

October 14, 2019 @ 8:30 a.m.
Leadership Team Meeting

Absent: Thomas Reynolds

Frances Conine:

- Northwestern is currently ranked 9th in the nation in diversity; the only university from Louisiana who made the cut.
- Working on hazing policy issues.
- Conducting search for Director of Disability Services position.
- Lip Sync to be held tomorrow night.
- Homecoming parade will be on Friday, and Saturday is Homecoming.
- Yonna Pasch and UPC students are working hard on all the programming for this week.
- Recruiting is preparing for N-Side View on November 9.
- Admission is busy preparing for spring 2020 and fall 2021.
- Financial Aid continues to process student aid for thousands of students and is commended for the volume of work they complete.

Greg Handel:

- Interfolio reporting period will open next week. Faculty can currently upload and update their profile and activities; the official 'Faculty Activity Report' prompt will open soon. This has been a collaborative effort between the Provost's Office, IT, and HR/Institutional Effectiveness. It is a single sign on, automatic download of faculty in the system, and automatic download of courses taught per semester going back to 2013 (to assist those who will go through the Retention/Tenure/Promotion process).
- One of our UG Certificates (Strategic Communication) was approved by the BoR last month. Two more are in the queue. There are several others, locally, that are in the process of being explored.
- Accelerated Bachelor's to Master's: Dr. Kahn, System Provost, put a change in by-laws for a 30-day stay to the Board in regard to the double-counting of UG/G credits. This will be presented and voted on at the October board meeting of the UL System Board of Supervisors.
- Deans, along with Directors and Dept. Heads, will be talking today about ways we can successfully kick off the early advising period and bridge that to registration for Spring. Working collaboratively with Student Experience for Race 2 Register.
- The BoR has hired a new Deputy Commissioner for Academic Affairs, Innovation, and Student Success. Dr. Randall Brumfield is a Louisiana native who returns from several academic posts, most recently the Cao for the Idaho State Board of Education.

Roni Biscoe:

- Institutional Research Director, Dawn Mitchell, attended the SAIR Southern Association of Institutional Research last month.
- Work continues on Interfolio – ET Department has been reorganized under the College of Arts & Sciences and the Library has been added as a unit.

- The A-Term Student Evaluation of Courses and Instructor for Fall 2019 had a response rate of 43.25%.
- Began discussion regarding the new Fair Labor Standards Act regulations effective January 1, 2020. Human Resources is working with Finance to determine potential budget impact.
- Wednesday, October 23rd is date of Diversity Summit in New Orleans.

Frank Hall:

- Assessment Cycle 2018-2019 is now complete.
- Note from Strategic Planning Team Meeting. On 14 Feb 2019 – All Mid-Year Updates are due. This year’s mid-year brief will be compiled and provided (via email) for review on 11 March 2020. There will not be a formal briefing associated with this year’s Mid-Year update. Everyone will be able to review the *Brief* (document) and ask questions as appropriate. The presentation will be stored on the IE website available to anyone with interest.
- Note from Strategic Planning Team Meeting: We discussed our approach to the next *Strategic Plan*. It was agreed that we will extend the timeframe of the existing 2016-2021 Strategic Plan to a new term, 2021-2028. Each Strategic Focus Area (SFA) will add “Innovation” as an objective. The objective, strategies, and associated metrics will be developed by each SFA. Following is the development timeline:
 - AC 2019-2020: Assessment as usual – Assessment document will be produced.
 - AC 2020-2021: This will be a year of reflection and development of the “Innovation” Objective, strategies, and Metrics. We will produce a base document outlining all the SFA (Objectives – Strategies – and Metrics), but no data or assessment will be reflected. The format and look of this document will be like the original Strategic Plan 2016-2021.
 - AC 2021-2022: Assessment will occur. The comparison year will be AC 2019-2020.
- The next Strategic Planning Team meeting is 12 February 2020. There is no November meeting based on calendar conflicts. As a natural extension of the University mission analysis process, we will review the mission statements, roles, and priorities of our four colleges and key administrative offices. A separate email will follow in the next few weeks further explaining requirement.
- The University Assessment Committee will meet on 14 November 2019. The focus will be the mid-year review.

Fran Lemoine:

- School of Biological and Physical Sciences:
 - Dr. Chris Lyles is applying for a BoR program enhancement grant to acquire new biochemistry equipment to increase offerings in Biology and Chemistry programs.
- CAPA

Music:

- Dr. Andrej Kurti will be performing a violin recital 10/15/19 at 7:30 p.m. He will be playing the music from his new CD in its entirety.

Theatre/Dance:

- Completed two weeks of show for “Our Country’s Good,” directed by Dr. Rick St. Peter. All shows were very well-attended.
- Modern in Motion VII is taking place at Cane River Brewery 10/22, 10/24, and 10/25. Contact Brett Garfinkel for tickets (including the reception following the 10/22 show).

- Alumnus James Harlon Palmer (class of 2005) won the 2019 Louisiana Film Prize for his film “Anniversary,” which he wrote, produced, and co-starred.

New Media, Journalism, Communication Arts:

- Began a new documentary film series. Professor Melody Gilbert’s “Silicone Soul” was the first installment on 9/24/19 in Varnado Hall. Well received by a packed house of faculty and students. The next showing will be “Love Them First” on 10/22/19 in the Varnado Hall Ballroom.
- Six students of Professor Nick Taylor received accolades and official press pass kits from KTBS for their work creating local high school sports highlight reels.
- Criminal Justice, History, and Social Sciences
 - Had a very successful Creole Heritage Center celebration (September 27-28). Thanks to Ms. Loletta Wynder and her crew for their hard work.
 - Dr. Jack Atherton has work with South Louisiana Community College (SLCC) to establish a 2+2 articulation agreement allowing their Civil Surveying and Mapping courses to count toward a Bachelor of Science in Resource Management. Their will be an official signing of the agreement taking place in Lafayette on November 14 (tentative date).
 - Dr. Atherton is working on another agreement with SLCC bridging their Paramedics certification with our Unified Public Safety Administration degree’s concentration in Emergency Management Administration. This agreement should be completed soon.
- Engineering Technology
 - Hosted the onsite ABET accreditation team for their visit 9/22 – 9/24. Meeting went well. Awaiting the final statement on accreditation following the commission meeting in July 2020.
 - Dr. Al Sharab attending the Engineering Technology Leadership Institute annual meeting. He serves as an ASEE (American Society for Engineering Education) campus representative.
 - Three ET faculty participated in the Crest Industries manufacturing day event on 10/04/19.
 - Dr. Chen is applying for a BoR program enhancement grant to develop a cutting-edge laboratory for automation, robotics, and operation research.
- Working to complete the QEP implementation plans for the Bachelor of General Studies and the Bachelor of Liberal Arts degrees.
- Working to create a Records Retention Plan for the COAS.
- Excited to have two representatives on the ULS’ core competency task force:
 - Dr. Davina McClain (Louisiana Scholars’ College), chair
 - Dr. Wanda Goleman (School of Biological and Physical Sciences), Faculty Senate representative

Thomas Reynolds:

- The Faculty Senate met on Tuesday, September 24. The meeting opened with an address from VPAA & Provost, Dr. Greg Handel. During the meeting, the Senate addressed the following issues:
 - Compensation concerns, including adjunct/extra services pay, salary compression and disparity within units, and cost of living and merit pay.

- Ongoing revisions of the Faculty Handbook spearheaded by Dr. Sarah McFarland.
- Academic Calendar concerns, spearheaded by Dr. Davina McClain.
- Classroom Visitation and Evaluation Procedures sent to the Faculty Handbook workgroup.
- New ad hoc Committee on Environmental and Climate Concern, spearheaded by Michael Antoon.
- Nominations of teaching award winners as Faculty Marshalls for the Fall Commencement Ceremony.
- The Faculty Senate will meet on Tuesday, October 22 at 3:30 p.m. in the Cane River Room of the Student Union.

Margaret Kilcoyne:

- Engage, Innovate, Impact – our Students, our College, our University, and our Community.
- The College of Business and Technology hosted the second phase of the 2nd Annual Inferno Pitch – mentoring the student participants with the development of their business plans – 18 people/ teams. Final Pitch – top 5 in November 2019.
- The College of Business and Technology is hosting the 53rd Annual J. Walter Porter Forum – Growing Businesses while Sustaining the Environment – beginning at 9:40 a.m., Thursday, October 17, 2019, in Room 107 of Russell Hall. Second speaker will begin at 11:10 a.m. Everyone is invited. This venue provides a linkage opportunity to bring the world of business to our students, our university, and our community.
- The College of Business and Technology is hosting its 2019 Advisory Board Meeting on Friday, October 18, 2019, beginning at 9:00 a.m. in Room 230, HMT/Family and Consumer Sciences Building. This venue provides an opportunity for us to seek feedback from our business and industry partners and to showcase the skills and talents of our students and faculty members.
- The College of Business and Technology is hosting its 2019 Homecoming Reception beginning at 11:00 a.m. with presentation of our Hall of Distinction recipients at 11:15 a.m. on Saturday, October 18, 2019. The 2019 Hall of Distinction Recipients are: Robert Turner, Louis (Louie) Bernard, Adrian Howard, Trey Hill, Logan Morris, and Dr. Jay Hix (posthumously). Also Lt. Governor Billy Nungesser and Ms. Angela Lasyone. Both Lt. Governor Nungesser and Ms. Lasyone will be honored on November 8, 2019 (tentative).
- We will host our 2nd Lunch and Learn of the 2019-2020 academic year on October 23, from 11:30 to 12:30, in the Natchitoches Room. Dr. Jason Powell will present “Table It with Tableau” – data visualization/analysis software that Dr. Powell and Dr. Pharris have integrated into CIS 3100. Come learn more about this software and its functionality. Our lunch and learn events are used to engage our faculty members in the use of the latest technology, to share information among our faculty members about what knowledge and skills are students are being exposed to in our courses, and to share information we have learned at conferences and other meetings. These opportunities provide the evidence of closing the loop and innovate techniques or strategies available for use in our classroom.
- In collaboration with College of Business and Technology, Ms. Dona Manuel, CPA and Ms. Stephanie Lemoine, CPA of Knight Masden; A Professional accounting Corporation of Alexandria, LA, will hold a QuickBooks Training on the Northwestern State University CenLA Campus in Room 261, on Thursday, October 23, 2019. This venue allows us to engage and impact our business and industry partners and bridge the connection to higher education.

- While we are providing experiential learning opportunities for showcasing our HMT students' knowledge and skills, please join the Northwestern State Hospitality Management and Tourism Department for their monthly Columns Café Event happening on October 24th at 6:00 p.m. in the Family and Consumer Sciences Building (Room 225). Students from the HMT program will prepare and present a four-course meal for guests.
- We launched two alumni surveys – 1970-2010 Alumni Survey – 6.5% (198/3,017) and 2011-2018 Alumni Survey – 9.2% (61/660). The purpose of the surveys are twofold: (1) to determine the degree of satisfaction our alumni have with their preparation at NSU, and (2) to reconnect with our alumni. This type of data collection is required by accreditation agencies. Second phase is to survey business and industry partners.

Kim McAlister:

- Social Work will be hosting their 1st annual homecoming reception on Saturday 11:00 – 12:00.
- Hall of Distinguished Educators this year are: Benny Barron, Derwood Duke, Johnny Emmons, Teresa Hamilton, Mike McConathy, and Barbara Franklin Maham. Outstanding Young Professional in Education is Lacey Fletcher Blocker. Reunion and Induction ceremony will be held at 1:00 p.m. on Saturday in TEC.
- Psychology Department conducting food drive for university food bank, as well as bake sale.
- LA Gear-Up event being held October 22nd re: Leadership Training.

Dana Clawson:

- Board of Regents Grant begin written for clinical lab upgrades.
- 7-8 DNP students defending early next month.
- Grant for CRNA program support officially signed.
- Dr. Clark and I attending Self-Study Report updates in DC next week.
- Dr. Simmons and I are attending AACN Dean/Director Annual Meeting in DC.
- Currently no doctorate program director – job description will soon be changed.
- Social Events committee did fabulous job at Alexandria celebration of 70 nursing years and 50 radiologic science years, although we did not have as many community partners attend as we hoped; was a beautiful reception and special thanks to Carolyn Hartt, Kendall Delacerda for hard work.
- Shreveport 70th Nursing Anniversary and 50th Radiologic Science Anniversary Celebrations on October 24th.
- Nursing capitation monies secured for an additional 8 ASN students and 8 BSN students in spring 2019.
- Had pleasure of touring some members of nursing class of 1968 Shreveport nursing campus. None were receiving Nursing Alumni Columns; all receiving NSU columns.
- September 14-17, 2020, is accreditation site visit for BSN, MSN, DNP, so self-study report needs to be complete by the end of this academic year.

Dawn Eubanks:

- Policy and procedures should be reviewed and updated as needed annually.
- Reminder that ALL employees (if you receive payment from NSU for work completed) must complete mandatory trainings.

- All departments have a responsibility to ensure these trainings are completed.
- Anyone who drives a vehicle – on road or off road must complete the drivers safety program.
- Student workers who drive golf carts or gators must complete drivers safety program.
- Off-road vehicles should not be driven outside of campus.

Pat Jones:

- Legislative Auditors have about two weeks or so to finish their audit. As of Thursday, they have found no new issues. They do have an issue with our time and attendance policy. We have a high number of employees who are not verifying their payroll each pay period. This is likely to result in a repeat finding. If so, we will be required to adjust our verification process or find a way to obtain compliance using our current process.
- All grants and contracts processed through the Business Affairs Office are required to be submitted to the Office of Research and Sponsored Programs prior to applying with the grantor. Prior review allows for the establishment of an account, encumbrance of a budget, verification that the university can comply with committed obligations, etc.
- Business Affairs is currently working with Mary Linn Wernet on our records retention policy.
- The U.S. Department of Labor has revised the Federal Wage and Standards Act in regards to overtime. Business Affairs is currently working with the HR Department to project the fiscal impact of this change. We will advise the Leadership Team of the projected impact as soon as current law is reviewed and projections are finalized.

Greg Burke:

- External:

In Progress:

- Mini-season ticket package offerings for football
- Basketball season ticket renewals/sales
- Demons Unlimited Fund annual fund drive ongoing
- Vic's Kids Club membership drive ongoing
- Promotional plans for basketball following September 26 retreat
- Approximately \$200,000 in "quiet phase" commitments have been secured for the "Victorious" facility campaign with additional funding requests on the horizon and a request for a major gift is scheduled in the near future.
- Plans are being finalized for the 2019 N-Club Hall of Fame induction ceremony on October 19.
- Plans are being developed for a "Screamin' Demons" student support group for athletic events.
- N-Club - \$3,820 | 406 total members
 - Working on Soccer and Basketball Reunions (volleyball cancelled)
 - Hall of Fame Post Card mailed out + N-Club Mailer
- NRMG Golf Tournament October 25
- McNeese Pre-game Gathering Nov. 2 at Rikenjaks
- Thank-a-Donor Day scheduled for November 7
- Sponsorship/Peak Sports update

- EZ-Rydr ribbon cutting on October 10
 - New Sponsors: Chirocare LLC, Let's B Clear Window Washing, Walmart
 - To Date – since start of agreement on July 1 - \$64,000+ in new or upsold sponsorships
- Weyerhaeuser Foundation grant application submitted for baseball/tennis facility upgrades.
- Academic/Life Skills:
 - Major focus is on Student-Athlete Registration for Spring 2020 – Monday, Nov. 4th
 - Pre-Advising Forms have been given to all teams/student-athletes and are to be returned to the Athletic Academic Center staff by Friday, October 25th for review prior to registration day.
 - Student-Athletes have been encouraged to send an email requesting an advising appointment day/time to their department advisor and not to just show up unannounced.
 - Although class days/times are not expected to post until next week, student-athletes should be able to meet with their department advisors to determine a list of classes they still have yet to complete towards their degree and can determine day/time to take the course once the spring course offerings post.
 - Hiring Tutors – pay starts at \$8.00/hr.
 - Seeking tutors for Business degree subject areas: Accounting, Economics, BUAD 1800, Marketing, and Management courses.
 - Seeking tutors for Health and Exercise Science subject areas: All courses.
 - Interested students should contact Kaitlyn McCanna by email at mccannak@nsula.edu for an application.
 - SAAC and Community Service
 - SAAC collected monetary donations for the Lamar Emergency Relief Fund to assist in their efforts of providing support for those impacted by the recent flooding. Collected just over \$200.00.
 - September 26th – 28th – Student-Athletes from all sports volunteered at various community service opportunities throughout the community and on campus; totaling over 300 hours of service in one weekend. The Gumbo Games, Kids Day, Creole Legacy 5k Run/Walk, etc. Additionally, members from every team participated in visiting various locations throughout the community to support National Night Out on Oct. 1st.
 - Search process for Assistant Academic Coordinator
 - Tim Zinzel departed in mid-September for another professional opportunity.
 - To date – job advertised, committee formed, skype interviews conducted, in-person interviews being scheduled.
- Facilities:
 - The Athletic Department continues to explore the potential of a new video board in Prather Coliseum as well as new video boards for the baseball and softball complexes. Meetings have been held with three different companies and proposals, including pricing; are to be submitted in the near future.
 - Update on facility projects:
 - N-Club Hall of Fame display – completed in August (\$50,000)

- Strength and Conditioning Annex – rendering/cost received; collateral and solicitation strategy in progress (\$3.5M)
- Baseball Operations Building – on hold (\$2.5M)
- Baseball Grandstand Project – in progress (\$500,000); completion Fall, 2019.
- Tennis Locker Room – approximately \$100,000 raised
 - Entrance (\$20,000)
 - Locker Room (\$400,000)
- Tennis Complex Upgrades
 - New seating/press box installation in December (\$288,000)
 - Other renovations – \$18,000 received from grant proposal submitted to Weyerhaeuser Foundation
 - Locker Room – future
- Softball Dugouts – in progress (cash and in-kind donations totaling \$37,000); completion spring, 2019
- Volleyball Locker Room – near future/must determine cost
- Turpin Stadium Entrance
 - Road/parking completed – August 2018
 - Planters/irrigation completed – September 2018
 - Four 75'X25' banners installed October 2018
 - Total cost of project TBA = \$638,000
- Nutrition Center – Completed August 2018 (\$10,000)
- Soccer dugouts – August 2019 (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 2018 (\$35,000)
- NZone Tailgate Areas – Completed October 2018 (\$20,000)
- Sports Medicine/Rehab Center updates (\$250,000 estimated)
 - TOTAL COMPLETED - \$1,683,000
 - TOTAL IN PROGRESS - \$3,500,000
 - TOTAL ON DRAWING BOARD - \$3,270,000
 - **GRAND TOTAL = \$8,453,000**
- General:
 - Retiring Jersey/Number Policy update – a final policy has been approved by the N-Club Hall of Fame committee and Dr. Maggio and is now in place and posted on the athletic website. An initial list of five candidates has been compiled for consideration. Two numbers will be retired during the 2019-20 year (names TBA).
 - Football Scheduling:
 - Tulsa in 2020
 - University of North Texas in 2021
 - Mississippi State in 2022
 - Guarantee games for 2023 are pending
 - A home and home contract with Southwestern Athletic Conference member Prairie View A&M for 2020 (there) and 2024 (here) has been fully executed, thus completing NSU's 2020 schedule.

- Personnel changes:
 - Assistant Strength and Conditioning Coach – TBD
 - Women’s Basketball/Volleyball/Softball secretary Kelsey Lodrigue left to begin her nursing clinicals full-time – applications now being reviewed/interviews upcoming.
- The Athletic Department continues to explore the possibility of adding beach volleyball as an intercollegiate sport.
- Athletic Director continues to meet regularly for breakfast with Natchitoches Regional Medical Center CEO Kirk Soileau to discuss their partnership and the sports medicine program.
- The Athletic Department worked with the NSU administration and the City of Natchitoches administration regarding sharing revenue from a new tax being presented to the City Council.
- Updating in progress for Athletic department Policy and Procedure manual.
- Planning continues for NSU’s hosting of the Louisiana High School Athletic Association Cross Country Championship Meet November 18-19.
- NSU student-athletes completed 300 hours of community service over the September 27-29 weekend.
- As of October 13, NSU’s soccer team is in a tie for second place and the volleyball team is in third place in the Southland Conference standings.

Jerry Pierce:

- Marketing/Branding:
 - We finished the design and installation of the first phase of the hallway in the Student Union leading to Steak ‘n Shake. We will be adding a few other items in the coming months.
 - Our sponsorship with the Army now includes two inflatable start/finish line gates that feature NSU branding. These will be used throughout the year at races on base, as well as other special events.
- Rec Complex:
 - This coming Friday will be our last major tournament. Homecoming usually has a good turnout.
 - Lately, we have been really working on the course trying to fine tune everything. Looking forward to seeing older alumni have a great time. Course still in great shape.
- WRAC:
 - WRAC/IM preparing for Homecoming Fun Run on Wednesday, October 16th.
 - NSU students are making good use of the WRAC group exercise QR code which is keeping track of group exercise classes attended. Students can earn prizes for attending a certain number of classes – prizes get progressively better with more classes attended. Numbers are solid and students are enjoying all classes as well.
- Informational Services:
 - Ongoing written and visual coverage of campus activities and events, student, faculty and staff accomplishments, including athletics, academics and service projects through press releases, publications and website updates.
 - Coordinated visit by Dr. Jim Henderson.
 - Completed numerous design and print projects.
 - Homecoming preparation.

Jacob Ellis:

- SGA hosted Lori Hart on October 1st.
- SGA will host a Halloween Movie on October 29th.
- I am meeting with Sodexo about student concerns about Vic's this week.
- SGA is busy during Homecoming week.
- Student Life Wellness Fest is November 13th – SGA hosting a table.
- Jay Dardenne will present "Why Louisiana Ain't Mississippi" on November 18th.
- SGA is working out logistics for the Carolyn Huntoon event.

Tracy Brown:

- Recently filled two open positions:
 - Chad Tarver as TAC Support Specialist
 - Chad briefly served as a TAC Support Specialist at the Shreveport Campus before applying for the position here on the main campus.
 - We are now advertising the open position in Shreveport.
 - Brandon Edgar as Technical Services Support Specialist
 - Recent retiree from the Army.
 - Brandon is the husband of Grace Edgar in CAPA.
- Transitioned Phillip Martin from his role as a systems administrator to lead of the TAC.
 - We are now advertising for an open systems administrator position.

Ron Wright:

- ITS has acquired a Salesforce for Education license to enhance recruiting efforts in special programs and initiatives. Salesforce is a customer relationship management solution that brings providers and consumers together. It's a single, integrated platform that gives all departments a single shared view of every customer. The licenses, valued at \$10,000/year, were received as a donation at no cost to the institution.
- We continue discussions with Ellucian on modernizing our maintenance agreement. Once completed this will provide us with access to additional software and services at a reduced cost.
- Continue to work with Business Affairs and Real Vision Images on the acquisition of a document imaging system.
- A rewrite of the campus facility utilization and reporting system is currently in progress. The current system is more than 30 years old.
- ITS is nearing completion on the development of a new landing page template designed to market special programs and initiatives. It is designed with a focus on collecting recruiting leads.
- At the annual Louisiana Association of Banner Users Group meeting held in September, Ron Wright was elected president of the organization for the upcoming year. There are currently 25 colleges and universities in Louisiana using the Ellucian Banner products spanning 3 university systems and including 4 private institutions.

Drake Owens:

- The annual NSU Foundation audit report is complete with no findings. The Foundation adopted Accounting Standards Update No. 2016-14, "Not-for-Profit Entities (Topic 958) – Presentation of

Financial Statement of Not-for-Profit Entities” in the current year related to the presentation of financial statements. Janet Vienne did an outstanding job preparing these changes.

- Home tailgating events held at Collins Pavilion have been successful averaging over 600 attendees per game. The NSU v. LSU “Demons in Death Valley” Tailgate was held on September 14th with over 1,000 alumni and friends in attendance.
- NSU held a capital outlay site visit on October 2nd with ULS and BOR staff to discuss institutional priorities. Special focus placed on new academic building.
- Development staff is working with CAPA to seek sponsorships to underwrite the cost of Gala @ The Strand planned for December 14th.
- Cooperative Endeavor Agreement with City of Natchitoches to share in 1% sales tax up for consideration tonight at the Natchitoches City Council Meeting. Revenue from the tax is estimated at over \$100,000 annually.
- 2019 Homecoming Festivities to be held this week. Full schedule available at: <https://www.nsula.edu/homecoming/>.
- Annual NSU Foundation, Alumni Association, Gallaspy Trust meeting to be held this Friday.
- Working with archive department on records retention plan for university advancement office and affiliated organizations. Working on updated policies and procedures.

Marcus Jones:

- Grounds, Physical Plant, University Police getting ready for Homecoming.
- Capital outlay site visit meeting was held on October 2.
 - Continuing Projects:
 - Kyser Hall planning money
 - South Jefferson extension
 - Multi-purpose assembly center
 - Emergency Projects:
 - HHP roof
 - Leesville roof
 - ADA compliance
 - New Projects:
 - Roy Hall renovation
 - Warrington Hall renovation
 - New Public Safety building
 - Watson Library renovation
 - Student Union renovation
 - A.A. Fredericks renovation
 - Bienvenu and Fournet Hall renovations
 - TEC and HHP renovations
 - A.A. Fredericks Lobby is almost complete and contractor is working on the renovation of the main auditorium.
 - Painting has started on the exterior of ROTC.
 - Restrooms in the Infirmary building are being renovated.
 - We are in the early stages of negotiating a possible energy contract with Bernhard Associates.

- Annual Security Report is complete and available on UP's website.

Frank Hall:

- Update on the current status of assessment:
 - Strategic Plan Assessment Document – close to completion
 - President's AC 2018-2019 Assessment Brief
 - Core Competencies – meeting slated for 26 Sep 2019 at 3:00 in Rm 107 Kyser
- I'll send out the draft President's brief for review today – I hope.
- We will not have a UAC meeting on 12 Sep 2019. The next meeting is scheduled for 14 November 2019 – same time and place. The topic will be the mid-year review. We will follow the same process as last year. I will need updates by 12 February 2020. Colleges, please collect all data and report once, units can send me their reports if desired. I sent the template out with the cancellation notice.
- The mid-year brief is tentatively scheduled for 11 March 2020.
- The Strategic Planning Team will continue its work on the University Mission Statement. The Faculty Senate did have issues with the last sentence. However, I did receive a proposed Mission Statement for consideration. We can discuss it during the brief or next meeting.
- I will have to relook the Strategic Planning Team Topics to account for the time it's taking for our mission analysis and the 2018-2019 closeout. The last event will be to address the proposed decisions via the decision matrix.

Frances Conine:

- Have re-written hazing policy. Shayne Creppel did a great job!
- Hazing Week Summit is September 20; sponsored by BR. Hazing Prevention Week is September 23-27, 2019.
- Diversity Planning Committee is working on development of a new 5-year plan. Much of the information for the plan comes from the work of the Campus-Wide Diversity Committee.
- Counseling protocol – to reach a counselor after hours, always contact University Police who will contact a counselor for you.
- Have a new Health Services Director, Carla Walker.
- Held a successful part-time job fair.
- Enrollment Management – graduates and transfer
- Safety in Financial Aid and Admissions
- Admissions and Recruiting worked very hard this year.
- FA also working hard; student refunds went out on time.
- Counselors Luncheons are scheduled for October and November
- N-Side View scheduled for November 9

Jacob Ellis:

- SGA Portrait Project: Hanchey portrait being framed and Isabella portrait being finished.
- Student Body Elections: filings are open until September 15th/Elections will be September 24-25.
- SGA Patriot Day Program will be 8:45 a.m. on 9/11 at Caspari Hall flag poles.

- Coffee with Conine will be on 9/12.
- Constitution Day will be 9/17; will include voter registration and free pocket U.S. Constitutions.
- The SGA is partnering with the Natchitoches Chamber of Commerce to host a candidate forum on September 25th for the Parish Council election.
- SGA will be bringing Lori Hart on 10/01 for hazing prevention.

Darlene Williams:

- EAB recruiting strategies continue.
- Recruiting efforts underway for Spring, 2020.
- Continuing work on CompeteLA.
- Preparation underway for implementation of new military processes for coding.
- Launched online adjunct recruiting initiatives.
- Continued work on SACS prospectus.
- Review and update of all job descriptions for TIED division complete.
- \$1.7 million funding received and 2.4 million in grants/contracts pending funding from external agencies since July.
- Ongoing community engagement through TIED staff in local, regional and state events and meetings throughout Shreveport/Bossier, Alexandria, Leesville, Marksville, and Natchitoches.

The next scheduled meeting will be held on **Monday, November 11** at 8:30 a.m. in the Henderson Conference Room. The appointment for the remainder of 2019 is as follows:

- **Monday, December 2, 2019**