



December 21, 2005

Dear Student Affairs Colleagues,

This has been an extraordinary first semester for me. I am grateful to all of you for the warm welcome and the time you have spent meeting with me so that I could learn more about the important work that you do in your respective areas. Our staff is eager, tremendously talented and committed to the intellectual and personal growth of our students. We are well positioned to move forward with future innovations, such as an integrated learning approach focused on student learning outcomes and strategic alliances built upon existing and new partnerships.

As we bring closure to a productive and exciting fall semester, I thought it would be important to thank you for your extraordinary work and contributions to enhancing student life at USD and share with you some of our 2005 Fall Semester Highlights. We have many accomplishments and successes to recognize and celebrate.

*LEADERSHIP and COLLABORATION*

Student Affairs continues to play a key leadership role in the advancement of the University's Strategic Initiatives. Merrick Merino, Kathy Bruzzese, and L. Reuben Mitchell are providing leadership in collaboration with Academic Affairs for three of the following strategic initiatives: Integrated Learning, Globalization, and Campus Inclusion & Diversity. Partners in these endeavors are Dr. James Gump, Dr. David Smith and Dr. Bethami Dobkin.

Dr. Moises Baron and Dr. Regina Fleming have developed the USD Pandemic Response Plan in collaboration with colleagues from the Finance and Administration Division. In addition, the Wellness area has created three task forces charged to develop proposals on Student Health Insurance, an Immunization Policy and a Tobacco Policy. The committees have successfully completed their work. You will hear more about the plan and proposed policies in January.

The USD-Freshman-Parent Teen Research Initiative, led by Dr. Louise Stanger and Dr. Michael Ichiyama, Associate Professor and Acting Chair, Department of Psychology, has increased its collaboration by developing two student research teams (8 students) which will be presenting at The Western Psychological Association in April. Dr. Stanger will be representing the initiative at NASPA in March and will highlight the importance of developing collaborative partnerships between academic and student affairs in the design and implementation of research and program initiatives aimed at reducing problematic drinking.

The Integrated Learning Initiative: Liberal Arts Beyond the Classroom which involves faculty members in various disciplines incorporating campus educational programs into their syllabi continues to grow under the collaborative leadership of Dr. Irene Williams, Dr. Vidya Nadkarni and Dr. Tom Cosgrove. Jason Schreiber maintains a website which includes a comprehensive list of campus educational programs sponsored by the Associated Students, the Institute for Peace and Justice, Fine Arts, and other departments. The number of faculty utilizing the program has nearly tripled this semester. Students and faculty are enthusiastic about connecting these programs to their classroom work.

Dr. Tom Cosgrove has been providing leadership in collaboration with Tom Coffin in Facilities for the University Center Expansion Committee. Dr. Tom Cosgrove and Patricia Oliver, Associate Vice-President for Finance and Administration, are currently providing leadership for the University Center Sub Committees on the University Bookstore and the "Pub". The campus-wide University Center Expansion Committee has completed the first phase of the University Center Expansion, which is the Program Development stage. The final report on this phase of the expansion is currently being completed. This week we will be evaluating the proposals submitted by an extraordinary group of architectural firms to work on the next phase of this project.

The One Stop Student Services Center Committee has been convened by me and is comprised of representatives from Academic Affairs, Finance and Administration, Student Affairs, the Associated Students, Graduate Student Council, and the USD Law School Student Bar Association. We are engaged in the rapid and strategic development of a technology and relationship-based model of student service delivery. We are having fun learning about what our students experience at USD (over 1300 students completed an on-line survey), and how we can better serve our undergraduate, graduate and law students more efficiently and effectively in the near future. We are in the recruitment phase of a newly created Director position for the One Stop Student Service Center. Please share this job opportunity with your colleagues; it's an exciting opportunity to be involved in building the foundation of a new student service center. The search committee has been convened and will begin its work in January, 2006. For more information about the One Stop Student Service Director position visit the Human Resources web site.

Kathe Myrick and Greg Zackowski are leading the newly created Student Affairs Employee Development Committee. This Committee is responsible for fostering the development and enhancement of the professional lives of Student Affairs staff members by providing development programs in the areas of skills training, knowledge-based learning, health-based issues, and team building for all continuing personnel. Goals of the committee are:

- **Unifying** the newly designed Student Affairs Division;
- **Creating** professional development and community development opportunities for staff;
- **Identifying** and addressing issues and/or trends of common interest to staff members with very different areas of expertise within Student Affairs;
- **Facilitating** the process of staff members' sharing information and professional development resource material;
- **Providing** information and programming to enhance the operation/management of Student Affairs offices and to improve the delivery and effectiveness of student services;
- **Recognizing** formally and informally the outstanding accomplishments and exemplary efforts of Student Affairs staff members.

At the request of the Executive Council, the CIRT and the Emergency Management Planning Committee have joined forces to review and update the campus Emergency Management Plan and develop a set of protocols for high risk situations.

Additionally, the Critical Incident Response Team (CIRT) was convened early in the semester to quickly develop a USD response plan to support the victims of Hurricane Katrina and to provide some relief to students, families and our fellow citizens in the devastated area. We were able to award \$7,400 in support of five students and their families.

Student Affairs in collaboration with Intercollegiate Athletics and Facilities Management are moving forward with the selection of a firm to work with the campus community to develop a Master Plan for the future USD Intercollegiate Athletics, Recreation and Intramurals Program. A Steering Committee and a Master Plan Committee will convene to work on this new initiative. This planning process will begin next semester.

The Student Affairs Leadership Team (SALT), comprised of all the Vice President of Student Affairs' direct reports and which meets weekly, has met with University Relations, University Mission and Ministry, Public Safety, Dining Services, and Athletics to develop strategic alliances. Three new partnerships between University Relations and Student Affairs were recently created. They include the following areas and opportunities for collaboration: Parent Relations, Alumni Relations and Donor Development. Many of you have been asked to participate in these new alliances. The objective of these groups is to develop partnerships to enhance existing programs and services and identify new ways to further engage students, alumni, and parents.

## NEW INITIATIVES

Saturday Night Live, an ongoing regular entertainment series held in the Grille, was developed in response to a demonstrated need for weekend programming and for a regular "hang-out", has met with great success in its initial semester. Students are enjoying the entertainment and also appreciate another dining option open on Saturdays. The Weekend Programming Committee has continued this semester and has developed a spring schedule with many events tied to athletics.

The Associated Students and advisors have been actively involved in "formative evaluation" of the new organizational structures and funding procedures developed last year. Updating the Constitution and all by laws is a major project which will be completed in the spring semester. The Student Organizations Registration Procedure has also been revised. The new Interclub Council Budget Committee (ICCBC) has allocated \$82,181.00 to student organizations for programming events open to the entire campus.

Student Affairs Leadership Team members will participate in a leadership team building and strategic thinking retreat in January. The retreat will focus on the future of Student Affairs at USD. We will be identifying a framework for future directions and introducing a team leadership model. Dr. Eunice Parisi of the Ken Blanchard Company will facilitate the two day retreat. If you are interested in learning more about the future directions discussion, refer to:

- *The USD Four Year Philosophy Plan* by Dr. Tom Cosgrove
- *Learning Reconsidered A Campus-Wide Focus On The Student Experience* by ACPA, Advancing Student Affairs Engaging Students and NASPA, Student Affairs Administrators in Higher Education
- *Powerful Partnerships A Shared Responsibility for Learning*, by the American Association for Higher Education, American College Personnel Association, and the National Association of Student Personnel Administrators

Student Development and Wellness have proposed a new "Involuntary Withdrawal" policy. This policy provides a protocol for addressing seriously disruptive or dangerous behavior that may pose a threat to the well being of a student or other members of the University community. The policy has received approval by Vice Presidents in both Student Affairs and Academic Affairs for forwarding to the University Senate for their review in February.

In November, Student Affairs obtained the services of a Residence Life and Housing Consultant to evaluate the USD Residence Life program and Housing services provided to our student. The consultant was asked to evaluate the Residence Life program and the operations of the Housing Office at USD. An Executive Summary will be shared with Residence Life and Housing staff this next semester.

Dr. Louise Stanger will convene a campus – wide Alcohol Policy Task Force which will conduct a review of alcohol policies, programs and procedures in accordance with the recommendations listed in *Part 86 of The Drug Free Schools Act* and the Standards set forth by *The Network Addressing Collegiate Alcohol and Other Drug Issues*. This will be an appointed committee and will begin its work spring semester.

### *TRADITIONS AND HIGHLIGHTS*

I would like to commend and congratulate the following Student Affairs employees. These individuals were recently recognized for their long term dedication and service to the University:

#### **25 Years of Continued Service**

Rick Hagan

#### **20 Years of Continued Service**

Kathleen Longmire, Kathy Spittel, and Greg Zackowski

#### **15 Years of Continued Service**

Sandy Bunton

Kathe Myrick

#### **10 Years of Continued Service**

Lupita Jewell

Aracely Smith

The Women’s Center held the Eighth Annual “Women of Impact” award ceremony. I had the honor of reviewing the outstanding nominations. Twenty nine women were nominated and three were selected: Vanessa Brice, student; Sarah Wolf, staff; and Dr. Gail Perez, faculty. I also had the pleasure of delivering a keynote address on “Lessons on Leadership”. The Women’s Center is made up of a truly special community of dedicated faculty, staff, students and alumni volunteers.

The United Front Multicultural Center sponsored a wonderful lunch to welcome me to the community and to acquaint me with the multicultural student organizations. This warm heartfelt welcome was greatly appreciated and the informal discussion and attendance were inspiring.

Kenneth Chep, Director of Disability Services, received the 2005 Award of Excellence on behalf of the USD Parents Association. Congratulations Ken!

The Associated Students Concert planners set a record for sold out shows. The first concert headliner was 'Rufio' on September 2, 2005, and 'All American Rejects' performed on December 3, 2005. The AS Directors of Multicultural Programs have been very pleased with the response to and success of their programs.

#### Housing Renovations:

- 13 San Antonio de Padua apartments and 18 Alcalá Vista Apartments were fully renovated providing residents with all new kitchens (cabinets, countertops, sinks, vinyl flooring, and appliances including microwave ovens), new bathrooms (shower/tub combination units, over-the-john storage cabinet, improved ventilation system, and vinyl flooring), new dressing areas (countertops, sinks, and mirrored medicine cabinets), improved closet storage, improved heating, dual pane glass windows, living room ceiling light fans, and freshly painted walls and ceilings.
- Founders Hall and Maher Hall both received new lounge furniture.
- All 12 floors in Missions B received new study lounge tables and chairs.
- Over \$100,000 in new carpet was installed throughout all the campus residence halls.

#### Grants and Awards

To supplement our three year, \$788,130 NIAAA grant entitled The USD- Freshman-Parent Research Initiative, Dr. Louise Stanger, Principal Investigator, received \$10,000 from the University of Rhode Island to augment research participant incentives.

The Fieldstone Foundation gave Alcohol and Other Drug Services a gift of \$10,000 to be used to develop the "Fieldstone Scholars Program" for students actively engaged in substance abuse prevention activities as well as for the development, testing and management of science-based peer education training programs. Dr. Louise Stanger is the Principal Investigator.

In Student Development, the Orientation program received a gift of \$15,000 from the parent of a new student. Also, in Student Development, Campus Recreation received a gift of \$50,000 from an alumnus for the Volleyball Club. In Student Wellness, a total of \$32,954 was received in support of the Center for Families of Children with Special Needs.

I know there is more news to share with you. These are some of the 2005 Fall Semester Highlights. Thank you again for creating a caring and supportive educational community and for fostering faculty, staff, student and alumni interaction in a meaningful way.

I wish you all the joy and blessings of the season. Great teamwork and enjoy a well deserved rest!

Sincerely,

Carmen M. Vazquez  
Vice President, Student Affairs

C/ Dr. Mary E. Lyons, President  
Dr. Julie H. Sullivan, Vice President and Provost  
Msgr. Daniel J. Dillabough, Vice President of Mission and Ministry  
Mr. Paul E. Bissonnette, Vice President, Finance and Administration