SHIPPENSBURG UNIVERSITY

PRESIDENT’S CABINET
Monday, December 12, 2016
9:30 a.m., Century Café

Presiding: Dr. Harpster

Members Present: Mr. Bryson, Dr. Callaghan, Dr. Clinton, Mr. Clinton, Ms. Grissom, Dr. Hale, Dr. Kooti, Dr. Lovett, Ms. Ludlam, Dr. Lyman, Dr. Mathes, Ms. Maun, Dr. Mayer, Mr. Michaels, Dr. Mike, Dr. Ruth, Dr. Schoolcraft, Dr. Serr, Dr. Stokely, Dr. Topper, Mr. Tritt, and Mr. Wonders

Others Present: Dr. Nellie Cyr for Dr. Johnson, Mr. Aaron Dobbs for Dr. Laskowski, Brian Johnson and Carolyn Smith

APPROVAL OF MINUTES:

Upon a motion of Dr. Kooti, seconded by Ms. Grissom, the minutes of November 21, 2016 were approved as shown in MINUTES ATTACHMENT 1.

INFORMATION & ACTION ITEMS

Middle States: Dr. Schoolcraft, Dr. Mike, Dr. Delle, and Dr. Ricardo recently attended the MS annual conference. Reminder that visit is April 2019.

Enrollment Management: Dr. Ruth reported we need about 180 new u/g and transfer student to meet our target for Spring 2017. Open House was held on Saturday, which was a make-up from October and brought approximately 300 prospective students to campus.

Human Resources: Dr. Topper encouraged everyone to sign-up for electronic W2s and stated that the collective bargaining contracts are ratified and the implementation is beginning thus creating a busy time for HR, in addition to year end work. SCUPA also included a new classification system to become effective January 7. We have already done our reclassifications and provided notification.

Student Affairs: Dr. Serr and Ms. Grissom provided information on an isolated incident in Bard Meadows last week of a robbery at knife point. A warning to students was not issued because the University was not notified by PSP for over 24 hours after the incident, and that notification was by a parent.

Athletics: Bertie Landes, Field Hockey coach has announced her retirement.

External & University Relations: Dr. Clinton reported that two positions within the division have been filled. Media Relations/Social Media Manager, Megan Silverstrim; and Assistant Sports Information, Perry Mattern.
PRESIDENTS REPORT:

Dr. Harpster stated that we need to get into the mindset of weather delays, such as this morning. A final exam schedule is addressed in the Severe Weather Policy. Weather may be an issue throughout the week, including Commencement. It will be closely monitored.

This will be Carolyn Smith’s last meeting as a part of her Field Experience within the President’s Office. Dr. Harpster also made everyone aware of the crisis with Charles Loucks.

FOR THE GOOD OF THE ORDER:

- SIMS project is progressing and SIMS online community has been implemented and available
- CRM system for UG, G & PCDE continues to be built and MUEAA UG app will continue through June 30 but asking for extension through August
- Wrapping up search for Assistant Dean of Admissions
- Implementing ALMA replacement for Keystone Library Network/Library Management System
- 87 masters for Grad commencement; Rebecca Howland is the graduate speaker
- APSCUF has asked for increased faculty participating in Commencement
- Happy to be partnering with the update of evaluation and promotion documents
- Winter is currently at 1233, which is ahead of last year: 1183 online; 18 short term study abroad; 27 face to face (2 here and one at DUC); and 5 independent study
- Search for Dean Ed&HS is progressing and decision for campus visits will be made late January
- Forum will continue into the Spring with full agendas and are receiving proposals for new or expanded programs. This does create a ripple effect on other departments. Requested that indirect staffing be monitored
- Thank you to those who attended the Foundation retired faculty and volunteer receptions, which were held last week
- Total giving for year is on target with last year
- Happy Holidays from College of Ed & HS
- Living Learning communities celebration was a huge success and next fall we will have 3 new majors joining: Criminal Justice; Communications Journalism; and Psychology
- 220 Emerging Scholars
- AFSCME elections were held and all officers the same except for Secretary and looking for a candidate
- COB providing coffee & doughnuts from 7:45 – 11:00 for students during final exams
- Boro incident on Friday update by Ms. Grissom advised that no SUPD was involved in the shooting but did provide assistance at the scene
- Setting back temperatures over the break: residence halls, classrooms and certain athletic areas, office areas from 12/23 through 1/3 with exception of Old Main, Bartos Child & Family Center and other miscellaneous areas
- Construction projects going on over break – such as Grove sidewalk and the loop road
- Luhrs box office tickets for the new shows go on sale at 11:00
- ABC27 weather bug camera is currently being installed on the water tower
- Several alumni events in January & February – January 15 in Hershey at the Automobile Museum. All are encouraged to attend and may register at the alumni website
- February 23 will hold the HOPE Scholarship program
- 267 for UG commencement on Saturday
• 250+ students attended the Student Leaders reception at the Martin House last night
• The Harpster’s will be handing out cookies this evening in the Library

Thanks for everything you do for the institution every day, regardless of the challenges. Enjoy the break and have a Happy Holiday season.

MEETING ADJOURNED AT 10:25 am

MINUTES prepared by Robin Maun