

Cabinet Meeting  
October 11, 2016

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

Absent: John Pelissero

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1. Jo Ann Rooney opened the meeting at 8:00 a.m. and Margaret Callahan offered a prayer.
2. The minutes of the September 27, 2016 meeting were approved with a correction in item #3.
3. Tom Kelly reviewed some recent issues related to communications being sent by individual faculty or staff that are perceived to be university-sanctioned opinions or positions. The Cabinet discussed the importance of having clear university policies regarding the use of university technology.
4. Wayne Magdziarz detailed some concerns that came to his attention regarding a large conference that will be hosted on the WTC this month. Wayne will put together a small group of people, including Winifred Williams, Jim Prehn, SJ, and Susan Malisch, who can meet with faculty and staff across campus to discuss service levels related to facilities, technology, conference services, and more to get a better sense of opportunities we have to improve support services for our academic enterprise. Dr. Rooney highlighted the need to establish internal measures and assessments so that we have a framework for identifying and addressing any service issues that may arise.
5. Dr. Rooney then discussed our anticipated year-end results and underscored the need to communicate multi-year financial information with the university community, not just current year numbers. Pam Costas agreed with this approach, and said that this will show the multi-year planning that goes in to our financial operations.
6. Rob Munson then reviewed chapters four and five of “A Guide to College and University Budgeting’ and our university financial statements.
7. Phil Hale shared that LUC will serve as the host of a Monetary Award Program summit on October 29.
8. Winifred Williams shared that the HR team is meeting with members of the Cabinet to discuss the Fair Labor Standards Act to ensure it is applied across all our schools and units. The effective date of changes to the act is December 1, 2016.

The meeting was adjourned at 10:05 a.m.