

CABINET MINUTES

February 3, 2009

Present: IC Green, VCs Nowak, Sehr, Tharp, and Sarratore, AAO Stroman

VC Nowak Introduced Katrina Janes who is the new Director of Communications and marketing to Cabinet members.

Old Business

Enrollment update VC Tharp

VC Tharp shared a spring census report showing credit hours and head count. Stuart asked if the Admissions counselor had been hired. IC Tharp said that interviews will begin the end of the month and he expected a person to start by mid-March. He also mentioned that adult and transfers students will be reassigned to the new admissions counselor. VC Tharp also pointed out that they are packaging financial aid earlier and fall admissions are up. VC Tharp is on a new taskforce looking into new fee payment plans. If the U.S. Senate passes the stimulus package it will increase Pell grants and we need to find a way to communicate this to students. Identify dual admits focus on them and reach out to them and the academic community to connect. We also need to focus on the 79% retention of our students using banners, events to retain them IC Green asked for concrete plans by the next meeting.

Budget Update VC Sehr

VC Sehr did an overview of an update on budget matters. Last Friday he sent a memo to account managers regarding budget preparation for 2009-2010 asking them to

reduce their budgets by 5% of non-personal. VC Nowak wanted to know if this was 5% across the board. Stuart said no, we need to identify, prioritize and maintain our strategic initiatives. VC Sehr also pointed out that known additions to expenses such as insurance will increase because of flooding at Northwest, Degrees of Excellence, and Advising Plan will have continuing costs, increase in fringe benefits and a modest fee increase which will be indentified in May. IC Green suggested bringing this before Administrative Council including the Salary and Compensation Task Force and look at across the board or targeted raises. Also we need to eliminate courses that are not required and look for funds from the Foundation to support the Gallery.

Discussion and development of campus Dash Board – IC Green

IC Green would like to develop a dash board and incorporate elements of NSSE Benchmarks of Effective Educational Practice to measure against ourselves and our peers. VC Sarratore pointed out that this would give us a framework to help measure and align our goals. IC Green will bring a rough draft to the next meeting.

Allocation of space for student groups – VC Sehr

VC Sehr mentioned that he has been receiving requests from student groups for long term space usage. The Innovation Symposium and the Well House groups have both requested a private meeting room. At this time we have no guidelines to respond to these types of requests. It was mentioned that there is space upstairs in the main building. IC Green pointed out there is no air flow and therefore the rooms would not be suitable. VC Sarratore supports student connections and space for them but believes we need criteria before we commit to any group. IC Green feels that we need to consider our strategic goals when making the decision and show a connection to the strategic plan. IC Green said the space should be used for other purposes than conducting meetings, such as work and projects that are to be accomplished over a period of time. We have other rooms that can accommodate meeting space. Question is who will manage the space? Maybe we should consider the Dean or head of the department to sponsor the space and help assist in any financial help that may be required.

Additional uses for IU Notify - IC Green

IC Green said he attended a University Emergency Planning Committee meeting at IUPUI on January 23rd and a number of campuses including IUPUI and IUB use the IU Notify communications system for closing of campuses. VC Sehr wants clarification as to how our campus would use it. IC Green suggests we use it in all three communication options such as text, cell, and work and home phone. IC Green also informed Cabinet that the President's office has asked to be notified when we close our campus.

Identify appropriate pathways into the campus for community members - VC Nowak
via our website

VC Nowak feels we need to open our doors wider to the surrounding community. VC Sarratore pointed out that the campus does not have the greatest reputation with the community in using our facilities. Jeff Gegner had suggested that a place be designated on our new website for the community. The campus has a statement about culture in our strategic plan. VC Nowak took a walk around the campus and noticed there are not enough IU Kokomo banners or images on the campus, especially when you walk in the main building foyer. Nothing indicating we are IU Kokomo.

Meeting adjourned at 11:25 am