SHIPPENSBURG UNIVERSITY

PRESIDENT'S CABINET

Monday, October 28, 2013 9:30 a.m., Century Café

Presiding: Dr. Harpster

Members Present: Mr. Clinton, Mr. Crist, Dr. Diehl, Dr. Finucane, Dr. Folmer Clinton, Dr. Gigliotti,

Dr. Grove, Dr. Johnson, Mr. Kyner, Dr. Lovett, Dr. Lyman, Dr. Mayer, Mr. Michaels, Dr. Mike, Mr. Perry, Mr. Pilgrim, Dr. Ruth, Dr. Sax,

Dr. Schoolcraft, Dr. Serr, Mr. Sommers, Dr. Stokely, Dr. Terrell, and Dr. Topper

Others Present: Ms. Lori Smith for Dr. Ebersole, Lt. Rumberger for Ms. Grissom, Dr. Tony Winter

for Dr. Kooti, Dr. Foreman for Dr. Mathes, and Brian Johnson

Introductions:

Dr. Serr introduced Ms. Victoria Buchbauer, Director of the Career Development Center. Dr. Harpster introduced Mr. Bryan Crist, who will be the Cabinet representative of the Graduate Student Association Board. Welcome.

APPROVAL OF MINUTES:

Upon a motion of Dr. Terrell, seconded by Dr. Lyman, the minutes of the September 23, 2013 meeting were approved.

INFORMATION AND ACTION ITEMS:

<u>University Strategic Plan</u>: Dr. Lyman gave an overview of the current progress and status of the planning process as shown in MINUTES ATTACHMENT 1. This will be included in the Middle States PRR.

<u>Spring 2014 Registration:</u> Mr. Sommers talked about the new scheduling approach in classes with high demand for seats as shown in Fall 2013 scheduling. After each group of scheduling, an assessment of seats, specifically in the gen eds will be done. Dr. Finucane shared that the faculty are a little uncomfortable regarding the seats in gen eds and the impact on students. Dr. Grove mentioned the large class sizes in inter-disciplinary and math courses. Dr. Lyman said she would monitor the situation very carefully and work with departments as needed.

Enrollment Management: Mr. Sommers gave an update on Spring and Fall 2014 enrollment numbers: grad for Spring is where it should be for applications & confirms; undergrad for Fall 14 is up in applications and confirms and transfer applications are up. The final open house is scheduled for November 23. Mr. Sommers said that the strategic enrollment planning must be aligned with the strategic plan for the university. Dr. Harpster reminded everyone that we are all responsible for the recruitment and retention of students.

<u>Middle States Periodic Review Report</u>: Dr. Schoolcraft reported that the first open forum was held last week and good feedback was received. Another open forum will be held this Thursday from 3:30 – 5:00 in Lehman Library 205.

<u>Training:</u> Lt. Rumberger spoke about training requirements as a result of the Higher Education Act; such Title IX and the Clery Act. Training is required for individuals who have been identified as Campus Security Authorities (CSA). These individuals will be notified via email to take the training that is available on-line through the Public Safety webpage. This is federal law and we are mandated to abide. Failure to do so could result in a fine of \$32,000 + and financial aid funding can be withheld. If anyone receiving the email has any questions, they could contact Lt. Rumberger.

<u>Information Technology</u>: Dr. Ruth reported on the following: we are live and using the new Multi-university application; consultants were hired at the system level who identified 63 recommendations for PASSHE libraries regarding consolidated university operations. Dr. Diehl and one faculty member have been nominated to sit on the group that will prioritize these recommendations; and course sharing information is gaining steam – how can campuses share course information that relates to its on-line offerings throughout the Commonwealth.

<u>Student Senate</u>: Mr. Perry reported that the Senate currently only recognizes groups with 15 or more members. A new process will include those groups with less than 15 members and provide them with a mailbox and budget. They would also be permitted to host fundraisers, activities fairs and use of the CUB. Senate will keep a tally of all organizations on campus but not necessarily fund them. Suggestion was made to purchase software to help track co-curricular activity and community service. Dr. Serr and Mr. Perry will do further investigation and bring this matter back to Cabinet for approval.

<u>Homecoming:</u> Dr. Serr, Ms. Smith and Mr. Michaels thanked everyone for their participation in Homecoming. The weekend was a success. Homecoming in 2014 falls on the same weekend.

President's Report:

Dr. Harpster announced that we will be hosting the PASSHE Diversity Summit on November 21 & 22 with the Chancellor attending. The Chancellor will also be conducting his official visit to campus on the 21^{st} . There will be an open forum in the OM Chapel from 11:30 - 12:30.

FOR THE GOOD OF THE ORDER/ANNOUNCEMENTS:

Winter on-line registration opened same time spring scheduling did but will run through December 18 – there are 40 classes available

Forum met and had an enrollment management report from Mr. Sommers APSCUF is concerned about retrenchment on other campuses

for alumni – working on data conversion for the alumni Banner advancement project which should be done by the end of the semester

College of Business Advisory Board hosted a meeting last Friday and a reunion Saturday morning Peter Rosenberger, a triple major student, has been nominated for the Ali-Zyed recognition APSCURF thanked the Foundation for the use of their facilities for the fall & spring meetings Comprehensive Campaign is currently at \$31.5M (71.5% of goal) ahead of what was projected at this time; and the phone-a-thon has raised \$276K which is up from last year US Army Field Band & Chorus will perform in the LPAC on November 6

Proteus event will have a comedy theme with guest speaker Gina Barreca – lecture at 7:30 in Memorial Auditorium

Student success collaborative approach that will fill the need for mapworks; we provide the data that they need but the software does the analytics. This should not be a burden to campus community to enter data that can then be used as a retention tool

Arts & Sciences Advisory Council met Friday – positive meeting and very engaged across the weekend and were glad to be back on campus

Cue Equity team putting final version of report together and will be shared soon

Thursday football game against Bloomsburg will be televised on national TV – CBSSports 854 or PCN 816 in Shippensburg area – PSAC playoffs for 3-4 teams during November

Heat is on – there are geysers on campus caused by cracks in the steam lines and facilities are working on repairs in the areas of Reisner, Wright and Franklin

Finalizing a demographic survey that is part of Stamats that will launch November 5 – this survey will be going to every member of the campus and some off campus – data is due back second week of December

MEETING ADJOURNED at 11:08 a.m.

MINUTES prepared by Robin Maun