

IU Northwest Council Meeting Notes

Meeting Held Tuesday, May 11, 2010

I. Update on Lead Measures for 2010

- **Update on Enrollment**

Vice Chancellor Hodges reported that enrollment is up 31% for undergrads and admissions are up 23%. The upward trend is continuing.

- **Update on “Plan B”**

Vice Chancellor Malik reported that enrollment targets for Summer I have already been realized and, to date, enrollment for Fall 2010 is up 33%. He is optimistic that the previously stated goal of enrolling 6,000 students by the year 2013 will be realized in Fall 2010. The “Plan B” Group (Drs. Malik, Hodges, O’Dell and Linda Templeton) is focusing on situations that may arise as a result of increased enrollment and recommending effective solutions. They are monitoring capacity loads of entities such as labs, the Bookstore, classes, the Cafeteria, etc. Classes and personnel will be added if needed and hours extended if necessary. Furniture needs and parking situations are also being assessed.

The Group is taking a closer look at how classes are scheduled in terms of possibly scheduling more classes at low parking demand times and scheduling more classes on Friday and Saturday. Dean Rominger remarked that the Saturday program in the School of Business and Economics is very successful and advised that Saturday class offerings must be carefully selected to appeal to and target a specific set of people. Chancellor Bergland suggested offering more online instruction which is an area where momentum is growing around the country and noted that that IU East offers more online instruction than any university in the State. He also commented that online instruction is being discussed more by the legislature. Dr. Gallmeier cautioned that there must be some middle ground between online and face to face and that IU Northwest does not want to be an online university.

- **Reporting on WIGs**

The following WIGs updates are on Oncourse, and brief reports were provided by those listed below:

<u>Unit</u>	<u>Reporting</u>
• Administration	Vice Chancellor Pellicciotti
• Affirmative Action	Ida Gillis
• School of Business and Economics	Dean Rominger
• Center for Urban and Regional Excellence	Dr. Debbie Thomas
• College of Health and Human Services	Dean Bankston
• College of Arts and Sciences	Dean Hoyert
• Diversity Programming	Dr. Coopwood
• Information Technology	Beth Van Gordon
• Library	Tim Sutherland
• Office of Fiscal Affairs	Marianne Milich
• Public and Environmental Affairs	Dr. Sam Flint
• Student Affairs	Vice Chancellor Hodges

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Other reports not on Oncourse were provided by the following:

<u>Unit</u>	<u>Reporting</u>
<ul style="list-style-type: none"> • Academic Affairs • External Relations 	Vice Chancellor David Malik and Dr. Cynthia O'Dell Tim Weidmann

Dean Stan Wigle was unable to attend the meeting but provided an update after the meeting for the School of Education. That update is on Oncourse.

Chancellor Bergland offered suggestions to enhance the reporting structure, and noted that some reports listed steps with no deadlines for lead measures. He advised that statements should contain dates, carefully worded lead measures, and should chart the WIG process. If applicable, the outcome should be noted. Overall, units reported that they were on-track with their stated WIGs.

II. Update on Budget Situation

Marianne Milich reported that the budget was approved by the Board of Trustees at the meeting held May 6-7, 2010. While the budget was approved, there are some changes that must be made, and she will have access to the budget to complete reports on Friday, May 14.

Marianne also reported on the following WIGs:

- Office of the Bursar – Has been working to collect delinquent debts and, as a result of their efforts, delinquent debts will decrease this year by approximately \$60,000.
- Fiscal Affairs – Their goal to submit information requested from the University Budget Office on time was accomplished.

III. Update on Facilities

Dr. Pellicciotti reported the following:

- Bids are due on the Artistic Cleaners Demolition Project on Friday, May 14, and bids will also be obtained to pave the area for parking.
- The Indiana Department of Transportation (INDOT) began the Broadway Redesign Project on Monday, May 10 which should be complete in a few weeks
- Bids for shuttle service between IU Northwest and the Village Shopping Center will be received.

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IV. Institutional Effectiveness Status Report

Dr. Malik and John Novak reported that a programmer/research analyst will be hired in the Institutional Effectiveness Office. John remarked that he is working on several projects including tasks associated with AQIP, NSSE Survey, and Campus Climate Survey. Dr. Malik stated that one goal is to institutionalize results and suggestions of various survey recommendations, instilling suggestions for improvements into the planning process.

V. Sustainability Status Report

Tim Kratz and Kathryn Lantz attended the meeting and provided an update on the campus Sustainability Project. Tim will continue providing his services as a consultant to the Sustainability Project until early June 2010 at which time he will provide a report on the status of the project. The report will be submitted to the Sustainability Committee, then to the Facilities Planning Committee and lastly to the Chancellor. The campus is considering whether to go forward with a permanent structure for sustainability.

VI. Synchronicity

Chancellor Bergland announced that Frequently Asked Questions (FAQs) about synchronicity were sent to the campus by Carolyn Hartley. More campus specific FAQs will be sent within the next two weeks. Carolyn remarked that she and her staff have received many calls and complaints with most callers questioning why the change is being made. Dr. Bergland stressed that it is important for Council members to understand about synchronicity so that they can answer questions from staff. A comment was made that staff should feel that accountability is also being expected of faculty and administrators.

VII. Update from Transition Team

Dr. Malik reported that Chancellor-elect Lowe's first visit to the campus after being named Chancellor was Friday, April 16 at which time he was given SWOT analyses from Transition Team members. He is returning for another visit to campus on Wednesday, May 12 and will meet with the Transition Team and select constituencies. He will begin regular contact focusing on issues the campus is facing in the near future.

VIII. Update on AQIP/Continuous Improvement

Dr. Delunas reported there is no recent news regarding AQIP. Work is in progress to review group responses to the portfolio feedback, and a written report should be available in June.

IX. Other Information

- Vice Chancellor Malik announced that the School of Public and Environmental Affairs (SPEA) will now be under the auspices of the College of Health and Human Services where he is certain that SPEA will continue to progress and have visibility. He acknowledged the success of the recent child abuse prevention forum and Public Affairs Day hosted by SPEA.

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- Beth Van Gordon announced that the Information Technology Council named Bert Scott and Kris Bagan lifetime members. She also announced that web content changes will be made in the near future.
- Dean Rominger thanked everyone for supporting the Business Alliance Luncheon on Thursday, April 22 which had record attendance this year.
- Chancellor Bergland discussed recent organizational structural changes to IU's central administration and stated that Chancellors will report through Vice President John Applegate to President McRobbie which should provide enhanced communication with regional campuses. If necessary, Chancellors can speak directly to the President, but day-to-day operations will report to Vice President Applegate. At a recent retreat, it was decided that a committee will be formed to focus on efficiency and effectiveness and subcommittees, made up of one administrative person and one faculty member from each regional campus, will be formed to examine a set of dimensions. A steering committee will be identified from the committee membership, and Chancellor Nassar Paydar is the chairperson of the steering committee.