

President's Cabinet Meeting
November 4, 2008

Members present: John Costello, S.J., Donna Curin, Michael J. Garanzini, S.J.,
Jon Heintzelman, Emilio Iodice, Tom Kelly, Phil Kosiba, William Laird,
Wayne Magdziarz, Susan Malisch, Ellen Munro, Lucien Roy,
Richie Salmi, S.J., Kelly Shannon, Paul Whelton and Christine Wiseman

Also present: Tom Hickey, Brendan Horan, S.J., Lorraine Snyder and Nancy Tuchman

Absent: Phil Hale

1. Father Garanzini opened the meeting at 8:00 a.m. and Richie Salmi, S.J. offered a prayer.
2. The minutes of the October 23, 2008 meeting were approved.
3. Donna Curin presented a web demonstration on the new Board of Trustees website. Vice Presidents have the same access to all the documents on the site as do the trustees, and committee liaisons have been charged with uploading all committee material to the site.
4. Nancy Tuchman presented a progress report on the university's sustainability initiatives. Marshall Eames has been hired as the new Director of Sustainability, beginning on January 1. The initiative includes enhancing campus infrastructure as well as conservation education at Loyola. The university will also participate in RecycleMania, a national competition to reduce waste, from January-March 2009.
5. Lucien indicated that we would partner with Catholic Charities again this year for the "Loyola Gives" clothing drive. Last year over 50 university departments and offices participated in this successful program which is coordinated by Mission and Ministry.
6. Kelly Shannon polled the Cabinet to see if members thought that the university should print Christmas cards this year beyond the cards that are printed to go out from the President's Office, and members agreed to not print cards this year.
7. Wayne Magdziarz gave an update on strategic planning efforts underway this fall. The 2009-2014 plan will include metrics to gauge our success in reaching our objectives, and will also assign accountability for the university's key strategic goals. Vice Presidents and Deans will be invited to a strategic planning retreat to review the draft plan in late January.
8. Bill Laird and Tom Hickey discussed budget contingency planning in light of the market downturn. All Vice Presidents were asked to review their budgets and to note expenses that could be reduced if necessary. Financial Services would like to gather this data from the Vice Presidents by November 12th.

9. In Information Sharing, Paul Whelton indicated that as a result of the market downturn, fewer patients are coming in for routine care.
10. Chris Wiseman shared that our fall enrollment numbers put us at -2% in freshman applications, and -1% in transfer applications from last year. It is anticipated that we will see an increase in the number of local applications we receive as a result of the current recession.
11. Wayne Magdziarz noted that the Clare property received its temporary occupancy certificate. The general manager of the facility will be Tom Rotz, and the first residents will move in after the Thanksgiving holiday. Additionally, Wayne shared that Capital Planning is vetting three proposals that have come in regarding the State Street redevelopment project. Lastly, Village Green has indicated that they may still like to partner with Loyola for part of the project on the LSC, and their proposal will be vetted by the Facilities Committee of the Board of Trustees in December.
12. Father Garanzini indicated that we were approached by Bank of America regarding the Cuneo museum and gardens, totaling 104 acres, in Vernon Hills. The hope is to create a program on the property that provides experiential learning opportunities and scholarship support for Cristo Rey students.
13. Susan Malisch shared that ITS is working with an outside vendor to enhance our data warehousing and to explore opportunities to automate emails to students to help them succeed at the university.
14. Lucien Roy gave a brief update on plans for the Leadership Retreat, which will take place on November 18.
15. Tom Kelly distributed the 2009 Faculty and Staff benefits book, and reminded the Cabinet that health days would take place on both the WTC and the LSC this week. Tom also invited the Cabinet to the annual Staff Awards Ceremony which will take place this year on November 12.
16. Kelly Shannon indicated that the new Rome Center site would be launched this week. Content on the site will be posted by Center staff. Additionally, Kelly mentioned that the CTA will be running ads on Loyola athletics as well as LUMA for the next three months.
17. Bill Laird shared that the university would likely go with Cannon to take over operations of our printing services from Pitney Bowes. Bill also noted that we are down 10% in our endowment for the month of September, and that we expect to be down an additional 7-10% for the month of October. Lastly, he noted that the university went out to bid for management of the bookstore, which is currently operated by Barnes and Noble. We have received four proposals to date.

The meeting was adjourned at 10:00 a.m.