

November 6, 2017 @ 8:30 a.m.  
Leadership Team Meeting

Absent: Marcus Jones, Dana Clawson, Carl Jones, Liz Knecht, Tre Nelson

- Chris Maggio:
  - Pre-registration has begun for spring enrollment.
  - We need to look at our internal processes; now is the time of year to review them for next fall.
  - Natchitoches Junior High building possibly reverting back to Northwestern. Looking for ideas/opportunities for use of the building.
  - Capital Outlay monies may become available for use on deferred maintenance projects.
  - The December (1<sup>st</sup>) meeting for the ULS Board of Supervisors will be held here on campus.
  - Several of us will be attending the SACSCOC annual meeting in Dallas in December. Waiting on our final report.
  - Continue to remind your units to submit strategic budgeting enhancements.
  - N-Side View day was a great success. We will continue to evaluate to enhance the program.
  
- Frances Conine:
  - Student Homecoming activities were a great success. New parade route worked very well.
  - Halloween carnival was also a great success. Food collected. Had movie night on Iberville Green.
  - Leadership NSU to be held on January 26-28 hosted by SGA. Open to all students. Will have great speakers coming in.
  - Had 963 students and 380 parents signed up for N-Side View Day held last Saturday. Many stayed for the football game.
  - Hosting Counselors' Luncheons this week in Lafayette, Baton Rouge, New Orleans, and Covington.
  - Have had a great deal of calls in Student Services for mental health issues.
  - Advertised for vacant Title IX Coordinator position.
  - Continue to work on SACSCOC requirements.
  
- Thomas Reynolds:
  - Faculty Senate met on Tuesday, October 24<sup>th</sup>.
    - We elected faculty representatives from each college to Dr. Gentry's *ad hoc* committee on faculty leave.
  - We discussed pay and contract issues brought forward by faculty. On behalf of the Senate:
    - I sent questions about when letters of appointments are sent to Dr. Gentry,
    - And questions about the schedule of pay for 9-months employees and extra services to Carl Jones .
  - I also attended the October ULS Leadership and Management Institute in Grambling on October 17-18.
    - Dr. Henderson has tasked institute members with making practical recommendations for action items based on the new ULS Strategic Framework. My area is Financial Stewardship and Accountability, so I invite you all to send me ideas about how NSU might become more efficient and effective by working with other institutions and as part of a system. We will present our recommendations at the ULS conference in February.

- Among the many speakers we heard last month, we were reminded by Dr. *Edwin Litolff* System, ULS Vice President of Business and Finance, about the importance of recruiting and retention, as 118 students = \$1 million for an institution. I brought this important and tangible message to Senators.
  - For the next Leadership and Management meeting, we will head to the Board meeting in Baton Rouge on November 14 and then to Nichols State.
  - The Faculty Senate will meet after Thanksgiving Break, on Tuesday, November 28, for our final meeting of the semester. As always, let me know if you have an issue you would like me to bring to the Senate or even if you would like to address the Senate yourself.
- Vickie Gentry:
  - Two searches currently in progress; one for Dean of College of Arts and Sciences, and the other for Dean of Gallaspy College of Education and Human Development. Plan to have final decisions on the ULS Board of Supervisors meeting agenda for the December meeting.
  - Currently have two letters of intent out for approval. MS in CIS has moved passed the ULS Board of Supervisors and is now with Board of Regents for approval. The letter of intent for the BFA in Dance will be up for approval at the December meeting of the ULS Board of Supervisors.
  - Received 87% approval from a faculty survey to move to a Moodle 3 upgrade effective spring 2018 semester.
- Roni Biscoe:
  - There are many surveys being conducted during this time of the year – Student Evaluation of Course & Instructor, Graduating Student Survey, Graduate Student Exit Survey
  - The Office of institutional Research has a new director and data analyst - Dawn Mitchell and Kelsey Claspill.
  - HR has been working with ITS and Payroll regarding an audit issue pertaining to timekeeping.
  - Reminder that comp time is to be earned when there are imminent deadlines. It is not meant to be used to make up for lost work time and “get ahead” for the holidays.
- Greg Handel:
  - Successful Scholars’ Day.
  - Several Scholars' Faculty and students attending the NCHC this week.
  - Active learning classroom in Bienvenu is almost finished. Very popular with students and faculty.
  - Planning for 2nd Annual Science Showcase.
  - CAPA Calendar very busy now.
  - Spirit of Northwestern hosted 36 Bands at the Classic on the Cane with over 10,000 in attendance.
  - Chamber Choir performed at the Louisiana American Choral Director's Association Convention and the National Collegiate Choral Organization Conference.
  - NSU is the featured institution at the Louisiana Music Educators Association Conference next week. The Wind Symphony, Jazz Orchestra, Chamber Choir, and Natchitoches-Northwestern Symphony will all perform.
  - NSU Dance Troupe will present the annual 'Modern in Motion' at NCPTT this weekend.
  - SON fundraising for new uniforms.

- Margaret Kilcoyne:
  - Successful J. Walter Porter Forum was held on Thursday, October 19, 2017, and we had a successful College of Business and Technology Homecoming reception where we inducted three alumni into the School of Business Hall of Distinction and the first inductee into the Engineering Technology Hall of Distinction.
  - HMT graduates have made it safely to the Seychelles where they will be completing internships-one in the culinary area and two in hotel operations.
  - We will be holding a retention event (Advising & Registration Round Up!!) Tuesday, November 14, 2017, from 8:00 a.m. – 3:00 p.m.
  - I'll be meeting with the UNIV 1000 class on Thursday, November 16, 2017, for cookies with the dean.
  - Natchitoches Humane Society and the Current Sauce are sponsoring another Puppies and Papers on Wednesday, November 29, 2017.
  - Working with Drake to get our "Wish List" for the areas.
  - Interviewing for ET department head position and assistant professor position.
  
- Jerry Pierce:
  - External Affairs:
    - Legislative roundtable, chamber luncheon, meeting with legislators and local and parish elected officials. Preparation for 2018 session. \$1 billion shortfall anticipated.
    - Preparations for governor's visit on December 1-2.
    - UL System Board meeting December 1.
  - University Marketing and Branding:
    - Campus upgrades to Leesville/Ft. Polk; new advertising opportunities and campus signage; billboards, etc.
    - Designed Columns Fund mass mail-out; produced Columns Fund Video featuring Dr. Maggio, Tre Nelson, and Abby Hinds.
    - Gala at the Strand mass-promotions and advertising starting next week.
    - Worked on CLEDA video.
  - WRAC:
    - Had close to 400 participants for the Homecoming Glow Fun Run put on by IM.
    - We have begun an in-house training program for six NSU students who would like to become personal trainers/group exercise instructors and work at the WRAC – this will prepare them for national certification.
  - Rec Complex:
    - Last tournament of the year was Homecoming very well attended.
    - Gearing up to again start working on the driving range.
    - Just completed perimeter fence.
    - More dirt work in near future starting to take shape. Business has been steady due to warm weather.
  - NSU Press:
    - Promotion and coverage of Homecoming activities, reunions, student events, alumni events and activities surrounding Homecoming Week. This includes graphic design work, printing, photography, press releases and collaboration with Alumni, Marketing, Student Activities and other units on campus.
    - Promotion and recognition of the increase in donations, increase in enrollment and new programs and services in print and other media.

- Collaborated with Marketing to produce a promotional video for “Dangerous Liaisons,” a CAPA production.
- Covered home and away athletic events (SID and Photo Services).
- Greg Burke:
  - External:
    - Four home football games to date
      - Have averaged over 8,000 fans per game
      - Within \$3,500 of equaling last year’s gate sales with one game left.
      - Continue to receive positive comments about video board and even the year-old purple chair backs (i.e. UCA head football coach).
    - Demons Unlimited Foundation annual fund in progress – 48% of \$400,000 goal (plus additional restricted fund raising by coaches).
    - Demons Unlimited Foundation sponsorship sales/commitments – 94% of \$297,000 goal
    - Perpetually Purple – updating collateral in anticipation of another mail out
      - Three recent meetings regarding new scholarships
        - One definite
        - Another has NSU in estate but considering increasing that amount
    - N-Club Membership Drive – direct mail piece sent/32% of goal to date
    - Thank-A-Donor Day held on November 2 – nearly 200 student-athletes participated.
    - Basketball event management/promotions in progress:
      - Tip-Off Event held on November 2
        - Drum line video post on Facebook – 21.6K views, 340 likes, 286 shares
      - Season tickets on sale
      - Promotional plan for season finalized
    - Radio Network - \$13,000 swing/\$5,000 profit
    - Bryant Lewis real estate gift – to be finalized this week.
    - Proposal for \$250,000-\$500,000 for tennis center being considered
    - Interviews for Director of Development/Engagement this week.
  - Academics:
    - Community/Campus Service/Engagement Form for coaches/staff
      - Student-athlete community service to date = 2,592 (not including couple most recents)
      - Guest Coach Program
  - Facilities:
    - TBA Architect firm planning – receiving initial estimates on some facility projects
      - Another meeting held on October 31 for the “Victorious” campaign
        - Weight room/sports medicine areas continue to be point of emphasis. Architect is developing proposed plan with price point.
        - Baseball Operations Center at top of hill discussed. Architect is developing proposed plan with price point.
    - Hosting high school football games (NCHS and St. Mary’s) at Turpin Stadium
    - “Front porch” of Turpin Stadium enhancement (starting with repaving the road, then adding banners, plants, etc.)
  - General:
    - Distribution plan for new Mental Health policy in progress.
    - SACS – continue to monitor and assign metrics to staff members

- Met with staff on September 22 to assign monitoring of metrics for strategic plan
    - Making some edits in plan/metrics
  - Worked on Rose Landry Long scholarship fund raising event as committee member, raised \$8,500 and still hoping for another donation or two to be submitted.
  - LHSAA Cross Country Championship Meet to be held November 13-14. Final planning meeting held on November 2.
    - N-Club Hall of Fame ceremony held. Pre-recorded presenter videos was a very positive change in format.
  - Retiring Jersey/Number - policy drafted and being reviewed for comment
  - Football Scheduling (Mississippi State for 2022, potentially TCU in 2021 and Memphis in 2020)
  - Doubleheader in newly renovated Rapides Coliseum on December 9 – contract finalized
    - Must sell \$2,000 in sponsorships to break even
    - Will utilize as recruiting and outreach opportunity for entire university
    - Planning meeting on October 10 held in Alexandria
  - Mandatory Student Self-Assessed Fee for athletics meeting to be held with student committee on November 6.
  - Playing LSUS in Shreveport on December 16
  - Vivature – professional services contracts for team doctors signed/program up and running. Announcement made/anticipate initial distribution at end of calendar year. Meeting held with Vivature representative on October 10 to review documentation of services.
  - Greg Burke attended Southland Conference cross-country championship meet on October 27 in Abilene, TX.
  - Athletic Council meeting for fall semester – November 1
  - Greg Burke to Indianapolis on October 16-18 for NCAA Committee on Academics Meeting
  - Exploring acquisition of updated lightning detection system.
- Drake Owens:
    - 2017 Homecoming festivities-highly successful, well attended, received overwhelmingly positive feedback from alumni and supporters.
    - Rose Landry Long Scholarship Fundraiser-over 300 in attendance, over \$500,000 raised including pledges and anticipated state matching funds.
    - UL System Strategic Framework Roundtable-well attended by regional legislators and local elected officials, productive discussions held for upcoming legislative session.
    - Thank-a-Donor Day- over 200 students in attendance, 2,000+ personalized notes will be mailed to donors thanking them for their annual contributions.
    - Continued work on bookstore/food beverage vendor investment at 912 University Parkway.
    - Sale of Monroe commercial property donated by Bryant Lewis to occur Wednesday, November 8<sup>th</sup>.
    - Band uniform fundraiser underway using crowdfunding techniques as well as traditional prospecting-over 50k raised thus far.
    - Contracted with PCI group for print and digital editions of updated alumni directory.
    - Senior ring ceremony planning finalized, event has been scheduled for November 27<sup>th</sup>.
    - Gala @ the Strand performance and fundraiser scheduled for December 10<sup>th</sup>.
    - Fork ‘em Farewell planning finalized, event has been scheduled for December 15<sup>th</sup>.
    - UL System Board Meeting/Christmas Gala Reception details being finalized for Dec. 1.

- Foundation Scholarship Banquet set for March 22<sup>nd</sup>.
- Long Purple Line/Flavor of Louisiana events set for March 23<sup>rd</sup>.
- Ron Wright:
  - The Varnado student lab is complete and available for student use.
  - Meeting with CLV to begin preparations for Fall 2018 Housing Applications.
  - Working with NSU/TV on updates to provide HD services.
  - Just completed the first run of Scholarship letters for Financial Aid which included offers to 742 students.
  - The university will transition to Moodle 3 for the Spring semester which will be fully integrated with myNSU.
  - Working with HR and payroll on Life Insurance premium updates coming in December.
  - Working with HR on new time and attendance reporting requirements.
  - ITS gave two presentations covering the functionality of myNSU and NSU Mobile at the recent LACRAO conference.
- Darlene Williams
  - Preparation for migration to Moodle 3 is underway. Tutorials and professional development to be offered F2F and online are developed and being migrated to the ECE website.
  - Provided support for several university events.
  - Participated in WCET Conference.
  - Ongoing discussion about additional coding strategies and use of permanent repository for military applicants.
  - Received grant totaling \$150,000 to support BOR eLearning Task Force strategies.
  - Continued strategic planning assessment strategies being implemented across all units: ECE, Barksdale, Marksville, SBDC, Alexandria, and Leesville.
  - Digital marketing efforts to recruit online students continue in preparation for spring, 2018.
  - Completing the development of adult learner focused commercial to be aired November – January.
  - Regents state OER plan nearing completion to be presented to the Board on December 11th.
  - Initiating transition of management of LCRP to NSU.
  - In discussion with new high schools regarding possible dual-enrollment partnerships for spring, 2018.
  - Meetings and discussion with state personnel regarding possible opportunities for DOC inmates.
  - Ongoing SBDC strategies to engage the region in economic opportunities.
  - Ongoing community engagement through TIED staff collaboration and participation in local and regional meetings throughout Shreveport/Bossier, Alexandria, and Leesville. Example: Bossier Education & Innovation Scholarship Luncheon

Next meeting scheduled for Monday, December 11 at 8:30 a.m. in the Henderson Conference Room.