APPROVAL OF MINUTES:

Upon a motion of Ms. Grissom, seconded by Dr. Ruth, the minutes of the February 23, 2015 meeting were approved.

PRESENTATION:

Mr. Greg Day gave a presentation on IT Sustainability. Some of the services/practices we are utilizing are: print (copies) savings; pc recycle; management of copier maintenance – more multi-function machines; recycle print cartridges; all equipment that we surplus gets recycled – light bulbs, batteries etc. and we generate revenue for all recycled materials. In addition, we participate in a joint effort with Student Senate for recycle day. Last year 14 pallets of items were collected and was very well received by the community. Recycling is also available at the Help Desk for any electronic item for proper disposal.

INFORMATION & ACTION ITEMS:

Academic Calendar: Dr. Lyman advised that discussions have been brought up again (PASSHE CAO’s) about the common calendar and the possibility of starting the fall semester one week early. This ultimately allows students to begin work earlier after commencement. Ms. Sprenger covered feedback that was received by the calendar committee (additional is still coming in). Areas to be effected are: facilities/custodial services; summer term FY; orientation; freshman/transfer scheduling; and fall sports. Dr. Lyman plans to share our information with CAO’s this week and we suggest leaving it alone.

Enrollment Management: Mr. Sommers covered enrollment numbers. Confirmations of both freshman & transfer are lagging behind in comparison to last year. Fall targets for 2015 are 1500 FTIC and 325 transfer. We currently have 34 EDD apps with 11 completed. Dr. Sax announced summer registration begins today at Ship.edu/summer in which we transition to 2 terms this summer. Discussion followed regarding demand for summer and what we offer.

Strategic Planning Process: Dr. Lyman reported council did not meet since last Cabinet. President is now reviewing the draft.
Severe Weather Policy: Ms. Maun indicated that the recent winter weather has caused us to notice some changes, specific and language, which need to be made to the Severe Weather Policy. Please review and provide additional changes to Ms. Maun. The Policy will return to Cabinet for approval.

Contract Negotiations: With a new Governor in place, action is starting. Coaches start today; SCUPA begins March 30.

Healthy U: Faculty & managers who want to receive a discounted rate, must complete the Healthy U program. The deadline is end of May.

Protection of Minors: Dr. Serr said the policy continues to change on a daily basis.

Veterans Program: Routine compliance audit will be conducted April 7.

Senate Elections: Mr. Johnson stated that Senate ERC has been elected. Budget is being reviewed and cuts in the area of 5-6% are possible.

PRESIDENT’S REPORT:

Dr. Harpster reported on the following items: Luhrs School contract is signed and a committee is being formed to discuss educational issues in the school with membership yet to be determined; Dr. Hawkinson has been selected as Kutztown president; Chancellor Brogan will visit on Wednesday; Trustees this Friday with public meeting at 11:30 in OM Chapel; and we are pleased to hear Governor Wolf’s budget plan but there is still some serious budget challenges and there is an expectation that there will not be a budget by August;

GOOD OF THE ORDER:

- Discussion was held regarding tuition and budget deficit.
- Moving forward with branding initiative and web redesign; ready to share at next meeting
- SUF annual and total giving is up across the board; campaign $62M as of end of February
- Scholarship dinner is Tuesday
- Hotel project moving forward; working on 3rd & 4th floors – there have been weather challenges
- Ballroom dance started last week with good participation
- Combined Day of Human Understanding/Women’s History this Wednesday
- Nitty Gritty Dirt Band this weekend
- Kirkland/Spizuoco in April
- Global Assessment Management; IMP program obtained 1st price
- Forum meets March 24
- Thank you to Dr. Harpster for attending the AFSCME membership meeting
- DGS contractors started working on Saturday’s to catch up as a result of weather issues
- Library moving forward with renovations on a part of the lower level and adding work space areas
- LMS task force has issued a survey to faculty for information on what the teaching/learning environment looks like
- Video conferencing/broadcast video feedback is requested
- Two open sessions for information security training have been held with another planned for April 1
• Any contract over $20K goes to Office of General Counsel and over $500K goes to Office of Attorney General which requires additional time for legal approval
• Search for director of GBLUES will begin
• Thanks to volunteers for calls to admitted students
• Thanks to facilities for cleanup for open house
• Final open house on April 11 with session for transfer students
• Community college counselor’s session in near future
• Student Awards is May 2 at 11:00

MEETING ADJOURNED AT 11:45

MINUTES prepared by Robin Maun