

Cabinet Meeting
May 2, 2017

Members present: Jo Ann Rooney, Margaret Callahan, Damon Cates, Pam Costas, Lorraine Fitzgerald, Phil Hale, Kana Henning, Tom Kelly, Wayne Magdziarz, Susan Malisch, Jane Neufeld, John Pelissero, Jim Prehn, S.J., Kelly Shannon, and Winifred Williams

Guests: David De Boer and K.C. Mmeje

1. Dr. Rooney opened the meeting at 8:00 a.m. and offered a prayer.
2. The minutes of the April 18, 2017 meeting were unanimously approved.
3. Dr. Rooney welcome Damon Cates, senior vice president for Advancement, to the Cabinet.
4. Jane Neufeld provided some background on the Behavioral Concerns Team which is moving into its 10th year of service as a safety net for students. Jane then introduced K.C. and David who walked the Cabinet through a presentation of the types of issues that students have reported throughout the last few years. The biggest issues that students struggle with at Loyola are anxiety, depression, and panic attacks. Most student issues are reported by students themselves, or by fellow students, to staff in Residence Life and First and Second Year Advising. The Cabinet discussed the need for closer coordination with Perspectives staff on the HSD, and Margaret Callahan offered to convene a meeting of Lakeside and Maywood administrators and staff regarding how best to ensure that we have good communication and coordination across our campuses so that we are able to quickly and effectively address any and all student issues.
5. Jane reviewed Weekend of Excellence activities and solicited the Cabinet's feedback on the 30 or so programs that took place throughout the weekend. Jane and her team will be organizing a meeting to fully debrief on all the weekend's event and Damon asked to be included in that discussion.
6. Jane then invited the Cabinet to the Finals Breakfast tonight as well as the Senior Toast which will take place on the East Quad next Monday afternoon.
7. The Cabinet brainstormed ways to collect and donate gently-used furniture and other items that students discard at the end of the academic year. Kelly Shannon offered to convene a group regarding how to collect and donate these items beginning next year.
8. Tom Kelly and Pam Costas reviewed the protocol and reporting processes currently in place for issues that are reported to the ethics line. Jane, Tom, Winifred, Pam and Margaret will meet this summer to review the ethics line processes and to recommend ways to enhance its functionality by the beginning of the fall semester.
9. John and Margaret reviewed the plans for Commencement ceremonies beginning May 9.

10. John then presented enrollment funnel information, and highlighted that we currently have 2,845 freshmen deposits for the fall semester. We expect to start the year with just over 2,600 new freshmen, which is about 300 students more than the number we budgeted for August. John also highlighted that we have a number of rising sophomores who have not yet registered for the fall, and so the Dean's offices and Academic Services staff are calling each of those students personally.
11. Susan Malisch distributed "cheat sheets" regarding the migration to Windows 10 and Office 2016.
12. Wayne Magdziarz indicated that Baker Tilly will finalize their FY18 audit plan after their visit to campus tomorrow. Wayne has been asked by Dr. Rooney to work with the Finance Department until a new CFO is appointed.
13. Phil Hale shared that a budget was passed in Washington, D.C. to continue funding this fiscal year (which supports Loyola's 2018 fiscal year). There is a glimmer of hope that a stop-gap budget will be passed in Illinois soon.

The meeting was adjourned at 10:45 a.m.