

March 2, 2020 @ 8:30 a.m.
Leadership Team Meeting

Absent: Tracy Brown, Dana Clawson, Jacob Ellis

Roni Biscoe:

- Affordable Care Act (ACA) – March 2nd deadline to distribute/make available form 1095C will be met.
- Spring 2020 A-Term Evaluation currently has a response rate of 32.37%. The survey will be available through the end of the week.
- Beginning Summer 2020, courses will be evaluated during all sessions.
- The University will participate in the ‘Great Colleges to Work For’ survey this spring. On March 2nd, an email will be sent to employees explaining the survey and the administrative process. From March 9th through April 3rd, those employees randomly selected for the survey may participate. The process is anonymous and confidential, as the marketing firm handles all aspects. We see only aggregated results.

Dana Clawson:

- The BSN to DNP-Nurse Anesthesia (NA) proposal was delivered to the Louisiana State Board of Nursing by Dr. Badeaux on Feb 28th, and is scheduled to be presented at the April board meeting.
- NSU’s required “Eligibility To Offer Nurse Anesthesia” letter and appendices are being uploaded to the Council On Accreditation of Nurse Anesthesia Program’s (COA) portal by Dr. Badeaux this week. Self-Study for COA will be due June 2020.
- BSN to DNP-NA program’s budget projections, except for monies NSU will receive from the state which Pat Jones is obtaining, and specifics of tuition fee packaging are completed. WITHOUT state monies and without any additional external funding (which we have verbal commitment of \$170,000 per year for 5 years), it is projected that the program will bring profit of over 1 million a year beginning in year three. Hopefully, tuition will be \$25,000.00 per year; projected to accept 10 students in Alexandria and 10 students in Shreveport in Spring 2021. Assistant coordinator required to be hired by May 2020. Adding 20+ sections of DNP non-clinical courses.
- Dr. Badeaux was selected to be a COA accreditation “team on-site reviewer.”
- University assessment reports for SACSCOC completed by all CONSAH programs; now working hard on Self-Study reports for BSN, MSN, PMC, DNP programs for national accreditation due by June. Site visit scheduled for September 2020.
- Cindy McGuire selected as the new Director of Grants. She will begin her mentorship with Mrs. Johnson in B-term this semester.
- Alyea Pollard selected as the BS to BSN program coordinator.
- CON held Shreveport Advisory Council meeting at Margaritaville which was very successful (in attendance and participation by our clinical partners).
- 2019 NCLEX results ASN = 94.3%; BSN = 95.2%; 2018 Rad Science 96% pass rate.
- Currently over 800 undergraduate CONSAH faculty are fully supported with external funding.
- Today, Legislative Breakfast being held at Shreveport campus.
- Dr. Handel has constructed and will be posting the CON Dean position soon.

Frances Conine:

- Planning a memorial for James Evans who died last weekend.
- Literary Rally is March 7th
- Spring Scholars' Day is March 14th
- Working across campus to provide updated information on the coronavirus. Updates can be found on Student Messenger and at the NSU website. University leaders are meeting to update the NSU pandemic response plan.
- Had a successful N-Side View Day.
- Planning Safe Spring Break activities.
- Had a very successful Krewe of NSU Event at Prather.
- Studying our Health Services budget, looking into grants, and studying other possibilities to expand our counseling services.
- Moving forward with eSports space. Students are being polled to determine desired games and those interested in teams.
- Working with Business Affairs to move to bi-weekly payroll for student workers.
- Diversity Planning Team adjusted their deadline to complete the 5-year plan to the end of spring 2020.

Dawn Eubanks:

- Working on movable property – Plant Services website user guides and forms for anyone with questions regarding property control.
- Working on Self-Assessment – external review scheduled for the week of April 15.

Frank Hall:

- 11 March is the next Strategic Planning Meeting. Focus:
 - Mid-Year Brief
 - SACSCOC Fifth-Year Interim Report – Crawl, Walk, Run Approach
- Mid-Year Assessment – update
 - 100% reported unit, program, competency participation in collecting data, some completed a draft report.
 - All SACSCOC Standard 8.1 Student Information requirements on licensure have been submitted.
 - Awaiting last submissions for the Mid-Year Brief.
- Mission approved. Do we announce it via the messenger?
- We will soon be sending out template for the 2019-2020 annual assessment of the strategic plan.
- Key Decisions due 17 April 2020. As we have exercised our Strategic Plan over the past year, we have made decisions and taken action as a result of our ongoing planning and assessment process. As we did last year, we must now again capture and highlight these outcomes as evidence of our improvement at the strategic level. Please identify your top three key decisions – actions made across your area of responsibility, which has made or will make a positive impact on the university, students, faculty, and administration, etc. I will integrate this evidence into our 2019-2020 assessment document. I have attached what we produced last year as a reference. Please feel

free to submit significant updates to the topic you submitted the previous year if you think it's appropriate.

- All 2019-2020 assessment data is due 19 June 2020.

Greg Handel:

- Academic Affairs:
 - Two UG Certificates approved by BoR: Leadership and Business Analytics. We begin offering them in Fall 2020.
 - Working on a follow-up initiative to the Spring Faculty Institute that identified two common issues/questions: helping students develop better communication with their advisors and instructors and developing better time management skills. There will be an application process, and the pilot group will meet this Spring. This will provide feedback and ideas for how this program can evolve in the fall.
 - I've asked Dr. Gentry to work with Dr. Rebecca Macjeski in English to develop a mentoring program that assists in onboarding and mentoring new faculty and staff in a three-year cycle. We hope to have mentors identified this Spring with a Fall rollout.
- Graduate School:
 - Graduate Faculty Applications are due at the end of March. We will be experimenting with using the link generated by a faculty's Interfolio reporting for verification of Graduate Faculty credentials.
 - Graduate Student Advisory Group will be meeting this week for our first meeting.
- International Center:
 - Dr. Marcus Jones and Dr. Benjamin Forkner traveled to University of Agners to work on a Business triple degree.
 - New MOUs were signed with University of Mendoza, Argentina; University of Kanagawa, Japan (they offer stipends for exchange students), and Universidad Latina of Costa Rica.
 - Extended the stay of the J-1 Scholar working with NCPTT through the J-1 Visitor Exchange program administered by the ISRC.
 - Working with the music department to receive a J-1 visiting professor from China in October.
 - Working with prospective undergraduate and graduate students from Honduras, Mexico, Cuba, Colombia, Spain.

Pat Jones:

- Year-End Close: Purchasing deadlines are to be emailed to all departments today and will be included in future Messengers as reminders. While 4 months away, we are asking departments to plan their purchases to eliminate a last-minute rush at year-end.
- Time and Attendance: The policy has been finalized and the first draft being reviewed. In the process of testing before making the policy official.
- Student Payroll Pay Cycle: As part of the overall review, it was recommended that students be placed on the bi-weekly payroll cycle. This should help the student with receiving their pay every 2 weeks instead of monthly and should help simplify the monitoring process and assist in converting the students to the electronic time sheet in the future. This has been researched and

will be implemented this month. They will get paid in the 3rd regular monthly cycle on 3/20, then again in one week to get them in the bi-weekly cycle. Departments and students will be notified.

- Authority to Sign Contracts: Purchasing recently sent out a memo on Messenger outlining which employees has the legal authority to sign contracts and obligate the university. Please review and if you have questions contact Dale Martin, Purchasing Director.

Margaret Kilcoyne:

- March 2020 Impact – Engage – Innovate
- March will be very busy month for us.
- We have several faculty members attending and presenting their research at the Federation of Business Disciplines meeting in San Antonio, TX, March 11 – 14, 2020. Dr. Eddie Horton's submitted research paper to the Association of Business Information Systems [ABIS] has been selected as its 2020 Distinguished Paper. He will receive an award at the Annual FBD dinner. This is an opportunity to showcase of our faculty members' talents and interest.
- Continuing to reach out to our local and regional community leaders to provide assistance with projects and invited guest speakers. One such project is a group of students are working with the Legacy Café. Mr. Shawn Tuma visited with our accounting, computer information systems, and finance students. He spoke about the importance of and the impact of cyber security. Other students are working with robotics and coding initiatives.
- The HMT department provided lunch February 28, 2020, for the ULS Board members. They have started their Columns Café dinners and lunches. Please check Messenger for event dates.
- Preparing advisement and registration assistance to our students.
- Collaboratively hosting the 3rd Annual 2020 Cane River Film Festival, March 20, 2020.
- Preparing to attend the International Week at the University of Alicante. Our NSU professors have partnered with our business students to present information to the UA professors and students.
- Preparing for our AACSB on-site visit Sunday, March 29 – 31, 2020.

Fran Lemoine:

- We are please to showcase our talent during the ULS Board meeting last week:
 - Chamber choir performed during the opening
 - Campus tour/highlights:
 - Sculpture area in Fine and Graphic Arts
 - Anatomage Table in School of Biological and Physical Sciences
- Coordinating the campus visit of Dr. Carolyn Huntoon on March 30-31.
- **Biological and Physical Sciences:**
 - 4th Annual Science Showcase was held on Friday, February 14. It was a great success with over 325 high school students on campus participating in workshops in the areas of human anatomy and physiology, parasitology, molecular biology, natural science, veterinary technology, microbiology, physics, and chemistry.
- **CAPA:**
 - CAPA on the Cane will be on Saturday, March 14 from 11:00 a.m. – 5:00 p.m. There will be various CAPA performances throughout the day and art for sale at the CAPA Art Fair.
 - Fine and Graphic Arts

- Michael Yankowski’s hand-drawn lithographic print “He Just Couldn’t Shake the Feeling,” has been accepted into two national print competitions – “Under Pressure,” a National Printmaking Exhibition at the Lincoln Center in Ft. Collins, CO, and “Ink Matters” at the University of Indiana Kokomo Art Gallery.
 - Theatre/Dance
 - Moving Through Time Spring Dance Concert (2-13 through 2-15) was a success. Received lots of complements about A.A. Fredericks’ renovations.
 - DOUBT: A Parable opens March 11th in Theatre West.
 - Dr. Wann will be back on campus in three weeks teaching his Shakespear class.
 - Music
 - Two weeks ago, we hosted the CBDA Southern Division Regional Conference. Received many wonderful complements about our faculty and students. Special thanks to Dr. Jeff Mathews, Dr. Dan McDonald, and Dr. Oliver Molina for working so hard to pull off a great event.
- **English, Foreign Languages, and Cultural Studies**
 - Thomas Reynolds has been selected to represent NSU at the Pole Universitaire Leonardo de Vinci International Week (March 16 – March 20). The program’s goal is to host professors from worldwide partner universities to prepare their students for their semester/year abroad. Dr. Reynolds will present lectures on “Multimodality and Universal Design: An Inclusive Approach to Digital Communication.”

Kim McAlister:

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Drake Owens:

- Preparing for Upcoming events:
 - March 19th at 6:00 p.m. Morgan Extra Mile Scholarship Banquet, Student Union Ballroom
 - April 2nd at 6:00 p.m. NSU Foundation Scholarship Banquet, Natchitoches Events Center
 - April 3rd at 11:30 a.m. Long Purple Line Induction Ceremony, Natchitoches Events Center
 - April 3rd at 2:00 p.m. NSU Foundation and Alumni Association Board Meetings, Natchitoches Events Center
 - April 3rd at 6:00 p.m. Flavor of Louisiana, Prather Coliseum
- Alumni Association annual membership drive underway.
- Alumni after-hours events scheduled:
 - March 27th – Austin, TX
 - April 9th – Alexandria, LA
 - April 16th – Baton Rouge, LA
 - April 23rd – Shreveport, LA
 - April 24th – Dallas, TX
 - April 30th – New Orleans, LA

- Working with ULS and BOR staff on 2020 legislative priorities; session to convene on March 9th; ULS Day at the Capitol to be held March 31st.
- Working on capital outlay requests – increase funding for Kyser Hall replacement project/addition of athletic fieldhouse renovation project.

Jerry Pierce:

- Athletics:
 - Working on personnel searches: Women’s Basketball Coach, Strength and Conditioning Coach.
 - Fund raising and facility improvements.
 - Proposal for Sports Performance Center, renovation of Fieldhouse, sports medicine facilities.
 - Basketball winding down to the conference tournament.
 - Softball, Tennis, Baseball, Track and Field are having successful seasons.
- Marketing/Branding:
 - We launched a new campaign for incoming students called #MyNSULegacy which ties into our current commercial. Students at the recruiting receptions were given yard signs, and we encouraged them to post their photos on social media. Students who did not attend the receptions will have the opportunity to get signs when they come for campus tours and Freshman Connection.
 - We are currently updating all signage in the HHP building, as well as finalizing signage updates on the Shreveport and Alexandria campuses.
- Rec Complex:
 - Glad to say that when it’s not raining, the course fills up.
 - We have started readying the pool to open April 1st.
 - We continue to replace problem cart paths as well as readying greens for new season.
 - Looks like it will be necessary to reroof both the pavilion and pro shop since leaks have been discovered on a 40 plus year old roof.
- WRAC:
 - The WRAC, with Dr. Erik Braun, has hosted a few self-defense classes for sororities on campus.
 - The WRAC yoga instructor, Adam Trupp, will provide “Yoga in the Library” today and Thursday at 4:00 p.m., in the library as part of mid-terms stress relief.
- Informational Services:
 - Began hiring search for Director of Publications and Graphic Designer.
 - Photo and athletic coverage of numerous spring athletic contests, many that occurred simultaneously and in back to back series.
 - Coordinated with Alumni and Foundation on publicity for Flavor of Louisiana and Long Purple Line with print materials, press releases and pictures of chefs and sponsors.
 - Coordinated with Jennifer Maggio to reprint the NSU Campus Women’s Cookbook.
 - Continued news and photo coverage of NSU rankings, student, faculty, and alumni accomplishments, Science Showcase Day and several recruiting initiatives.
 - Coordinated print materials and publicity for Living Library.

Thomas Reynolds:

- The NSU Faculty Senate met on February 18th. At the meeting, the Senate continued work on the 2021 academic calendars and the revised Faculty Handbook. The Senate will meet next on March 17th.

Darlene Williams:

- Technology Innovation and Economic Development
 - EAB recruiting strategies continue and internal efforts that target recruiting of online students.
 - In conversation about Leadership PD for the military.
 - CompeteLA effort continues and work underway to implement ULS flat rate tuition model.
 - Ongoing recruitment of new online students for summer and fall 2020.
 - Final preparations for 2020 BoR eLearning Conference – April 7, 2020 – in Baton Rouge.
 - Continuing PD for faculty/staff.
 - Received recognition for receiving designation as Military Friendly – 10 year.
 - Ongoing community engagement through TIED staff in local, regional and state events and meetings throughout Shreveport/Bossier, Alexandria, Leesville, Marksville, DeRidder, and Natchitoches.
- University Affairs: Physical Plant, Plant Services, EHS
 - A.A. Fredericks is complete.
 - eSports and new conference room in old Student Union bookstore are coming along.
 - Roof repair on Warrington Building is scheduled.
 - Exploring sidewalk additions for the Iberville Green stage area.
 - Health Services restroom renovation is complete.
 - Exploring project to replace the roofs on the golf course pro shop and pool house.
 - Asset Management is working on TMA Key Database for campus-wide records.
 - Property Control is getting ready to compile NSU's State Inventory Report.
 - Plant Services is managing surplus items while looking for alternate storage location that will replace use of Dodd Hall.
 - EHS is working with Physical Plant on the Warrington project.
 - EHS is contracting Phase 2 of new facility floor plans for the University.
 - EHS will conduct at least two training sessions in March, on the Evacu-Trac units that have been placed in various buildings around campus.

Ron Wright:

- ITS is looking forward to Literary Rally this weekend. We continue to innovate each year, streamlining and improving the behind the scenes processes ranging from registering students to scoring exams and reporting results.
- Information Technology Services will perform essential system upgrades during a twelve hour window beginning Thursday, March 26th at 5:00 p.m. extending through Friday, March 27th at 5:00 a.m. This is during the Spring Break Holiday. The following systems will NOT be available for this twelve-hour period: myNSU/Moodle, Banner, NSU Mobile, Argos. Because this includes myNSU/Moodle, faculty and students should plan ahead to ensure that exams are not scheduled

during this time and that all assignments due on this date are completed ahead of the maintenance window. While we expect the updates to be completed during the specified time, ITS could extend the window should it become necessary.

The next scheduled meeting will be held on **Monday, April 6 at 8:30 a.m.** in the Henderson Conference Room. The meeting dates for the first half of 2020 are as follows:

- **Monday, May 4**
- **Monday, June 1**