

IU Northwest Council Meeting Notes
Meeting Held Tuesday, December 9, 2008

I. Facilities Planning Process Presentation – Kathryn Lantz

- Kathryn Lantz updated the group on the Facilities Planning Process and asked the Council to review the document “Guidelines & Vision-Based Long Range Priorities for Facilities Planning” to determine if the Council supports the document as it was written by the Strategic Planning Team. The Council was asked to provide feedback on the content of the document and particularly the last item regarding Tamarack Hall. The document will be revised to include as high priorities creation of a facilities master plan and a student housing feasibility study. The Guidelines were accepted as written and will be submitted for approval at the Council meeting on January 13.

II. Performance Measures – Kathryn Lantz

- Kathryn Lantz is seeking approval by the Council on recommendations she distributed for setting campus performance measure targets. Dr. Charlotte Reed asked why student learning outcomes does not appear to be a major focus in the document. Kathryn Lantz responded that the document is an initial effort at establishing a process and that the entire student learning outcomes process is not reflected in the campus measures document. Chancellor Bergland remarked that enrollment targets must be modified to fit with the retention and recruitment work that Vice Chancellor Hodges is doing. Faculty Organization input will be included in the second year of the process. The Group approved the document by consensus with the revisions suggestions. Kathryn Lantz will return to the Council on January 13 for review of the revised document.

III. Building Access and Security

a. Video Plan – Pellicciotti & Chatfield

A document, “IUN CCTV Camera Project” was distributed to the Council by Dr. Pellicciotti. Chief Chatfield and Otto Jefimenko attended the meeting to share information about the proposed project and also provided information about how other campuses handle security issues. Most campuses have cameras but they are not monitored consistently. The IU Northwest project will probably be completed in phases but lack of funding is halting progress. The cost per phase is: Phase 1 cost = \$450,000; Phase 2 cost = \$200,000; Phase 3 cost = \$150,000. Chancellor Bergland asked Dr. Pellicciotti and his staff to identify the camera proposal that will best serve the needs of the campus and to also identify the most efficient, cost effective way to proceed. Council members asked about ongoing maintenance costs associated with security systems and ongoing maintenance costs to operate the campus. Dr. Bankston remarked that the campus has not paid enough attention to security. The group questioned if it would be more beneficial to have cameras installed or to spend the money hiring additional security officers and asked if data was available to justify the benefits and expense of camera security. Chancellor Bergland asked Chief Chatfield to provide the best recommendation on what the campus needs to enhance security,

identifying threats to protect the campus against and the most cost effective way to protect the campus against those threats. The possibility of web-based cameras will be examined as a part of the research. Otto remarked that Bloomington is not particularly supportive of web-based cameras.

b. Security in the Dunes Building

Dr. Bankston stated that the Dunes Building has seen some security breaches in the last few weeks and stressed the need for IU Northwest to implement the ID card system which will require all faculty and staff to wear ID badges. He is willing to provide funding for web-based cameras. A suggestion was made to have a guard on duty during evening hours, specifically in the Dunes building, and to have visitors access only one entrance. A suggestion was also made to review how Loyola University handles security.

c. Keys to Buildings

Chancellor Bergland said that a proposal is needed to suggest an effective way to address all security issues related to building keys.

IV. Action Plans from Enrollment Task Forces

a. Retention

Vice Chancellor Hodges distributed retention documents and reviewed them with Council members. Moving forward with retention, the first intermediate goal for Fall 2008 is a 2% increase in retention, from 62% to 64%. The goal for Fall 2009 is to retain 25 more students. Chancellor Bergland stated that each dean and vice chancellor along with unit personnel will be accountable for determining lead measures for the unit and determining how to best contribute to retention goals. He also noted that retention begins with admission. Vice Chancellor Hodges will develop a template for reporting progress of retention efforts by unit. Chancellor Bergland encouraged the Council to read the document distributed at the last meeting by Vice Chancellor Hodges entitled "*Defining Enrollment in the 21st Century from the USC's Center for Enrollment Research, Policy and Practice Inaugural Conference in Los Angeles, August 4-6, 2008.*" A retention strategy will be determined by the end of the Council meeting on January 27.

b. Recruitment Update

Linda Templeton attended the meeting and announced that the recruitment target for Fall 2009 is to bring in 1010 new enrollees; the actual Fall 2008 total is 995 students. Chancellor Bergland asked how lead measures will be established to enable all to work with Vice Chancellor Hodges to achieve the campus-wide goal. Dean Rominger stressed the need for information on students that enroll and have identified a particular unit as a focus. Vice Chancellor Hodges was asked to outline in January 2009 what will be done to achieve goals set. Establishment of an Enrollment Management Committee and hiring a retention officer are two initiatives being considered.

c. Marketing

The document distributed by Associate Vice Chancellor Lieteau detailed WIGs for increasing enrollment in 2009 and listed three goals. Chancellor Bergland wants data for each goal identified to determine if marketing efforts have been effective. Dr. Wichelns suggested producing an "IU Northwest Minute" video to provide to WYIN Public Television Station in Merrillville and also to include on the IU Northwest website. Dr. Bankston expressed concern that there is no stated opportunity in the Marketing Plans for deans to be involved. Chancellor Bergland responded that deans will have the opportunity to develop lead measures for WIGs in their units.

By the January 27 meeting, Chancellor Bergland wants to have the measures to be implemented for all three enrollment efforts finalized.

V. AQIP/Continuous Improvement Update

- Dr. Linda Delunas distributed a report, "Understanding Academic Quality Improvement Program (AQIP)" and referred the Council to the section "AQIP General Process" on Page Two for an update on our status. She also encouraged the Council to review Current Action Projects on the AQIP website. The report distributed at the meeting can be found at the following website:
http://www.iun.edu/~aqip/reports_spc_team/pdf/Report_to_SPT_Feb08.pdf

VI. Distance Education Plan

- The Council reviewed the Distance Education Plan which was distributed in advance and placed on the Council's Oncourse site. Dr. Bert Scott presented the Plan which was requested previously by the Chancellor's Cabinet. He noted that the main part of the plan that impacts the campus is the first part regarding online campus coursework. The Plan was approved by the Deans' Council, and it has been formally endorsed by the Faculty Organization. Dr. Wichelns would like additional data about Distance Education and how it fits with the campus plan and where the campus is headed because he sees the concept as somewhat diversionary. Dean Rominger explained that the Plan was reviewed by the Strategic Planning Team and is basically offered for the convenience of students. A discussion ensued about online education efforts versus on-campus education efforts. Problems with Oncourse were also cited. Beth Van Gorden responded that there are some problems with Oncourse but the university plans to retain Oncourse because it is a university system. She supports the Distance Education Plan and feels that that the campus should continue to develop the initiative. Chancellor Bergland would like to put this topic on a subsequent Council agenda when a Vice Chancellor for Academic Affairs is identified and would also like the Deans' Council to review the topic again. IU Northwest is going forward with distance education and will need \$15,000 to move the plans forward.

VII. Other Information

a. Review of Meeting Schedule for Spring 2009 (Agenda Page 3)

The meeting schedule was approved.

b. Budget Assistance from Vice President Theobald's Office

Topic was deferred.

c. Theater Program

The University is close to signing a short-term lease of space with the Towle Theater in Hammond for IU Northwest theater productions. The Savannah Theater will also be used for productions.

Modular units are being considered for use by Arts and Sciences and other units.