Resolution 1

Chair of the Board, Mr. Kevin Poorman, reported that the Board via electronic mail unanimously approved the awarding of an honorary degree to Mr. David Gergen on February 2, 2014 by written consent. At today’s meeting, Mr. Poorman asked the Board to confirm the awarding of the degree for the Board records.

It was so moved and unanimously approved by the Board of Trustees.

Resolution 2

Mr. Poorman reported the Executive Committee recommends Board approval of the Non-Retaliation Policy found under Tab 7 of the May 2014 Board Book.

It was so moved and unanimously approved by the Board of Trustees.

Resolution 3

Fr. Michael Braden, S.J., chair of the academics and student affairs committee, reported that the committee recommends approval of the following revisions to the Faculty Handbook.

- Faculty Handbook Revision Committee: This is a relatively small revision, which changes the membership so only tenured faculty may serve. It also stipulates that the chair and secretary of the committee must be members who are faculty.

- Standing Committee on the Common Curriculum: This revision changes language to incorporate the Director of the Common Curriculum position, adds a Library faculty representative to the voting membership, and stipulates that the faculty serving on the committee should be Ordinary.

- University Conciliation Committee: This revision contains fairly extensive changes to the “voting members” and “terms” section of the protocol. Primarily, it stipulates that all members should be tenured, allows for faculty from the College of Law and Library to serve on this committee and their college’s rank and tenure committee at the same time, and it adds quite a bit of language regarding recusals.
University Campus Sustainability Committee: This is a protocol for a committee which has been operating on an ad hoc basis for a few years and should now be added to Chapter 17 in the Faculty Handbook.

It was so moved and unanimously approved by the Board of Trustees.

Resolution 4

Mr. Ferris reported the committee unanimously approved a motion that gives Fr. Wildes the authority to reduce contributions to the employee retirement plan and/or initiate a VSP for faculty and staff. Furthermore, it was stipulated, that any reductions will be done in consultation with the Executive Committee.

It was so moved and unanimously approved by the Board.

Resolution 5

Mr. Ferris reported the committee recommends approval of the FY 2014-15 Budget as included in the May 2014 Board book under Tab 10.

It was so moved and unanimously approved by the Board.

Resolution 6

Mr. Joseph Mahoney, vice chair of the trusteeship committee, reported the committee recommends re-electing the following first term Trustees to a second term:

Donald C. Faust, M.D.
Robert LeBlanc, Jr.

It was so moved and unanimously approved by the Board of Trustees.

Resolution 7

Mr. Mahoney presented the slate of officers to be elected for the 2014-15 fiscal year. He reported the committee recommends approval of the following slate of officers.

John J. Finan, Jr., Chair
Barry LeBlanc, Vice Chair
Rev. Kevin Wm. Wildes, S.J., President
Rev. Peter Rogers, S.J., Secretary/Treasurer

It was so moved and unanimously approved by the Board of Trustees.
Resolution 8

Mr. Mahoney reported the committee recommends the election of the following individuals to serve as Trustees for a term beginning August 1, 2014:

Janet Boles  
Dennis Cuneo  
Sally Forman  
Gail Jock  
Steve Landry  
Floyd Malveaux, M.D., Ph.D.  
Gerald Ray, Jr.  
Robert Savoie, Ph.D.

It was so moved and unanimously approved by the Board.

Resolution 9

Mr. John Simmons, Jr., chair of the audit committee, reported the committee reviewed and approved the annual review and Internal Audit Charter and recommends approval by the Board.

It was so moved and unanimously approved by the Board of Trustees.

Resolution 10

Mr. Simmons reported the committee reviewed the university’s annual tax return Form 990. He explained that on the return, we must signify that the return was made available for review and that it was recommended that all Trustees review the Form 990. The form is available online for review. He called for a formal motion to approve the recommendation to the Board of Trustees to review IRS Form 990.

It was so moved and unanimously approved by the Board of Trustees.

Absent: James Caillier, Robert A. LeBlanc, Jr., Joseph M. O’Keefe, S.J., and Kevin Quinn, S.J.


1. Opening of Quarterly Meeting

Mr. Kevin Poorman, Board chair, called the business meeting to order at 9 a.m. on Friday, May 16, 2014.

Mr. Poorman called upon Fr. Jim Bowler to say a prayer.

Mr. Poorman recognized outgoing trustees: David Ferris, Derby Gisclair, Fr. T. Frank Kennedy, and Fr. Joe O’Keefe, Derby Gisclair, Fr. Kennedy, and Fr. O’Keefe are completing 6 years. David Ferris has served a total of 12 years on the board. He served two consecutive terms from 2001-2007 and then joined the board again in 2008.

It was announced that university senate chair: Alice Clark was recently re-elected to another term.

Mr. Poorman introduced Dr. Bill Locander who will join Dr. Marc Manganaro in the presentation about Strategic Planning. Mr. Poorman also introduced incoming president of the Student Government Association: James “Bud” Sheppard.

Mr. Poorman reported that The School of Mass Communications recently received two historic national accreditations. Loyola’s program has become the first Jesuit university program in the U.S. to hold national accreditations from both the Accrediting Council on Education in Journalism and Mass Communications and the Public Relations Society of America’s Certification in Education for Public Relations. Also, noteworthy is that the School of Mass Communication is also the only such university program in Louisiana to hold both national endorsements. Accreditation is a system of voluntary self-
assessment and external review of educational institutions and of professional programs offered. Accreditation provides an assurance of quality to students, parents, and the public. The accrediting process includes measuring the performance of educational units against national standards.

2. Approval of Minutes

The minutes of the March 14, 2014 Board meeting were approved.

The minutes of the April 8, 2014 Executive Committee meeting were approved.

The minutes of the May 7, 2014 Executive Committee meeting were approved.

3. President's Report

Fr. Wildes updated the Board on Loyola's ongoing strategic planning process. With the closure of Loyola 2012, the Strategic Planning Team (SPT) has been engaged in drafting a new strategic plan for Loyola. At the March 2014 Board Retreat, the Board reviewed an earlier draft of the new plan and gave input that has been incorporated into the plan. Fr. Wildes said he has charged the Provost and the SPT with presenting a final draft of the plan to the Board at the October 2014 meeting for approval.

Fr. Wildes reported several program initiatives are underway in Academic Affairs including the Teacher Certification Program, the Translation and Interpretation Program, Music Industry Studies and Bachelor of Design. New program initiatives that are underway include film making and a program in commercial music. He said in developing these new programs, the administration is looking at Loyola’s existing strengths in order to guide the development of new programs that would be attractive to prospective students and keep Loyola competitive with other universities. Loyola will have expanded summer sessions in which many courses will be offered online. Fr. Wildes said this is good news, financially, since students who go home for the summer can now take Loyola courses online which keeps tuition dollars here. In addition, the Student Success Summit continues to focus on student advising and instructional effectiveness in an effort to increase retention and persistence rates.

Fr. Wildes announced the Loyola Institute for Ministry will be honored by the National Conference of Catechetical Leadership.

Fr. Wildes reported that Student Affairs hosted the Compassionate Campus Initiative which is being done in collaboration with Mission and Ministry. Student Affairs was involved in Google’s New Orleans Community Leaders Program. Additionally, Student Affairs continues to enhance the offerings within club sports in an effort to support enrollment.

Fr. Wildes reported, the budget goal for fall 2014 class is to enroll 615 first time first year students and 130 transfers. Efforts to re-establish Loyola’s place in the changing and evolving college bound market continue. There is a focus on recapturing lost market share in Louisiana and tapping new markets for higher achieving students. He pointed out that recruiting a class is a two year cycle and that we need to begin reaching out to prospective students earlier within the cycle to cultivate relationships with them during their junior year of high school. Enrollment Management is also working to establish agreements
with junior and community colleges throughout the Gulf South. Currently, Loyola has one such an agreement and there will be a focus on expanding the number of these agreements next year.

Fr. Wildes reported Mission and Ministry hosted a gathering of students from five Jesuit universities to reflect on service. Meaningful programs for faculty and staff on Ignatian Spirituality and Jesuit mission continue to be offered by Mission and Ministry. These programs are being well-received within the community with the first cohort of Ignitian Staff Fellows (with 8 participants) is coming to an end while the second cohort of Ignitian Faculty Fellows (with 9 participants) recently ended.

Fr. Wildes explained the university budgeting process. Traditionally, the second phase of the budget, which looks at salaries, fringe benefits, utilities, debt service, etc., along with fine tuning of revenue and expense projections for next year are presented in May. At today’s meeting, the Finance Committee will present the 2014-15 budget for approval. On the facilities front, Fr. Wildes said the construction schedule for Monroe Hall has been accelerated and it is now scheduled for completion by December 2014.

In Institutional Advancement, Fr. Wildes announced two initiatives, the “Chairman’s Challenge” and “See Loyola.” The goal of the first initiative is to increase donations to the Loyola Fund (unrestricted) and the goal of the latter initiative is to increase the participation rate of undergraduate alumni to annual fund. Fr. Wildes said he is reviewing the reporting structure of The Office of Marketing and Communications as well as where within the institution is the best office to house these operations. Because of the enrollment issues the university faced last year, he added, the university needs to use its marketing resources in a most efficient and effective way for enrollment. He charged Dr. Cissy Petty with convening a working group to look at this issue. He will consider the recommendations from the group and before he makes a decision. He will also look at the structure of marketing and communications at other Jesuit universities.

In Governmental Relations, on the Federal level, the President’s FY 2015 budget proposal at minimum maintains level funding for financial aid programs. There is a House proposal decreasing Pell awards and the number of eligible students for Pell. Fr. Wildes reported that Tommy Screen is working closely with the AJCU to ensure Loyola’s interest is being heard since a significant number of our students are Pell eligible.

Lastly, he reported he continues his civic work in chairing the Civil Service Commission.

4. Board Discussion

Strategic Planning

Provost Manganaro thanked those Trustees who submitted input in the development of the plan. He reported that since the March 2014 BOT retreat and meeting, the Strategic Planning Committee (SPT) solicited, collected, and synthesized the input from Board members as well as faculty and staff. From this feedback, the SPT developed action plans for the four overarching strategies of the plan. Provost
Manganaro emphasized that this strategic plan is critically important for Loyola at this juncture. It will set the stage in terms of prioritizing our funding over the next several years in a period where funding will be scarce. It will enable the administration to prioritize what is important and fund those initiatives that drive and support the plan. The overarching strategies of the plan build upon Loyola’s strengths and will help to reposition Loyola in the marketplace by expanding programs that are in demand and creating new programs that are promising.

Provost Manganaro solicited more input from trustees and said that over the summer, the SPT will build in assessment metrics and implementation plans for the plan. The final plan will come to the Board at its October 2014 meeting for approval.

In concluding the strategic plan presentation, Dean Locander reviewed the four overarching strategies of the plan and action plans for each. The plan aims to create a learning-centered community: dedicated to a high-quality, experiential, and values-based education; devoted to student’s discovery of their career and life of service; infused by the cultures and traditions of New Orleans; and rooted in the Jesuit and Catholic mission of the University.

**Enrollment**

Ms. Roberta Kaskel distributed the most updated Dashboard on admissions stats. As of today, Loyola has 591 deposits for first time, full time students. The budget goal is 614. The enrollment team is reaching out to admitted students and will work throughout the summer to ensure Loyola is on target to meet its goal.

Ms. Kaskel explained the concept of college applications to the Board. In past years, Loyola’s application numbers always seem to have been growing, however; Ms. Kaskel said these were not completed applications. A completed application is the application itself, essay, high school transcript, recommendation letter, and the college test scores. Loyola’s number of actual completed applications has been fluctuating over the years and is only a percentage of the students who begin an application with us. In part, this is due to the common application which has made it very easy for students to apply to a dozen plus schools at once. For Loyola, the larger numbers of applications that have been reported to the Board in the past were really soft applications. She said enrollment management is concentrating on bringing more students to completed application stage. We are now working with high school sophomores and juniors in order to increase the number of completed applications. The challenge ahead is to change dramatically not only the number applications but the depth of completed applications.

5. **Committee Reports**

   **Executive Committee**
Mr. Poorman reported that the Board via electronic mail unanimously approved the awarding of an honorary degree to Mr. David Gergen on February 2, 2014 by written consent. At today’s meeting, Mr. Poorman asked the Board to confirm the awarding of the degree for the Board records.

The Board unanimously approved the awarding of an honorary degree to Mr. David Gergen.

Mr. Poorman explained that recent changes in the law regarding workplace retaliation require institutions to have a standalone retaliation policy rather than it being included in a sexual harassment policy. He reported the Executive Committee recommends Board approval of the Non-Retaliation Policy found under Tab 7 of the May 2014 Board Book.

It was so moved and unanimously approved by the Board.

**Academic and Student Affairs**

Fr. Michael Braden, S.J., vice chair of the academic and student affairs committee, reported there has been an effort by some faculty members to look at the structures of the colleges. An ad hoc committee on structures has been formed to look at whether or not the university’s structure is efficient and flexible enough to embrace the strategic plan. Fr. Braden said this is in the development stage and he wanted to alert the Trustees to the considerations being given to this issue.

Fr. Braden reported that the committee recommends approval of the following revisions to the Faculty Handbook. The proposed revisions have been approved by the University Faculty Handbook Revision Committee, the University Senate, and reviewed by the university’s Office of General Counsel. The revisions include:

- Faculty Handbook Revision Committee: This is a relatively small revision, which changes the membership so only tenured faculty may serve. It also stipulates that the chair and secretary of the committee must be members who are faculty.

- Standing Committee on the Common Curriculum: This revision changes language to incorporate the Director of the Common Curriculum position, adds a Library faculty representative to the voting membership, and stipulates that the faculty serving on the committee should be Ordinary.

- University Conciliation Committee: This revision contains fairly extensive changes to the “voting members” and “terms” section of the protocol. Primarily, it stipulates that all members should be tenured, allows for faculty from the College of Law and Library to serve on this committee and their college’s rank and tenure committee at the same time, and it adds quite a bit of language regarding recusals.

- University Campus Sustainability Committee: This is a protocol for a committee which has been operating on an ad hoc basis for a few years and should now be added to Chapter 17 in the Faculty Handbook.
Finance Committee

Mr. David Ferris, chair of the finance committee, reported the committee reviewed next year’s budget. With the enrollment being down there is a gap in the budget. He said, historically, the university has used approximately at 5% draw on the endowment to cover ordinary ongoing expenses such as bonds, construction budget, etc. In terms of looking at next year’s budget, the draw on the endowment looks more like 10%. This is due to the Voluntary Severance Plan (VSP) and the revenue shortfall from the decline in enrollment. The committee discussed ways in which to close the gap to make the numbers work and agreed there is no easy solution or one solution. Options discussed included raising new money for ongoing operation issues, cutting faculty and staff, and reducing retirement benefits. The committee unanimously agreed to support Fr. Wildes and give him board latitude to make further cuts as necessary.

Mr. Ferris reported the committee unanimously approved the motion that gives Fr. Wildes the ability to reduce contributions to the employee retirement plan and/or initiate a VSP for faculty and staff. Furthermore, it was stipulated, that any reductions will be done in consultation with the Executive Committee.

It was so moved and unanimously approved by the Board.

Mr. Ferris reported the committee recommends approval of the FY 2014-15 Budget as included in the May 2014 Board book under Tab 10.

It was so moved and unanimously approved by the Board.

Institutional Advancement

Mr. Derby Gisclair, chair of the institutional advancement committee, reported to date the campaign total is $40.5 million in pledges and commitments. The committee discussed two initiatives the Chairman’s Challenge and the See Loyno. The Chairman’s Challenge which ends June 22 was initiated by Mr. Poorman. The dollars raised through the Chairman’s Challenge will go to the Loyola Fund which is unrestricted dollars. Mr. Gisclair thanked Mr. Poorman for his leadership in this advancement endeavor. The See Loyno campaign is an effort to increase Loyola’s alumni participation up to 12%. Thus far, this initiative has generated approximately $37,000 in new contributions.

Mr. Gisclair announced that Anne Gauthier will serve as co-chair of the campaign with him. He also announced that the public launch date of the campaign is Thursday, October 9 and will coincide with the fall Board meeting. Giving expectations for Trustees and what financial commitments should be were
also discussed during committee. A draft of guidelines will be sent to the Trusteeship committee for review and input. This issue will be a topic of further discussion next year.

**Trusteeship**

Mr. Joseph Mahoney, vice chair of the trusteeship committee, reported the committee recommends re-electing the following first term Trustees to a second term:

- Donald C. Faust, M.D.
- Robert LeBlanc, Jr.

It was so moved and unanimously approved by the Board of Trustees.

Mr. Mahoney presented the slate of officers to be elected for the 2014-15 fiscal year. He reported the committee recommends approval of the following slate of officers.

- John J. Finan, Jr., Chair
- Barry LeBlanc, Vice Chair
- Rev. Kevin Wm. Wildes, S.J., President
- Rev. Peter Rogers, S.J., Secretary/Treasurer

It was so moved and unanimously approved by the Board of Trustees.

Mr. Mahoney reported the committee recommends the election of the following individuals to serve as Trustees for a term beginning August 1, 2014:

- Janet Boles
- Dennis Cuneo
- Sally Forman
- Gail Jock
- Steve Landry
- Floyd Malveaux, M.D., Ph.D.
- Gerald Ray, Jr.
- Robert Savoie, Ph.D.

It was so moved and unanimously approved by the Board of Trustees.

**Audit**

Mr. John Simmons, Jr., chair of the audit committee, reported the committee reviewed and approved the annual review and Internal Audit Charter and recommends approval by the Board.

It was so moved and unanimously approved by the Board of Trustees.
He also reported the committee reviewed the university’s annual tax return Form 990. He explained that on the return, we must signify that the return was made available for review and that it was recommended that all Trustees review the Form 990. The form is available online for review. He called for a formal motion to approve the recommendation to the Board of Trustees to review IRS Form 990.

It was so moved and unanimously approved by the Board of Trustees.

Mr. Simmons said that the external auditors are starting their work. In addition, the committee conducted its annual risk assessment of departments, reviewed the internal audit projects for the year and proposed new ones for next year.

Mission and Identity

Fr. Bentley Anderson, S.J., chair of the mission and identity committee, reported that at the committee meeting there was a presentation by two graduating seniors who spoke about their Jesuit experiences while at Loyola as well as their faith and spirituality. Fr. Dziak also spoke of the history of Jesuit education, the dwindling number of Jesuits in higher education, and the importance Jesuit mission formation for faculty and staff. Because of the insightfulness and significance of the information presented, Fr. Anderson reported that the committee recommended that Fr. Dziak give this same presentation to the Cabinet and to the full Board.

6. Executive Session

The Trustees went into Executive Session at 11:25 a.m.

7. Adjournment

The meeting ended at 12:05 p.m.

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PRESIDENT       SECRETARY

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Date