I. Chancellor’s Roundtable Meeting

- Individuals reporting to Chancellor Bergland provide updates on projects.

II. Pets on Campus:

- The Cabinet will institute a policy to prohibit faculty, staff and students from bringing pets on campus. An exception will be made for service animals. Cabinet members determined that the policy should be housed in the Environmental Health and Safety area. Vice Chancellor Vasquez will ask Kathryn Manteuffel, Director, to write a policy regarding pets on campus for Cabinet review/approval on Monday, December 17, 2007.

III. Process for Office of Special Events

- The Cabinet discussed a proposal submitted by Associate Vice Chancellor Toni Lieteau which outlines a process to eliminate the Campus-wide Event Planning Committee and, for planning purposes, have all Diversity Programming events handled by the Office of Special Events. The Cabinet had the following questions about the proposal:
  
  - Will a Diversity Programming staff person be the point person for the event from a client perspective to the Office of Special Events or will a person from the sponsoring organization be the point person?
  - Does Dr. Coopwood agree with Ms. Lieteau’s proposal? What is the recommendation from his office?

  Chancellor Bergland will submit a formal recommendation to Dr. Ken Coopwood regarding this topic.

IV. Campus-wide Holiday Gift Giving Solicitation

- Associate Vice Chancellor Lieteau submitted a proposal detailing efforts for a campus-wide gift solicitation effort. The proposal calls for three alumni groups to be involved in determining those in need. The Cabinet wants additional information before a decision on this initiative can be made.

V. Strategic Planning Update

- The Cabinet reviewed the agenda for the Strategic Planning Team Retreat with Ms. Mary Ellen McCann and discussed agenda delivery strategies.

- Chancellor Bergland solicited ideas on how to proceed with regard to assessment of outcome statements, particularly for Outcome #3 which lists November 30 deadlines.

- Regarding Outcome #1, Chancellor Bergland asked how documentation of alignment of documents and use of standards will be reported.
Vice Chancellor Aggrey repeated that a meeting will be scheduled, as soon as possible, with the Faculty Organization Executive Committee to discuss the Faculty Equity Salary Report and he noted that the Deans’ view of the report is different than that of the Task Force.

VI. Developing IU Northwest’s Two Big Ideas for President McRobbie – Bergland

Chancellor Bergland asked the Cabinet to consider a process to develop ideas for submission to President McRobbie of major initiatives that he might help IU Northwest achieve. The Cabinet agreed to ask a sub-committee of the Strategic Planning Team to explore options regarding the best way to obtain campus input on two strategic areas to pursue and will ask the sub-committee to report their ideas to the Cabinet.

VII. Other Information

Commencement

The option of beginning the IU Northwest Commencement ceremony earlier in the day was presented by Mrs. Robin Gress at a meeting attended by Mrs. Paulette LaFata Johnson. The Cabinet discussed the possibility and determined that it is okay for the ceremony to begin earlier if the Genesis Center is available and can accommodate the change. Chancellor Bergland will convey this information to Mrs. Johnson. If Commencement begins during working hours, the campus will remain open.

Agenda Items for ECHO Group Meeting on November 26, 2007

- Strategic Planning Team update including retreat deliberations
- Enrollment report update
- "Two Big Ideas"
- Update on Disaster Planning