Fact

Heating/cooling system project wins Green Building Council award

A $30.2 million project to replace the university’s outdated heating and cooling systems and reduce its impact on the environment received a top award Nov. 3 from the US Green Building Council–Central Pennsylvania (USGBC).

SU and its construction partners received the 2016 Forever Green Award for Energy Project of the Year for the upgrade to the university’s systems.

The project’s key components were decommissioning the coal-powered steam plant and replacing it with a natural gas heating system and constructing a chilled water plant that replaced 25 separate building units.

Gannett Fleming, one of the project designers, noted that for the 2014–15 heating season, “the university’s energy utilization index decreased by more than 38 percent compared to the previous four years. Adding to the benefits, a projected 68 percent reduction in the school’s carbon footprint is anticipated because of the transition from coal-fired heating to natural gas-fired boilers.”

In addition, a comparison of electrical consumption data from the 2014–15 cooling season to the previous four years showed a 12 percent reduction in kilowatt-hour consumption and a 14.8 percent reduction in demand, despite an 11 percent increase in cooling degree days.

University officials expect yearly savings of at least $330,000 in electrical costs.

“The entire campus put up with a lot of inconvenience during the construction of this project, so it’s nice seeing the direct payback in terms of reduced carbon footprint and increased energy utilization,” said J. Lance Bryson, associate vice president for facilities. “It’s especially meaningful that the efforts on all our individual parts to deal with the construction are recognized by the US Green Building Council through this sustainability award.”

The project took more than four years, and was completed in July 2015.
Current job openings announced

The university is accepting applications for the following positions:

- Tenure-track faculty in accounting, rank commensurate with experience; review of applications will begin Nov. 28.
- Tenure-track faculty in supply chain management, rank of associate professor may be considered depending on experience; review of applications will begin Nov. 28.
- Assistant professor of human communication studies; review of applications will begin Dec. 5.
- Assistant professor of political science; applications received by Nov. 28 will receive full consideration.
- Assistant professor of public relations; applications received by Nov. 28 will receive full consideration.
- Tenure-track faculty in supply chain management, rank of associate professor may be considered depending on experience; review of applications will begin Nov. 28.
- Assistant professor of human communication studies; review of applications will begin Dec. 5.
- Assistant professor of political science; applications received by Nov. 28 will receive full consideration.
- Assistant professor of public relations; applications received by Nov. 28 will receive full consideration.

Applications are accepted through the university website only. More information on the positions is available there.

Year-end holiday dates, leave use noted

The university will be closed on the following dates for the Christmas and New Year's holidays:

- Monday and Tuesday, Dec. 26 and 27, for Christmas
- Friday, Dec. 30, and Monday, Jan. 2, for New Year's

Employees who are required to work their regular shift on Dec. 30 will not be paid overtime, but will be given the hours off on another day.

AFSCME and PSSU employees earn two deferred holidays per year (President’s Day and Columbus Day). Managers and all other bargaining units except faculty earn one deferred holiday per year (President’s Day). Holiday time does not carry over, and must be used by January 6.

Employees earning annual and personal leave have until April 14, 2017, to use annual leave hours above the maximum carryover and any 2016 personal leave that they were unable to schedule this year.

Employees should indicate in the additional remarks section of the electronic “Request for Leave” that they are using carryover leave. Annual and personal leave that is used through the April 14, 2017, pay date will be charged to carryover leave if a balance is available.

Only unused annual leave beyond the maximum that employees are unable to use by April 14, 2017, will be converted to sick leave, regardless of the employee’s sick leave usage in the prior year. Personal leave does not convert.

Erdice named interim social equity director

Stephanie Erdice, associate dean of student affairs and director of the Women’s Center, will serve as interim director of social equity beginning Nov. 11.

Erdice will replace Cecil Howard, who is stepping down as executive director of the university’s Office of Social Equity to take a position at the University of South Florida, St. Petersburg.

Erdice will handle all social equity matters except those related to faculty searches, which will be handled by Brian Johnson, executive assistant to the provost.

Questions or concerns can be sent to Erdice at smerdice@ship.edu and Johnson at bijohnson@ship.edu.

Kudos

Dr. M. Blake Hargrove, associate professor of management, and Dr. Wendy Becker, professor of management, recently published their article “Managing Stress: HRM Interventions for Distress and Eustress” in the Journal of Human Resources Education, a double-blind, peer-reviewed business journal. The article presents ways to minimize negative stress and optimize positive stress in the workplace.

Dr. Irma Hunt, assistant professor of management, and Dr. Ronald Taylor, professor of marketing, presented “Advisory Board Usage: Giving Real-World Counsel to Undergraduates for Resume Development” at the Association for Business Communication’s international conference in Albuquerque, N.M., on Oct. 21.


Dr. Matthew Shupp, NCC, DCC, assistant professor in the Department of Counseling and College Student Personnel, and Sarah McDowell Shupp, associate director of the Career and Community Engagement Center, recently presented “From Applicant to Admitted: Insider Tips for Navigating the Graduate Admissions Process” at the NASPA Region II Careers in Student Affairs Conference at Towson University. Matthew Shupp also presented his research on “Synergistic Supervision: A Cross-Cultural Perspective” at the International Conference on Education in Dublin, Ireland. It identified ways to integrate supervisory practices that capitalize on cross-cultural relationships to achieve both team goals and individual growth.

Grades are due Dec. 20

Fall semester grades are due by 3 p.m. Tuesday, Dec. 20.

Grade submission will be enabled in the myShip portal on Friday, Dec. 9. All grades will be processed online.

Contact the Registrar’s Office at ext. 1381 with any questions.
The deadline has been extended for ordering Old Main holiday ornaments being sold by the Shippensburg Public Library to help fund the second phase of its renovation and expansion project.

For those who want to pick up their ornaments on campus, orders will be taken through Dec. 1.

The ornaments are $15 each, with all proceeds going to the project.

To place an order, contact Jo Anne Coy, a member of the library’s board of trustees, at jrcoy@comcast.net or (717) 372-1130. Please provide your name, email address, phone number and the number of ornaments you wish to purchase.

Orders can be paid for and picked up on Thursday, Dec. 1. Those placing orders will be notified of the exact hours and location closer to the time.

After Dec. 1, orders can be picked up at the public library’s circulation desk. Ornaments also can be purchased at the public library, the Book Nook, Towne Cleaners, One Bean Espresso and the university bookstore.

The state Senate last week confirmed three new members for the Board of Governors of Pennsylvania’s State System of Higher Education.

The new members are Donald Houser Jr. of Coraopolis, Barbara McIlvaine Smith of West Chester and Thomas Muller of Macungie.

The board establishes broad educational, fiscal and personnel policies and oversees management of the State System. Among other tasks, it appoints the chancellor and university presidents, approves new academic programs, sets tuition and coordinates and approves the State System’s annual operating budget.

The 20-member board includes 11 members appointed by the governor, three students, four legislators, the governor or a designee and the state secretary of education or a designee.

A Lock Haven University alumnus and trustee, Houser is state policy advisor for Dominion Resources Inc. He sits on the board of directors of the Independent Power Producers of New York. He previously spent 13 years working in the state Senate, and is a former Susquehanna Township (Dauphin County) commissioner.

McIlvaine Smith is an alumna of West Chester University and a lifelong resident of Chester County. She is a former fourth-grade and environmental education teacher, and with her late husband, Robert, owned and operated Brandywine Water Systems Inc. She served in the state House of Representatives from 2007 to 2010, and is a former member and vice president of West Chester Borough Council. She is an enrolled tribal member, by birth, of the federally recognized Sac and Fox Nation of Oklahoma.

Muller is the county executive for Lehigh County. He previously served as president and chief operating officer of Binney and Smith, which later became Crayola. He chairs the Easton Hospital Board of Trustees, serves on the board of the Lehigh County Authority and is an adjunct professor at Cedar Crest College. He earned degrees from both the business and journalism schools at Syracuse University and a master’s in business administration from Fairleigh Dickinson University.

The VBP (Very Busy People) Healthy Cooking Series, part of the university’s 2016-17 well-being initiative, starts this week with a Nov. 9 session on Thanksgiving side dishes.

Chef Jerry Howerin will show participants how to transform traditional dishes into ones with fewer calories and more nutrients that still taste delicious.

Other sessions include:
- Dec. 12 — Mediterranean-style meals featuring fresh vegetables and seafood, taught by John Gaughan.
- Jan. 30, 2017 — Adding healthy greens into a daily diet, taught by Chef Jared Serr.
- Feb. 9, 2017 — Cooking tasty, healthy and easy-to-prepare dishes with “miracle” herbs and spices, taught by Nick Iula.

Each session includes demonstrations and sampling of quickly and easily prepared healthy food. Participants get to take home recipes and nutritional information handouts.

The sessions meet from 5:30 to 7 p.m. in Reisner Dining Hall. All will be held at the Bake Shop except the Feb. 9 session, which will meet in the Faculty Dining Room. The sessions are sponsored by Chartwell’s.

Employees can earn 25 Healthy U points for attending all five sessions.

Registration is required. A minimum of 10 participants is required for each session. Spouses and domestic partners are welcome to attend.

To register or for more information, contact Nipa Browder in Human Resources at nbrowder@ship.edu.

Healthy cooking series starts Wednesday

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Coming soon...

Nov. 9   Wrestling hosts Waynesburg, 7 p.m.

Nov. 10  Lecture/book reading: Susan Perabo, 6:30 p.m.,
         Grove Spiritual Center

Nov. 11  Women's basketball hosts UVA–Wise, 6 p.m.
         Men's basketball hosts PSU Wilkes-Barre, 8 p.m.

Nov. 12  Women's basketball hosts Bowie State, 6 p.m.
         Men's basketball hosts PSU Fayette, 8 p.m.
         Martina McBride: Live in Concert (SOLD OUT), 8 p.m.,
          Luhrs Center

Nov. 13  Woodwind ensemble concert, 3 p.m., Old Main Chapel

Nov. 18  Council of Trustees public meeting, noon, Old Main Chapel

Nov. 19  Women's basketball hosts Slippery Rock, 1 p.m.
         Men's basketball hosts Slippery Rock, 3 p.m.

Nov. 20  Women's basketball hosts Edinboro, 1 p.m.
         Men's basketball hosts Edinboro, 3 p.m.
         University Community Orchestra Fall Concert, 3 p.m.,
          Luhrs Center

For more university news, visit ship.edu/news.
For more details on university events, visit ship.edu/events.
For more details on athletic events, visit shipraiders.com.
CALL TO ORDER AND ATTENDANCE

Bob Hale, Chair, called the September meeting of the University Forum to order at 3:30 p.m. on Tuesday, September 20, 2016, in Lehman Library 106. The following members or alternates were present: Joseph Catanio, Matthew Fetzer, Leslie Folmer-Clinton, Raven Francis, Sara Grove, Bob Hale, Billy Henson, Cynthia Koller, Kara Laskowski, Barbara Lyman, Alexandria Maurizzio, Kate McGivney, Traci Moyer, José Ricardo, Melissa Ricketts, Rick Ruth, Roger Serr, Mark Spicka, and David Topper.

APPROVAL OF THE MINUTES

On a Grove/Ricardo motion, the minutes of the meeting held on April 28, 2016, were approved. Motion carried.

WELCOME AND INTRODUCTIONS

Hale began the meeting with a welcome and introductions of the Forum members.

ROLE OF THE FORUM IN THE UNIVERSITY GOVERNANCE POLICY

Hale reviewed the role of the University Forum. The University Forum is the governance body that represents faculty, administration, and students. The University Forum reviews actions of the Planning and Budget Council and the University Curriculum Committee; the body also hears reports from the Vice President of Student Affairs, the Student Senate, and the Graduate Student Association Board. The membership of the University Forum may request to hear reports from other standing committees, such as the General Education Council or request updates about other issues on campus. The role of the Forum is the final step/approval of items being submitted to the President for his/her decision. Any matter that a member of the university community wishes to bring to the attention of the university governance structure shall be submitted in writing to the University Forum. The Forum shall review and refer it to the appropriate standing committee. If the matter does not fall within the purview of an existing committee, the executive committee of the Forum shall refer it to an ad hoc committee.

OLD BUSINESS

Correspondence with the University President

Hale reviewed correspondence with the University President from the April 28 meeting.

Minutes of the University President’s Cabinet
The minutes of the President’s Cabinet meetings from April 25 and June 29, 2016, were reviewed. There were no comments or questions from members of the University Forum.

**Planning and Budget Council**

Lyman reported the Planning and Budget Council met on September 14, 2016, and heard the following reports:

**Budget Update** – Fawks discussed the final 15/16 budget, the 16/17 budget, and projections for the 17/18 budget year. Highlights for the 15/16 budget year included: a higher deficit was projected due to the lack of a state budget and a loss of $1 million in performance funding compared to previous year, and tuition revenue was slightly higher than initially projected. By the end of 15/16, the budget was balanced; which was the first time in four years. To balance the budget it required an over $6 million budget cut.

Fawks reviewed assumptions for 16/17. The assumptions are provided by the state system office and are not meant to be commentary on any ongoing negotiations. This year’s budget reflects an increase in tuition, fees, and the University’s per-credit tuition pilot. The pilot program brought in an additional $3.7 million in tuition revenue, $1.5 million of which was used for institutional financial aid. The state budget is in place, relatively early, so state appropriations are known. Performance funding is not known yet. There are approximately 140 vacant positions, 61 of which are faculty. The AFSCME union contract has been ratified and is awaiting signature. The salary increases result in about an additional $250,000 in personnel costs, which are reflected in the budget. The other contracts are all being currently negotiated, so no increases have been calculated into the budget at this time.

The 17/18 budget is in its initial building stage. Fawks reviewed the assumptions used in this budget.

Based on the given assumptions, currently the budget is balanced for 16/17; there is a projected deficit for 17/18. Based on the President’s directive, a 1.5% budget reduction plan is being followed because there are so many unknowns.

**Enrollment Management/ITLS** – Ruth confirmed that enrollment target numbers were not met for the fall semester. The freeze data will be collected on September 19.

Ruth reported there is currently a consulting firm conducting research for the university. The survey just completed and in the process of being analyzed looked at factors that impacted students’ decision to attend SU versus students that chose to go elsewhere. Data from this survey will be used during the next recruiting cycle.

Fawks pointed out that while the enrollment target was not met, more freshmen were brought in than last year, so there was some improvement over last year’s enrollment numbers.

**Middle States** – It is time to begin planning for the Middle States reaccreditation; 2019 is the university’s decennial review. There are revised standards, so there are new processes to follow. Unlike past review periods, more and more institutions that conduct their reviews are required to
turn in some sort of follow-up reports, either via progress reports or monitoring reports. Nearly 50% of the schools reviewed last cycle need to submit such reports.

University Strategic Plan – The plan was approved by the Council of Trustees at their May 20 meeting.

Grove asked to relook at the enrollment numbers and asked that the information conducted from the Art & Science Group be shared with members of the Forum. Folmer-Clinton responded that the Art & Science Group, a consulting firm from Baltimore, was hired to assist with enrollment planning. The group conducted surveys to help identify why a student opts to enroll at Ship or why a student elects to enroll elsewhere. The groups will also assist with our branding and reaching out to prospective students. The Art & Sciences Group will be sharing their results on October 11. Similar surveys are expected to be conducted over the winter with prospective students next year. Grove thinks the results should be shared with Forum and cautions that the firm is addressing only a small group of people.

Laskowski asked if we have engaged in a plan for assessment pertaining to the per-credit tuition pilot program. Ruth responded that as part of the proposal for the pilot, an assessment plan was required. Information technology, institutional research, and the financial aid office are currently working on establishing a baseline, which is needed to measure against as years go by. The baseline for the past year will be reported on September 30. Ruth shared some data relating to Millersville University (MU) who is in its third year of the pilot. The MU experience has shown us that in terms of headcount, they did not see a reduction but they did see a decrease in credit hours. Our institution research office is tracking the average credit hour numbers and at the last report we were within one tenth of the credit hour. This information is for the fall semester. It was asked if the credit hours being transferred in were being reviewed and Ruth noted he will check.

Ricardo asked about the methodology of the assessment. He recommends that there should be some direct inquiry from the students since they are impacted by the per-credit tuition change.

Grove added that Ship students graduate with the second highest debt load in the PASSHE system and that our return on investment is not where it was three years ago. It was noted that private institutions are offering discounts up to 70%. Ruth reported the national data show that financial situation is the number one deciding factor when selecting a college.

Moyer voiced a concern regarding ROTC students not able to take the necessary amount of credits to graduate in four years. Moyer also agrees that there should be student survey to know if students are taking only four courses per semester rather than five courses because of the per-credit tuition pilot program. Ruth responded that the university is prepared to provide financial aid to those students who have a qualifying financial need. He also noted that the Make It Count campaign is quite successful.

REPORTS FROM STANDING COMMITTEES

Student Affairs Committee
Serr reported 640 volunteers helped with move in day; this is a remarkable testament to our campus. The suite housing is at 100% occupancy with a waiting list.

Serr provided a report on student athlete academics for the spring 2016 semester. The report is based on 18 intercollegiate athletic teams and 460 student athletes. The semester QPA for all student athletes was a 3.02, which is above the general student body. The semester QPA for men’s athletics was a 2.81 and women’s was a 3.23. Women’s cross country compiled the highest QPA by achieving a 3.49 and men’s soccer increased the QPA to a 3.11. Six percent of all student athletes earned a 4.0, thirty percent earned a 3.50 or higher, and fifty-five percent earned a 3.0 or higher.

**Student Association**

Moyer reported the association had a successful retreat over weekend. The senators for the class of 2020 have been filled but the association is seeking a non-traditional student and a male athlete to serve.

**Graduate Student Association**

No report.

**University Curriculum Committee**

Henson reported the University Curriculum Committee (UCC) met on September 6, 2016. There are no proposals to be presented at this time.

**NEW BUSINESS**

Grove requested an enrollment update from Jennifer Haughie, the new associate vice president of enrollment management.

**ADJOURNMENT**

The next meeting for the University Forum for the 2016-17 AY is Tuesday, October 25, 2016.

All meetings will be held in Lehman Library 106 at 3:30 p.m. Please notify Dynel Miracle if you are unable to attend a given meeting. On a Koller motion, seconded by Moyer, the meeting adjourned at 4:19 p.m.

MINUTES Prepared by Dynel Miracle, Recording Secretary