

November 11, 2019 @ 8:30 a.m.
Leadership Team Meeting

Absent: Roni Biscoe, Dana Clawson, Jacob Ellis, Ron Wright

Frances Conine:

- Unit Assessments are on track.
- Training Conduct Board.
- All department heads trained in Records Retention.
- Many students with financial problems.
- New one-time Gallaspy Awards for retention hopefully starting in the spring.
- Diversity Planning Team continuing to meet.
- Currently hiring new Title IX Coordinator.
- Enrollment Management:
 - N-Side View was Saturday, November 8; very successful day. Recruiting juggled multiple spaces with A.A. Fredericks construction. Thanks to Recruiting, Admissions, and Financial Aid.
 - Counselor luncheons begin this week.
 - Encourage registration for spring 2020.
 - Continuing to work on Enrollment Management Plan.
- Student Affairs:
 - Veteran's Day speaker today in TV Studio.
 - Health Fest November 13 from 10:00 – 2:00 at WRAC.
 - Wrapping up FYE events.
 - Still working on hazing processes.
 - Student Activities, NSU Housing, and Greek students hosted fall carnival.
 - SGA sponsored Women's Luncheon.
 - Randi Washington will take the position of Director of Accessibility and Disability Support.

Frank Hall:

- The University Assessment Committee will meet on 14 November 2019. The focus will be the mid-year review (applies to all) and SACSCOC Standard 8.1 Student Achievement (applies to college coordinators only).
- The next Strategic Planning Team meeting is 12 February 2019. 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 the requirement.
- On 14 February 2020 – All Mid-Year Updates are due. The year's mid-year brief will be compiled and provided (via email) for review on 11 March 2020.
- I will email everyone their mid-year briefing slides to be updated in early January. If you would like them before then, please let me know.

Fran Lemoine:

- **CAPA**

Music:

- Dr. Andrej Kurti has been invited to perform at the James Burton and Friends Concert in Nashville. He will be on stage with musicians from the Eagles, Queen, Van Halen, Chicago, and many others. This is a great honor!
- Hosted the Classic on the Cane on November 2. There were 34 marching bands from LA and TX participating. Over 3,000 students plus 2,000 paid attendees and 400 parent volunteers. Event was live streamed by the website banddirector.com.

Theatre/Dance:

- Modern in Motion VII at Cane River Brewery last month was a success. There were three shows seen by nearly 150 people. Raised \$1,600 for the NSU Dance Company.
- Alumnae Holli Conway opened on Broadway last week in the Tina Turner Musical.
- Songs for a New World opened last week and continues through this week. Check out a performance in Theatre West.
- Del Shores, visiting guest artist, is teaching two B-term classes (Playwriting and Acting for the Camera). Students are having the opportunity not produce works and record scenes that can be used to build their portfolio and book future jobs.
- Cedar Point was on campus last month auditioning students for summer positions at their amusement park in Sandusky, OH. They are always very impressed with our students!

New Media, Journalism, Communication Arts:

- JaM Day was last Friday. Several hundred high school students were on campus to participate in panel discussions on documentary/film, public relations, sports broadcasting, marketing and branding, etc. There were also several competitions in publications, social media, radio, and TV broadcasting. It was a great success!

- **Criminal Justice, History, and Social Sciences**

- Traveling to Lafayette Thursday to sign a 2+2 articulation agreement with South LA Community College for a new Geo Measurement concentration with the Unified Public Safety Administration degree.
 - We will also be touring facilities associated with their paramedic degree to begin offering some of the courses on our campus.

- **Engineering Technology**

- Working on ABET accreditation report responses from site visit last month.

- **College of Arts and Sciences**

- COAS is proud to have submitted FIVE Board of Regents Support Fund Department Enhancement grants:
 - Two from Biological and Physical Sciences
 - Three from Engineering Technology
- Working with Mr. Pierce and SGA to host Dr. Carolyn Huntoon, NSU Alumnae and first woman director of the NASA's Johnson Space Center, for a campus visit slated for March 2020.

Thomas Reynolds:

- The Faculty Senate met on Tuesday, October 22.
 - During the meeting, the Senate discussed a number of faculty issues related to leave, assigned duties, classroom visitations and evaluations, and the spring academic calendars for 2021 and beyond. These concerns were taken to Dr. Greg Handel and are being addressed.
 - Also during the meeting, it became clear that many newer faculty lack the institutional knowledge to seek assistance with HR issues. This concern was taken to Roni Biscoe, and she will work with HR to provide training for faculty sometime in the spring semester.
 - Finally, the meeting focused on faculty pay issues, including the lack of a pay plan and the increase in healthcare costs. These concerns were sent to Dr. Chris Maggio.
- The final Senate meeting of the fall semester will be held on Tuesday, November 19.

Margaret Kilcoyne:

- Engage, Innovate, Impact – our Students, our College, our University, and our Community.
- We attended the BRF Annual Luncheon in Shreveport, LA, on Wednesday, November 6, 2019. Over 400 people attended the meeting.
- We honored Lt. Governor Billy Nungesser and Ms. Angela Lasyone on Friday, November 8, 2019. We had a great turn out so we want to thank everyone who came to the event, and Channel 3 stopped by and took some video.
- Drs. Penrod, Horton, and I will be attending the North Louisiana TechBy20 Symposium-Mapping Our Technology Ecosystem on Wednesday, November 13, 2019.
- The College of Business and Technology will be hosting the final phase of the 2nd Annual Inferno Final Pitch – top 5 is Thursday, November 14, 2019, from 1:00 p.m. – 3:00 p.m. in the David Morgan Room #107 of Russell Hall. Please join us.
- 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 Thursday, November 14, 2019, 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.
- Dr. O'Brien, our AACSB chairperson, will be on campus and visiting with us on Monday, December 2, 2019. This is a pre-visit to help guide us with the upcoming on-site visit March 2020.

Dana Clawson:

- Working on Self-Study for Accreditation of BSN, MSN, PMC, and DNP programs.
- Working on initiation of CRNA program.
- 50th SAH and 70th CON anniversary event in Shreveport was well attended and beautifully done.

Greg Handel:

- Interfolio: Interfolio is up and running, and open for Faculty to do input for their Faculty Activity Reports. This has been a very good process, and has been a collaborative effort between Academic Affairs, Institutional Effectiveness, Human Resources, and Information Systems.

- IncludED: Spring 2020 textbooks are being loaded onto the system. Many of the issues have worked out. We are working toward a flat rate for textbooks, hopefully by Fall 2020.
- Spring Faculty Institute: We will be bringing in a great speaker from The Center for Generational Kinetics. She will focus on their research into generations, provide insight on crossing the generational divide, and talk specifically about the new generation of college students: GenZ.
- Spring registration is going well and the numbers look strong.

Dawn Eubanks:

- Item considered to be hot topics on LLA radar:
 - Tuition/Fees and Enrollment with balances
 - Cybersecurity
 - Discrimination/Sexual Harassment
 - FA fraud
 - Online cheating
 - Diploma mills – fraudulent records
 - RS 24:523 – LLA must be notified if misappropriation is suspected

Pat Jones:

- Overtime – The HR department has scheduled a webinar detailing the new OT laws tomorrow. Several of my staff will attend with HR so that we can better understand the rules that take effect 1/01/20.
- Legislative Auditors – have completed their audit. We have no new findings. The time and attendance finding from 2 years ago will be a repeat finding. When we receive the finding, we will work with Roni, Lisa, and President’s Cabinet to determine what changes to the policy are needed.
- UL Finance Committee – meeting of the System’s finance committee, Presidents, and Finance Directors will be held next Tuesday (11/19) to discuss tuition and fees and the Annual Finance Reports. We will lobby for the incremental fee increase to be placed on December’s meeting agenda.
- Formula Funding – the Board of Regents is studying the formula again. It appears that the Regents and some schools have a goal of placing more emphasis on outcomes which benefit certain schools and could cause NSU and the others to lose a large amount of funding. We will continue to monitor the proposed changes and lobby for fairness in the formula.
- Purchasing training classes – if you have an employee who needs either first-time training or one that could use an update on the purchasing rules and procedures, please have them call Dale Martin to schedule them for a training class. Purchasing has implemented these classes in hopes that those employees who have purchasing duties can become more efficient which will allow more time to assist with other departmental duties.

Greg Burke:

- External:

In Progress:

- Basketball season ticket renewals/sales
- Demons Unlimited Fund annual fund drive ongoing

- Vic's Kids Club membership drive ongoing
 - 12 Days of Christmas giving promotion
 - Preparation for Lux Fashion Show at November 14 volleyball match
 - Senior Day presentations for volleyball (November 16) and football (November 21)
 - Corporate ticket night for November 21 SFA football game
- Ongoing meeting with donors whose endowed scholarship is not at the permanently endowed level of \$10,000 (has resulted in one \$5,000 donation to date).
- Approximately \$200,000 in "quiet phase" commitments have been secured for the "Victorious" facility campaign with additional funding requests on the horizon. Major gift solicitation presented on October 18; result pending. Another to be scheduled in the near future.
- Seven individuals were honored with induction into the N-Club Hall of Fame during Homecoming on October 19.
- N-Club - \$5,825 | 415 total members.
- NRMG Golf Tournament October 25 – Mike Jaworski participated with three athletic donors.
- McNeese Pre-game Gathering held in conjunction with NSU Alumni Association November 2 at Rikenjaks.
- A total of 238 student-athletes and coaches participated in the annual Thank-A-Donor Day scheduled on November 7.
- Sponsorship/Peak Sports update:
 - To-date – since start of agreement on July 1 - \$64,000+ in new or upsold sponsorships.
- Weyerhaeuser Foundation grant proposal yielded \$8,000.
- NSU Athletics purchased airtime for November 9 home football game versus Lamar that provided opportunities to promote the athletic program as well as other areas of campus.
- Military Appreciation Day held on November 9 home football game.
- Academic/Life Skills:
 - Completed hiring process for Assistant Academic Coordinator (scheduled to start December 1).
 - NCAA Graduation Rate Success (GSR) report for the 2012-13 cohort reflects an 82% rate for NSU, highest in school history.
 - The academic staff, on November 4, completed spring semester registration for 350 student-athletes/14 teams.
 - The NSU Student-Athlete Advisory Committee participated in Homecoming activities, winning honors for the Lip Synch event and also putting a float in the Homecoming parade.
 - Senior soccer player Jayden Wheeler was named to the Sports Information Directors of America District All-Academic team for the second year in a row and is now a candidate to earn Academic All-American honors.
 - Student-Athlete Progress Report Requests (12/13 week)
 - Progress Report Requests being sent out today to all faculty/professors who have student-athletes in their course(s). Requests are sent via an email from

GradesFirst and contain a link to provide student feedback. By selecting the link in the email, a roster of student-athletes will be provided for each course and section that the designated professor teaches, allowing for feedback to be submitted (we want the good, the bad, and the ugly).

- The highest percentage of return we've had in recent semesters has been 43%. Feedback at this point in the semester is crucial in conversation with student-athletes and coaches about athletic academic eligibility requirements and has significantly contributed to our ability as a department to have above a 3.0 GPA for the last 8 semesters and an all-time high NCAA Graduate Success Rate of 82%. Thank you in advance for encouraging your areas to provide feedback.

➤ Hiring Tutors for Spring 2020

- Announcement and position application posted on Student Messenger November 8.
- Any students interested can also contact Kaitlyn McCanna at mccannak@nsula.edu for more information or for an application – hiring all subjects.

● 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 2018 (\$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 Front 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
 - Decision has been made to retire two numbers during the 2019-20 year. Notification pending, as well as plans for display of the number and recognition date.
 - Football Scheduling:
 - Tulsa in 2020
 - University of North Texas in 2021
 - Mississippi State in 2022
 - Guarantee games for 2023 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
 - Process completed to hire a Women's Basketball/Volleyball/Softball secretary. Shawndrea Stewart will begin her duties on November 11.
- 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.
- 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.
- The NSU Athletic Council under the leadership of Chair/Faculty Athletics Representative Jody Biscoe was held on October 15.
- Athletic Director Greg Burke and Senior Woman Administrator Haley Taitano attended meetings for their respective groups at the Southland Conference offices in Frisco, TX.
- Greg Burke attended the Southland Conference cross country championships in Conway, AR on November 3, as well as three rounds of the conference soccer tournament in Conway on November 6, 8, and 10. SWA Haley Taitano attended the November 6 and 10 soccer matches.
- Assistant Athletic Trainer Kolleen Brown and Greg Burke collaborated on a grant proposal to the Natchitoches Regional Medical Center Foundation to secure funding for a mental health speaker for student-athletes.
- Women's soccer team under second year co-head coaches Jess and Anna Jobe had the program's best season since 2005:

- Second place finish in regular season
- Five players – all freshmen and sophomores – named to the All-Southland Conference team.
- Second youngest team in America (23 freshmen and sophomores)
- Advanced to Southland Conference championship match after winning quarter-and semi-final matches - first two wins in conference tournament play since 2005.

Jerry Pierce:

- Marketing/Branding:
 - Completed three videos to help with the enrollment efforts and process. A video with the steps to registering for the spring semester was released prior to registration opening, and we will be releasing a series of housing videos and a video promoting the Master's program through the Scholars' College.
 - We will launch a new campaign promoting the TN to BSN flat rate to complement the digital ads we are currently running. The new campaign will feature billboards, TV commercials, and radio ads.
- Rec Complex:
 - Play starting to slow down due to cooler weather and hunting seasons.
 - Spending a lot of time trimming trees and preparing the course for winter. Great year with lots of compliments.
- WRAC:
 - NSU Rowing hosted the NSU Marathon Regatta this past weekend with over 200 out-of-town participants on hand.
 - NSU WRAC gym hosted more than 500 students on Saturday for the N-Side View held by NSU recruiting and other areas on campus.
 - The NSU WRAC gym will be the site of the NSU Wellness Fest on Wednesday, November 13 from 10:00 a.m. – 2:00 p.m. This is free for all NSU students,, faculty, and staff.
- Informational Services:
 - Promotion and coverage of student, student-athlete, faculty and staff accomplishments, new and emerging academic and extra-curricular programs and support to recruiting, marketing and alumni relations through publications, press release and website content development
 - Coordinated signing event with New Orleans Center for Creative Arts.

Tracy Brown:

- Assisting departments with BoR grants and Student Technology Grants.
- Student Technology grants are due November 22 @ 11AM in 113 Watson – Jennifer Long.
- 60 computers of the 100 replacement have been deployed.
- English is providing 30 additional surplus student lab computers to be redeployed to faculty and staff.
- Responded to a Security Task List sent out by the Statewide Cyber Incident Management Team. This is response to a higher ed organization becoming compromised with ransomware.

Drake Owens:

- Homecoming festivities held on October 17th, 18th, and 19th; numerous events including breakfast and bingo, alumni reunions, award ceremonies, golf tournament, board meetings, and tailgating activities.
- NSU Alumni Association and Foundation board meetings held on October 18th; special focus placed on efforts to increase membership and attendance at spring gatherings/review of opportunities for alternative investments.
- Long Purple Line Selection Committee meeting held on November 1st; induction ceremony to be held April 3, 2020.
- Thank-a-Donor Day event held on November 7th; 250 student scholarship recipients were in attendance; over 1,000 hand-written thank you notes were prepared for donors to show appreciation for their support.
- Fundraising efforts underway to underwrite the costs of the Natchitoches Christmas Gala/Gala at the Strand performances; Danny and Lenn Prince have pledged \$25,000 as the major sponsor for the events.
- Year-end mailers are being prepared to remind donors about tax incentives for IRA contributions and donations to the NSU Child and Family Network.
- NSU v. McNeese tailgate event held on November 2nd; NSU v. Lamar Tailgate held on November 9th.
- Senior Ring Ceremony planned for November 20th in conjunction with NSU v. SFA Pep Rally.
- Social media/text-to-give campaign planned for National Day of Giving on December 3rd.
- Invitations sent for annual Christmas Gala and Christmas Festival reception to be held on December 6th and 7th.
- Continued involvement in area economic development events; CLEDA Summit held in Alexandria on November 4th; Education and Innovation Luncheon to be held in Bossier City on November 12th.
- Continued involvement in NLAF2 investment presentations; annual meeting to be held on November 14th.
- Development staff will be mail/delivering annual NSU Santa Claus donor gifts throughout the remainder of November and December.

Marcus Jones:

- A.A. Fredericks renovation of the auditorium is on schedule for completion December 6. Painting is almost complete. The ceiling repair is under way. The ceiling should be completed next week. The carpet has been ordered and should arrive late next week.
- ORM Annual Safety Audit score was 95.32.
- Dodd Hall demolition funds have been approved.
- Overlay of Caspari is tentatively scheduled for the spring semester.

Darlene Williams:

- EAB recruiting strategies continue.
- Continued work with ULS and CompeteLA initiative.

- Continued discussion with Cyber Innovation Center executives about prospective opportunities for NSU and the CIC as well as BAFB.
- Launched fall notification for graduation candidates about Military Honor Cords for commencement.
- Launching new methods for coding military students.
- Continued work on SACS Dual Enrollment prospectus.
- Completed new Tech Fee User Fee Agreement.
- Preparing spring 2020 continuing education offerings.
- Emphasized importance of cyber security for the university and proactive measures by ITS.
- Work continues on development of records retention schedules for all departments.
- 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, December 2** at 8:30 a.m. in the Henderson Conference Room. The meeting dates for the first half of 2020 are as follows:

- **Tuesday, January 7 (one day after our return from the Christmas break)**
- **Monday, February 3**
- **Monday, March 2**
- **Monday, April 6**
- **Monday, May 4**
- **Monday, June 1**