

IU Northwest Council Meeting Notes Meeting Held Tuesday, December 11, 2012

Chancellor Lowe informed the Council that he had to depart at 10:00, to attend a very important meeting at Ivy Tech, and that four members of the Council would be accompanying him. Vice Chancellor Malik chaired the meeting when Chancellor Lowe left.

The meeting notes from the Council meeting on November 13, 2012 were distributed, and Chancellor Lowe asked the group to provide any changes to the notes to Kathy Malone. He thanked her for keeping a good record of agenda items and Council discussion.

I. Institutional Effectiveness Update

a. General Education Assessment Report

Dr. Cynthia O'Dell provided oral and written reports about general education assessment, and excerpts from her written report are provided below. General education principals were approved by the campus and went into effect in fall 2010, and revisions were made to the curriculum of every degree in time for the *2010-12 Academic Bulletin*. The general education website can be found at <http://www.iun.edu/~nwacadem/genednw/>. Once the principles were approved, the General Education Committee focused on assisting the academic areas with assessing the general education learning outcomes. Both the General Education/Assessment Committee and the Office of Academic Affairs now work together to maintain the progress and general awareness of the assessment process.

The four-year general education cycle timeline for assessment can be found at the following website:

http://www.iun.edu/~nwacadem/academic/curriculum_processes/Program%20Review%202011-2017.pdf

This timeline integrates the general education assessment timeline with annual departmental assessment and accrediting body assessments (both campus and program) to provide an overall picture of the annual academic assessment schedule. Assessment effort results in general education can be found at the following website:

<http://www.iun.edu/~nwacadem/caslo/results/index.shtml>

Each fall (since 2008), academic units are asked to provide a report regarding their assessment of the majors/disciplines in the previous year. The specific links below lead to the assessment reports received during the first assessment cycle. The General Education/Assessment Committee and Office of Academic Affairs worked with the assessment coordinators for the individual courses as they designed and collected their assessment data.

[2008](#) [2009](#) [2010](#) [2011](#) [2012](#)

The General Education/Assessment Committee met in the fall of 2012 to begin work on the 2012-13 assessment plan for year three of the cycle. Indiana University Northwest, along with all of the regional IU campuses, are recent adopters of WEAVE online. This software application addresses the need to develop and maintain continuous improvement processes for both the academic and administrative structures within an institution of higher education. The Offices of Academic Affairs and Institutional Effectiveness and Research intend to use WEAVE to report general education, strategic planning, accreditation, and annual departmental assessment results. The General Education/Assessment Committee has asked that each group that produces an assessment report presents its findings, first to the committee and then, in brief, to the Faculty Organization. This has proved to be a very effective strategy

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for the campus culture. The academic units that have undertaken significant assessment projects are recognized by the administration, and their campus peers for their accomplishments, and are serving as models for those yet to come in the assessment.

Chancellor Lowe thanked Dr. O'Dell for the report and noted that the process is a sophisticated approach to assessment in general education. He remarked that the ease of finding information about general education should be considered as websites are constructed and information is posted so that persons looking for the information can find it easily. He suggested other locations on the IU Northwest website to house general education information to make it more accessible for students, advisors and others.

b. Presentation: Integrated Postsecondary Education Data System (IPEDS) and National Survey of Student Engagement (NSSE) reports (the NSSE report was deferred until the January 2013 Council meeting).

John Novak reported that the IPEDS report is a system of survey components that collects data from nearly 6,700 institutions that provide postsecondary education across the United States. Integrated Postsecondary Education Data System (IPEDS) collects institution-level data on students (enrollment and graduation rates), student charges, program completions, faculty, staff, and finances. These data are used at the federal and state level for policy analysis and development; at the institutional level for benchmarking and peer analysis; and by students and parents, through the College Navigator (<http://collegenavigator.ed.gov>), to aid in the college search process. Survey results for IU Northwest, 2007 through 2011, can be found on the University Institutional Research and Reporting website at <http://www.iu.edu/~uirr/reports/compliance/ipeds/index.shtml>. The survey is administered every two years, and the survey data currently housed on the site for 2011 is actually based on the 2009 – 2010 year report. The current survey data has not yet been posted to the site.

The Council reviewed and discussed financial aid data contained in Graphs 8 and 9 of the IPEDS report which provides information about the large number of federal loans IU Northwest students receive. Chancellor Lowe remarked that Indiana University wants to decrease the amount of loans that students receive, university wide, by providing more grant aid, making students less dependent on federal loans.

John reviewed with the Council other data contained in the IPEDS report and encouraged Council members to refer to the University Institutional Research website which contains other useful information in addition to the IPEDS data.

II. Enrollment Management & Student Success

a. Enrollment Management Group Update

Vice Chancellor Lewis reported that spring 2013 enrollment is behind where the campus was at the same time last year, and aggressive efforts are underway to boost enrollment. The Office of Admissions contacted more than 300 admits for spring by mail, email, and phone to encourage registration, and the Office of Retention Initiatives called 600 students who have not registered for spring. Barriers cited, according to the phone conversations, included lack of finances, potential probation, and inability to connect with advisors. Other initiatives include high school visits, hosting schools on campus, Admissions and Financial Aid open house events at the new Portage site, mailing recruitment correspondence to prospective

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students, and a “Freshman to Physician Preview Experience” held on Saturday, November 3. There have also been college fair visits to Chicago area schools, Illinois community college visits (a part-time staff member was hired to assist with recruitment efforts in Illinois), and attendance at Ivy Tech Grad Fests.

As of Dec. 3, fall beginner admits and transfers are up from last year. Applications are currently up 27%, and the top five area schools were visited three times in the past year. Those schools, in rank order, are Portage, Lake Central, Crown Point, Merrillville and Hobart. Spring undergraduate admissions and fall admissions are up, as well as fall out-of-state transfers. Orientation is scheduled on December 14. It is believed that some students are waiting until after December 16 to register, so that they will not have to pay for their classes until February. Students registering before December 15 must pay their tuition and fees in January.

b. Spring 2013 Enrollment & Retention Initiatives

Vice Chancellor Malik, reported that the number of Illiana students enrolled at IU Northwest has increased compared with the same time last year. While enrollment to date is at 3,746 students, which is 6.63% behind the same period last year, he is optimistic that enrollment numbers will increase going forward. Various enrollment initiatives are currently underway, including assistance from Dr. Delunas with fee remission/recruiting efforts for nursing students, planned in the coming months.

III. Presentation: Box.iu.edu and integration with IUAnyWare

Carol Wood and Mark Uncapher attended the meeting and provided a presentation on Box.iu.edu and integration with IUAnyWare. Beth Van Gordon provided a handout with comparative data about how Box compares to other data storage options.

IUAnyWare (<http://iuanyware.iu.edu>) is a client virtualization (CV) service available to Indiana University students, faculty, and staff. With IUAnyWare, a web browser can be used to run certain IU-licensed software applications without having to install them on individual computers or mobile devices. Client virtualization provides a broad range of general-purpose and discipline-specific software applications that can be accessed and run from a desktop, laptop, or mobile device, regardless of the geographic location. IUAnyWare, the client virtualization service at IU, optimizes limited resources by allowing such access to certain IU-licensed applications using a web browser. To download applications to computers, visit <http://iuanyware.iu.edu>.

The IU Box Service (<https://box.iu.edu/>) provides a simple, secure way to store and share files and folders online. A virtual hard drive with 50 gigabytes of collaborative cloud storage for public and university internal files, Box consolidates content in a single location, easily accessible from anywhere, on any device. A person can create files and folders, share them using a direct link, invite others to collaborate, and continue to revise and review their content. Box can directly integrate with existing IU systems (e.g., accounts, Central Authentication Service for single sign-on with a Network ID) and security. Users can collaborate and share through box by knowing a person’s email address. Box at IU is designed as a flexible storage service and collaboration tool, but is not acceptable for any institutional data classified as "restricted" or "critical". The service is appropriate for personal files and institutional information classified as public or university-internal. To obtain a Box account, go to the website previously mentioned and log in.

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Carol also provided the following additional information:

- IUAnyware can be run two ways, either through a browser or by installing the Citrix receiver. Refer to the Knowledge Base articles on the IUAnyware page.
- Refer to the IU Knowledge Base articles at the following website for more information regarding the capabilities of box: <http://kb.iu.edu/data/bbro.html> and especially note the article: [How do I securely set up my enterprise Box account?](#)
- To confirm whether your data can go on Box, refer to the IU Knowledge Base article: <http://kb.iu.edu/data/bbvn.html>
- Students will have access to data contained in Box for two full semesters after they are no longer enrolled.
- Critical data should continue to be saved on a home drive (“H” drive) and not on Box.
- To authorize IUAnyware to access Box accounts, storage locations must be set at <http://cloudstorage.iu.edu/> for each device that you will use, but you will only have to log in one time at cloud storage.

Carol and Mark encouraged participants to call them if they have questions.

IV. Update on Facilities

- a. Tamarack replacement project status: Re-request resubmitted to Legislature for 2013 Session**
- b. Update message: Campus Discussion about Tamarack Green Space**
- c. Update on Tamarack Green Space Task Force Activities**

Vice Chancellor Lewis reported that the Green Space Task Force had a good meeting and discussed the recommendations received from the campus community. Seventeen suggestions were submitted by the campus community, and the task force is moving forward with the five green space alternatives that received the most votes. They are:

1. Performance venue
2. Park Environment
3. Athletic Field
4. Walking Track
5. Green Space proposal as presented by Missy and Kelly

Discussion of the performance venue and the idea for multiple uses of the green space were of the most interest. The group feels that it is important for the venue to have natural seating available for outside classes, and they focused on having the performance venue near the south area of the space. The walking track idea was discussed with great interest. Next steps include making recommendations to Chancellor Lowe and having an IU architect draft a plan, which will then have to be approved, at both the campus and University levels. All of the final ideas listed can be incorporated into the existing green space.

Vice Chancellor Malik was asked to respond to rumors that the Academic Learning Center will be closing in 2013. He responded that Purdue is making a judgment regarding how they will move forward with the building, and could consider selling the facility.

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V. Reminder: Photo IDs for Students and Employees

Vice Chancellor Malik reminded the Council to encourage their constituents to obtain photo identification badges.

VI. Campus Conversation on Diversity, Equity, Inclusion follow-up: Leadership role(s) for Council – W. Lowe

a. Northwest Council Ad Hoc Committee: Follow-up & Implementation plan for Campus Conversation on Diversity, Equity and Inclusion 2012-2013

Dr. Rochelle Brock shared the website that the Office of Marketing has created for *The Other Wes Moore, One Book – One Campus – One Community initiative* (<http://www.iun.edu/onebook/>). The site has information about events going forward, information regarding how to participate, and includes a calendar that will list those events, including book discussions that will take place on campus and in the community. The Council was encouraged to review the website, which will be launched through a campus announcement on Thursday, December 13, 2012.

Dr. Brock commented on the *Wes Moore* book collection effort, and asked that donated books be taken to her office area. Jennifer Thompson commented that the Student Government Association (SGA) is collecting books for the initiative, and to date, have collected 25 books, working toward a goal of 100. Westside High School will participate in the initiative, and it was suggested that other schools, possibly Roosevelt, Lew Wallace and Pulaski, be included, either in the *Wes Moore* initiative or a subsequent book initiative. The number of books desired through donations was increased to 300. To donate books, interested persons can donate through the SGA or contact Dr. Brock. Vice Chancellor Gabbert will confirm with the IU Foundation if funds can be donated to purchase books for use with the book initiative. Student Government is also accepting monetary donations, and will use those funds to purchase copies of the *Wes Moore* books, for student use, from the campus bookstore, Barnes and Noble. It was suggested that each Northwest Council member consider donating a book. Vice Chancellor Gabbert recalled that Franklin College used the book, *The Other Wes Moore* for a freshman initiative, and suggested that someone contact them to ask if they will consider donating books for our efforts. Jennifer will contact Franklin College for additional information.

- Wes Moore, the author of *The Other Wes Moore*, will visit the IU Northwest campus on Wednesday March 6, 2013.

- b. *Ad hoc* Diversity Review Committee Report – Implementation Report at January 2013 Council Meeting
- c. Listing of activities and initiatives
- d. Revised Report from Diversity Advisory Council Report (DAC)

VII. Chancellor's Report:

VIII. Other Information