

January 7, 2020 @ 8:30 a.m.
Leadership Team Meeting

Absent: Greg Burke, Dana Clawson, Jacob Ellis

Roni Biscoe:

- Fair Labor Standards Act (FLSA) – federal law went into effect January 1, 2020. Human Resources will develop a fact sheet for supervisor use.
- Working with the representative from EvaluationKIT to enable the fall 2019 results for faculty. Currently, not working properly. The response rate for the Fall was 38.2%.
- Faculty are working on entering information in Interfolio for their faculty productivity report.

Tracy Brown:

- The STAT Committee met on December 16th and awarded \$135,414.00 on seven proposals out of 22 submissions.
- New data center storage and backing appliances on order waiting for hardware to arrive and coordinate installation dates.
- Notifications on the removal of administrative rights went out to faculty and staff on Thursday and Friday before the break.
 - We are assessing the results of this action and will be working with the departments on any outcomes that impact productivity.

Greg Burke:

- External
 - General:
 - Annual Fund currently at \$247,326 | 72% of goal
 - N-Club currently at \$6,735 and 408 total members (110 free first-year graduate members); 56% of goal
 - Hosted N-Club Reunion at Homecoming
 - Hosted N-Club Hall of Fame ceremony Oct. 19
 - Continuing to send monthly N-Club newsletters featuring N-Club member of the month, upcoming events, and new memberships.
 - Continue sending N-Club renewal notices (which can now be sent via text)
 - Giving Tuesday on December 3 – Raised \$26,704, surpassing last year's total of \$15,714
 - Royalties and Licensing
 - Website merchandise sales only: \$4,254 of \$10,000 budget goal
 - Budget Licensing numbers (not DUF): Past 2 quarters continue to be highest ever revenues received (April-June, July-Sept.) totaling \$23,855 with Oct-Dec expected to another record total (we've received the report already, but not yet the actual royalty check)
 - Vic's Kids Club: \$1,550 of \$2,500 goal (62%)
 - Making a push for new year, new membership (2020 campaign)

- Scholarships/Perpetually Purple: Surpassed \$2 million total endowment!
 - Sent out year-end letters in late November, prior to Giving Tuesday asking donors to make donations in support of the event and help us reach our \$2 million total endowment goal (and we did!)
 - Letters included a Save-the-Date for April 2 Scholarship Banquet
- Sponsorship: Erika Moulder / Haley Taitano
 - Sodexo initiated beer sales for football season. Total beer sales: \$13,652
 - We will be working on beer sales for baseball and softball during Spring 2020.
 - Renewals: PetStar at \$3,500 | Fontenot's Cajun Café at \$2,500 (previously Dickey's)
 - Current Non-Renewals:
 - Ivan Smith, but still working on signed contract with adjustment
 - Dr. Pepper – renewal/upsell still in progress
 - New Sponsors/New Money:
 - Super 1 Foods (upsell in progress)
 - ChiroCare LLC (upsell in progress)
 - Allstate Toby Brazzell (in progress)
 - AT&T/T-Mobile (in progress)
- 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.
- Save-the-Date: August 22, 2020 for off-year auction/fundraiser event
- Weyerhaeuser Foundation grant proposal yielded \$8,000
- Academic/Life Skill
 - Fall Graduation Reception held on December 19
 - 193 Student-Athletes with Academic Honors from Fall 2019 semester (82 Honor Roll, 67 Deans' List, 44 President's List)
 - 97 Fall sport student-athletes on the Fall Southland Conference Commissioner's Honor Roll
 - 7 teams had Fall semester team GPA's over 3.0
 - Fall 2019 graduates included 41 current and former student-athletes
 - Student-athletes participated in collecting monetary donations (over \$750.00) for the annual MASH Toy Drive.
- 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 – renderings/cost received; collateral printed; 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)
- Track 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 completion – 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 – Completed 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 September 2018 (\$35,000)
- N-Zone 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
 - Announcement made that the number of baseball alumnus Danny Bob Turner will be retired during the 2020 season.
 - Recognition for others is on the horizon.
 - 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
 - Head Strength and Conditioning Coach – Search in process
 - Assistant Strength and Conditioning Coach – TBD

- The Athletic Department continues to explore the possibility of adding beach volleyball as in intercollegiate sport.
- Athletic Department staff members met with an ESPN representative to explore ways to expand the athletic program's digital platform. A meeting with an integrator from a video production company will be scheduled in the near future to discern additional information.
- Athletic Department 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.
- The customary and required (per ULS guidelines) student self-assessed athletic committee meeting was held on December 3.
- Senior exit meetings were held for the sports of football, volleyball and soccer.
- NSU Athletic Department representatives – Greg Burke (AD), Haley Taitano (SWA) and Jody Biscoe (FAR) – participated in a December 19 Southland Conference Advisory Council teleconference.
- Soccer co-head coaches Jess and Anna Jobe and volleyball head coach Sean Kiracofe were named Louisiana Coaches of the Year in their respective sports (note: to put this honor in perspective, there are 12 Division I programs in Louisiana so they had to beat out 11 other coaches to earn this award).
- Junior volleyball player Hannah Brister was named Player of the Year in the state by the Louisiana Sportswriters Association. Hannah also was an Honorable Mention All-American by volleymag.com. Also recognized on the All-Louisiana team were seniors Alexis Warren and Magan Lohmiller.

Frances Conine:

- **Student Experience/Dean of Students:**
 - Assisting students with registration barriers.
 - All areas reviewing assessment plans.
 - All areas working on records retention plans.
 - Working with academic deans to assist students with new Gallaspy Graduation and Retention Awards.
- **Enrollment Management:**
 - Reviewing new Board of Regents Admission Proposal. Special thanks to Andrea Maley and Jana Lucky for their careful review and suggestions for changes.
 - Alumni Recruiting Events begin in January and take us all over Louisiana and out of state.
 - Housing registration for fall 2020 goes live January 8th.
 - Enrollment working with new testing platform to notify students about registration, housing, etc.
 - Spring N-Side View is February 29th.
 - As of today, FA staff has processed \$121,351,488 for NSU students for fall 2019 and spring 2020.
- **Student Affairs:**
 - PLP students and/or leaders will assist in Faculty Institute; PLP gearing up for new semester class.

- New Student Orientation this week.
- Counseling and Career Services is in the process of hiring a new Assistant Director for Career Services.
- Planning for Gavel Meetings and Trainings, Vegas (Vic) Night, Safe Spring Break, and others.
- New software adaptation underway for Access and Disability Services Office.
- Health Services fully staffed.
- Student Support Services preparing new grant.
- Office of Fraternal Leadership and Civic Engagement developing Leadership NSU and continuing to work on Hazing policies and processes.
- Student Union staff working with contractors on old bookstore space for e-Sports venue and multi-purpose meeting space. Currently on target for completion in spring 2020.
- **Student Accountability and Conduct:**
 - The Student Experience welcomes Ms. Kim Johnson Liner as the new Title IX Coordinator and Student Advocate.
 - Director of Accountability and Conduct, Traci LaBom Norris, continues to update policy for the NSU Student Handbook.
 - Continuing to transition to Maxient, Online Student Conduct platform.

Dawn Eubanks:

- Working on gathering documents for the required external assessment. I have been in contact with the auditor who will perform our assessment. We are scheduled for April 2020.

Frank Hall:

- Attended the SACSCOC Conference, 7-10 Dec 2019 in Houston, TX. There were a lot of very good sessions, so many we could not cover down on all of them. CR 8.1 and Dual Enrollment were popular session topics. We did confirm we are on the right track in many areas. We will need to review who should attend SACSCOC annual meetings in December 2020, 2021, 2022 to ensure those responsible for writing a standard have an opportunity to gain insight in their particular areas from SACSCOC experts to others across the region.
- The next Strategic Planning Team meeting is 12 February 2020. 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. In concert with the Provost, we have drafted the memo requesting the ULS Board to approve the University Mission Statement, Core Values, and Vision. We expect it will be on the agenda for the 28 February 2020 meeting.
- The SACSCOC Standard 8.1 Student Information Requirements on Licensure and Accreditation are due on 13 Feb 2020.
- On 14 Feb 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 send out two emails later today, one to the UAC Committee concerning degree program and unit assessment requirements and one outlining the requirements for the mid-year brief. The intent is to make this both meaningful and painless.

Greg Handel:

- Academic Affairs is busy preparing for the Faculty Institute this week. We will have a guest speaker, Alicia Rainwater, on campus to do professional development around generational differences.
- Academic Appeals: please be sure that students are directed to their Academic Advisory to start the process.
- Faculty Activity Reports are due Friday. This will be our first round with Interfolio.
- UG Certificates in Leadership and Business Analytics still in the queue at BoR; hope these will be approved at the next meeting.
- Graduate School: we are forming a Graduate Students Advisory Council that will meet regularly to plan activities and offer thoughts on how to continue to help the GS evolve at the University.
- UL System Academic and Art Summit: April 2nd and 3rd.

Marcus Jones:

- Eleven new international students arriving this semester for Colombia, Mexico, Philippines.
- President of the University of Veracruz will visit the week of February 3rd.
- Projects for late spring include Caspari road project and demolition of Dodd Hall.

Pat Jones:

- Legislative Audit is complete. Thanks again for everyone's hard work over the past 2 years which allowed us to complete the audit without any new findings. We had a repeat finding for inadequate time and attendance policies. HR, Payroll, and Internal Audit have begun researching changes needed to our policies and studying the time and attendance module in the Banner system to bring us in compliance.
- Business Affairs has now turned attention back to updating policy and procedures and previously purchased software that will help assist departments with simplifying their daily business tasks.

Margaret Kilcoyne:

- Engage, Impact, Innovate Our Students and Stakeholders
- Jonah Mulsow has been named Louisiana's Champion because of his exceptionally high score received on his MOS Excel 2019 exam and selected to compete in Certiport's 2020 Microsoft Office Specialist U.S. National Championship at the Gaylord Texan Resort and Convention Center in Dallas, TX, June 15-17, 2020. This invitation is for him and one (1) chaperone to attend and compete with other students from around the country.
- Tuesday, February 4th at 9:30 a.m. – Dr. McCoy from GDIT – Information Session/Resume
- Wednesday, February 5th at 12:00 – Presentation by LCPA
- School of Business will be hosting Future Business Leaders of America District VIII Leadership Conference on Friday, February 7, 2020.
- Friday, February 14th at 10:00 a.m. – Presentation by Ron Martin followed by interviews.
- On Thursday, February 20th at 11:00 a.m., Mr. Shawn Tuma will be sharing information about cyber security.
- Several business and industry and alumni coming during the month of February to speak with our students and us. Of course, everyone is welcome to attend.

- Save the date: Wednesday, April 15, 2020, the School of Business ‘Spark Series’ with Mr. McRae.

Fran Lemoine:

- The COAS was proud to award 274 new graduates degrees at the Fall 2019 Commencement ceremonies. They earned degrees in 18 different programs with 28 different concentrations.
- All departments are busy collecting mid-year assessment data!
- **Engineering Technology**
 - Dr. Jafar Al Sharab attended a FANUC Robotic Training Workshop in Texas in December. Now a total of 3 faculty members are FANUC certified and the Department is working to have NSU designated as a Certified Education Training (CERT) center.
 - Dr. Al Sharab has been selected to receive an award at the CIEC (Conference for Industry and Education Collaboration) conference on January 30.

Kim McAlister:

- CoE: Several proposed faculty presentations have been accepted to be presented at the ULS *For Our Future Conference* in Monroe January 30-31, 2020.
- La GearUp event planned for February 6th with approximately 200 student participants expected.
- Several faculty members from across the GCOEHD are conducting a study about motivations for research and publications of tenure-track and tenured faculty. We invite you to be a research participant in our study. If you volunteer, your identity and answers to interview questions will remain confidential among the research team. If you would like to volunteer as a participant, please email Dr. Patrice Moulton at moultonp@nsula.edu.
 - The interview will take approximately 30-60 minutes.
 - You would be asked to share your experiences and perspectives on research and publications as a faculty member.
 - Your name will be entered to receive a small gift card as a token of appreciation for your time.

Drake Owens:

- \$33,363 in contributions received for the Carley McCord Memorial Scholarship.
- \$207,000 in contributions received for the NSU Child and Family Network.
- Annual Alumni Association membership drive to begin this month.
- Preparing sponsorship packages for annual Flavor of Louisiana event to be held April 3rd.
- Participating in Committee of 100 events in Washington D.C. on January 22nd; sponsoring NLEP Top Event in Shreveport on January 30th.
- Alumni Association and Foundation board meetings to be held January 31st.
- Continued work on Grady Erwin Nature Area; exploring potential for educational grants to enhance facilities.
- Working with Regents and ULS staff concerning policy issues and legislative priorities; revisions to 125% market cap provision for endowed chairs and professorships has been proposed; 2020 legislative session to convene March 9th.

Jerry Pierce:

- Marketing/Branding:
 - The graduation story on Flint Greer is one of our top performing website stories of all-time. The link had over 2,100 clicks, and the Facebook post had 108 shares and reach nearly 22,000 people.
 - Our new University commercial began airing during the College Football Playoff semi-final games, and it was also seen during the New Year's Day games. It will be aired during the national championship game and in the Super Bowl.
- Rec Complex:
 - Business still steady. We continue to host events in pavilion.
 - Much work being done on equipment such as painting, etc.
- WRAC:
 - WRAC had all wood and tile floors cleaned and waxed over break.
 - WRAC ran a one-day Fun N Fitness Camp for NSU F/S on Monday, January 6th.
 - All lighting (safety and general) in the WRAC facility has been updated and/or fixed.
- Informational Services:
 - Continued written and photo coverage of campus activities and events including commencement, Men's and Women's Basketball throughout the holiday break and coordinated messaging with NSU Foundation personnel regarding the Carley McCord Scholarship.
 - Worked with faculty and department heads on publicizing upcoming spring events: press releases, print materials, etc., for Science Showcase, Research Day, etc.

Thomas Reynolds:

- The Faculty Senate is scheduled to meet on Tuesday, January 28 at 3:30 p.m., in the Cane River Room of the Student union.
- This semester's primary objective is to finalize a comprehensive update of the Faculty Handbook.

Darlene Williams:

- EAB recruiting strategies continue and internal efforts that target recruiting of online students.
- Ongoing recruitment of new online students for spring and summer 2020.
- Preparing to host 2020 BoR eLearning Conference – April 7, 2020 – in Baton Rouge.
- Participated in Ft. Polk initiatives and commencement ceremony.
- In discussion about new initiatives in Jonesville.
- In discussion about new initiatives in Marksville.
- ECE in consult with ITS preparing for multiple classroom technology installations and technology upgrades.
- Recruitment of new high schools for dual enrollment continues.
- Preparing spring and summer 2020 continuing education offerings.
- Ongoing community engagement through TIED staff in local, regional, and state events and meetings throughout Shreveport/Bossier, Alexandria, Leesville, Marksville, DeRidder, and Natchitoches.

Ron Wright:

- Our energy is currently split between kicking off the spring term while still looking forward to the upcoming summer and fall semesters.
- A sample of items currently underway include:
 - Resetting automated reports and processes for the new semester.
 - Loading ID cards and meal plans.
 - Kicking off the Fall housing application process tomorrow.
 - Generating the next round of fall scholarship awards and notifications.
 - Meetings with stakeholders this week on new and existing needs:
 - Payroll Time Certification
 - Tracking student usage and engagement in the Office of Disability Services
 - Working with the ULS on defining data feeds for the Complete LA initiative
 - Next big rollout – scheduled for summer: updates to Ellucian Self-Service applications. These are the myNSU components typically known as NSU Connect.

The next scheduled meeting will be held on **Monday, February 3 at 8:30 a.m.** in the Henderson Conference Room. The meeting dates for the first half of 2020 are as follows:

- **Monday, March 2**
- **Monday, April 6**
- **Monday, May 4**
- **Monday, June 1**