

IU Northwest Council Meeting Notes

Meeting Held Wednesday, April 15, 2009

Action Items

I. Adoption of Responsibility-Centered Management (RCM) as a Budget Initiative

The Deans' Council has endorsed RCM. A copy of the resolution was distributed to the Council and is also on Oncourse (*Location: IU Northwest Council Resources +RCM*). The Council approved adoption of RCM as a budget initiative.

Informational Items

II. Update on WIGs and Lead Measures

Chancellor Bergland announced that an update will be provided at each Council meeting by Vice Chancellors, Deans and Associate Vice Chancellor Lieteau on significant action that has taken place to move WIGs and lead measures forward since the last Council meeting.

- **Retention and Recruitment Update – Update from Retention/Recruitment Coordinating Group**

Members of the Coordinating Group include: Pat Bankston, Jo Anne Bowen, Harold Burtley, Nelson Deleon, Diane Hodges (Chair), Toni Lieteau, Tim Mitchell, Cynthia O'Dell (Co-Chair), Joe Pellicciotti, Anna Rominger, Paul Sharpe, Linda Templeton, and Dennis Wichelns

Dr. O'Dell reported the following:

The Coordinating Group has decided to work on one topic per meeting, and the current topic is recruitment. The unanimous belief of the Coordinating Group is that potential students must visit the campus to experience what we have to offer. A recruitment coordinator is needed to oversee all recruitment efforts. The recent "Preview Night" was a success and another preview event is scheduled on Saturday, May 30. To explore using information technology more effectively for enrollment efforts, Paul Sharpe, Instructional Media Director, has been added to the Coordinating Group.

Vice Chancellor Hodges reported the following:

The Coordinating Group is a great benefit because it provides the opportunity for all at the table to confer about pertinent topics and share important information. The recruitment season does not end in May or June and activities will not cease because school is out. On Thursday, May 28, Linda Templeton will provide a workshop for non-traditional students to discuss challenges faced by people who are unemployed or returning students. The Office of Financial Aid is working to improve customer service and, to expedite the financial aid process, is now using an email Listserve process to notify students of information missing from their application packet. New students are receiving financial aid packages first. Registration for Summer I, Summer II and Fall is ahead significantly in credit hours and head count. An initiative being considered to facilitate enrollment efforts and provide more accessibility for students is to have Student Services offices open one Saturday per month, 9:00 – 12:00 with academic advisors available in academic units. Relevant suggestions offered include publicizing "enrollment" Saturdays well in advance and coordinating dates with events already planned on specific Saturdays to use events, such as Science Olympiad, for recruitment efforts. Dr. Delunas asked that all efforts be documented.

IU Northwest Council Meeting Notes
Meeting Held Wednesday, April 15, 2009

Dr. Malik reported that the “Attend IU Northwest for Free” initiative has encountered some complexities but his goal is to advertise the initiative for Fall 2009. How the incentive is marketed will be important. Dr. Wichelns remarked that persons may not value something that is free as much as they should. Council members discussed various assistance models for potential students.

b. Academic Affairs Update on WIGs and Lead Measures

The Deans provided updates on their WIGs and lead measures:

- **School of Business and Economics Report by Dean Rominger** – Report is on Oncourse (*Location: IU Northwest Council Resources + IU Northwest WIGs + Enrollment + Academic Affairs + Business & Economics*).
- **School of Education Report by Dean Wigle** – Report is on Oncourse (*Location: IU Northwest Council Resources + IU Northwest WIGs + Enrollment + Academic Affairs + Education*).
- **Library Report by Tim Sutherland** – Report is on Oncourse (*Location: IU Northwest Council Resources + IU Northwest WIGs + Enrollment + Academic Affairs + Library*).
- **SPEA Report by Dr. Wichelns** – (*Location: IU Northwest Council Resources + IU Northwest WIGs + Enrollment + Academic Affairs + SPEA*).
- **College of Health and Human Services Report by Dean Bankston** – Report is on Oncourse (*Location: IU Northwest Council Resources + IU Northwest WIGs + Enrollment + Academic Affairs + College of Health and Human Services*).
- **College of Arts and Sciences Report by Dean Hoyert** – (Will be placed on OnCourse when available).

c. Marketing WIGs/Lead Measures Update

Associate Vice Chancellor Lieteau reported that banners are in production, postcards are being developed for the new Preview Day that has just been introduced, and her unit is working on creating space for IU Northwest on social networking stations.

d. Office of Administration WIGs/Lead Measures Update

Dr. Pellicciotti reported that his units are continuing work on dashboards and an Oncourse site for WIGs and lead measures has been created. Carolyn Hartley and Kathryn Lantz have completed Covey training for staff.

Chancellor Bergland complimented the efforts of all units and recognized the new and innovative activities identified. He asked that future updates highlight activity going forward from this meeting. His lead measures are to place telephone calls to unit heads to discuss their lead measures and assess how efforts are going. He stressed that the Four Disciplines training must be completed, particularly for academic units. He remarked that each unit head must decide how far down within the unit the training will go, but all on the IU Northwest Council should be trained. Mary Ellen McCann will be

IU Northwest Council Meeting Notes
Meeting Held Wednesday, April 15, 2009

asked to assist with training for academics. Dr. Reed noted that reporting for the Four Disciplines should have a “pep rally” style with brief reports that are not interrogated or chastised. Reporting should be celebratory sharing challenges with all to garner support.

III. Strategic Planning Update

Dr. Malik distributed a report from the Ad Hoc Strategic Planning Group. The report is on Oncourse (*Location: IU Northwest Council Resources + Ad Hoc Strategic Planning Group Report*).

The Council will thoroughly reflect on the recommendations from the ad hoc group, and this topic will be placed on the next Council agenda as an Action Item.

IV. AQIP Update

Dr. Delunas reported that the RCM AQIP Action Project was posted April 1 which basically describes the campus RCM project that is occurring now. Dr. Delunas is attending the AQIP colloquium on April 18 and encouraged the Council to read the reaffirmation document on the AQIP website, specifically the last sentence on the last page.

V. Library Information Commons Project Update

Tim Sutherland reported that the Library is working to complete the Information Commons project by Fall 2009. The project is an initiative between the Library and Information Technology to provide an inviting space on campus for students.

VI. Update on Board of Trustees Meeting – June 11-12, 2009

Associate Vice Chancellor Lieteau reported that the agenda meeting for the Board will be held on May 26 and additional, definitive information shall be forthcoming after that time. It is anticipated that meetings will begin on Thursday, June 11 at approximately 10:00 with an Alumni reception that evening. On Friday, June 12 meetings will begin at approximately 7:30 and last until noon. The Board will bring their own IT staff for sound system equipment, etc. Input from the campus on Thursday will include participation at the Alumni reception and possibly a campus presentation which can be designed by the campus if a specific topic for discussion is not identified by the Board at one of the committee meetings. On Friday, the Faculty Organization President will make a presentation along with the Student Body President.

VII. Summer Meeting Schedule

Chancellor Bergland proposed having one meeting per month in June, July and August.

VIII. Other Information

- Dr. Bankston feels using the IU owned apartment buildings across the street to house foreign students should be a priority. Chancellor Bergland indicated a proposal for consideration should be submitted.
- Beth Van Gordon stated that new information is needed on digital campus signs. Information should be sent to Ryan Shelton in Marketing.
- Chancellor Bergland is continuing to explore options to provide out of state tuition assistance.