

Cabinet Retreat Minutes August 11, 2009

Friday, October 09, 2009 8:27 AM

IU Kokomo Cabinet Retreat August 11, 2009

Minutes

Present: IC Green, VCs Nowak, Sehr, Tharp, and Sciame-Giesecke, Asst. VC Stroman,

CIO Van Gordon

Agenda Items covered:

I. Come Together as a team:

A. Identify process for improving team communication

1. Since there are new Cabinet members (CIO Van Gordon, Interim VCAA Sciame-Giesecke and Assistant VCAA Stroman, it was proposed that Cabinet members meet bi-weekly without the chancellor. The bi-weekly VC meetings will help identify problems and propose solutions to address primarily operational issues before they are brought before Cabinet for further discussion and approval. Assistant VC Stroman will be invited to attend VC meetings because of the diversity component, and in her role as the campus officer of Student Success (retention and graduation) and Advising. CIO Van Gordon observed the meetings would be extremely helpful to her learning about the campus' daily operations and should be very productive. The Cabinet and VC meetings will take place every other Tuesday from 9:00 am -11:00 am beginning the middle of September. If CIO Van Gordon cannot be present she will connect by video. IC Green will also be meeting with President McRobbie On August 25th to find out what his expectations are of him (this meeting was postponed by MAM. It was also suggested by IC Green that Cabinet revisit the membership of the campus crisis management team.

2. Identify key partnerships across units around signature themes to break down silos and achieve shared objectives. One major structural silo requiring attention is the divide between academic affairs and student affairs.

3. To give the departments/faculty or schools the responsibility for budgeting RCB/RCM. Take a look at each school and see its potential. Deans need to get more involved. VC Tharp stated units and unit heads need to be held accountable. It was suggested that an RCM/RCB mode could be piloted in the School of Business. VCAA Sciame-Giesecke pointed out the current dean in Business is part-time and the current Arts and Science and Education deans are both interim. It was agreed this may not be the best year to launch RCB, however, it was also agreed that the discussion of moving to an RCB model should continue and a plan for 2011 should be developed for submission to the new chancellor. VC Van Gordon suggested that we not look at structure as much when breaking down silos instead building a greater sense of community. For example open up classrooms for student to engage in some kind of gaming competition. IC Green reasserted that campus distinctiveness needs to be a theme. He noted that we need to identify areas and measures of distinctiveness in our highly competitive market to achieve our strategic goal of making IU Kokomo a destination campus. Others reported that students are telling their advisors they are being made to come to IU Kokomo because their parents can't afford to send them to Ball State or IU in Bloomington.

4. Creating a comprehensive plan for the first five to six weeks of the semester for new students would provide them with a greater connection to and understanding of the campus and their place in it. Currently our focus is on the first week of the semester. Students need more opportunities to gain a sense of belonging to the campus community.

5. We should use the FOE process to establish long-term connections among and between units and unit staff and faculty; establish more inclusive and responsive academic and student life structures that address the first six weeks of the freshman experience so students can develop a stronger sense of community with the campus and begin to see themselves as moving towards the goal of graduation.

II. VC Nowak's presentation on Branding

A. Digital signage:

VC Nowak gave a PowerPoint presentation indicating sites for the new digital signage. As the front foyer of the main building is considered a significant access point of the campus there will be a new "Welcome to IU Kokomo" sign installed. Some of the other changes that will be considered will be the relocation of the flags from the Student Common to give it a more collegiate feel. We will consult with faculty and students on how to integrate the flags in other areas of the campus. Also, the Student Services departments will have new signage. The former chancellor's and faculty photos in the KC130B will be rearranged or moved to another location. Other campuses have designed and adopted distinctive signage for their campus. VC Sciame-Giesecke suggested that before the flags are removed from the Commons that we communicate this to the campus because they were paid for by a former faculty member. The Office of Communication and Marketing will manage the content and parameters of the digital signage. The new communication system will help eliminate clutter on the walls. This is only

stage one of the inclusion of a more digital look for the campus. Way finding signage will be deferred for consideration by the new chancellor, owing to budget constraints.

III. Campus Strategic Priorities Action Plan:

A. Who are we? Themes and commitments should resonate with our mission and vision statements. We need to continue to report back to the campus on progress on the current strategic plan and action plans, as well as address new priorities and objectives. Enrollment will continue to frame a large part of our ongoing planning processes. We will:

- Review Status of Current Strategic Plan; identifying unresolved goals and address them.
- Identify initiatives or programs needed to attract increasing numbers of new students.
- Report that Project Engage was been discontinued because the number did not justify the allocation.
- Ask Graduate Council to continue efforts to attract new graduate
- Continue efforts to develop and implement a master's degree in Nursing; this will require growth in the number of doctorally-prepared nursing faculty.
- Expand and develop programs that enhance the success of the first-year student, including requiring a grade for gateway courses in the fourth week. This will identify at risk students.
- Continue studying student orientations and consider how we can make this early experience as energetic and exciting as possible. We already do a good job with the parents and our recent orientations have had good turnout. How do we enhance orientation and make it more engaging and meaningful? VC Nowak pointed out that orientation materials are not aligned with our integrated image. IC Green observed that everything we distribute speaks to the quality of our institution. IC Green has asked VC Nowak to work with Asst. VCAA Stroman on preparing orientation materials.
- Review retention initiatives and place increased emphasis on strategies with Impact beyond the first year.
- Review merit based aid to full time students – VC Sciamé-Giesecke suggested we work with Dr. Downey who has data on this objective.
- Improving scheduling patterns – Last year the Deans and faculty were asked to make a 2-4 day scheduling. Are these schedules being crafted to meet the needs of students? VC Sciamé-Giesecke pointed out that we are in need of another computer lab. The registrar's office is having difficulty in scheduling classes that need a lab. IC Green has asked VC Sciamé- Giesecke, CIO Van Gordon, and Kathy Parkinson to meet and discuss a proposal for a portable computer lab. CIO Van Gordon mentioned some companies will provide a lab for not cost but would require feedback.

- Review various enrollment related policies – FOE Committee will review these.

Because of time constraints VC Sehr would like to meet with the VCs tomorrow at 1:30pm to discuss the new budget process and changes.

Meeting adjourned at 1:00pm