

President's Cabinet Meeting  
March 18, 2008

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Members present: John Costello, S.J., Michael J. Garanzini, S.J., Phil Hale, Brendan Horan, S.J., Phil Kosiba, Thomas Kelly, William Laird, Wayne Magdziarz, Susan Malisch, Lucien Roy, Richie Salmi, S.J. and Christine Wiseman

Also present: Diane Asaro, Pam Costas and Lorraine Snyder

Absent: Donna Curin, Jonathan Heintzelman, Ellen Munro, Kelly Shannon and Paul Whelton

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1. Father Garanzini opened the meeting at 8:00 a.m. and offered a prayer.
2. The minutes of the March 4, 2008 meeting were approved.
3. Father Salmi shared some background on the Behavioral Concerns Team (BCT), and Diane Asaro presented information on the BCT's goals, processes, and desired outcomes. The BCT is under the administration of the dean of students and is being coordinated by Diane and her colleagues in the Wellness Center. Phil Hale suggested that the new assistant dean of off-campus living be included on the BCT. It was agreed that this proposal would be vetted firstly with the Deans Council and then sent to the UCC for forwarding to the appropriate UPC(s).
4. Chris Wiseman updated the Cabinet on honorary degree recipients and graduation speakers for May 2008. Father Garanzini recommended that Justice Anne Burke receive an honorary doctorate from the University, and Wayne said that he would add this to the next meeting agenda for the Board of Trustees Executive Committee. Chris indicated that she intends to form an honorary degree committee to vet potential candidates and manage this process going forward.
5. Father Garanzini shared that it was helpful to gather the LUC and LUHS boards together at the meetings at Maywood on March 7, although he suggested that more social time be built in to future gatherings of this nature so that the boards can really get to know each other. Because of the positive feedback board members shared on the presentations by Paul Roberts and Rick Hurst at the last meeting, it was suggested that it might be appropriate to include another student topic on the June meeting agenda, Trustees also shared that they liked the format of shorter committee reports, and they welcome the idea of having all meeting documents posted on an intranet site. Susan Malisch indicated that although a secure site won't be fully operational by June, ITS will try to have a prototype to share with the trustees at that meeting.
6. Tom Kelly reviewed the proposed changes to University Paid Time-Off plans. Tom indicated that he would work up written communications on changes to the plans, and that Human Resources would host open forums on campus to share changes to the Plans with the University community.

7. Bill Laird indicated that his staff talked with Trisha Cassidy and others at Maywood, and that its been decided that the University would switch to United Health Care for insurance.
8. Chris also discussed the need for a consistent process regarding archiving University records. Kathy Young, the University Archivist, has proposed a blanket restriction of 20 years be applied to all records transferred to the University Archives. At the end of 20 years, records would be reviewed by the University Archivist to determine if further restrictions were needed before they would be made public. The Cabinet said that this was a procedural change and agreed, although records retention policies will likely undergo additional revision with an institutional content management initiative to be reviewed by the BRT in April/May.
9. Phil Kosiba reviewed a facilities update for the Lakeside campuses.
10. Lucien Roy and others shared an updated draft of a University Speaker's Policy document. It will be sent to the UCC for forwarding to the appropriate UPCs for review.
11. In Information Sharing, Tom Kelly invited the Cabinet to the annual Service Recognition Luncheon which will be held on the LSC in Simpson Hall on Tuesday, April 29<sup>th</sup>.

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