Chancellor’s Cabinet Meeting Action Taken
October 8, 2007

(Agenda topics are noted in bold type)

I. Chancellor’s Roundtable Meeting
   • Individuals reporting to Chancellor Bergland provide updates on projects.

II. Meeting with Mary Ellen McCann
   • The Cabinet reviewed the Critical Leadership Skills document and suggested revisions. The revised draft will be sent to the Cabinet for reactions. Responses to the new draft should be received by Chancellor Bergland by the end of business on October 10, 2007.
   • The deadline for submission of Fall Outcome Report Forms and other information for distribution in advance of the retreat is Monday, October 29.
   • The Cabinet reviewed the agenda from the 2006 Fall Retreat and also reviewed the Outcomes identified for the November 2007 retreat (listed below).

Fall 2007 Outcomes
   o Addressing any questions on 2007 outcomes.
   o Review of current reporting form for outcomes.
   o Assessment of current state relative to 2010 outcomes.
   o Shared understanding of critical IU Northwest work priorities.
   o 2008 Strategic Outcomes (that incorporate or align institutional priorities and still position IU Northwest to achieve 2010 outcomes).
   o Recommended long-range facilities priorities aligned with 2008 outcomes.
   o Review of process for achieving outcomes.
   o Update on Human Capital Planning.
   o Update on Health and Human Services.
   o Update on AQIP.
   o Recommended long-range IT priorities aligned with 2008 outcomes.
   o Identification of next steps to ensure momentum continues.
   o Report on work of the enrollment task force.
   o Budget Update
   o Policy Regarding Repeat Memberships
   o Confirmation of Dates for 2008 meetings
     Tentative Dates:
     ▪ Wednesday, February 20, 2008
       Strategic Planning Team Meeting and Reception
       12:00 noon – 8:00 p.m.
     ▪ Monday, May 19 – 21, 2008 (begins with dinner on 5/19)
       Strategic Planning Team Retreat -- Will be held locally
     ▪ Wednesday, August 20, 2008 (Summer Meeting)
The Cabinet discussed the Iceberg concept and determined that it is time to direct the thinking of the Strategic Planning Team toward the next vision.

The Cabinet confirmed that a presentation on campus key measures will be made by Dr. Linda Delunas, Mrs. Kathryn Lantz, and Dr. Robin Hass Birky.

Dr. Iztok Hozo is scheduled to submit to Dr. Aggrey, by October 10, a report from the Faculty Equity Task Force.

A decision was made by the Cabinet that the Outcome #8 business plan will be confined to what is currently done in Portage.

III. Strategic Planning Update

- **Outcome #3 (B3 October – December)** Final decisions are made regarding scorecard and necessary steps are taken to implement its use in calendar year 2008. The Cabinet determined that there must be a session planned with Mary Ellen McCann to determine how to implement this initiative in 2008.

- **Outcome #3 (B6 – August)** A midterm report on number of staff who have pursued at least one professional development initiative is provided.

- **Outcome #5 (May-October)** – Task forces and plans are developed and implemented regarding each potential change. Vice Chancellor Vasquez remarked that zero-based budgeting will be done in November.

IV. Review Process for Evaluating Vice Chancellors

- The Cabinet reviewed evaluation processes from IUPUI, Kokomo and Purdue Calumet. Nothing in the *Indiana University Academic Handbook* speaks to the process which leaves the Cabinet in a position to craft a workable set of procedures. Chancellor Bergland wants to establish the evaluation process for a five-year cycle, and he prefers the simplicity of the Purdue Calumet process.

V. Discussion of Sub-certification

- Chancellor Bergland requested that Vice Chancellor Vasquez conduct a workshop/training session, as soon as possible, and have in attendance those individuals identified as having sub-certification responsibility next year. The session will also include the Cabinet.
VI. Discussion/Update of Various Events

- **Reception for December Graduates** – Vice Chancellor Aggrey reported that the Deans’ Council discussed this event, and the overwhelming vote from the Deans was to not have the December reception and to redirect the funds to the units for receptions/teas in the Spring.

- **Reception for New Faculty and Staff** – Vice Chancellor Aggrey reported that the reception will be held on campus, and he will work with Kathy Malone to determine a date.

- **Convocation** – "Voices of Darfur" will be held on Friday, October 19, 2007.

- **Annual Report** – Chancellor Bergland will ask Associate Vice Chancellor Lieteau to speak to the Cabinet about a format and timeline for an annual report.