SHIPPENSGURG UNIVERSITY

PRESIDENT’S CABINET
Monday, February 29, 2016
9:30 a.m., Century Cafe

Presiding: Dr. Harpster

Members Present: Mr. Bryson, Mr. Clinton, Dr. Diehl, Ms. Fawks, Dr. Finucane, Dr. Fisher, Dr. Folmer Clinton, Dr. Gigliotti, Ms. Grissom, Ms. Hahn, Mr. Howard, Dr. Johnson, Dr. Lovett, Dr. Lyman, Ms. Maun, Dr. Mayer, Mr. Michaels, Dr. Mike, Mr. Ossont, Mr. Pilgrim, Dr. Ruth, Dr. Sax, Dr. Schoolcraft, Mr. Sommers, Dr. Stokely, and Dr. Topper

Others Present: Dr. Winter for Dr. Kooti and Brian Johnson

APPROVAL OF MINUTES:

Upon a motion of Dr. Folmer Clinton, seconded by Ms. Grissom, the minutes of December 14, 2015 were approved as shown in MINUTES ATTACHMENT 1.

PRESENTATION:

Dr. Mike and Dr. Niel Brasher gave a presentation on CUE Equity Scorecard. Recognized interventions to help assist with student sustainability and some institutional barriers. Our successes were also recognized. See handout. Dr. Lyman will ask the committee to get some data and more information will be shared.

INFORMATION & ACTION ITEMS

University Strategic Planning: Dr. Lyman reported that the committee met February 9 at which time it approved the draft Strategic Planning document. This document will now go to EMT for approval. All approval is hoped to be secured by the end of the academic year.

Enrollment Management: Mr. Sommers reviewed current admission reports. Graduate admissions are up for summer and fall. The focus is still to get these prospective students to complete/confirm. March 12 is the next general information session for graduate students. Applications for undergraduate continue to be received and we are on pace with offers and deposits. Counselors and faculty are working collectively with admitted, not confirmed students. ASP information session was held recently in Philadelphia and another will be held on March 4 at the Dixon Center. Open House is March 16 and Admitted student day is March 19. PHEAA disbursement was received last week and was distributed to our students.

Drone Policy: Dr. Ruth reviewed the policy related to unmanned aircraft. Upon a motion of Dr. Ruth, seconded by Dr. Johnson, the policy was approved as shown in MINUTES ATTACHMENT 2.
Policy of Policies: Dr. Ruth explained that each division is responsible for creating and maintaining their own policies and the respective numbering system. Upon a motion of Dr. Ruth, seconded by Dr. Johnson, the policy was approved as shown in MINUTES ATTACHMENT 3.

2016 Summer Fee & Refund Schedule: Ms. Fawks reviewed the schedule and any fee increases. Upon a motion of Dr. Lyman, seconded by Dr. Topper, the Schedule was approved as shown in MINUTES ATTACHMENT 4.

Employment of Foreign Nationals: Dr. Topper reviewed the policy for hiring foreign nationals. H1B visa is a temporary work visa and is issued to employees for 3 years with a renewal time of another 3 years – 6 total and no green card. This policy will impact non-faculty employees due to changes in federal regulations. The employee will be responsible to start the process for citizenship within those 6 years or employment will cease. Language changes should be forwarded to Dr. Topper. Approval will be asked for at the March meeting.

Narcan: Chief Grissom reported that all officers have been trained in the use of Narcan, a drug antidote used for opioid overdoses. An MOU has been developed with local emergency personnel. The method of delivery will be nasal only.

Off-campus incidents: Dr. Lovett reported on the students who were attacked off campus approximately two weeks ago by a group from the Chambersburg or Hagerstown area. Students are working with State Police and arrests have been made.

Severe Weather Policy: Ms. Maun reviewed the Severe Weather policy in which there have been a few editorial changes. The main change to the policy is that specific delay times have been removed. This will allow officials to delay and open according to the specific day/class start time. All agreed that Mrs. Maun should make changes accordingly.

President’s Report:

Dr. Harpster reported on the following: Chamber of Commerce Awards banquet is March 12 - please let Ms. Maun know if you’d like to attend; the SU Action Plan is due to the System Office by March 11; no news on the budget as we move from current year to next year, however, a stop-gap budget was approved at last year’s funding; information regarding the budget plan for the university will be available soon; appropriation hearings will be held this Wednesday; Advocacy Days will be held the beginning of April; we still plan to institute the tuition by credit hour with the roll-out plan to start over spring break; everyone was encouraged to continue saving resources as we continue with these budget challenges

GOOD OF THE ORDER

- Finance Advisory Council meeting
- Target Awards and thanks to the Career Center
- COB Advisory Board meets this Friday with a focus on the Diller Entrepreneurship
- Hired new Accounting faculty member
- Dr. Viet Dao obtained citizenship
- COB has received reaccreditation from AACSB
• Make A Wish reveal held last week and thanks to those who participate
• Women’s basketball will play Millersville and Men’s basketball will play at Kutztown tomorrow night in the 2\textsuperscript{nd} round of playoffs
• Dr. Mayer was honored at recent state-wide APSCUF conference for his years of service
• Still republican support for the 5%
• Education fair March 1
• GBLUES identified as the Lab School of the Year – Steve Smith will accept the award and make a presentation at the conference
• Thanks to Laura Ludlam for a piece on PCN highlighting liberal arts education
• Working on upgrade to email system over the coming weeks, starting with the students with the most visible change in Outlook web access at mail.ship.edu and not on your desktop
• Working with IUP on SIMS update and student enrollment module
• EAB student success collaboration roll-out
• Clear with System the spring freeze file information and is now on the system
• NSSE survey is now live with selected first year and senior students
• Advocacy Days is April 5 & 6 and Invest in Me campaign will start to encourage the legislature to invest in our students – our student senate will be assisting
• Successful H.O.P.E. Scholarship program last week – Hill Harper was very engaging and we had a very diverse student audience
• Women’s History speaker tomorrow evening
• Drs. Finucane & Pomeroy along with Deb Booz and Rob Tritt will chair respective groups with the Campus Campaign
• Received a $100,000 challenge from Rich & Lori Pizzarro to match every dollar for new or increased giving to the Annual Fund
• Recent dedication of Brad E. Hollinger Stock Trading Room in the COB/Grove Hall
• Celebration dinner on April 23 for the Charting the Course – Lighting the Way - $68M of the $45 goal
• Re-accreditation of the Bartos Child & Family Center by NYACE for five years
• ASP event in Philadelphia heard about the success of one of students preparing to graduate after originally being denied by 10 schools before entering our Summer Bridge program
• We have students who were admitted with an SAT as low as 300 who have a 4.0 and doing very well
• Summer marketing launches this week
• Forum cancelled in February due to weather but some program proposals were put through
• Implementing Hobsons Radius in Admissions (CRM)
• Reminder to submit your Financial Disclosure form
• BSBA in Entrepreneurship was approved by the BOG in January

MEETING ADJOURNED AT 11:40

MINUTES prepared by Robin Maun