to totally online classes? Dr. Bordelon and Eric Spears will check all CSU International student's fall class schedules.

Gina Sheeks

Safety Updates - Chief Mark Lott – Continuing to watch the situation in Atlanta. Staying in contact with City of Columbus and will keep ELT updated. Received possession of resignation from one of our police officers due to family matters – resignation is effective next week.

Welcome Back Events – will discuss on Thursday's ELT meeting.

Deborah Bordelon:

Enrollment Update:

Summer - Up in Head Count 10.71% - up 381 students as compared to last year at this time. Credit Hours up 6.19%, 350 students as compared to last year.

Fall – Up in Head Count 2.1%, 130 more students than last year at this time. Credit Hours up 3.55% = 2,578 more credit hours as compared to last year at this time.

Orientation – 1,000 students have completed their orientation. Reaching out to 200 students who have not completed their orientation. Little over 350 students are enrolled in PROWL.

UITS Update – Ted Laskaris - UITS team doing well. Next phase of technology projects – imaging, phone and networking. Starting next wave of planning meetings.

Budget Reduction Taskforce – Will deliver second proposal to ELT on Wednesday to discuss on Thursday. Once we begin to message this plan, Ted will work with Michael on the best way to share this information.

Jeff Davis:

Budget – No new updates. Purchase approval process changes – ready to move forward in three areas:

1. ePro – modify levels of approvals – department, dean, ELT member and then to purchasing.
2. P-Cards – Pcards require pre-approval from the supervisor. Will modify process to dean, ELT member and then to purchasing.
3. Requests for Reimbursement – Continue to discourage this process. If there is a circumstance that requires an off channel purchase, will require electronically through dean, ELT and Jeff Davis's approval prior to purchase.

Ed Helton:

Michael Tullier – Executive Director of Marketing and External Affairs – First thirty days:

1. Blending our team – marketing employees from the colleges joining team.
2. Admissions Marketing – How we can leverage with admissions and promote admissions recruitment.
3. Protect, promote and preserve our brand.

Return to Campus Update – Chip Reese – Working today with workgroup leaders – face masks, compliance and enforcement.

International Students – shared document with ELT members. – Action plan of what will take place. Eric Spears from the Center of Global Engagement will serve as the point person for the Institutional Travel Registry. Todd – 12 – 15 First Year Athletic Students – plans to arrive and once on campus how to implement the required fourteen day quarantine. Still looking at this – students may wait and arrive in January.

If due to complications in their travel schedules, an international student arrives to their on-campus housing assignment and has not met the 14 day self-quarantine requirement prior to the first day of class, the Center for Global Engagement will:

1. Work directly with faculty and college deans on behalf of the student in assuring that course content can be delivered to them via livestream or by recorded class lectures.
2. Ensure that meals are delivered to the student by the established procedure through Aramark.

Chip's workgroup recommends to ELT to accept this process to make Eric Spears, Center of Global Engagement as the point person for this plan. ELT recommends to President Markwood for approval. **President Markwood approved recommendation**

on 7/7/2020 with the following amendment – International students will be advised to utilize a service such as Groome Transportation from the Atlanta airport to the CSU campus

Rocky Kettering:

– No updates. On Thursday will bring information regarding Homecoming Week.

Todd Reeser:

No updates

Craig Burgess:

No updates

President Markwood:

Scheduled call with the Chancellor tomorrow afternoon. Will give updates to ELT on Thursday.

Minutes of the July 2, 2020 ELT meeting were approved with no changes.

There being no other business to discuss, meeting was adjourned at 10:10 a.m.

Respectfully submitted by,

Nancy Marino