

January 7, 2019 @ 8:30 a.m.
Leadership Team Meeting

Absent: Vickie Gentry, Thomas Reynolds, Jacob Ellis

Frances Conine:

- Enrollment Management is working hard on spring re-enrollment. Contact Alexis Finnie, student advocate, for help with specific students.
- Check the Student Concerns page and answer questions, if possible, to assist students.
- Students are asking about shut-down and their aid. Spring aid was allocated in fall 2018 and should not be impacted. Go to FA Website for specifics.
- Housing registration for the fall 2019 semester will open on January 9th. There are 65-75 rooms currently available for the spring semester.
- SACSCOC mid-term reports are done for Student Affairs.
- Cheerleaders are fund raising for national competition in Orlando.
- Student Union bathrooms will be renovated during the spring semester.
- Leadership NSU will be held this spring February 1 and 2. Encourage student leaders to attend.

Kim McAlister:

- Social Work has some personnel changes: new faculty, Susan Campbell, new part-time instructor Lisa Paul, and new program director for Title IVE grant, Andrew Fultz.
- HHP submitting new PBC for Adaptive physical education this spring. Coursework is already developed.
- NSU Child and Family Network participates in tax credit for Natchitoches Parish. We believe with the mayor's help, this will be the largest collection year-to-date.
- NSU lab school tuition dollars (\$60,000) was spent on technology in December. These funds were combined with Natchitoches Parish tax bond money to dramatically increase technology within the two schools. New materials were delivered in last week of fall semester.
- Katrina Jordan begins the spring 2019 semester as the new Director of the School of Education.

Roni Biscoe:

- Preventing Sexual Harassment training for 2019 will come online soon. All employees should take training as soon as possible. Supervisors will be required to take an additional hour of training.

Greg Handel:

- Processing Academic Appeals for students.
- Busy semester ahead: LA Thespians Conference, Science Showcase, Demon Math Class, Scholars' Day.
- Successful GALA.
- Very successful Math and English co-requisite for the Fall. Tweaking for Spring 2019.

Frank Hall:

- The last announcement for the 2019-2020 Budget Year (BY) Enhancement Request process will be 16 January 2019.
- Strategic Planning Team meeting is on Wednesday at 3:00 p.m. Email and invites were sent on Friday, 4 January 2019. Discussion topics include SACSCOC Monitoring Report finding and road ahead.
- The framework, requirements, and associate suspences for the myriad of assessment activities are ongoing. They include:
 - Gen Ed Competency Fall 18 Results 25 Jan 2019
 - 2018-2019 Mid-Year Assessment Report Updates 01 Feb 2019
 - AY2018-2019 Mid-Year Assess. Brief to President 13 Feb 2019 (T)
 - 2019 Budget Enhancement Request 15 Feb 2019
 - SPBC Briefs Budget to PAC 15 Mar 2019 (T)
 - Excellence in Assessment Application due 1 May 2019
- Recommend we pursue the ***Excellence in Assessment (EIA)*** designation through the National Institute for Learning Outcome Assessment.

Pat Jones:

- No major changes in budget status to report since our major revenue and expenses are semester driven. Will review and report after the Spring semester registration is complete.
- Workflow was implemented in December as scheduled (state's system to report and approve travel expenses), however some employees did not login within the 24-hour period to set their username and password. Those who need another email to do so will need to contact the travel office and request another email (JoAnn 357-4006 or Peggy 357-6750).
- Emily Posey in Student Accounting has reported that the procedure to handle students with financial appeals has been fine-tuned and working fine. Please refer students to the One Card Office or Student Accounting to begin their appeal paperwork.

Dawn Eubanks:

- Bruce Janet visit in December to continue to help with my transition to Internal Audit.
- Internal Audit website is being updated and I hope to use this as a tool to provide the University with helpful information each month.
- Reminder: If you have access to information provided by technology (such as Banner), you have a responsibility to protect that information. Computers should be locked when you step away from your desk. You should be diligent when forwarding emails that may contain important/confidential information. That information can/will now become a part of your sent/deleted items. Think about whether you are being a good steward with the access you have been given.

Jerry Pierce:

- Marketing/Branding:
 - On-site visits with Leesville/Ft. Polk regarding 2019 marketing initiatives.
 - Designed marketing package for Watson Library.
 - Filmed graduation for Fall 2018.
 - Social Media 3rd Quarter Statistics:
 - Facebook: fan growth 376
 - Instagram: follower growth 471; reached 227.9k; average engagement rate by post 4.47%; likes received 38.4k
 - Twitter: follower growth 220; impressions 211.7k; mentions 487
 - Top Ten URL Clicks:
 - ✓ Christmas Gala Info – 2,125 clicks
 - ✓ 15 to Finish – Register for Classes – 1,704 clicks
 - ✓ Graduation Live Stream 397 clicks
 - ✓ Homecoming Gameday Photo Blog – 360 clicks
 - ✓ Gameday vs McNeese State Photo Blog – 186 clicks
 - ✓ Chamber Choir selected for Austrian competition – 82 clicks
 - ✓ Homecoming Activities Photo Blog – 75 clicks
 - ✓ Click to Facebook page – 71 clicks
- WRAC:
 - Our department took several NSU students to the IM national flag football championships in Pensacola, FL, this past weekend (Jan. 4-6).
 - The WRAC will begin the spring hours of operation on Sunday, January 13, 2019.
- Rec Complex:
 - Lots of work on equipment inside. Too wet to get anything done outside. Finishing touches on hiring Weekend Assistant Manager. Good numbers for year-end. Looking forward to a good spring with the opening of the driving range.
- Informational Services:
 - News Bureau, SID and Photo Services provided extensive coverage of campus events: Christmas Gala, student Christmas programs, commencement and athletic events and promotions. News Bureau and Photo Services worked with several academic departments to cover numerous end-of-year/end of semester activities.
 - NSU Publications and University Printing persevered through a machine-related issue to complete commencement programs on time.
 - NSU Press sold 36 Steel Magnolias Scrapbooks prior to Christmas.

Greg Burke:

- External:
 - Annual Fund currently at \$261,393 – 65% of goal.
 - N-Club currently at \$5,810 and 337 members; 58% of goal – includes 16 new members.
 - Hosted N-Club Hall of Fame ceremony with overflow attendance this year, as well as N-Club Tailgate/In-Game party for all members in the N-Zone.
 - Hosted Tennis Reunion at Homecoming.

- Hosted Volleyball Reunion October 5-6.
 - Hosted '88 and '98 Football Team Reunion with about 75 attendees.
 - Assisted with December graduation reception, awarding honorary N-Club memberships to all 2018 grads.
 - Continuing to send monthly N-Club newsletters featuring N-Club member of the month, upcoming events, and new memberships.
 - Continue sending weekly N-Club renewal notices.
 - Royalties and Licensing (website merchandise sales only): \$3,246 of \$10,000 budget goal.
 - Vic's Kids Club: \$2,985 of \$2,500 goal.
 - Hosted DUF Board Meeting October 12; approved baseball facility upgrades and loan, as well as new Peak Sports Partnership.
 - Hosted Thank-A-Donor Day November 1; student-athletes and staff signed over 500 cards for our donors and sponsors.
 - Giving Tuesday: \$15,714 raised; involving individual sport fundraising platforms proved fruitful for those who took advantage of it (softball, soccer).
 - Football ticket sales (season and single game) - the \$224,368 generated was up 13% from last year. Parking revenue increased – up 55% from \$14,638 in 2017 to \$22,720 in 2018. Also, tailgating revenue increased by over \$12,000 in part due to the new N-Zone VIP area.
- Academic/Life Skills:
 - End of semester grade reports and continuing eligibility reports were compiled for all 14 sports.
 - The customary graduation reception for student-athletes was held on December 13.
- Facilities:
 - N-Club Hall of Fame display – **completed in August (\$50,000).**
 - Strength and Conditioning Annex – **renderings/cost received; collateral and solicitation strategy in progress (\$3.5M).**
 - *Christmas Day story about the “Victorious” facility campaign with focus on the strength and conditioning annex received considerable traction, especially vis social media (i.e. 67 shares on Facebook). Also, KSLA-TV 12 aired a two-minute story on its news segment about the project as a result of the NSU release.*
 - Baseball Operations Building – **on hold (\$2.5M).**
 - Baseball Grandstand Project – **in progress (\$500,000); completion Spring 2019.**
 - Tennis Locker Room – **some funds received; major solicitation in October; awaiting response.**
 - Track Complex Upgrades
 - **New seating/press box installation in December (\$288,000).**
 - **Other renovations - Weyerhaeuser Foundation grant funds.**
 - **Locker Room – future**
 - Softball Dugouts – **in progress (cash and in-kind donations totaling \$20,000); completion late fall, 2018.**
 - Volleyball Locker Room – **near future.**
 - Turpin Stadium Front Entrance
 - **Road/parking completed – August**

- **Planters/irrigation completed – September**
 - **Four 75'X25' banners installed prior to October 6 home game.**
 - **Total cost of project \$638,000.**
 - Nutrition Center – **Completed August (\$10,000).**
 - Soccer dugouts – **Near future (approximately \$12,000).**
 - Soccer Drainage – **Completed by City of Natchitoches in Spring 2019.**
 - Carpet (Fieldhouse 2nd Floor, MBB Locker Room, VB Locker Room) – **Completed by September 23 (\$35,000).**
 - N-Club “NZone” Tailgate Hospitality Area – **Completed October 2018 (\$20,000).**
 - **Total of Projects Completed or Pending = \$9,605,000**
- General:
 - SACS – Athletics Prominence metrics chart and narrative submitted for 2017-18 year. Mid-year metrics being secured and updates to narrative in progress.
 - Retiring Jersey/Number – policy drafted and being reviewed for comment.
 - Football Scheduling (LSU in 2019, Tulsa 2020 and Mississippi State in 2022; focus now is on a guarantee game for 2021 and pursuing options in 2024). A home and home contract for FCS member Tennessee-Martin was signed for 2019 and 2021. Contract sent for home game on 9-07-19 (TBA). In discussion with the Shreveport-Bossier Sports Authority to play Grambling in the Independence Bowl on the opening date of the 2020 and 2021 seasons.
 - Personnel changes – no openings as of December 31.
 - In-person senior exit meetings were held for football, soccer and volleyball.
 - The Athletic Department provided breakfast for the Natchitoches Coffee Club in appreciation of its volunteer efforts for the LHSAA cross country meet.
 - Negotiations to renew the athletic program’s flagship radio contract in progress.
 - Greg Burke campus/community engagement:
 - Kiwanis Terrific Kids presentation in Goldonna.
 - Attended Fellowship of Christian Athletes banquet.
 - Career guidance phone conversation with young man recommended by former Lamar AD/Women’s Basketball Coach.
 - Attended visitation and funeral for former NSU employee Cecil Knotts.
 - Attend Natchitoches Convention and Visitors Bureau Board of Directors meetings (three months) plus two additional board-related meetings.
 - Greg Burke, Haley Taitano and Faculty Athletics Representative Jody Biscoe participated in a Southland Conference Advisory Council teleconference on December 13 to discuss membership matters and vote on proposed legislation.
 - The Athletic Department held monthly meetings in October and December. The November meeting included a training presentation regarding sexual assault/harassment by Roni Biscoe and Alexis Finnie.
 - Negotiations to renew the athletic program’s flagship radio contract are in progress.

Dana Clawson:

- New Student Services Director (Whitney House left) – Ashley Briggs will replace.
- Recruiter resigned – position going to be posted soon.

- State Board of Nursing set program presentation date for Accelerated BSN program for February. Trying to get Paramedic to ASN added to the February agenda.
- Dr. Maggio working on BSN to MSN articulations in Texas and we have been working on Oschner partnership dates to meet.
- I had a few holiday dinner/lunch meetings with stakeholders, including NLED President, etc.
- Alexandria advisory council meeting was success thanks to Carolyn Hartt and team.
- National AACN DNP meeting in California this month; two DNP faculty and I are going.
- Working on new year's assessment report; self-study for DNP, MSN post masters certificate.
- New programs working on Post Masters Adult Gero Acute Care NP.

Ron Wright:

- Banner 9 went into production last week. Banner 8 will remain online through February. Internet Explorer is outdated. Must use one of the following browsers to access Banner 9: Edge, Firefox, Safari, or Chrome.
- We have Bill Rose and Elwin Ellis to thank for getting Banner 9 up and running.
- Business Affairs has created the 1098-T's.
- Housing applications open on Wednesday.
- Freshman Connection registration opens in February.
- There has been a great deal of phishing issues recently. Be vigilant.

Marcus Jones:

- The TEC elevator was approved by the Fire Marshal. It is open for use.
- The Track bleachers are installed. Need some dry weather to finish the prefab press box.
- The seating and flooring for Russell Hall Rm 107, seats Monday and flooring Thursday. Working with Business department to move classes out of that room for the first two weeks of the semester so installation can be done.
- Blueprints for the Student Union restroom upgrades have been approved by NSU. Moving forward with the bidding and construction.
- Theatre West catwalks were replaced during the holidays. This should end the safety problem we had with the old catwalk floor.
- 19 new international students. In spring 2018, we had 9.
- Passed ORM audit with 93.4%. This is one of the highest scores we have ever received, thanks to Julie and Chelsea.

Darlene Williams:

- Launched next wave of marketing through EAB partnership to target online students.
- Digital marketing efforts to recruit online students in preparation for summer and fall, 2019.
- The online course submission application was officially discontinued at the end of the fall term.
- Continued discussion regarding another project with the Education Advisory Board.
- Continued participation in the ULS Compete LA project.
- Developing participation with the NASH leadership academy.
- Initiated partnership with the STEM Alliance in Shreveport/Bossier.

- Ongoing work with dual enrollment schools and students for spring, 2019; finalized another AGS agreement with a partnering district.
- Gearing up for spring professional development workshops to be offered.
- As of 12/31/18 – 15 proposals have been submitted for a total of \$2,379,557. Funding notification was received for 5 of the proposals – awaiting communication about the remaining 10.
- Ongoing community engagement through TIED staff in local, regional, and state events and meetings throughout Shreveport/Bossier, Alexandria, Leesville, Marksville, and Natchitoches.

Margaret Kilcoyne:

- School of Business to host the FBLA Conference on Friday, February 8th.
- Hosting Business and Industry Showcase in late March.
- Working diligently to reach out and encourage our students to register for the spring semester.

Drake Owens:

- Closing 2018 books, year end contributions for previous quarter total over \$700,000
- Development staff conducting prospect research utilizing wealth data with a focus on giving capacity-2019 focus will be on annual unrestricted contributions
- Annual Alumni Association membership drive underway; promotional campaign to continue throughout the quarter
- Preparing for annual Alumni Association outreach events including regional and national chapter events, stakeholder meetings, fundraising events, and reunions
- Preparing for major events in March including Flavor of Louisiana Fundraising Event, Foundation Scholarship Banquet, and Long Purple Line Induction Ceremony
- Increased activity in Haynesville Shale play including pipeline expansion and drilling of 2 new wells show promise for increased revenue for scholarships; sale of timber assets being considered as demand increases due to heavy rainfall during the previous quarter
- Commissioner of Higher Education and Regents staff scheduled for annual site visit to discuss institutional priorities; legislative session to begin April 8th
- Chick-fil-a construction walkthrough scheduled for January 10th; Fire Marshall to conduct final inspection on January 16th; 10 day training period to follow

Chris Maggio

- Thanked the leadership team for the support for his first two years in the Acting President/President role
- Reviewed highlights of the fall semester

- Thanked the NSU faculty, staff and students for their work the past two years in the SACSCOC reaffirmation process and for adopting a culture of accountability. He stressed the importance that we have worked hard to get where we are and cannot afford to become complacent. We have a lot of work ahead. We will be relooking at our Strategic Plan and preparing for our SACSCOC five-year review. You are making a difference, and I appreciate your work in pursuit of excellence.

The next scheduled meeting will be held on **Monday, February 4** at 8:30 a.m. in the Henderson Conference Room. The appointments for the remainder of the first half of 2019 are as follows:

- **Monday, March 11, 2019**
- **Monday, April 8, 2019**
- **Monday, May 6, 2019**
- **Monday, June 3, 2019**