

Cabinet Meeting  
May 30, 2017

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Members present: Jo Ann Rooney, Damon Cates, Pam Costas, Lorraine Fitzgerald, Phil Hale, Tom Kelly, Susan Malisch, Jane Neufeld, John Pelissero, Jim Prehn, S.J., Kelly Shannon, and Winifred Williams

Absent Margaret Callahan, Kana Henning and Wayne Magdziarz

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1. Dr. Rooney opened the meeting at 2 p.m. and Winifred Williams offered a prayer.
2. The minutes of the May 16, 2017 meeting were approved with the correction of a typo in item #6.
3. Tom Kelly reviewed the Board of Trustees committee and full board meeting agendas for June 8 and 9. We will move to a standardized format for meeting agendas for the September meeting. Dr. Rooney also highlighted the need for the Cabinet to see all committee handouts and supplemental materials in advance of the board meeting, and Tom will work with Susan and others on how best to share this confidential information with the Cabinet in advance of the September meeting. Additionally, the Cabinet will review the committee membership listings at the July Cabinet meeting.
4. John Pelissero discussed the commencement ceremonies and shared feedback he gathered at the Council of Deans meeting last week. Fr. Prehn proposed holding the baccalaureate mass in Madonna della Strada and the Cabinet agreed that the chapel was a better location than the Gentile Arena for this mass. Dr. Rooney proposed that in addition to singing the National Anthem, we invite our ROTC cadets to post the colors at each of the commencement ceremonies next spring. John will share this feedback with his staff and with Kathy Altonji in Special Events.
5. Damon Cates gave an update on Founders Dinner and thanked the Cabinet for their support and contributions to this important event. To date, we have sold 32 tables and 130 individual tickets. Over 450 attendees are currently registered to attend, and Damon thanked Kelly Shannon and her team for the marketing banner advertising the dinner which was included in an issue of the Chicago Tribune last week. Lastly, Damon indicated that Col. Pritzker has agreed to accept the Heart of Loyola award on behalf of her mother.
6. Dr. Rooney reviewed the FY2017 forecasted budget and the FY2018 Budget and supplemental material which will be shared with the Board of Trustees next week. Susan Malisch highlighted the importance of tying student headcount numbers with software licensing thresholds, and suggested there may be other considerations that impact the budget as well.
7. In Information Sharing, Fr. Prehn indicated that his mother was now volunteering at LUREC and starting a lending library there. Fr. Prehn also gave an update on the departure of some Jesuit faculty, and the recruitment of a number of international Jesuit graduate students who will be joining the community this summer.

8. Pam Costas shared that the Cuneo Mansion north parcel sale (phase one) was set to close next week.
9. Susan indicated that two weekends ago, the first phase of a major Advancement system upgrade was successfully completed. Susan also updated the Cabinet on two recent ransomware attacks. A message will be sent to the university community today regarding these attacks, reminding all Loyolans that ITS staff will never ask for a user's password. In response to Fr. Prehn's question regarding what to do if we receive suspicious emails, Susan requested that they be forwarded as attachments to her for review and troubleshooting. Future communications regarding what to do with suspicious emails will include the name of a point of contact in ITS who can receive forwarded emails.
10. Dr. Rooney asked Susan to prepare a one-page handout to share with the trustees next week with information and security news, especially regarding ransomware attacks and how to avoid falling victim to these sophisticated phishing attempts.
11. Jane Neufeld indicated that K.C. Mmeje will be leaving Loyola in July to join Southern Methodist University as their VP for student affairs. Pam McCoy will chair our search committee and a national search for K.C.'s replacement will begin soon.
12. Kelly Shannon shared that her team is working with Enrollment Management to revamp the undergraduate student website and to have it up and running in August.
13. John said that our student athletes achieved a 98% graduation rate this year. John also indicated that David Slavsky will hire an interim associate dean in the School of Education. The School's task force has met once and will continue to meet throughout the summer before reporting out on its work in August.
14. Dr. Rooney thanked the Cabinet for their hard work this academic year and encouraged everyone to get in some R&R time this summer.

The meeting was adjourned at 3:51 p.m.