

IU Northwest Council Meeting Notes Meeting Held Tuesday, April 9, 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 began the meeting by introducing Nick Ray, a new member of the Council. Nick is the new Regional Campus CIO, and former Information Technology executive director at IU Southeast. He succeeds Beth Van Gordon, who retired in April.

The IU Northwest Council, congratulated two Council members who are the most recent recipients of promotion and tenure. Chris Young (History and CISTL), and Bill Allegrezza (English), were both promoted to Professor.

Chancellor Lowe asked if there were comments or questions regarding the March 12, 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. Enrollment Management & Student Success – Strategic Priority #1

- **Enrollment Management Update (*enrollment statistics cited were effective April 7*)**

Continuing with a positive campus enrollment trajectory, Vice Chancellor Montevirgen reported that applications for the Fall 2019 semester, are 15.5% above where they were the same time last year, and there is an increase of 10.6%, compared with the same period last year, of those who have been admitted from that pool. He thanked the Admissions and outreach staff for their enrollment efforts, both inside and outside the IU Northwest service region, and for their focused adult learner enrollment campaigns. Effective April 7, 2019, 528 students had enrolled, from a total of 3,567 students who are eligible to reenroll. All were asked to contact their students to encourage them to enroll. A Retention Summit was held on Thursday, April 18 to review retention initiatives and updates.

The Office of Admissions has established an internal priority registration deadline date of June 1, 2019, which is the date by which they would like students to enroll, with the idea that using the term “priority” will possibly motivate students to enroll without delay.

Chancellor Lowe commented that projections for Fall 2019 enrollment are currently favorable, and reminded all that, to realize campus stabilization, everyone must continue to work very hard to identify, enroll and retain students.

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

Vice Chancellor Dickerson reported that budget construction began in April for FY 2020 and 2021 (the university is budgeting for two years). The Budget Committee met to revisit budget requests, and to finalize the requests that will move forward in the budget process. The Fiscal Affairs staff met with departments to provide budget variance analysis information, for the past year, and also to provide past trend information, to identify where reallocations are possible to support additional expenses for the next fiscal year. Chancellor Lowe endorsed these efforts, commenting on the importance of this initiative which will assist with balancing the budget for the coming year. He encouraged all to be cooperative with Fiscal Affairs, and to review dormant accounts for possible reallocations to balance the budget. Campus revenue information is not yet available. Town Hall meetings were held on April 23 and 24, where available budget information was shared with the campus.

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Effective July 1, 2019, the IU Northwest campus will move to a tiered rate structure for parking permits, and information regarding new costs was provided to the campus in late April. Under the university's current permit structure, rates are determined by what type of permit is purchased, however, the new structure will also use employee salary ranges to determine permit prices. Salary tiers will be the same as those currently in use by IU's healthcare plans, aligning parking rates with the university's health and dental care plan practices. The four tiers are:

- Below \$35,000
- \$35,000 to \$59,999
- \$60,000 to \$99,999
- \$100,000 and above

The IU Bloomington and IUPUI campuses will move to the tiered salary structure meaning, moving forward, all IU campuses will use the same structure to determine individual campus parking permit prices. The rates for adjunct faculty and students will not increase.

Miantá Diming encouraged all to continue work on Employee Engagement Action Plans.

III. Updates – Facilities and Operations – Strategic Priority #5

Andy Kapocius reported on the following continuing R&R Construction Projects:

- Anderson Library renovation
 - ↳ Construction work continues on the third floor. Programming for 2nd and 1st floors has begun to identify what type of space is needed for occupants of those floors. Temporary locations for 75% of the 2nd and 1st floor occupants have been identified, and staff will be moved, as soon as practical, to allow construction to remain on schedule.
- Chiller towers will be started after two towers have been restored, and two other towers have been rebuilt.
- Facilities Services Annex (old Dental Building – Broadway) has a new roof, and additional work to the building will be complete in April.
- Other projects out to bid:
 - ↳ Savannah Gymnasium lighting, restoration of restrooms in Savannah, Marram North (former locker rooms), and Marram South and Anderson Plaza was rebid – still working through the details to award
- Arbor Day Tree Planting Celebration was held on Thursday, April 25, 2019, and was combined with planning for Earth Day observances, with all IU campuses participating, at some level. At IU Northwest:
 - ↳ U.S. Forest Service donated over 70 trees to be planted on campus.
 - ↳ Volunteers donated one to three hours to make a difference on Earth Day/Arbor Day.
 - ↳ Work began at 8:30 am, with sessions taking place every hour until 3:00 pm.
 - ↳ *Thrill of the Grill* was available with sustainable serving ware and special food choices.

Students have inquired about campus breastfeeding locations. The following private spaces are available on campus to be used as wellness rooms, and location information will be disseminated to students, and the campus community:

- ↳ Hawthorn Hall, Room 197A (this is a private space inside the Women's restroom)
- ↳ Savannah Hall, Room 214 (this is a private space inside the Women's restroom)
- ↳ Arts & Sciences, Room 1033 (this is a stand-alone room outside of the Lecture Hall, Room 1041)
- ↳ A future location includes Marram Hall, Room 101 (project will be out to bid shortly)

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IV. Institutional Advancement update – Strategic Priority #5

Vice Chancellor Gabbert reminded all of IU Day which was celebrated on April 10, 2019.

V. Student Government Association (SGA) Update – Strategic Priority #1

Joe Jansky thanked the Deans for getting the word out regarding new student representative positions. He shared additional reports by students:

- ↳ If there is an automatic door button on the south entrance of Marram Hall, it is not operational.
- ↳ Bathroom upkeep continues to be a problematic situation cited by students, and Joe specifically mentioned that the bathroom on the second floor of the Library is not being kept clean. Latrice commented that she addressed a similar complaint from the students in March, but Joe confirmed that this is still a problem.
- ↳ There is a lack of recycling bins in Hawthorn Hall.
- ↳ A student reported that there was an issue reported with a professor who was not showing up for class, and still requiring students to meet deadlines, resulting in the students receiving poor grades. Chancellor Lowe commented that this is a very serious allegation, and advised Joe to immediately contact Vice Chancellor Román-Lagunas and/or the appropriate Dean.
- ↳ Students are complaining that there are not enough phone charging stations, citing that there are none in Marram Hall, specifically in the computer lab area. Nick Ray will look into this situation to determine a resolution.
- ↳ Students would like more comfortable chairs for the Library.

Joe is graduating in May, and the April Council meeting was his last as president. Student Government elections took place in late April, and a new president was identified. Council members wished Joe well, and thanked him for being a good contributor to the IU Northwest Council. He will assist with the Student Government transition, and will attend the May meeting with the new president.

VI. Employee Engagement, Chancellor's Division (survey results)

In March 2019, the Council began discussion, and analysis, of the survey that Dean Roberts administered regarding ways to strengthen awareness of the campus mission, and make it more visible in the daily/working lives of faculty, staff and students. This effort has been advanced through several initiatives to make the Mission Statement more visible, and has been distributed to campus colleagues at several campus events.

Academic Affairs hosted a mission-focused town hall meeting on Friday, April 12, and invited 80 constituents from that unit to attend. A version of the survey, administered to the Council, was administered to the Academic Affairs group in advance, and the results were discussed at the town hall meeting. Information from the Academic Affairs meeting and survey will provide useful data regarding the mission.

Posting the Mission Statement in units and office areas is encouraged to emphasize the mission. A template of the statement is available by contacting Kathy Malone at kalmalon@iun.edu. The Council discussed the desire to make the mission more visible for students, and would like to determine its effectiveness on incoming students. For Fall 2019, under the new Student Government administration, a student survey, or Student Government focus group, is being considered to determine how students view the mission, and to assess its effectiveness from a student perspective.

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VII. Strategic Priorities and Objectives

Review of Strategic Objectives and WEAVE Documentation and Q & A

Council members were provided, in advance of the April 2019 meeting, a video demonstration of the new version of WEAVE ([WEAVE new version demonstration](#)) that will be adopted by the IU Northwest campus. Representatives from WEAVE joined the Council meeting, via Zoom, to answer questions about the new product. The new system is a more intuitive product, and the old WEAVE online system will be retired by the end of 2019.

VIII. Council Annual Survey Results – Improvement Initiatives – Strategic Priority #1, #2, #3

- Rotate “pressing issues”/dean/division/office/program updates/profiles at alternate meetings

➔ **Issue/Profile Schedule:** April, June, August October, December, February, April
Topic: *Becoming a “Bilingual” Advocate for Your Discipline and Your Advocates*

Discussion of the issue/profile topic above was deferred until the May Council meeting.

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

Chancellor Lowe remarked that the *Chronicle for Higher Education* featured a story about Amarillo College, one of the campuses featured in a Fall 2018 article in the Lumina magazine (*Focus*), which the Council read and reviewed. (<https://focus.luminafoundation.org/amarillo-college-accepts-no-excuses-in-pursuing-its-anti-poverty-mission/>)

Both articles are relevant to information the campus has discussed with regard to engaging the issue of poverty among students, and providing assistance to students in need. The student assistance structure at Amarillo College is heavily based on partnerships, and a minimal operating commitment by the campus. Chancellor Lowe recommended the recent *Chronicle* article (<https://www.chronicle.com/interactives/20190403-amarillo>) as a follow-up to Council discussions regarding student poverty, and student emergency assistance, as we further define our approach to student poverty.

IX. Institutional Effectiveness Update

- **HLC response to AQIP Systems Portfolio and transition to Open Pathway**

The campus has received confirmation from the Higher Learning Commission (HLC) that, after a variety of corrections and clarifications, the campus Systems Portfolio was accepted with no special monitoring necessary. Going forward, the campus is in the Open Pathway accreditation cycle. John Novak remarked that many aspects of AQIP, and continuous quality improvement, are still a part of the process and have been incorporated into the new accreditation system. Chancellor Lowe thanked all for their efforts, which resulted in making the Systems Portfolio accreditation initiative a success.

The next HLC campus visit will take place in approximately 2024-25. September 1, 2019 will be the first opportunity to submit a proposal for a quality initiative, which is a part of the Open Pathway.

- **AQIP Systems Portfolio** (<https://www.iun.edu/aqip/systems-portfolio/portfolio.htm>)

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X. Campus Conversation on Diversity, Equity, Inclusion follow-up: Leadership role(s) for Council – Strategic Priority #3

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

- The next One Book selection was announced at the International Women’s Day event on March 7. The 2019-20 selection is *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>
- ↳ The One Book reading selection will, once again, be used in first-year writing classes.
- 2018-19 selection: *Women & Power: A Manifesto* by Mary Beard (<https://www.amazon.com/Women-Power-Manifesto-Mary-Beard/dp/1631494759>)
- April 22, 2019 at 1:30 pm in the Bergland Auditorium – “Women in Law Enforcement” panel discussion cohosted by the One Book Committee, IU Police Department and SPEA.

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

Dorothy Frink provided the following updates:

- Transfer Team/Transfer Café efforts:
 - ↳ South Suburban College wants to collaborate with IU Northwest’s Criminal Justice Programs, Fine Arts and Health Care Programs.
 - ↳ Prairie State College brought 15 students to visit the campus on Friday, April 12.
 - ↳ The Transfer Team will provide Saturday tours, one Saturday per month, for interested students.
- Efforts are moving forward with online programs, to develop a communication plan specific to online students.
- A call for Academic Innovation Grant applications was provided to academic advisors to address the need to be innovative in response to student retention, success and recruitment.

XII. Chancellor’s Report

Chancellor Lowe commented on the following announcement:

- Due to construction in the Anderson Library Conference Center, Council meetings will be held in Dunes 2024 for May and June.