**Administrative Council Minutes**

**November 18, 2009**

**KC221**

Present: , Karen Gallatin Charles Cary, Stuart Green, Lu Ann Name, Paul Nowak, Reeta Piirala-Skoglund, Tim Sehr, Dave Selby, Jack Tharp, Cathy Valcke, Linda Wallace, John Wellington, Marvagene Cummings, Stacey Thomas, Johnny Hughey, Sarah Sarber, Kathy Ross, Erv Boschmann, Rhonda Armstrong, Cherie Dodd, Jerre Fercho, Amber Mumaw, Katrina Janes, Kathy Ross, Christy Bozic, John Ross, Beth Van Gordon, Ann Cameron, Fred Hakes, Carl Pennington, Sue Sciame-Giesecke,

Absent: Sharon Calhoon, Robert Dibie, Kathy Parkison, Gerry Stroman, Julie Saam

The meeting was called to order at 2:30 p.m.

Items for good and all were shared by the group.

**Enrollment Update** - J. Tharp

VC Tharp said enrollment is up about twenty three percent for spring and forty percent for fall but expects it to level out.

**Budget Update** – T. Sehr

VC Sehr said our enrollment projections for the fall which are close to what we had this past fall will go before the BOT. Things are still uncertain about the state budget. State tax revenue is well below anticipated amounts so state agencies may have layoffs and pay freezes. We may see a reduction in state appropriations for this year and next year.

**Nursing Simulation Demo** – P. Nowak

VC Nowak shared with the group a video demo of the nursing simulation lab and outlined the need, the costs, and where it will be located. The total projected cost is $935,752. He hopes to begin fundraising campaigns targeted to nursing alumni, health care organizations, stimulus money, and 10,000 degrees of excellence. An RFP could be issued as soon as May, 2010 with construction to begin during the summer and completion of the project by December 2010.

**Early Warning System Update** – S. Thomas

The task force met once this past spring to support campus efforts to help students who are having trouble and encourage them to seek academic assistance. The group met again last week to discuss IUPUIs early warning system and enrollment verification process. She said the group plans to meet again and hope to have the system in place and ready to use by February 1st. IC Green feels this initiative goes well with our campus theme of connecting and belonging.

**FOE update** – S. Sarber

Committees are still meeting and collecting evidence. The results of the survey that went to faculty and staff will soon be made available to the committees. The student survey is open until December 1st. As reports come in from the committee’s recommendations will be addressed immediately by being presented for discussion before the Administrative Council. IC Green said recommendations will be shared with the campus and messages from the chancellor’s office. Once approved recommendations roll out ASAP providing budget is available and if there is an added cost to implement specific recommendations.

The Philosophy committee completed their report last week and the Organization committee will be submitting theirs by December 4th.

**RLI Update** – F. Hakes

Fred gave an overview of the Regional Leadership Institute which was formed from the regional economic development (WIRED) sub-grant. The North Central Indiana Regional Leadership Institute has brought together senior and mid-career leaders from 14 counties across North Central Indiana. There are 75 leaders from the 14 WIRED region counties including private sector, government, economic development, non-profit, and education. The goal of the Regional Leadership Institute is to develop a network of engaged regional leaders. The Regional Leadership Institute was created based on needs identified through both regional meetings and listening session held in each of the 14 counties.  The information gathered has helped to inform the development of the curriculum of the Leadership Institute and will be used by participants to develop and begin working on cross-county projects such as create a regional mindset by developing regional leaders, regional stewardship, and a culture of collaboration, Foster a prosperous economy through collaborative efforts and entrepreneurial innovation, and ensure a sustainable environment. After December 31st there will be no more WIRED funding. The group would like to continue the project if funding is available which could enable a second class. How do we continue?

**Arts Plaza** – S. Green

IC Green wanted to share with the group information about the proposed Indiana Arts Plaza which is a plan to renovate and reuse of 27,000 square feet of vacant land in downtown Kokomo and to create a green space and buildings for an art gallery, IU arts classrooms, new media classes, and offices. An economic impact study is being done by the urban enterprise association. When the study is completed it will be shared with business leaders. The Greater Kokomo Economic Development Alliance is interested in investing in the project which would give IU Kokomo an opportunity for potential growth in its arts program. We would only be responsible for paying for interior maintenance and up keep.

**E-Book contract** – S. Green

IU is asking that no one make any contacts with companies for E-Books. The University is aware of cost of books and could enter in an enterprise contract.

**Other Business** – S. Green

IC Green is requesting that faculty and staff use the Outlook calendar for entering their teaching schedules and other meetings. This makes it easier for others to schedule meetings but using their electronic calendars.