

Cabinet Meeting  
May 9, 2016

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Members present: Steve Bergfeld, Patrick Boyle, Margaret Callahan, Pam Costas, Donna Curin, Lorraine Fitzgerald, Phil Hale, Emilio Iodice, Tom Kelly, Wayne Magdziarz, Susan Malisch, Chris Manning, Rob Munson, Jane Neufeld, Jamie Orsini, John Pelissero, Kelly Shannon and Winifred Williams

Absent: Justin Daffron, S.J. and Kana Henning

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1. John Pelissero opened the meeting at 8:00 a.m. and Susan Malisch offered a prayer.
2. The minutes of the April 26, 2016 meeting were approved unanimously.
3. John and Susan Malisch added a discussion about Plan 2020 to the meeting agenda.
4. John also welcomed Jamie Orsini who will serve as Interim Vice President of Advancement beginning with Fr. Daffron's departure this month.
5. Tom Kelly reviewed the 2015 Annual Disclosure and Conflict of Interest Report. Tom detailed the protocols for this process that we have been following for the past eight years, and highlighted some changes that will be made in order to streamline the reporting process to make it more efficient for managers who need to approve a high volume of forms each year.
6. Rob Munson reviewed proposed changes to the university's travel and business expense policy which were recommended by our auditor Baker Tilly. The two main changes to the policy are 1) employees will now be reimbursed for international phone usage, and 2) employees who use personal cell phones to conduct university business on a regular and approved basis are eligible for monthly cell phone reimbursement. After some discussion, the Cabinet voted to accept the proposed changes to this policy.
7. Rob then distributed FY 2016 and 2017 budget materials that will be shared with the Board of Trustees' Finance and Audit Committees next week. We expect to surpass our new freshman target of 2,300 students and will increase our goal to 2,500 new freshmen and about 500 transfer students for the fall.
8. Phil Hale gave an update on MAP funding and the bipartisan panel of legislators and staff who have been meeting in an effort to create a compromise deal.
9. Donna Curin reviewed final plans for the BOT meeting in Rome. Twenty-four trustees are confirmed to travel to Rome. John indicated that he would like Pat Boyle to talk about academic programming at the JFRC at the meeting, and then Wayne will review the Center's capital development plan with the Board.
10. Susan Malisch reviewed the Plan 2020 May quarterly report and indicated that there are nearly sixty staff and faculty volunteers who have indicated an interest in helping implement the Plan. Wayne highlighted the importance of detailing our financial investment into implementation of various aspects of Plan 2020 and Susan agreed that more work needs to be done so that we can better assess not just allocation of funds but actual expenditures.

11. In Information Sharing, Lorraine Fitzgerald reminded the Cabinet that Loyola will again this year host the AJCU Leadership Seminar in mid-June. John Campbell, Laruen Hagan, Linda Russell and Terri Pigott will participate from LUC.
12. Susan shared that a major upgrade to Lawson was made over the weekend and among other improvements, the program is no longer browser specific.
13. Jane Neufeld invited the Cabinet to the Senior Toast which will take place this afternoon at 5:30 p.m.
14. Wayne indicated that Tim McGuriman will leave Loyola in July for a position at St. Joseph's University in Philadelphia.

The meeting was adjourned at 9:50 a.m.