

EXECUTIVE LEADERSHIP TEAM
VIRTUAL MEETING
TUESDAY, JUNE 30, 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: Sarah Secoy

President Markwood:

ELT decided last week to extend Stage 1 of opening the campus until July 16. COVID-19 new cases are on the increase in Georgia. Message needs to be sent of flexibility, preparation and protection as we begin continuing our efforts to get to Stage 4. Need to be careful not create a sense that we are going back to normal. Concern over lack of requirement of face masks. Governor signed a new COVID-19 executive order extending the state's public health emergency through August 11. Our Stage 2 was previously scheduled to begin on July 1, but is now delayed due to increase cases of COVID-19 in Georgia. Governor also promoting face masks. Dr. David Lewis, Superintendent for Muscogee County School District, presented the district's plan for the fall – parents' choice, some faculty teaching at home and some will teach in the classroom.

Ed Helton:

Return to Campus Stages – Chip Reese - COVID-19 Testing – Vicky Roebuck, on State Health Call today – up to the institution if they want to test. Will report more information back to Chip as soon as possible. Chip will present to ELT on Thursday. Vicki will pursue every possibility to partner for testing and document that we asked every known possibility within the community.

See what vendor can and cannot provide.

Valerie Alexander working on process for student travel and masks in certain areas with a task deadline of July 10.

Stages – in extended Stage 1 until July 16. Go from Stage 1 to Stage 2, beyond July 16, skip Stage 2 and go to Stage 3? Stage 4 – Face to Face return – delivery of course content in the fall semester three possible contingencies

1. Face to Face
2. Online, remote delivery of our content
3. Start Face to Face and due to COVID-19, have to move to fully online

Contingency 1 – Face to Face, go home before Thanksgiving, and finals will be online.

Need to have two communication plans:

1. Face to face with social distancing – what does that mean? Some face to face classes with social distancing, some with remote options and some fully online.
2. If we are having social distancing for some of the classes, students need to know when they should come to class.

Dr. Bordelon will work with deans, Michael and Greg in University Relations on a message to be sent out soon on what the courses for fall will look like. Working with Sallie and will include Michael on messaging to new students too.

Recommendation from USG regarding positive testing for COVID-19 – first option – students go home to their family if possible, second recommendation – student is quarantined on campus.

Looking at having Todd gear up team of staff to call students for updates between now and August.

Michael Tullier, new Executive Director of Marketing, will begin tomorrow. He is scheduled to meet with ELT on July 7, and will meet with each ELT member individually to discuss marketing needs.

Deborah Bordelon:

College Meetings Update – Have met with COB, COLS, COA and Student Affairs. Will meet with COEHP and the Library tomorrow. A lot of good questions. Message we have been trying to convey is the whole issue of flexibility. Looking at ways we can begin communicating with the students using all of our resources. May conduct another round of college meetings in July.

Will send out updated Enrollment report to ELT.

Jeff Davis:

Budget Update – Our initial budget did not require any reduction in force to make the budget as vacant positions were used.

Staff – 51 vacant positions
Faculty – 14 vacant positions

First quarter of FY21, still need to reduce by 1M. Next year we can expect a 1.5M reductions due to decline in enrollment last year. No furloughs are in the budget this year. Jeff will send a copy of original budget to ELT for review. Once budget is approved, communication will be sent out to faculty and staff.

August Events – Currently the following number of events are on the calendar for the month of August:

Student Events	103
Athletic Events	77
Internal Events	30
3 rd Party Events	55

Since Governor Kemp signed a new COVID-19 executive order extending the state's public health emergency through August 11, ELT recommends to president that August events at CSU be cancelled at this time. Student Events – prepared scenarios. Academic events – moved online. Athletic events – practices.

Gina Sheeks:

881 students completed ROAR online Fall Orientation ahead by 441 students.

Jeff, Sarah, John McElveen, Gina and David – discussing housing options. Housing Waiting list first year students, still receiving 5 – 10 applications a day from new to returning students. Expect about another 170 applicants within the next 6 weeks. Cancellations about the same as in previous years. Several phone calls from students and parents regarding our COVIC-19 plan. Discussions – reducing our occupancy – budgetary would have implications and students feeling displaced from on campus housing. Marty Nance – USG – cannot make a decision on our own on reducing occupancy – has to come from USG Systems office. Should we need to utilize a hotel – short term rental for individual rooms or need the whole building? USG must approve if we want to occupy the entire building. Short term we can decide and proceed without USG approval. Estimate of number of rooms needed for overflow – 50 beds and slowly integrate them back to campus. 200 students who have not paid application fee – tracking these students to see if they plan to attend CSU in the fall. Next steps – David Mitchell and Sarah to meet and will explore with local hotels - size of facility – travelers coming and going. Will check on price of utilizing small hotel. This would have to be approved by USG Systems office.

Todd Reeser: One area of concern – continued discussions of challenges related to international students – concern with coming to US. Some international students will not come until January.

Renewals for Financial Aid agreement – signed and will be submitted today.

Peach Belt will discuss athletic events in the July meeting.

NCAA - base line plan or institutions to participate. Mandatory once a week testing for athletes.

Rocky Kettering – No Updates

Craig Burgess:

Working with David Mitchell – Barnes N' Noble contract – negotiating the last provision. Contract should be finalized today.

Faculty Senate matters to work on – working with Ron Williams and Dr. Bordelon. Need to discuss process of Faculty Senate – Dr. Bordelon and President Markwood. Follow up with Nicholas McMillan – items approved by faculty senate – needs to go to Dr. Bordelon and President Markwood for final approval.

President Markwood:

Appreciate everyone's hard work. Critical Hire process will remain in effect. Meeting this afternoon to look at retirement incentive package.

Jeff Davis:

Will send materials on voluntary separation process to Nancy to send out to ELT. Will discuss at ELT on Thursday, July 2.

June 23 and 25 ELT minutes were approved with no changes or additions.

There being no other business to discuss, meeting was adjourned at 10:15 a.m.

Respectfully submitted by,

Nancy Marino