

IU Northwest Council Meeting Notes

Meeting Held Tuesday, August 16, 2011

Chancellor Lowe opened the meeting by saying that several people were on vacation and attendance was lighter than usual. He also stated that notes from the July 2011 meeting were distributed, and advised that questions, comments or additions to the minutes be directed to Kathy Malone.

I. Land-Use Master Planning

Dr. Pellicciotti introduced presenters John Lewis, IU Associate Vice President for Regional Campus, Facilities and Capital projects, and Cecil Penland, Project Manager at Rundell Ernstberger Associates, consulting firm working on land-use master planning for IU regional campuses. This effort is part of a multi-campus/regional campus master planning project. They briefed the Council on the status of land-use master planning for the IU Northwest campus, which examines land-use planning during the next 10-15 years, and asked for input with regard to the draft that they presented. Following the meeting, Mr. Lewis and Mr. Penland will brief the Facilities Planning Committee regarding the draft Master Land-Use Plan, and obtain their feedback. The presentation addressed where IU Northwest is now with regard to open spaces, buildings, traffic patterns, potential areas for development, and landscaping. The presenters stressed the importance of obtaining feedback from campus constituents with the goal of having a “roadmap” by Fall 2011, created based on the desires of the campus, which will be delivered to Chancellor Lowe. A draft plan should be available within the next month, after which a final plan will be submitted by mid-fall and will go forward to the IU administration and trustees for approval. A copy of the diagram presented will be posted on Oncourse.

Chancellor Lowe will share the draft with the Council and other campus groups, as soon as it is available.

II. Planning

a. Revised Planning Priorities and Plan Implementation

In July, the Council discussed moving on from planning priorities to unit-level plans that respond directly to those priorities. A rough timeline was added to the planning outline created by John Novak, which addresses moving forward from division and unit-level planning to operational planning, and the revised document was distributed at the meeting. The Institutional Effectiveness Advisory Committee will be consulted for input on establishing guidelines to develop operational plans. The planning process will be documented for use with future planning. Adherence to the timeline should allow units to have goals and objectives to transform into budget priorities for submission to the budget committee in Spring 2012. John Novak will forward the revised document to Kathy Malone to post on Oncourse.

- As the planning process progresses, Chancellor Lowe asked the Council to consider where energies and emphases should be placed. Moving forward, online learning and transfer students are areas that should be seriously considered for continuing enrollment growth. In the last two years, the peak of high school graduates throughout the Midwest was achieved. The high school student population is declining and will probably do so for the next decade. The campus must have a plan to maintain recruitment of high school graduates and also look at other student cohorts that have the potential to be important to enrollment growth and retain them to degree completion. Online learning and transfer students, which encompasses adult students as well, were identified as additional sources of enrollment growth in the future. Approximately 30% of IU Northwest students are transfer students. Chancellor Lowe stressed that the campus must be transfer-friendly. Units are asked to have these emphases in mind as they identify priorities in planning, and persons leading planning efforts in the units are asked to give these two topics important emphasis. It was noted that there are many initiatives underway to lead to greater student success. Graduate level students were identified as another population to consider,

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which represents a continuing academic and enrollment emphasis for the campus. For the next five years, there are no significant plans for major expansion of housing and enrollment of International students. Small pilot efforts in these areas could be planned. Tuition reciprocity was also mentioned as a method for increasing enrollment. Unfortunately, reciprocity, at the State level, is not in place for Illinois. In the absence of State reciprocity, scholarships could be provided to subsidize out-of-state students, which would mean institutional funds must be committed. Council members were asked, going forward, to incorporate online learning, transfer students, additional graduate programs, and retention and degree completion into strategic priorities, giving some urgency to online learning and transfer students.

b. Revised Vision Statement

The latest submission of the Vision Statement from the Vision Group was placed on Oncourse in advance. The revised draft incorporates revisions suggested at the Council meeting in July. The statement reviewed by the Council is below:

We are IU in Northwest Indiana, an inspirational place to work and learn. We will be the college of choice because we provide personal, affordable, and nationally-accredited education in a diverse learning environment. Together, we build better lives and communities.

The words in the statement must be clear, but also convey a meaning that resonates to the IU Northwest Campus and connects with others. The group questioned the word “inspirational,” and it was noted that the word was suggested for inclusion in the statement during the last Council meeting. Council members remarked that the phrase “college of choice” is taken by Calumet College as their advertizing tagline, and they refer to themselves as “the college of choice.” Comments centered on the fact that, while IU Northwest has programs that have national accreditation, the campus is not nationally-accredited but regionally accredited, along with other competitors. Members of the Vision Group explained that the phrase “nationally-accredited” is there to convey that IU Northwest has quality programs and also alludes to campus excellence.

A suggestion was made to position the word “learn” before “work” since IU Northwest is an institution of learning, placing emphasis on learning first and then working.

The group questioned what “together” referenced.

A suggestion was offered to include the phrase, “we will be the first-choice.” Another suggestion was to include the phrase “personal, affordable and life-changing.”

Chancellor Lowe asked the Vision Group to consider the new ideas offered to provide another draft statement for review at the September Council meeting. Others, who wish to independently draft statements, were asked to submit them to Tim Weidmann, on behalf of the Vision Group.

c. Draft Values Statement

The Values Statement was accepted and approved by the Council and will be shared with the campus community.

d. Distribution of the Strategic Priorities, Mission, Vision and Values Statements to the campus community was discussed. It was determined that Council members should take these documents back to their units to review and discuss with their colleagues, giving them the opportunity to make comments and ask questions. Colleagues should also be informed that the Council endorses the

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statements, and encourages them to use these documents as a reference as they move forward with the planning process. A town hall meeting was mentioned as a forum to present documents for feedback.

III. Retention & Student Success

a. Satisfactory Academic Progress (SAP) Update

As of August 15, 1,593 students were in the Satisfactory Academic Progress (SAP) approval process. Of that number, to date, 764 have been reviewed, 622 have been approved and 142 were denied. Special efforts and methods were employed to contact students and move the process along. Almost half of SAP students have not responded to repeated requests to begin the appeal process and will not receive financial aid. There was concern expressed that students, who have registered but are not eligible to return because financial aid is not available, will impact anticipated enrollment targets. An effort will be made to ensure that denied students withdraw from classes. It was stated that campus work-study funds have been depleted already, which will affect student financial aid packages and the ability of students to attend classes. Chancellor Lowe reminded all that funds have been made available to invest in student success at all levels. The final, and largest, student orientation session will take place on August 16.

b. Enrollment Update

Enrollment figures show that, compared to Fall 2010, campus headcount is .9% ahead and credit hours is .1% below. A recent admissions report from Indiana University Administration reflects that applications are down which reflects a volatile environment and underscores a sense of urgency to move forward with alternate methods for enrollment growth. IU Northwest enrollments are down from what was previously anticipated, but still up in total credit hours, and the campus optimistic about meeting budget targets. The unknown factor is the number of students who have not completed the SAP process and have already registered.

IV. Update on Facilities

a. Tamarack Hall Replacement Project

There is no new information regarding the replacement of Tamarack. The Indiana Commission for Higher Education (ICHE) visited the campus on August 11-12 and toured Tamarack Hall. Chancellor Lowe impressed upon them the urgent need for a new facility, and the next endorsement must come from them. Tamarack was not on their most recent agenda.

b. Facilities Planning Committee Restructure

Restructuring of the Facilities Planning Committee was introduced at the July Council meeting with the idea that this topic would be discussed at the August meeting. With no comments or recommendations offered about the topic, Chancellor Lowe approved the restructure.

c. Project Updates

Updates were placed on Oncourse, in advance, for review by the Council. Questions about the updates can be referred to Vice Chancellor Pellicciotti.

V. Updated Campus Events Policy

The Campus Events Policy was written as a result of the Synchronous Time System as a way to give employees, and their supervisors, guidance about handling the implications for time keeping when members of the campus community attend campus events. A list of specific pre-approved events is provided in the policy as well as guidance for other events not listed. It was stated that campus

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celebrations and other fun events have been eliminated as a result of Synchronous Time. Chancellor Lowe remarked that this process should not hinder any legitimate event sanctioned by unit supervisors, but areas must be consistent. Synchronous Time is a new level of time-keeping and accountability mandated by IU administration. The draft policy is provided to give guidance for time-keeping purposes and will be reviewed again at the September Council meeting.

VI. Parking Permit Machines

At the July Council meeting, several members voiced concern that recommendations from the Parking Group were not welcoming for the campus. As a result, the Parking Group agreed to make one amendment to the parking recommendations, changing the hours during which parking permits will be in effect to Monday through Friday, eliminating weekends, and ending late in the day on Friday. Council members, particularly Academic Affairs representatives (because they expressed more dissatisfaction with the policy), were asked to review the policy and suggest reasonable alternatives to the parking recommendations. Because current parking procedures are inequitable and must be addressed in a sensible and fair way, changes will inevitably be made. Council members were asked to bring parking suggestions to the September meeting.

VII. Institutional Effectiveness Update

a. New AQIP Action Projects

Institutional effectiveness – Members were asked to review the AQIP Action Project document and provide feedback right away. After comments are submitted, and the document revised, Dr. Delunas will distribute it for final review prior to posting. Action Projects must be posted by September 14.

VIII. Chancellor's Report

- The Council congratulated Dr. Charlotte Reed, who is retiring at the end of the month, and thanked her for her service on the Council.
- Vice Chancellor Diane Hodges, who was scheduled to retire in late summer, has agreed to continue as Vice Chancellor for Student Affairs for a few months longer, until a new Vice Chancellor for Student Services is named. Dr. Lowe and the Council thanked her for her willingness to serve.
- The Library Conference Center was renamed last month to recognize the Anderson Foundation. The new name of the building is the "John W. Anderson Library Conference Center." The Anderson Foundation is the largest donor to the Northwest Campus and, as a result of an initiative by alumni and members of the IU Foundation, the building was renamed in their honor. In accordance with their wishes, a quiet ceremony was held.
- The ICHE met on the Northwest campus on August 11 & 12 for what was a very successful visit. They received a warm welcome to IU Northwest by the campus community. Chancellor Lowe provided a presentation about the IU Northwest campus to the Commission, and the Council viewed the taped presentation at the end of the meeting. The presentation will be released to the campus for viewing. Chancellor Lowe recognized the Information Technology staff, specifically Aaron Pigors and Paul Sharpe, for their good work during the ICHE visit.