

June 2021 Leadership Team Meeting

Roni Biscoe

Human Resources

- One COVID-19 case was reported by an employee. It had been months since this was reported. Please continue to maintain safeguards.
- Remember, vaccines are not mandatory. Being vaccinated is not a requirement for employment of any type.
- When employees in your area are out due to illness for longer than one work week, remember to ask for a doctor's note. Also, if they will be out for longer than one week, the University may decide to place that employee in an FMLA (Family Medical Leave Act) status.

Institutional Research

- Working with Dawn to prepare Ruffalo Noel Levitz Student Satisfaction Inventory results for the Spring 2021 administration.

Institutional Effectiveness

- Refer to Frank Hall's report.

Greg Burke

- For the second year since its inception, NSU qualified for the NCAA Academic Unit Distribution based on 2019-20 criteria and earned NSU an additional \$67,000 in revenue. NSU has already qualified to receive the academic unit distribution again for the 2021-22 year.
- A record NCAA Graduation Success Rate of 87% will be announced in October.
- Deferred and outright gifts to the "Perpetually Purple" scholarship endowment fund have totaled almost \$100,000 this fiscal year, bringing the overall endowment total to \$2.4 million.
- Process to hire a new women's soccer coach is expected to conclude this week.
- Plans for Summer Bridge are being finalized.
- Athletic Department collaborating with other system schools and ULS office regarding facilitation of Name, Image and Likeness legislation which will most likely be in effect on July 1.

Frank Hall

- Respective drafts of AC 2020-2021 Strategic Plan Assessment – The Way Forward are due by June 18, 2021.
- All Unit and Academic Program Assessments are due on June 18, 2021.
- The Strategic Planning Team Meeting is on June 16, 2021.
- The first draft of FifthYear standards is due to Roini Biscoe (cc Frank Hall) on August 2.
- I am always available should anyone need any assistance.

Greg Handel

- We have had 3 very successful academic advising and registration sessions with Freshman Connection. New format: orientation followed by advising and registration the following day.
- Our BFA in Production and Design is on the BoR agenda this week (replaces the BS in Theatre w/concentration in Production and Design). This was per suggestion of NAST.
- Dr. Joel Hicks will be approved by the ULS Board of Supervisors at the end of this month. Congratulations, Joel!
- Tenure and Promotion recommendations will be sent to ULS for approval on their August meeting.

Joel Hicks

- BSN-DNP NA program fully accredited by Council of Accreditation of Nurse Anesthesia Programs (COA).

June 2021 Leadership Team Meeting

- BSN, MSN, PMC, & DNP programs all received official accreditation letters from CCNE. Accredited for full 10 years.
- Interview to hire new School of Allied Health Director recently occurred. Candidate was chosen and name was forwarded to Dr. Handel.
- Interview soon to hire new Senior Director of Nursing
- CONSAH was awarded Behavioral Health Workforce Education and Training grant (1.9 million) from Health Resource & Services Administration
- One outstanding report due to Frank Hall; all other CONSAH program reports have been submitted and accepted.
- Multiple retreats for all nursing and allied health programs ongoing throughout the summer.

Pat Jones

- 2021/22 FY Appropriations – As Dr. Maggio advised, while we did not receive all the funding that we need, we did have a successful session. Our funding was increased by \$1 million for faculty pay; \$542,000 for mandated costs which are earmarked for increases in specific items such as ORM, Legislative Auditor costs, Market Rate adjustments for classified, and Group Benefits; \$1.1 million in our formula funding. We are reviewing the formula increase to determine the factors that generated the increase in hopes that these can be focused on for future years.
- 2020/21 Year End close—Thank you for your assistance with submitting all purchasing and travel paperwork so that we can process our year end close timely. If you have any outstanding issues, please contact our office.
- Legislative Auditors- Auditors are on campus and are asking for data to complete the 2019/20 and 20/21 fiscal years audit. The auditors have complimented NSU for our professional and timely responses to their data requests. Please continue to handle their requests timely as it helps the auditors stay on their audit schedule.
- HEERF Funding – We are working with the President’s Cabinet to determine the most fiscally responsible uses of the HEERF funds.

Jennifer Kelly

Dale Wohletz, Physical Plant:

- Stadium Elevator update. Complete date is July 15. There was a 30-day change order for some electrical issues that came up during the construction. Had to re-figure where the power to the controller and new A/C units was coming from. As of right now the new motor and controller are in place and running on construction mode. They are working on the door replacements this week. All wire is pulled to the new door panels. The fire panel is installed but not in operation yet.
- Caspari road rebuild. Regional construction won the bid for the job. I have not heard from the state when a start date will be.
- Sam Sibley drive: Plans have been submitted to the state for the project. Waiting on FP&C to set the bid date for this project.
- Rec-complex. New roof was installed on the Pool house and the club house.
- Fort Polk. Working on a roof replacement for building A. Should have it on before the fall semester.
- Shreveport Warrington Hall. Finishing up on a face lift in the lobby area. Cleaned up the walls of some old phone boxes, mailboxes and items related to the dorm that was once housed there. New paint and a wall mounted TV for NSU information to run on.

Gil Gilson, Capital Outlay:

- Summary of projects handled by Capital Outlay and Special Projects has been working on the findings of the ADA Audit by LCTCS in November of 2020. All findings have been answered and submission has been approved by LCTCS. Physical Plant has been working on each finding to correct the

June 2021 Leadership Team Meeting

violations. Items that are to be done by the University Carpenters have been given to Chris Fulton to correct; his staff has been working on correcting the violations. in his area. (Door pressure adjustments, height of coat hooks on back of stalls in restrooms, height of paper towel dispensers and soap dispensers.) I have the sign violations for inside buildings, way finding signs for accessibility to handicap entrances outside the buildings. New signage has been ordered to correct sign violations all over campus. Dale Wohletz has been given any major corrects that are noted in the Audit. Any construction issues are in the planning stage to correct the issues.

- Capital Outlay Office is also working on the first submission of the 22-23 Capital Outlay Budgets to be forwarded to Bruce Janet the First of July. These will include any item not funded in the previous House Bill 2 for Capital Outlay. This list will be submitted to Jennifer Kelly prior to submission to the ULS Board and The Louisiana Board of Regents.

Jon Lentz, Physical Plant:

- During May, the utilities department was faced with many equipment failures and minor repairs including TEC chiller #2, Watson Cooling tower drive, Station Two cooling tower bearing assembly, Prather cooling tower drive motor and chilled water pipe insulation at the WRAC.
- We are continuing to grow and document the preventative maintenance program by adding equipment and PM tasks to TMA. We are working with personnel to effectively complete and document the tasks using mobile TMA Go. Upcoming major PM tasks include annual steam boiler shut down, inspection and repair as well as state inspection of all boilers for recertification. We will also conduct a state sponsored program through ORM for infrared testing of electrical distributions systems.

Julie Powell, EHS & Plant Services:

EHS

- The NSU Drone Policy & Use Committee has a policy ready to present to the Leadership team for suggestions or approval. The committee made a change and an addition after the last submission. I will attach the policy to this email. Also attached you will find the NSU Unmanned Aerial System (Drone) **Application to Operate**, the Drone Sticker for approved F/S use on campus, and the Drone Card for any non-NSU F/S approved use. The committee will await approval or suggestions before publishing the policy online.

Plant Services

- The NSU Warehouse is getting ready for annual inventory. Counting will begin June 21, 2021 and will run throughout that week.
- Central Receiving has been working to keep up with end of year purchase deliveries for all campuses.

Mead Goings, Grounds:

- Removing dead and hanging tree limbs.
- Spraying for wasp around building entrances and walkways.
- Herbicide Application, 500 gallons.
- Insecticide Application, 400,000 square feet x 3 applications.
- Landscaping and bed maintenance around buildings.
- Removed Hedge row at Baseball.
- Drainage and foundation undermining St Denis.
- Prep. Lab Schools for open house.
- Replaced or removed 500+ dead plants from freeze.
- Removed 12 dead trees, Freeze damage.
- Litter removal campus.
- Road Repair.
- Freshman Connection Prep.
- Event setups.

June 2021 Leadership Team Meeting

- Getting close to Hurricane season. No plan for large scale damage debris removal. DEQ will not allow us to open air burn in vicinity of airport.

Craig Vercher, University Police:

- Active Shooter training – last two weeks of June
- Preparations for Louisiana Boys & Girls State
- Temporary appointment of two officers to Sergeant w/o pay. This is to cover supervisor shortages on shifts. Unit # 30 had some undercarriage damage.

Jon Caliste, University Safety & Compliance:

- We are preparing for summer trainings for the officers including traffic stops and Active Shooter response.
- We continue our efforts to prepare for the September release of our Annual Security report, by collecting and classifying our crimes stats from multiple locations. Just of note House bill 394 was passed in the Louisiana Senate yesterday (6-9-21) and is going to the Governor to be signed into law. If signed by the Governor, the Act will require institutions to provide semiannual security reports that fall into the guidelines of the Clery Act.

Stephanie Dyjack, Campus Living Villages:

- Leasing
 - Facilitated Move out for all 3 properties.
 - Summer Housing for full summer term move in and RA consolidation.
 - Freshman Connection 1 & 2 – Housed all attendees, presented to parents and students during interest sessions and provided students with their housing status.
- Finance
 - Moveout of residents in Yardi for University Place
 - Preparing for Fiscal year close for NSU (University Columns) and soft close for NSU3 (Varnado Hall)
 - UCR charges for NSU, NSU2 and NSU3
- Residence Life
 - Prepared Bulletin Boards for Camp Messaging
 - Trained new Resident Assistants for Summer
 - Prepared units for each Summer Camp arrivals
- Maintenance
 - Assisted with Move Out Procedures
 - Walking units and inspecting for damages
 - Managing the Cleaning Crew on daily units to clean

Shaquille Broussard, Sodexo:

- We are just getting summer camps rolling and everything in order.
- The Freshmen Connections have been going great.

Bruce Dyjack, University Post Office:

- The NSU Post Office continues to implement the new locker/package notification system. The customers really seem to like this feature as it allows them to pick up packages at any time.
- We do have to work with IT soon in figuring out how to import the contacts for the Fall.
- We have started to deliver back directly to many departments. Some buildings have opted to stay with the previous system, and for a few others, changing back to direct delivery would be too problematic and keeping things as they are is far easier.

June 2021 Leadership Team Meeting

- The USPS has announced that in August postage rates will rise by 5.5%. Thankfully, the numbers of non-profit mailings we have been doing has increased in the last few weeks. This method of postage saves NSU about 66% in postage costs.
- Going forward the NSU post office should work on increasing customer walk in traffic/satisfaction by:
 - Working with Physical Plant in installing a Post Office Parking sign (on PP's schedule).
 - Ensuring the NSU will have WIFI access so customers can easily look up tracking numbers/addresses without having to leave the post office (on IT's schedule).

Fran Lemoine

- Stephanie Stanton has left to return to New Orleans to be closer to her family. Ms. Erin Bates, formerly Administrative Assistant in Engineering Technology, has been hired as her replacement.
- All departments are working diligently to ensure the FC is going smoothly. Having some “growing pains” in the ENGL and MATH co-requisite courses.

Remote System Science and Technology (a collaborative effort between CJHSS and SoBPS)

- Awarded an ~\$85,000 grant from AEP/SWEPCO for classroom upgrades and technology needs.

Music

- Dr. Sharon Joy, Associate Professor of Music, has been selected to serve as the international president of the Phi Beta Delta Honors Society for International Scholars.
- NSU will host the 36th annual Phi Beta Delta Conference next May.

NMJCA

- Students from several courses in New Media, Journalism, and Communication Arts won at Silver Telly for the “December 3, 2020, Newscast” in the General – Local TV category. This was a professional category – not a student category!

Kim McAlister

- The GCEHD is excited to announce the hiring of a new DH for Health and Human Performance, Dr. Tara Tietjen-Smith. Tara has most recently been the DH, Health and Human Performance at Texas A&M-Commerce. Tara and her husband, David are NSU graduates from '92. Dr. Tietjen-Smith received her DA from Middle Tennessee State University.
- DH and coordinators are submitting annual reports for the 40+ degree and certificate programs offered in the GCEHD. With the leaving of Assessment Coordinator, Susan Kahn, in May, it has been a slow process.
- Summer school has kicked off with 144 sections of courses across the college.
- The School of Education is hosting Natchitoches Parish School principals and instructional coaches at Cypress Bend Tuesday, June 15 for dessert. The NPS leadership is completing a 3-day retreat 6/15-6/17.
- LA GEAR UP is kicking off summer events this week with 2 events (6/18 and 6/22). Events include Technology and Art; Lasers, computers, and Advance Manufacturing; Cybersecurity Primer; and Shaping Dynamic Educators. Later in July, NSU will host 6 camps at Junior High and High School levels in robotics, cybersecurity, and STEAM. These camps involve faculty from the School of Business, School of Education,

Drake Owens

- Johnny Antoon Memorial Golf Tournament held on June 5th; 22 teams; \$9,000 raised; scholarship fund now endowed at over \$85,000.
- Alumni After Hours events held in New Orleans and Baton Rouge on June 9th and 10th; 40+ in attendance at each event.
- Upcoming Alumni After Hours events: June 16- Lafayette, June 17- Alexandria, July 1- Houston, July 15- Monroe, July 22- Shreveport, July 29- Austin.

June 2021 Leadership Team Meeting

- Alumni memberships are up year on year; over 70k more than previous year budget, demoNSUnite.net platform scheduled to go live in July.
- Long Purple Line Induction Ceremony scheduled for October 22; Greek Centennial Celebration- October 22-24; Golden Jubilee Celebration- December 17-18 (Classes of 1970 and 1971).
- Recently established the Latief and Melba Ackel scholarship endowed at \$10,000 for freshman students majoring in business; this the 18th scholarship established with the NSUF in 2021.
- Columns Fund mailer scheduled to go out in July; annual giving report scheduled to go out in August along with endowed scholarship activity summary.
- Legislature adjourned June 10. Best budget for higher education in 13 years. TOPS fully funded; faculty pay raises. \$500k for turf replacement; 2.1M for Kyser Hall.

Curtis Penrod

- Finishing up end-of-year report (QEP, SLO, etc.)
- Continuing work on registration (continuing, new, Freshmen Connection)
- Received cyber security grant in conjunction with Real Vision Software (beginning work on implementation)
- Several faculty are working on Cyber Camp grant (associated with LA GEAR UP)

Jerry Pierce

Marketing & Branding

- The Office of Marketing & Branding won the Natchitoches Chamber Best of Natchitoches award for Best Online Presence.
- We hit the 20,000-follower mark on Instagram which puts us ahead of Louisiana Tech.

Public Information and Media Relations

- Continued support through graphic design, photos, and press releases of NSU current events, summer events, covid updates, and athletics, working in conjunction with Recruiting, the provost, and other units on campus.
- Working with IT to reinstitute the Campus Calendar.
- Working with IT and Jen Kelly on homepage updates.

Recreation Complex

- The golf course is finally drying out from all the rain. We had 3 tournaments scheduled for the month of May. We had to reschedule 2 of them. We were able to play the Antoon Memorial on June 5th and even though rained threatened to cancel it we still played 20 teams. One of the tournaments (St. Mary's) that we had to reschedule we will play on June 26th.
- The swimming pool opened on June 1st. When the weather has been good the pool has been busy.
- We have continued to host Rotary club every Tuesday.

WRAC

- WRAC has had tours from several hundred students in the past few weeks through the recruiting office.
- The WRAC has participated in several areas for all freshman connections.
- The Fun N Fitness camps will begin July 5 and go through July 23. Signups are very strong at this point.

Emily Posey

- The status of the Student Self-Assessed fee review follow-up. I am in the fieldwork stages and hope to be issuing the final report on this soon.
- I am continuing to work with the Louisiana Legislative Auditors on the IT engagement in response to January's data breach.
- I have completed the 2022 Fiscal Year Risk Assessment and Audit Plan and have submitted it to the Board for Approval.

June 2021 Leadership Team Meeting

Michael Snowden

- Completion of the 2020 Assessment Cycle – Frank Hall
- May 20, 2021, Presented at Freshman Connectors
- May 27, 2021, Presented at Freshman Connectors
- June 2, 2021, Meeting with Dr. Claire Norris about SSI Result from RNL
- June 3, 2021, Presented at Freshman Connectors
- June 17, 2021, Black Male Summit – Keynote Speaker is Anthony Jack; author of The Privileged Poor/ RF Lewis Scholars has been selected.
 - Ebenezer Aggrey
 - Derrick Varnado

Darlene Williams

- Renewal of EAB recruiting contract complete. EAB strategies and internal efforts that target recruiting of online students for fall will continue.
- CompeteLA effort ongoing.
- Classroom upgrades complete. More than 50 have been equipped with new technology.
- Decision made to discontinue “VIC” – the Video Integrated Content System. Staff are working with faculty to transition to the use of Stream.
- Completing unit assessments for the University Strategic Plan.
- Facilitating NLEP/LED initiated site certification for Parkway property.
- Continued work for implementation of Ellucian CRM Recruit module.
- Contractual agreement nearly complete for migration of Moodle to the cloud.
- Efforts underway to finalize contractual and service arrangements to migrate Banner services to the cloud.
- Discussion and review of new phone system for the university.
- STEM Center in Alexandria opened. Summer camps are currently underway, first council meeting to be held in June, and making plans for fall activities.
- Facilitating renewal of MOU with Tunica-Biloxi in Marksville.
- Facilitating the closure of the DeRidder video conferencing site.
- OCR review report accepted and approved. Will await follow-up site visit, if required.
- Encouraging all to complete the Cyber Security Awareness Training available in LEO and on Moodle.
- Continued participation in virtual meetings and professional development.
- System upgrades and system maintenance ongoing.
- As appropriate, ongoing community engagement through TIED staff in local, regional, and state ‘virtual’ events and meetings throughout Shreveport/Bossier, Alexandria, Leesville, Marksville, and Natchitoches.