

**LONGWOOD UNIVERSITY
BOARD OF VISITORS MEETING
Friday, September 11, 2020
Minutes**

Call to Order

The Longwood University Board of Visitors met on Friday, September 11. The meeting was called to order at 2:05 p.m. by Rector Eric Hansen.

Members Present:

Mr. Eric Hansen
Mrs. Eileen Anderson
Mr. Michael Evans
Ms. Pia Trigiani
Ms. Katharine Bond (via Zoom)
Mr. Steven Gould (via Zoom)
Mr. David Hallock (via Zoom)
Mrs. Colleen Margiloff (via Zoom)
Mrs. Nadine Marsh-Carter (via Zoom)
Mr. Larry Palmer (via Zoom)
Ms. Polly Raible (via Zoom)
Mrs Ricshawn Adkins Roane (via Zoom)
Ms. Cookie Scott (via Zoom)

Also present (all via Zoom)

President W. Taylor Reveley IV
Justin Pope, Vice President and Chief of Staff
Cameron O’Brion, University Counsel
Dr. Larissa Smith, Provost and Vice President for Academic Affairs
Ms. Louise Waller, Vice President for Administration and Finance
Ms. Victoria Kindon, Vice President for Strategic Operations
Ms. Courtney Hodges, Vice President for Institutional Advancement
Dr. Tim Pierson, Vice President for Student Affairs
Mr. Cameron Patterson, Executive Director of the Moton Museum
Matt McGregor, Associate Vice President of Wellness
Jennifer Fraley, Dean of Students
Dr. Lee Bidwell, Faculty Representative

Mr. Hansen welcomed the Board, noting what a personally and professionally challenging year it has been for all. He expressed his pride in President Reveley, his leadership team and the University as a whole for its work confronting the national challenges of Covid-19 and racial

reckoning. He said the decision to rename the residence halls in honor of Barbara Johns and Gordon Moss was a positive one for Longwood.

Mr. Hansen asked for a motion to approve the items presented as the Consent Agenda, with the exception of the course fee proposal, which would be tabled for further review and consideration. Mr. Palmer, moved, Mr. Evans seconded and the motion was approved unanimously.

President Reveley welcomed the group, noting the somber occasion of the 19th anniversary of 9/11. He echoed the Rector in saying that Longwood should be proud of how it is navigating current challenges with hard work. He expressed his gratitude in particular to Longwood students, who are working hard, sacrificing and carrying themselves with great maturity, no doubt as a result of the many things they've already seen in their young lives. He expressed his gratitude to the faculty, who also under adverse circumstances have been working with great ingenuity, resolve and care for one another and their students. President Reveley expressed his appreciation for Farmville, stating that the relationship between town and University has if anything been strengthened. He also expressed appreciation for the vice presidents and to the Board, saying that if a crisis had to come, this is an exceptionally strong time in Longwood's history in terms of leadership.

Justin Pope gave an overview of the structure of the University's response to Covid-19, describing the separate roles of the Covid Task Force, the Incident Command Team, and the Quarantine Support team. He said Longwood believed the challenge of responding to Covid-19 called for a balance of decision-making and response structures already in place, but also new ones to address new issues particular to this challenge. He said the management system is working well so far, while emphasizing the University fully recognizes and expects case numbers will rise, and has built a system that can scale up if needed. He said case numbers are an important data point, but there are others he watches closely. Some that are encouraging so far are that many of the positives were already in quarantine, indicating the aggressive contact tracing and the quarantine system are proving effective and mitigating spread. Also, with some exceptions but in general students who have been positive have not had large numbers of other students identified as contact exposures, and no non-students, indicating the general precautions in place around campus are working.

Matt McGregor proceeded with a more detailed overview of the planning process over the summer, including the partnership among Longwood, the Virginia Department of Health, and Potomac Healthcare Solutions. He described the process by which students are being tested, and noted tests are being administered liberally even if students may not meet strict testing criteria. He also described how students are being supported through quarantine or exposure. He noted that the number of students in quarantine or isolation can fluctuate substantially from day to day as results come in, and many students are only in quarantine briefly. This has produced fairly rapid turnover in ARC Hall, and the team continues to adjust in its processes for supporting students as comfortably as possible, including medical checks for those symptomatic, academic support, and mental health support. However, most students so far have been able to quarantine/isolate in their own rooms or at home, and capacity for on-campus space has not yet been an issue, though the University has developed plans and preparations to use additional space if needed. Jen Fraley gave an overview of the support services, including representation

from Student Success, Academic Affairs, Conferences and Events, and CAPS, to students in quarantine. She said overall, the response among students to new guidelines has been excellent and positive and there have been very few disciplinary issues.

Dr. Smith began by noting Nursing has enrolled its largest-ever class, with 83 students, and enjoyed a 100 percent passage rate on the NCLEX exam for the Class of 2020. The Cormier Honors College has 122 incoming first-year students, putting total enrollment above 400 for the first time, with special thanks to Dean Alix Fink and Jessi Znosko, as well as other CHC staff, with support from Admissions. She also welcomed new Honors College Dean Chris Kukk, who she said brings exceptional talents and energy to his new role. She said another bright spot is overall graduate enrollment, which totals 860 this semester. Enrollment in all graduates programs is up over last year. Particularly successful has been the new fully online MBA, which has more than 200 students in its new form. She also noted both the beauty and utility of the newly named Allen Hall, which has helped provide additional classrooms with social distancing, and provided new space for important campus resources including the Digital Education Collaborative and Center for Faculty Enrichment.

Regarding Covid-19, she gave an overview of the substantial adjustments and adaptations Academic Affairs has implemented for learning this semester. She said 20 percent of classes are fully online or hybrid. About 30 percent of classes meet in-person but because the entire class may not be able to be accommodated together at the same time, has at least some students attend some sessions via Zoom. About 50 percent of courses meet in the normal in-person fashion, with proper classroom spacing in place. Physical classroom spaces have been updated with web and document cameras in all classrooms, and with seats arranged to preserve distance of 6-8 feet between desks. Spaces such as Blackwell Ballroom, Martinelli Board Room, and Jarman are being used as class rooms. Academic Affairs worked with department chairs to prioritize classes for larger spaces. All classrooms also have cleaning spray and wipes for use between classes, in addition to heightened normal cleaning protocols. She gave examples in the Board Report of the Faculty Representative, in particular the Music Department, chaired by Dr. Lisa Kinzer, who worked especially hard to develop appropriate ways to teach their discipline this semester.

Ms. Roane commended the provost and the leadership group on their adaptations in light of challenging circumstances. Mr. Hansen suggested Longwood's work developing courses to adjust to the reality of Covid could provide useful lessons for others and inform Longwood's curriculum, in particular as it prepares future educators.

Ms. Meadows gave an overview of the athletics department's response to Covid-19, implementing NCAA guidance and prioritizing support of student-athletes even as fall sports are on hold. These detailed plans include health and practice protocols. In response to a question from Ms. Marsh-Carter, she and President Reveley described the multiple layers of decision-making across higher education and institutions and how they will effect plans for future seasons.

Ms. Hodges said the Covid-19 epidemic has upended virtually all of the known and established techniques of fundraising, creating numerous challenges, but the need is higher than ever. She emphasized the importance of compassion and tone in messaging. Donors continue to be

interested in supporting student scholarships, and donors in particular are particularly interested in supporting future nurses and teachers. She said she was proud of the events team for stepping forward to help the university in other ways in the face of the university's new challenges.

Ms. Kindon gave an update on the ways the epidemic has challenged operations. In particular, she noted in-person activities are usually especially important for Longwood and the Admissions office has had to plan carefully to allow for virtual visits and carefully planned campus visits. She noted her unit worked with approximately 100 students who wanted to try to take a fully online course load, and said given the challenges the incoming freshman class had held up much better than feared, with "melt" over the summer actually lower than the year before, thanking Emily Heady and the faculty involved with orientation. Looking ahead to 2021, she said it has been an unprecedented challenge to deal with the present challenges of Covid-19 and bringing aboard the incoming Fall of 2020 freshman class, while also planning for a unique year for the fall of 2021 that will be challenging across the board given the uncertainty in the nation, the economy and across college admissions. She also provided an update on the Faculty/Staff Ambassadors program, which expanded the group to 45 members, providing additional personal connections for faculty/staff to connect with prospective students. She noted the financial circumstances of students have clearly been affected by global events. Students who file FAFSA forms are not enrolling in 4-year institutions as much as they have in the past.

Ms. Waller gave a financial overview, saying Covid-related expenses have put meaningful pressure on the budget line set aside this year for one-time Covid expenses such as refitting classrooms, PPE, ventilation checks and improvements and other mitigation efforts. The University budgeted \$1.3 million but expects to surpass that. The Office of Environmental Health and Safety has distributed 10,000 face coverings, 500 gallons of sanitizer, and 10,000 gloves as well as hundreds of signs. She commended Human Resources for their help guiding employees through health care, leave and other questions. She also commended the Small Business Development Center for increasing consulting services by 160%, stabilizing 564 jobs and helping businesses receive more than \$6 million. Lastly she added landscaping and grounds recently installed 100 Adirondack chairs to help support students spending time outside. In response to a question from Dr. Bidwell about why fees had been removed from the Consent Agenda, President Reveley said the Board is eager to consolidate fees and approve them in ways that provide more notice and understanding for students, and has decided to review options for doing so before moving forward with approving specific fees at this time. The Provost said Academic Affairs is also working to examine course fees.

Dr. Pierson said he speaks weekly with his Commonwealth counterparts, and Longwood's students and their behavior stand out in a positive way. He noted it's been difficult for students, and keeping students optimistic and giving them something to look forward to is a forefront mission for Student Affairs.

Mr. Patterson described the work of the Equity Action Task Force on actionable steps for the fall semester, and work with new police Chief Doug Mooney on training and protocols. The Task Force's charges included developing recommendations for a Title VI office and process, outlining plans to engage every student with the Moton story, and planning for conversations to take place over the fall semester. He noted the Task Force does not replace other initiatives

underway, notably the University Diversity Council and its efforts to create a strategic diversity plan, and the Bicentennial Initiative to address aspects of institutional history. He noted the appointment of Jonathan Page to lead the Title VI efforts, who via his longtime work around campus on these issue is the perfect person to help build that structure. Regarding the Moton partnership, he noted the power of the unique partnership between the museum and the University, and described the initial recommendations to launch ideas for initiatives, involving both Student Affairs and Academic Affairs. Lastly, he summarized recommendations and steps to expand the work of what had previously been an informal student advisory committee on diversity issues. Ms. Roane said she would be interested in hearing at a future juncture reports on how the conversations on campus have gone. She commended the Task Force for its fast and thorough work. Mr. Patterson said the SGA will kick off the conversation focus with a town hall series being organized along with the Office of Multicultural Affairs. Ms. Raible also praised the thoughtfulness and straightforwardness of the plan. Mr. Patterson said students are eager to be partners in efforts to move Longwood forward on such issues. He said it is OK to feel somewhat uncomfortable as we hear about the varying experiences students have, as discomfort makes Longwood better as an institution. Ms. Margiloff seconded the thoughts of others and asked what the mechanism will be to ensure there is accountability for making sure recommendations are implemented. Mr. Patterson said he is working with Communications and Marketing to make the initiatives visible. Despite the initial conception of the Task Force as preparing for the fall semester, the group is committed to continuing conversations even into the fall semester so we can monitor progress. Dr. Smith noted that three cabinet-level officers serve on the Task Force and will help the full University leadership is committed. Dr. Pierson said this work has been central to the work of the administration over the last six months despite the challenges of Covid, and that student leaders will be watching closely as well and continuing the focus on the work of the Task Force.

Mr. Hansen thanked all for participating and repeated his pride in the University's leadership team for confronting the challenges of 2020, including Covid-19 and racial justice, noting many universities have struggled in addressing them.

There being no further business, the meeting was adjourned at 4:00 p.m.