SHIPPENSBURG UNIVERSITY

PRESIDENT’S CABINET
Wednesday, June 29, 2016
1:30 p.m., Century Cafe

Presiding: Dr. Harpster

Members Present: Mr. Bryson, Dr. Diehl, Ms. Fawks, Dr. Gigliotti, Ms. Grissom, Dr. Grove, Mr. Howard, Dr. Johnson, Dr. Laskowski, Dr. Kooti, Dr. Mathes, Ms. Maun, Ms. McQueeny, Ms. Moyer, Mr. Pilgrim, Dr. Ruth, Dr. Schoolcraft, Dr. Serr, Dr. Topper, and Mr. Wonders

Others Present: Ms. Pfister for Dr. Callaghan, Mr. Bodenhorn for Dr. Clinton, Ms. Detter for Mr. Clinton, Dr. Delle for Dr. Mike, Ms. Yarwood for Dr. Stokely, Brian Johnson, and Carolyn Smith

APPROVAL OF MINUTES:

Upon a motion of Ms. Grissom, seconded by Dr. Johnson, the minutes of April 25, 2016 were approved as shown in MINUTES ATTACHMENT 1.

INFORMATION & ACTION ITEMS

University Strategic Planning: Dr. Lyman announced that the Strategic Plan was approved by the Council of Trustees in May.

Enrollment Management: Dr. Ruth advised that our numbers are above last year in the range of 40 and we’ve separately tracked Orientation numbers and are slightly ahead of last year. Phone calls are being made to students who did not participate in Orientation during the last two weeks.

Data Classification Policy: Dr. Diehl covered the updates to the policy. Upon a motion of Dr. Ruth, seconded by Mr. Wonders, the policy updates were approved.

Background Checks: Dr. Topper reported that we are in good shape. Proceeding into the Fall with faculty teaching 100 level courses. The temporary employee handling the background checks will finish his assignment June 30 and these duties will now be handled by Kim Rockwell.

Orientation: Dr. Lovett thanked the O Team and indicated that the new students to the team did a great job. The two week process went well and there are still have a few students to contact. A Transfer Make-up Day will be held in July.

Residence Halls: Dr Serr announced move in days of August 24 & 25. The Council of Trustees voted in May to change the name of President’s Hall back to Harley Hall.

Social Media Guidelines: Ms. Maun referenced the Social Media Guidelines provided at the April meeting. Upon a motion of Dr. Lyman, seconded by Dr. Ruth the Guidelines were approved as read.
SU Foundation: Ms. Detter reported that tomorrow is the close of their fiscal year so you have one more day to give for this year.

PRESIDENT’S REPORT:

Dr. Harpster discussed the following topics: the state budget is moving along with the hopes of a timely approval; we intend to implement tuition by credit hour in the fall; the state authorization reciprocity agreement for out of state distance ed is approved; an official compliant process is now a federal regulation and this process is being developed by PaSSHE; conversations are taking place regarding verification of attendance process to be in compliance with Title IV refunds; common calendar will fall no sooner than the 3rd Monday of August – and Spring well end no later than the 2nd Friday of May with common spring break (2nd full week of March) of which is not agreed upon; Board of Governors student members will be interviewed by the Governor with 3 positions currently open; negotiations are on-going; GBLUES talks are still on-going with two key items – busing and start time of school with a request that the start time be changed and we pay for the buses and it was agreed to meet their enrollment processes.

Dr. Harpster thanked everyone for their participation and planning of Orientation; it went very well. Reminder that we are all admissions officers for recruiting purposes.

FOR GOOD OF THE ORDER/ANNOUNCEMENTS:

- Looking to finish Adams Drive early August
- Trenching around campus is for LED pedestrian lights
- Dr. Laskowski looking forward to working with everyone in a different capacity
- College Ed&HS working on full proposal on doctorate of Counselor Education and Supervision and an LOI for masters in Literacy
- Data warehouse project (SIMS) is continuing with IUP heading the project – Ship will be hosting a meeting on July 12
- Hobsons program
- Completing data workbook
- Open house registration form is live on the website
- Student Success collaborative is continuing with a go live in mid-July – soft start with ASP students
- LMS procurement process will be awarding 3 contracts and will work with the Presidents on next steps
- Working with APSCUF on back office programs and support services
- Lower left of the Library has been updated with more functional furniture
- Hoping that AFSCME talks resume soon
- Appreciation for collaboration across divisions for Orientation
- Activity continues this summer with faculty through scholarly growth, grants, and student research
- Looking to take new master’s program to Cumberland Valley School District
- College of A&S looking for additional efficiencies in Orientation and seats in classes for their scheduling
- Last day of fiscal year tomorrow so system will go down
- There will be a tabletop active shooter drill at GBLUES on August 11
- Healthy U program deadline for completion was May 31 and we had 85% completion which is lower than last year
• FLSA executive order by President Obama regarding salary threshold for exempt employees – managers, coaches, & SUA’s
• Forum met April 28 and took action on Department of Management/Marketing to Management, Marketing & Entrepreneurship. Bob Hale was elected as Chair, Sara Grove as Vice Chair, and Traci Moyer as Secretary: Claire Jantz and Mark Spicka were elected to Planning & Budget Council
• Summer A enrollment 2274 – 1200 online and Summer B 1701 - 799 online
• Thanks to Orientation Team and IT staff
• Summer Bridge program began last Friday with 190 students
• Positive response for the Emerging Scholars Program
• Luhrs 16-17 schedule is out with sales beginning in July
• 30 years ago this month the Supreme Court issued a ruling against Meritor Savings Bank that sexual harassment is viable and damages could be sought and the EEOC recently issued guidelines on sexual harassment in employment. On-line training will be discontinued and new training will be put in place to contain face to face

MEETING ADJOURNED AT 2:44

MINUTES prepared by Robin Maun