

To: President's Cabinet

From: Denise M. Trauth

Subject: President's Cabinet Meeting  
March 18, 2020

Provost Bourgeois proposed continuing remote delivery, with face-to-face instruction limited to academic activities such as recitals, and theses and dissertations defenses, through the end of the spring semester, including final exams. Cabinet members approved.

Provost Bourgeois proposed postponing spring commencement to August. In August, Texas State will hold two sets of commencement ceremonies, one set for spring graduates (held on Thursday, August 6, 2020, and Saturday, August 8, 2020) and another set for summer graduates (held on Friday, August 7, 2020). Cabinet members approved.

Dr. Smith and guests Dr. Rosanne Proite and Dr. Margarita Arellano led a discussion on plans for the residence halls through the end of the spring semester. Residence Life will ask students, who have access to suitable alternative living arrangements, to move out of their rooms. The move-out days and times for students will be staggered over an extended period in order to maintain social distancing. Residence Life will provide students with storage options in the event that they are not able to move all of their items at once. Refunds and financial credit options were discussed.

Mr. Algoe and Mr. Murr will work together to develop a mechanism for answering student questions related to refunds/financial credits and will be sure to funnel information to parents through the Student Affairs' parent portal system.

To support student retention, Residence Life is exploring utility of remote Resident Assistants.

The Cabinet members stressed the importance of being flexible in working with students. Thus, residence life students who do not have access to suitable alternative living arrangements or who have a reason to remain in San Marcos, such as for work, will be able to request to stay in an on-campus residence by completing an online form. Students who request to remain will be made aware that they may be asked to move to a different residence hall and that university services, activities, and interactions will be limited. For example, while university services will still be available to students, there will be limited face-to-face interaction and more opportunities for remote interactions will be made available. Dining options will be limited to grab-and-go meals; no in-house dining will be available.

Texas State is preparing two announcements. One, which will be disseminated to the university community, will announce Texas State's plans to continue remote delivery of courses and to postpone spring commencement. The other, which will be shared with students living in residence halls, will announce Texas State's plans for the residence halls.

Mr. Algoe led a discussion on the financial impact of COVID-19 on the university budget. The projected lost revenue from housing, parking, and dining is \$10 to \$20 million. This loss will not be offset by the curtailing of expenses, as there is very little opportunity for cost reduction. Dr. Breier announced that University Advancement will focus its efforts on raising scholarship money to support students in fall 2020.

Mr. Algoe led a discussion on other student services and related fees (e.g., Library, Student Center, Welcome Center, and Student Recreation Center). Cabinet members reported on how their divisions are transitioning their delivery of service from face-to-face to alternative forms of remote delivery. Mr. Pierce announced that Albert B. Alkek Library will remain open, as it is an important resource to support academic classes. Dr. Smith announced that the Student Recreation Center will not close; rather, its hours will be reduced and social distancing rules and initiatives will be applied.

Mr. Algoe discussed that while online instruction will be the primary delivery system, there are 14,000 students living in San Marcos and will be accessing on-campus services. Mr. Algoe also announced that bus service will continue through the end of the semester. The times that the bus service operate will be aligned with the hours of other university services.

Mr. Algoe shared that across the nation, student enrollment at institutions of higher education is expected to decrease by 30 to 50 percent for summer 2020 and five to 10 percent for fall 2020. President Trauth declared that Texas State is cancelling or postponing internal and external sponsored events taking place on the Texas State Campuses through commencement. Cabinet members discussed items for future cabinet meetings, including summer camps, high school graduations, and new student orientation.

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