

Cabinet Meeting
January 5, 2016

Members present: Steve Bergfeld, Patrick Boyle, Margaret Callahan, Pam Costas, Donna Curin, Justin Daffron, S.J., Lorraine Fitzgerald, Phil Hale, Kana Henning, Emilio Iodice, Tom Kelly, Wayne Magdziarz, Chris Manning, Rob Munson, Jane Neufeld, John Pelissero, Kelly Shannon and Winifred Williams

Absent: Susan Malisch

1. John Pelissero opened the meeting at 8:00 a.m. and Margaret Callahan offered a prayer.
2. The minutes of the December 8, 2015 meeting were approved unanimously.
3. John welcomed Pat Boyle in his new role as Interim Provost. John also welcomed Chris Manning, associate professor of history, who will serve as an advisor to John on race and diversity issues.
4. Pam Costas gave an update on the National Labor Relations Board's recent rulings which result in part time and full time non tenured professors in the College of Arts and Sciences participating in an election this month to determine if they want to be represented by the SEIU Local 73 Union. Tom Kelly then reviewed what's been communicated to the voting faculty to date, and the Cabinet discussed the importance of continued communications related to this election.
5. Winifred Williams gave a report on the annual Christmas party which was held on the LSC on December 18th. The reception-style format of the event has proven to be very popular. John and others suggested doing away with any speeches and listing raffle winners on screens set up throughout the Damen Student Union since the acoustics in that venue make it difficult to hear remarks.
6. Winifred then reviewed plans for an updated Performance Management System which is being designed in-house by ITS and modeled on the system in use on the HSD. After some discussion, the Cabinet determined that reviews should be conducted from June through December, and it will be left to managers to determine if the review period is the prior calendar or prior fiscal year. Winifred will meet with Cabinet members to ascertain the processes managers are using to conduct performance evaluations in their units to help inform the design of the new system for the Lakeside campuses.
7. The Cabinet also discussed whether performance evaluations should be linked to the university's strategic plan and an employee's efforts furthering the goals of the plan. The broad consensus was that performance reviews should be linked to operational plans, not the strategic plan, and John underscored that the accountability for Plan 2020 is at the organizational level and not individual level.
8. Winifred shared that merit increase amounts will be communicated to staff on or before January 15th, and the January 15 paychecks will include new rates of pay.
9. Lastly, Winifred gave an update on the newly-created Executive Council on Diversity and Inclusion which met twice in December. The Council's purpose is to provide broad strategic direction for diversity and inclusion at Loyola, and its first charge is to develop a

diversity statement for the university that is aspirational, motivational, rooted in our unique mission and which contributes to the transformational experience we offer to our students. In reviewing the list of Council members, John suggested adding someone from enrollment management to serve on the Council, as well as someone involved with faculty recruiting.

10. Jane Neufeld discussed plans for John's communication to students when they return to campus this month. She also distributed the Martin Luther King, Jr. anniversary event flyer which details the January 27th events with the co-founders of #BlackLivesMatter. These events are being organized by SDMA and Student Government.
11. Emilio Iodice shared that the new art studio, student union and student theatre will be opening at the JFRC this semester, and the Center will welcome 220 students for the semester.

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