

OFFICE OF THE CHANCELLOR

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Dear Faculty and Staff,

Welcome back to Fall 2021! I hope you had a wonderful summer with time to rejuvenate. Convocation was exceptional! "A Century of Commitment and a Promise of Perseverance" speaks directly to who we are. This institution has withstood wars and hurricanes, and now we are persevering through a relentless global pandemic. I am always so pleased with the work we do in spite of COVID-19. Dr. Myers, Angela Camaille, Nikki Dingle, and Dr. Romero--thank you for making our third virtual Convocation a remarkable experience. Each semester we get even better.

We are continuing to monitor COVID-19, and what we know today is that Louisiana is continuing to see an increase in cases. The College is prepared to pivot if and when that time arises; however, we all have a responsibility to keep ourselves and others safe.

While on campus all students, employees, and visitors must do the following:

- *Use the Delgado Pre-Screening App or QR Codes daily to receive clearance before arriving to campus.* This action continues to be mandatory for faculty, staff, students, and visitors as it provides a built-in, immediate process for responding to potential exposures for our College community. Faculty, if students are unable to access the online tool for any reason, the academic division deans will have hard copies of the form placed in your mailbox so that you can provide them to students to complete.
- *Stay home if you are sick and notify your supervisor. Students who are sick must stay home and must be provided opportunities to make up assignments due to illness.*
- As mandated, facial coverings are required and must be worn upon entering and leaving all Delgado facilities. They must also be worn in halls, walkways, stairwells, elevators, break rooms, meeting rooms, and restrooms. The facial covering should fully cover the mouth/nose area and may not contain inappropriate images or text that may be offensive to others.
- *Only two individuals in elevators and restrooms at a time.*
- *Report directly to your work location and limit movement to other locations for work activities.*
- *As a courtesy, do not enter a co-worker's workspace without permission.*
- *Allow virtual meeting options for all participants.*
- *Practice good hygiene, including covering your mouth when coughing or sneezing, using hand sanitizer stations when entering common areas, and washing your hands multiple times a day.*

Cleaning and disinfecting measures in campus buildings:

- Delgado Housekeeping staff have undergone mandatory CDC training on how to properly clean and disinfect relative to COVID-19, as well as proper discarding of their PPE.

- Frequently touched areas, including bathrooms, light switches, doors, counters, and shared spaces are cleaned multiple times each day. Surfaces in libraries, labs, and other settings with hands-on materials and equipment are cleaned and disinfected before and after use.
- Extensive signage and hundreds of hand sanitizer stations have been placed throughout the College's buildings.
- Sufficient cleaning and disinfecting supplies have been delivered across all campuses and sites for use by various units, especially those providing face-to-face instruction, advising, and student support services.
- Immediate and intense protocols for isolating, cleaning, and disinfecting surfaces and items suspected of contamination are also in place to ensure the safety of students, faculty, staff, and visitors. Additionally, contact tracing protocols are in place.
- While this fall we have fewer face-to-face classes than we had prior to the pandemic, for those classes that are meeting on-site, disinfecting cleaner will be supplied in every classroom and lab.
- The expectation is for students to be given the opportunity to clean their space before entering and upon leaving using sanitizing wipes that will be provided in the classroom. These multiple wipe downs of surfaces will reduce the spread.
- Another expectation is that faculty will ask students to sanitize their hands upon entering. This is in addition to the cleaning conducted by staff and the disinfectant fogging that will occur in buildings as needed.

It is important to note that we have purchased N95 masks that will be available for our faculty and staff as needed.

Enrollment continues to be a challenge for the College. We have had tremendous marketing and media messaging around enrollment for Fall, and Student Affairs and Academic Advisors have done a terrific job in hosting in-person registration events. However, our Fall enrollment numbers continue to lag. Current enrollment is 11,343. When we compare this number to last Fall's enrollment of 11,683 at this time, we are 2.9% down. I continue to emphasize that Fall 2020 is not our North Star: Fall 2019 is. Today, we are 11.6% down when compared to Fall 2019.

As mentioned during Convocation, the College is moving forward with the first phase of a salary compensation plan for both faculty and unclassified staff. These well-deserved salary increases are relative to Southern Regional Education Board (SREB) salary averages for faculty, and PayScale averages and LCTCS data for unclassified staff. The goal is to bring faculty and unclassified staff salaries to 90% of the respective averages this academic year (2021-2022), 95% in 2022-2023, and 100% by 2023-2024. Please note that during this year's legislative session, the Governor approved additional funding for faculty salaries, which will be used to assist with this phase of the salary compensation plan. However, these supplemental funds are one-time only, and Delgado is positioning itself to sustain the cost of these hard-earned increases for both faculty and unclassified staff who are not at the designated averages. It is important to note that some faculty and unclassified staff are already at or above the 21-22 designated average, which means your salary will not increase this year. Additionally, this does not apply to Civil Service staff (as per State Civil Service Rule 6.2 A). The College does not have the authority to provide salary increases to classified employees; pay increases for classified staff can only be provided in accordance with Civil Service guidelines and rules. Fortunately, our classified staff received a well-deserved market adjustment last month as approved by Civil Service. Salary increases for employees whose salaries are funded through grants must be approved in writing by the funding source.

In September 1921, Delgado opened its doors for the first time on City Park Avenue with a program in vocational trades for 1,300 young men. September 2021 marks 100 years of service—and 100 years of significant growth and change. A new logo has been created to commemorate the rich history and legacy of the College, symbolized by the iconic window and eagle from the façade of the original building, Isaac Delgado

Hall. Through the window we have seen many changes at our institution during the past century. The eagle represents our commitment to excellence and soaring to great heights. We intend to celebrate all year long. As Tyler Scheuermann mentioned today, we have a number of Centennial-themed activities and events planned during the upcoming academic year.

As we have done since the pandemic began, all members of the Delgado family must continue to care about one another and follow every precaution in order to stay safe. The latest information about our response to the COVID-19 challenges will continue to be updated on the Delgado website, and I will communicate with you as needed. We are in the process of updating the "Looking Ahead" document, which will continue to present the latest information related to our response to COVID-19.

Thank you for your continued patience, cooperation and commitment to our students' success!

Sincerely,

Larissa Littleton Steib, Ph.D.
Chancellor