Trusteeship Committee

AGENDA

Thursday, May 14, 2015
1 p.m.
President’s Dining Room, Thomas Hall

1. Welcome Kevin Wildes, S.J.
2. Approval of Minutes Kevin Wildes, S.J.
3. Trustee Giving Document Kevin Wildes, S.J.
4. Candidates for Board Approved List Kevin Wildes, S.J.
5. Re-election of First Term Trustees to Second Term Kevin Wildes, S.J.
6. Approval of Slate of New Officers Kevin Wildes, S.J.
7. Election of New Trustees Kevin Wildes, S.J.
8. Trustee Self-Evaluation 2014-15 Kevin Wildes, S.J.
9. Executive Session
8. Adjournment
<table>
<thead>
<tr>
<th></th>
<th>Welcome</th>
<th>Paul Pastorek</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Approval of Minutes</td>
<td>Fr. Wildes</td>
</tr>
<tr>
<td>3</td>
<td>Approval of Revised Academic and Student Affairs Committee Description</td>
<td>Fr. Wildes</td>
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</tbody>
</table>
On Phone: Jim McBride, Paul Pastorek, Kevin Quinn, S.J., Kevin Wildes, S.J., and Kristine Lelong


Fr. Kevin Wm. Wildes, S.J., called the meeting to order at 10 a.m.

**Approval of Minutes** Fr. Wildes asked if there were any corrections or revisions to the minutes of the December 4, 2014 meeting. There were none. He called for a motion to approve. Motion was made by Mr. Paul Pastorek and seconded by Fr. Kevin Quinn, S.J. Motion carried.

**Approval of Revised Academic and Student Affairs Committee Description** Fr. Wildes explained that Tom Longin, AGB consultant, recommended combining the academic and student affairs committees back in 2009 when the board committees were restructured into this current structure. Fr. Wildes liked the idea of combining these committees and it made sense in terms of Loyola’s mission of “educating the whole person.” However, he noted, it hasn’t worked as well. After speaking to the committee leadership, he has re-worked the committee description and charge so that the sub-committees of student affairs and enrollment meet in advance of the Academic and Student Affairs committee. This way the sub-committees can give updates and reports to the ASA committee at the Board meeting. Mr. Pastorek commented that this made sense since the desired outcome is to have more integration between the two areas. Fr. Wildes pointed out that the two sub-committees are meeting prior to the March meeting. Mr. Jim McBride moved to accept the revised academic and student affairs committee description as presented. Motion was seconded by Fr. Quinn. Motion carried.

The meeting adjourned at 10:09 a.m.
Trusteeship Committee

Action Items

May 14, 2015

Action Item

Approval of Trustee Giving Guidelines

Action Item

Candidates for Board Approved List

Names and bios to be presented at meeting.

Action Item

Re-election of First Term Trustees to Second Term

Action Item

The slate of officers to be appointed for the 2015-16 fiscal year will be presented for approval.

John J. Finan, Jr., Chair

Barry LeBlanc, Vice Chair

Rev. Kevin Wm. Wildes, S.J., President

Action Item

Election of New Trustees for the term beginning August 1, 2015.

Bios on each individual will be available at meeting.
Loyola University New Orleans
Board of Trustees Acknowledgement

Prepared for:  Insert Name Here
Board Term:  YYYY - YYYY

Fund-raising is one of the most basic and important responsibilities of a member of the Board of Trustees of Loyola University New Orleans. In order for Loyola University to achieve its goals and objectives as an institution of higher education requires the commitment of each member of the Board in maximizing our fund-raising potential.

Trustees are expected to have a working understanding of the history, mission, priorities, needs, and values established by Loyola University New Orleans. Involved and well-informed board members are better able to engage their colleagues in discussions for a fund-raising effort that ensures a commitment to Loyola for many years to come.

Beyond cultivating, engaging, and soliciting prospective donors to Loyola University New Orleans, all board members are expected to demonstrate their personal commitment to Loyola University New Orleans by making individual gifts. This is crucial for three reasons:

- Your personal contributions to Loyola University New Orleans are evidence of your faith in the institution.
- Many prospective donors will withhold or outright decline a contribution to the campaign or other purpose for which they have been solicited unless the institution can demonstrate the 100-percent participation of its board. An institution that does not have the 100-percent participation of its board is less likely to succeed in its efforts.
- As a member of the Board of Trustees, you are a vital part of our most visible and natural donor constituency. We therefore encourage you to contribute to the university commensurate with your resources and responsibilities.

Therefore, having previously discussed the university’s annual giving guidelines prior to accepting your appointment to the Board of Trustees of Loyola University New Orleans, we now respectively ask that you acknowledge your ongoing financial commitment to the university by completing the sections below.

I am aware that each member of the Board of Trustees of Loyola University is expected to make a personal contribution of $1,000 annually to The Loyola Fund during their term on the board. I hereby acknowledge and agree to this commitment.

I am aware that Loyola University is currently involved in a comprehensive fund raising campaign and that the personal commitment, involvement, and support of the members of the Board of Trustees to this campaign are critical if we are to achieve alumni and community involvement.

Having reviewed and discussed the campaign insofar as it aligns with my personal philanthropic goals, I hereby agree to a commitment of $(insert amount) per year over the course of the campaign.

___________
(initials)

___________
(initials)

___________
(initials)

(Insert Name Here)
Signature

Date
The following are suggested or recommended minimum giving levels for any lay individual who elects to become a member of the Board of Trustees. The absolute minimum would be a personal donation of $1,000 per year to The Loyola Fund. Other recommended campaign giving levels would be flexible for each proposed Board member, based on the recommendations of the Trusteeship and Institutional Advancement Committees.

### MINIMUM CRITERIA

<table>
<thead>
<tr>
<th>Campaign</th>
<th>Recommended Amount</th>
<th>Periodicity</th>
<th>Credited to</th>
</tr>
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<tbody>
<tr>
<td>The Loyola Society</td>
<td>$1,000</td>
<td>Annually</td>
<td>The Loyola Fund</td>
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</table>

Each member of the Board of Trustees would be expected to make an annual contribution to The Loyola Fund. With 20 – 25 lay board members, this would raise $20,000 to $25,000 annually. All unrestricted donations made by board members will be credited to The Loyola Fund. This would be in addition to any other giving related to the campaigns outlined below and should be a direct, hard dollar contribution from the board member.

### Minor Fund Raising Campaign

<table>
<thead>
<tr>
<th>Campaign</th>
<th>Recommended Amount</th>
<th>Periodicity</th>
<th>Credited to</th>
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</thead>
<tbody>
<tr>
<td>Minor Fund Raising Campaign</td>
<td>$10,000</td>
<td>Annually</td>
<td>At the direction of the donor</td>
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A minor fund raising campaign would be any fund raising campaign designed to raise any total amount less than $5 million in the course of one year. It would not be launched while either a Targeted Fund Raising Campaign or a Major Fund Raising Campaign is in progress without approval of the Institutional Advancement Committee and the full Board. There could be several Minor Fund Raising Campaigns running concurrently, as in the case of three different College Funding Priority programs each raising $1 million. With 20 – 25 lay board members, this would raise $200,000 to $250,000 for the campaign. This should be a direct, hard dollar contribution from the board member, but may be eligible for soft credit.

### Targeted Fund Raising Campaign

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<th>Recommended Amount</th>
<th>Periodicity</th>
<th>Credited to</th>
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</thead>
<tbody>
<tr>
<td>Targeted Fund Raising Campaign</td>
<td>$25,000</td>
<td>Over 3-5 years</td>
<td>The targeted purpose</td>
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A targeted fund raising campaign would be any fund raising campaign designed to raise more than $5 million, but less than $25 million, during a 3 to 5 year time frame. This type of fund raising campaign would be for a single, specific (targeted) purpose such as Roussel Hall or the new off-campus sports facility. It would not be launched while either a Minor Fund Raising Campaign or a Major Fund Raising Campaign is in progress without approval of the Institutional Advancement Committee and the full Board. With 20 – 25 lay board members, this would raise $500,000 to $625,000 for the campaign. This should be a direct, hard dollar contribution from the board member, but may be eligible for soft credit.

### Major Fund Raising Campaign

<table>
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<th>Recommended Amount</th>
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<tr>
<td>Major Fund Raising Campaign</td>
<td>$100,000</td>
<td>Over 5 Years</td>
<td>At the direction of the donor</td>
</tr>
</tbody>
</table>

A major fund raising capital campaign would be any fund raising campaign designed to raise in excess of $50 million, generally over at least five years, but regardless of the multi-year time frame. The current Faith in the Future is a perfect example. It would not be launched while either a Minor Fund Raising Campaign or a Targeted Fund Raising Campaign is in progress without approval of the Institutional Advancement Committee and the full Board. With 20 to 25 lay board members, this would raise $2,000,000 to 2,500,000 for the campaign. This should be a direct, hard dollar contribution from the board member, but may be eligible for soft credit.