

**IU Northwest Council Meeting Notes**  
**Meeting Held Tuesday, August 13, 2019**

**Strategic Priorities & Objectives:**

**#1 Student Success; #2 Valuing People; #3 Leveraging Diversity for Inclusive Excellence;  
#4 Building & Sustaining Community; #5 Financial Stewardship & Infrastructure**

Chancellor Lowe asked if there were comments or questions about the June 11, 2019 meeting notes and, hearing none, he advised Council members to contact Kathy Malone with any changes, and thanked her for keeping a good record of Council deliberations.

**I. Bicentennial Projects, Activities and Events**

Following a yearlong effort, Steve McShane and Dr. Subir Bandyopadhyay, assisted by project student intern Danielle Roeske, completed a Digital Scrapbook, chronicling the history of IU Northwest. The project was financially supported through an IU Bicentennial Project Grant. Steve and Dr. Bandyopadhyay, who attended the meeting, shared the Digital Scrapbook with the Council, and all congratulated them on a job well done. The web link for the scrapbook will be placed on the History page of the IU website. Updates regarding Bicentennial projects, activities and events were as follows:

- **Bicentennial Minutes** – The University Bicentennial Committee has generated one-minute videos of historical information about IU, and Steve shared one of the videos developed about IU Northwest, which chronicles the South Shore Line poster collection. The iconic posters, property of the Calumet Regional Archives, were developed from 1925-1929, and were originally created to promote the South Shore Line and tourism.
- **Dedication of Tamarack Hall Marker** – Steve reported that a historical marker, commemorating IU Northwest's first building, Tamarack Hall, will be dedicated on Thursday, September 26, and placed West of Moraine Student Center, near Harrison Street. The campus will be invited to attend a dedication ceremony being planned by a campus planning committee.
- **Highlights from Bicentennial Retreat** – James Wallace provided highlights from a recent Bicentennial Retreat, and reported on the vast number of activities hosted and funded by the University Bicentennial Committee. During the last year, IU Northwest has hosted several events sponsored by the Office of the Bicentennial, and other events are planned for the coming year. Deans, Chancellors and Vice Chancellors are encouraged to nominate individuals to receive Bicentennial Medals, and additional information about the medals can be found at the following web link: <https://200.iu.edu/signature-projects/bicentennial-medal/index.html>.
  - **Dr. William Allegrezza** has been named a Bicentennial Professor and will be making presentations around the region and state. Additional information can be found at the following website: [Bicentennial Professors](#)
  - **IUPUI Regatta on Saturday, September 21** – The Regatta is an annual half-mile canoe race on the downtown canal in the heart of Indianapolis. This year, the race is open to all IU campuses in observance of the Bicentennial, and IU Northwest will send a team coordinated by Student Government (<https://regatta.iupui.edu/>).
  - **Faculty Research Day, Friday, September 27 at IU Northwest** – Executive Vice Chancellor Roman-Lagunas, and James, emphasized that proposals have been encouraged, and a series of TED-style Talks are planned to hear the excitement about research conducted by the faculty. All are invited.
  - **Bicentennial Tour Bus** – The bus has been requested for IU Northwest Homecoming activities on Saturday, November 2. Requests to have the bus available at other events can be submitted through the following website: <https://200.iu.edu/signature-projects/travelling-program/index.html>
  - **200 Festival** – Several events are scheduled on September 27-28 at IU Bloomington, including a robed ceremony at the IU Auditorium. Additional information is available at this website: <https://200.iu.edu/events/200-festival.html>. All are invited to attend, and those who would like to participate or volunteer, can contact the Office of the Bicentennial.
  - **Indiana University's 200<sup>th</sup> Anniversary** – Will be commemorated on January 20, 2020, which coincides with the Rev. Dr. Martin Luther King, Jr. Holiday. Campuses are planning a day of service and activity, and James encouraged all to contact him with ideas on how to celebrate at IU Northwest.

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- **April 3-4, 2020, “Beyond Boundaries 2020”**– An Indiana academic symposium planned in the Indiana Convention Center in Indianapolis, and led by Dr. Surekha Rao, bringing together academic agencies statewide.
- April 23, 2020 – Synchronized burial of campus time capsules, including IU Northwest, in collaboration with IU Day Festivities. Suggested items for inclusion are being reviewed by the President’s Office and the Board of Trustees, and will be compiled for submission during the Fall 2019 semester.

Several Bicentennial closing activities are being planned in June 2020. Steve McShane remarked that all campus student newspapers are being digitized.

**II. Enrollment Management & Student Success – Strategic Priority #1**

● **Enrollment Management Update (*enrollment statistics cited were effective August 13, 2019*)**

Dorothy Frink reported that enrollment data continues to remain positive, with the campus at 89.3% of the credit hour goal, and she asked that all departments continue aggressively assisting students. First-time freshman enrollment was up 18.10%, compared with last year, and there was a slight decrease in transfer student numbers (2 people). Overall first-time student enrollment was 12.8% above last year, and freshman enrollment was up 23%, compared with last year. Senior student enrollment was concerning but, based on past senior late enrollment trends, there was optimism that they will enroll. Graduate enrollment looks positive.

Students with financial holds on their accounts are being evaluated and, where possible, are assisted with persistence grants and other forms of financial assistance. The process for placing and removing account holds is being examined because there have been procedural inconsistencies. Continuing are ongoing collaborative/cooperative efforts by all, including an aggressive marketing campaign, to make students aware that financial assistance is available to those who are experiencing difficulty, and are eligible. Students who contact faculty and others, citing emergency situations, or financial need, should be referred immediately to Veronica Williams ([willvero@iun.edu](mailto:willvero@iun.edu)) or Beth Tyler ([tylerb@iun.edu](mailto:tylerb@iun.edu)) for assistance.

- Executive Vice Chancellor Vickie Román-Lagunas reported that Deans are contacting students who have not enrolled, but are eligible, and will provide her with a status report. She expressed her gratitude to campus constituents who have worked consistently during the summer to enhance enrollment efforts, and she remains optimistic that final enrollment data will be positive. Chancellor Lowe and Executive Vice Chancellor Román-Lagunas thanked all for their hard work, and acknowledged the Office of Admissions for their good work.

**III. Updates – Finance and Human Resources – Strategic Priority #2, #4 and #5**

Vice Chancellor Michelle Dickerson reported that Fiscal Year 2019 was closed on July 25, and ended with positive revenue results. She is optimistic that Fall 2019 projections will be realized, and the campus will continue on a positive budgetary trajectory. Campus expenses were slightly below last year, which helped contribute to the campus ending the year with cash savings of more than \$1.5 million, to be used for strategic initiatives, innovation, equipment, academic support, and Bicentennial initiatives. A focus for the Fiscal Affairs team is to ensure that budgetary transactions remain on track, and that necessary adjustments are made in a timely manner. The team will meet with unit finance directors during the year to answer questions and provide assistance, and will also meet with unit directors and deans prior to the start of the budgeting process.

Miantá Diming provided the following updates and reports:

- To enhance both the recruitment process and the overall candidate experience, Indiana University Human Resources is transitioning applicant tracking systems for staff and temporary staff jobs from PeopleAdmin to PeopleSoft Talent Acquisition Manager (TAM). This change will result in a moratorium on posting jobs, beginning September 13 through September 30. PeopleSoft will go live on October 1, 2019, with

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training on the new system planned for the coming weeks. This project does not affect academic job postings.

- There are currently 19 unfilled campus positions, and Council members were reminded of the delayed hiring guideline that mandates open positions must be filled by October 31, 2019. Considering the deadline, and the scheduled moratorium, Miantá encouraged Council members to quickly move forward with hiring processes.
- My Voice at IU is a continuous process at Indiana University to increase staff employee engagement, and ensure that IU remains a workplace of choice. The second My Voice at IU Staff Engagement Survey launches September 16, and closes September 27. The 2018 survey effort on campus resulted in a 70% participation rate, and Miantá asked that Council members encourage staff to participate in the survey to ensure a good response rate.
- The campus is encouraged to utilize the new communication leadership style, “Four Simple Actions.” The four actions are: 1) Ask me what I think, 2) Tell me what you expect of me, 3) Say something positive about my work, and 4) Share information that will help me. Additional information is available at the following web link: <http://hr.iu.edu/4simpleactions/index.html#loaded>
- The Regional Supervisor Professional Development Series (RSS) ended on July 24, and IU Northwest had 11 graduates, with a total of 44 graduates university-wide. Consideration is being given to establishing another RSS core group, or establishing a management series, a next step to RSS.
- “Generations in the Workplace,” a professional development opportunity, will be available at IU Northwest on September 20. The initiative will cover the five generations in the workforce, and their work ethic, values, norms, methods and motivations, and how to work effectively between the generations.

**IV. Updates – Facilities and Operations – Strategic Priority #5**

Andy Kapocius provided the following update/outline on the top five campus projects:

- **Anderson Library Conference Center**
  - Third floor has already been turned back over to the campus (books remain to be re-shelved, individual carrels have been installed for student use, occupants have returned to their offices, some work in the Archives remains to be completed after September 20 and by November 15).
  - Second floor will be turned over to the campus by August 23.
  - First floor main lobby, including rooms 105 & 110, is scheduled to be turned over to the campus by August 23 (Chancellor’s suite and the east side is scheduled to be turned over by September 20<sup>th</sup>). Chancellor Lowe expressed concern that the first floor of the Library will not be ready for the start of classes, and emphasized that students must be made aware that the Library is open and fully functioning. Appropriate signage is being printed with pertinent information regarding the Library status. The “tunnel” leading into the Library, created during construction, is not customer/student friendly and must be minimized, and removed if possible, prior to the start of classes.
- **Anderson Library Plaza** – Project will be near completion by August 23 and will make the area ADA compliant. Currently waiting for light fixtures and special wood for the outdoor theater and seating.
- **Hawthorn Hall driveway and sidewalks** – Project was completed week of August 19.
- **Hawthorn Hall Academic Suite** – Two weeks of work remain, occupants scheduled to move-in the week of August 18
- **Razing of Lindenwood Hall and seven additional properties**
  - Demolition of campus-owned properties has occurred at the following locations: Lindenwood Hall, 140 East 35<sup>th</sup> Avenue, 3324 Connecticut, 3333 Massachusetts, 3335 Massachusetts, 3384 Connecticut, 3443 Massachusetts, 3453 Massachusetts; the lots have been seeded and grass is growing. Desire to own properties within a two-block radius East of the campus for possible future growth.
- The carpet in the Moraine Student Center has been replaced.

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**V. University Advancement Update**

• **Fulfilling the Promise – Marketing Campaign**

Vice Chancellor Jeri Pat Gabbert informed the Council that IU Marketing and Communications has asked all campuses to phase out the tagline “Fulfilling the Promise,” and discontinue use of items with that tagline. For the next year, the IU tagline will reference the Bicentennial, and information regarding a new tagline is anticipated after the Bicentennial celebration.

• **Bicentennial Campaign Update**

Vice Chancellor Gabbert announced that the IU Northwest campus has achieved our goal of \$8 million, through the Bicentennial Campaign, which began in January 2012, and continues through the 2020 Bicentennial year. The Council applauded Vice Chancellor Gabbert, and the staff in Advancement and External Affairs, including Deanna Hardwick, Development Director, and her team. Most funds provided are targeted for student scholarships, and Vice Chancellor Gabbert thanked all for their cooperation and generosity, noting that a large number of the gifts were provided by employees and retirees.

**VI. Student Government Association (SGA) Update**

Laila Nawab, SGA President, provided the following report:

- Student Government met in July to prepare for the Fall 2019 semester, and President Laila Nawab reiterated that members will be speaking with students to hear their concerns. In the past, most student concerns centered around facilities, parking and dining, and the SGA wants to determine the most effective way to respond to students about these and other concerns. Suggestion boxes are being made available for students on campus.
- The RedHawk Link is for use with organizing student organizations, but currently it is only used to formally register student organizations as self-governing. IU has re-signed the RedHawk Link contract, and the website is being considered for other uses, such as attendance tracking, at events.
- Student Government wants to increase student presence on campus and in the community (SGA participated in the Pierogi Fest Parade in Whiting, and will attend the Valparaiso Popcorn Fest). During the Summer, representatives attended New Student Orientation sessions and spoke with incoming students, and their parents, to encourage them to attend IU Northwest, and representatives will also be available during ‘Welcome Week’ to interact with students. A peer mentoring program is being implemented to pair incoming students with an upper-level student colleague, from the same discipline, to help guide them through their initial year on campus.
- Students have expressed concern about books, and inquired about the availability of text books in the Library for use by incoming freshmen. Dean Latrice Booker responded that there are a select number of textbooks available for use on reserve, but not all textbooks are available. Interlibrary loan options, while competitive, remain an option for students. This topic will be addressed at the next Retention Summit.
- Laila attended the AUSA (All University Student Association) meeting in Bloomington on August 9, where similar problems faced by other campuses were discussed, with reenrollment and sustainability cited as pressing issues on all campuses.
- Other campuses have had isolated situations regarding immigration status, and the ability for students to remain in school. The four DACA students at IU Northwest, to date, have not experienced difficulty on campus, and a communication was issued alerting them that they should have documentation, proving residency for two to three years, in their possession at all times in the event of an ICE (Immigration and Customs Enforcement) visit to campus. The campus wants all students to know that, to the extent allowed, officials are here to protect them.

**VII. Innovation Grant Projects – V. Román-Lagunas**

Executive Vice Chancellor Román-Lagunas reported that approximately 10 proposals were received through the Innovation Grant Project initiative. Proposals were targeted to recruit new students, or retain current students, and while all were worthy, after several levels of review, four proposals were funded. They are:

- Purpose + Plan = Persistence – Beth Tyler, Student Affairs: \$24,300

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- The IU Northwest Leadership Academy – Chris Young, Anita Benna, Gianluca DiMuzio, Kristen Huysken, Kevin McElmurry, Micah Pollac, Crystal Shannon, Ellen Szarleta, Tia Walker: \$7,611 (first year)
- Development and Implementation of an Interdisciplinary Forensic Sciences Degree – Monica Solinas-Saunders: \$29,000 (first year)
- School of the Arts Lecture Series and Visiting Fellows Program – Kelly Knaga: \$15,500

Council members congratulated Executive Vice Chancellor Román-Lagunas, and the grant recipients, and Chancellor Lowe congratulated and acknowledged the IU Northwest Council for the Innovation Grant Projects initiative, and for successfully, and very quickly, initiating the Innovation Grants process. Additional proposals will be submitted and reviewed annually.

**VIII. Classroom Update – W. Lowe**

Nick Ray, Regional Campus CIO, could not attend the meeting, and Chancellor Lowe provided an update, in his absence, regarding UITS Summer upgrades:

**Classrooms and Labs:**

- Instructor Computer upgrades (21 lecterns)
  - Raintree Hall, rooms: RH101, RH102, RH103, RH105, RH109, RH145, RH149, RH151, RH201, RH202, RH203, RH205, RH207, RH209, RH211, RH223
  - Dunes Medical Professional, rooms: MP2001, MP2076, MP2080, MP2160, MP2166
- Labs
  - Health IT lab (MP 2130): 12 computers upgraded
  - Dental Clinic (MP 1015): 25 computers upgraded
- Complete AV presentation equipment upgraded (instructor computer, projector, etc.)
  - 5 Marram Hall sciences: MH315, MH136, MH144, MH248, MH346
  - 2 Dunes Medial Professional business: MP1101 (meeting room), MP1184

**WiFi coverage expansion**

- Library: added 12 Wireless Access Points (WAPs) to the 2<sup>nd</sup> and 3<sup>rd</sup> floors
- Cedar Hall: Added 2 WAPs

**IX. Council Annual Survey Results – Improvement Initiatives**

- Rotate “pressing issues”/dean/division/office/program updates/profiles at alternate meetings
  - ↳ **Issue/Profile Schedule:** August, October, December, February, April, June

**Topic:**

While a topic was not identified, in advance, for discussion during the August Council meeting, the issue of the availability of books for students was a topic suggested for the September meeting. A number of students do not take classes because they cannot afford the textbook, and the e-Text initiative, which saves money for students, was discussed as an option, but is not always preferable for students who like a printed book. Students must also have compatible devices to access eTexts, and Dean Booker confirmed that most IU Northwest students want the material in print. Indiana University has taken a national lead in e-Text efforts, and many textbook companies are moving to online publications, where a fee for access will be charged. Purchasing textbooks can be out of reach for many students, and those who can't afford new books, use old or out-of-print editions, while others, due to extenuating circumstances, are forced to opt for no books at all. IU's eTexts initiative is a direct response to this issue, as a cost-effective alternative that aids student success, and provides faculty with a powerful instructional tool, believing affordable, accessible content should be available to all students. As the electronic book access alternative becomes more widely considered with publishers, charging excessive fees for online access could also be problematic for students. The textbook issue discussion will be continued at a subsequent Council meeting. Vice Chancellor Dickerson added that

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revenue from Barnes and Noble was much lower last fiscal year, and an internal analysis will be conducted.

- ➔ **Reading Schedule:** June, **September**, November, January, March, May  
**Topic:**

**X. Institutional Effectiveness Update – J. Novak**

John Novak reported that the Financial Wellness Survey is being tested and will be released in Fall 2019.

John Novak, Mary Beth Mitchell, and Will Radell have been trained as administrators for the WEAVE 4.0, software, and the transition to the new software on campus will take place in September or October. Approximately nine individuals from IU Northwest will participate in the HLC Student Success Academy, the first step in the Open Pathway for accreditation, for the Fall cohort of institutions. This is a three-year project to develop a new plan for a student success initiative, which will serve as the quality initiative for the campus accreditation cycle.

**XI. Campus Conversation on Diversity, Equity, Inclusion follow-up:**

**Leadership role(s) for Council**

***One Book – One Campus – One Community – One Book Committee***

- 2019-20 selection: *They Can't Kill Us Until They Kill Us: Essays* by Hanif Abdurraqib  
<https://www.theguardian.com/books/2018/oct/21/they-cant-kill-us-until-they-kill-us-hanif-abdurraqib-review>
- ➔ **Author Visit – Thursday, October 17, 2019**

**XII. Updates – Professional Staff, Clerical and Technical Staff, Police Officers, and Service Staff**

- Dorothy Frink reported that conversations are ongoing to possibly establish a Professional Staff Council to meet and discuss issues. She cited that there are similar organizations on other campuses.
- Police Officer Sean Liesenfelt was in attendance, and reported the following:
  - Monte Davis, former captain of operations for Indiana University Police Department-Northwest, has been named the division's chief of police. Former Chief, Wayne James was recently named IUPD Deputy Superintendent for Regional Law Enforcement/Chief Diversity Officer, and in his new role, is in the process of moving to Bloomington.
  - The IU Northwest Police Department, and Kevin Smith, Admissions Counselor, participated in the National Night Out event with the City of Gary. The Police Department is renewing their focus on community engagement.
  - The campus has received TASERS, a tool which has proven to slow or stop use of force by individuals.
  - The Police Department commissioned new badges with the graduation of the IU Police Academy Class, #46.

**XIII. Chancellor's Report**

Chancellor Lowe reminded all about the Campus Conversation and colleague lunch, 23 August 2019.

**XIV. Other Information**

The campus has purchased a three-year subscription to Kanopy, an on-demand streaming video platform for public libraries and universities that offers viewers a large collection of award-winning films and documentaries. A subscription was also purchased to Grammarly, an online grammar checking, spell checking, and plagiarism detection platform for the English language. The campus wants to integrate/deploy Grammarly campus-wide.