

President's Cabinet Meeting  
September 16, 2013

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Members present: Steve Bergfeld, Pam Costas, John Costello, S.J., Donna Curin, Michael Garanzini, S.J., Phil Hale, Emilio Iodice, Rob Kelly, Tom Kelly, Bill Laird, Susan Malisch, John Pelissero, Kelly Shannon, Lorraine Snyder and Kana Wibbenmeyer

Absent: Richard Gamelli and Wayne Magdziarz

Guests: Greg Pritchett

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1. Father Garanzini opened the meeting at 8:00 a.m. and Lorraine Snyder offered a prayer.
2. The minutes of the September 3, 2013 were approved unanimously.
3. Kelly Shannon added a brief review of external messaging to the meeting agenda.
4. Father Garanzini then reviewed the Board of Trustees meeting which was held last week. The trustees were receptive to moving from print to electronic materials, and asked to have information sent to them gradually the weeks leading up to the quarterly meetings. They also asked to have a few ipads available in the event the need to borrow one at a meeting. The Cabinet reviewed the committee meeting discussions which went well.
5. Greg Pritchett then reviewed information related to the university's business continuity and disaster recovery (BCDR) plan. The plan is designed to provide a flexible framework to address issues that require an emergency response and/or to ensure business continuity and disaster recovery (specifically in the ITS area) in the event of a catastrophic event of some kind. The Cabinet suggested adding Kelly Shannon as VP for marketing and communications to the core management team for this effort, as well as possibly some administrative leaders in the CFO's office. Steve Bergfeld suggested that the core team meet monthly in order to ensure good communication and readiness in the event of an event. Father Garanzini highlighted the need to identify a back-up WTC location for centralizing our campus safety and BCDR response in the event that the State and Pearson location is inaccessible in the event of a city-wide event of some kind. Tom Kelly and Greg will incorporate the Cabinet suggestions and will convene a meeting of the core and leadership teams to participate in a training and table-top exercise.
6. John Pelissero shared information on the University Senate meeting which was held on September 9<sup>th</sup>. All undergraduate and graduate student members were in attendance, as well as about half the faculty members and most of the staff members of the Senate. John noted that he will invite someone from Finance to meet with the Senate this fall to discuss the developing budget assumptions for the FY15 budget so that Senate members can share their input on those assumptions. Additionally, he noted that the Senate has established an ad hoc committee which will send a recommendation to the President in the spring related to the Senate's desire to move from provisional to permanent status.
7. John then reviewed the U.S. News and World Report rankings which were just released. Loyola moved up 5 places to rank 101 in the national universities category. John also distributed the final enrollment funnel for fall 2013. Total university enrollment is 15,957

-- a 237 student or 1.5% increase from fall 2012. Undergraduate enrollment shows an increase of 387 full-time students (+4.3%) from fall 2012.

8. Rob Kelly reviewed an updated alcohol policy with the Cabinet. It was agreed that upon confirming with Sue Bodin in Risk Management, this policy be promulgated to the entire university community.
9. Kelly Shannon then discussed the external messaging campaign, which is currently running in print, online, multimedia, and outdoor. One of the most visible mediums is a number of bus shelters throughout the city, including five “build-out” shelters that showcase, in multi-dimension, some of our academic programs. Much of the advertising is focused on sustainability and the Quinlan School of Business graduate programs, two priority areas. Kelly also distributed copies of a newly-published book on the renovated Mundelein Center for the Fine and Performing Arts.
10. Kana Wibbenmeyer provided a brief update on LSC construction. Work on the Halas Center continues and is on schedule for completion in June 2014. We have submitted a foundation permit for the new School of Business building which we expect to come through in the next few weeks. The 35-story apartment building on the north parcel is under construction and is slated for completion during fall 2015.
11. Rob Kelly highlighted that over 1,600 people are currently signed up to attend the Soledad O’Brien talk this week.

The meeting was adjourned at 10:15 a.m.