SHIPPENSBURG UNIVERSITY

PRESIDENT’S CABINET
Monday, June 30, 2014
9:30 a.m., Century Café

Presiding: Dr. Lyman (Dr. Harpster arrived after a PASSHE conference call)

Members Present: Mr. Bryson, Dr. Ebersole, Ms. Fawks, Dr. Finucane, Dr. Fisher, Dr. Folmer Clinton, Dr. Gigliotti, Ms. Grissom, Dr. Johnson, Dr. Kooti, Dr. Lovett, Dr. Mathes, Mr. Michaels, Dr. Mike, Mr. Pilgrim, Dr. Schoolcraft, Dr. Serr, Mr. Sommers, Dr. Stokely, Dr. Terrell, Dr. Topper, Mr. Wiser and Mr. Wonders

Others Present: Ms. Miracle for Mr. Clinton, Dr. Winter and Brian Johnson

APPROVAL OF MINUTES:

Upon a motion of Dr. Terrell, seconded by Dr. Mathes, the minutes of the April 28, 2014 meeting were approved.

INFORMATION AND ACTION ITEMS:

University Strategic Plan: Dr. Lyman reported that the USPC met last month with the main goal to hear about the Stamats study to incorporate and look ahead to the Williams report and reflect in the plan. Over the next two months, she will work with the members of each team to finalize a document to present to the Executive Management Team.

Middle States Periodic Review Report: Dr. Schoolcraft reported that the PRR was submitted on time and that no news on the report from the reviewers is expected until August. At that time, we have one month to respond. Dr. Schoolcraft advised that it is apparent that Middle States is less relaxed with institutions. Approximately 50% are asked to do some kind of follow-up with a monitoring or progress report. They are also ensuring that reviewers are being consistent.

Enrollment Management: Mr. Sommers reported that 1952 students participated in the past two weeks of Orientation. This number includes 1st time and transfer students. Actual figures will be available tomorrow. An additional Orientation day will be held on July 28 for transfer students who may just be applying or confirming.

Academic Calendar: Dr. Winter indicated that the calendar committee met in April and reviewed PASSHE’s template for the next several years. In 2014-2015, we will move to two summer terms and will have fall break in the 8th week. Calendars for 2015-2016, 2016-2017, and 2017-2018 were discussed and approval was requested for 2015-2016. Discussion followed. When asked about make-up days for inclement weather, Dr. Winter said that tentative dates have been identified but he will bring them back to Cabinet in the Fall as they will be dates in the spring semester for the next three academic years. It was recommended summer terms be changed from 3 & 4 to 1 & 2. Everyone was reminded that there is no break between summer terms to prepare for fall. Dr. Winter assured that the calendars presented are in-line with PASSHE and no adjustments need to be made for PIAA. The calendars coincide and the winter term is five weeks. Upon motion of Dr. Johnson, seconded by Dr. Kooti, the academic calendar
for 2015-2016 is approved and includes the change in summer term designation, as shown in MINUTES ATTACHMENT 1.

**Strategic Enrollment Planning Update:** Mr. Sommers gave a presentation on the findings of the committee. See MINUTES ATTACHMENT 2. Discussion followed and progress reports will be provided.

**Information Security Plan Revisions:** The Plan has the most changes in the area of laptops and the do’s and don’ts. Approval of the Plan will be asked for in August. Dr. Mathes thanked the Deans for their assistance in ensuring that each academic area will have a security plan.

**SU Foundation:** Ms. Miracle reported that the fiscal year ended and they are closing out their books. Several estate and planned gifts will lead to a successful year. She thanked everyone who attended the hotel groundbreaking and indicted that official dirt should be moved within the next two weeks.

**President’s Report:**

Dr. Harpster reported that PASSHE continues to receive information from the House & Senate that our budget will not be cut in order to get a state budget. He also announced that a system-wide committee, largely BOG, is looking at funding formula methodologies and it appears there is a proposal for the BOG to “take care of the core” and in the current plan, if it holds, we stand to gain upwards of $1M per year and some schools will lose with a 3-year implements. Other options being considered are eliminating performance funding.

**FOR THE GOOD OF THE ORDER/ANNOUNCEMENTS:**

- The BOG Finance Committee met last week and approved a new allocation formula and a new 5-year facilities plan for capital facilities, which includes our IT project and the design funds ($10M) for Franklin Science Center
- Student Affairs is preparing for a successful opening
- Thank for participating in alumni days weekend – record number of alumni participated
- DGS utilities construction work is about one month behind; meetings will be conducted for those buildings slated for work
- HR has been busy in area of employment with several searches and are working out bugs on PeopleSearch
- On track to get residence halls turned over in early August
- Crushing equipment arrives today for Harley Hall demo preparation
- One faculty hired in Accounting
- Weather vane has been moved from Lehman Library and is now located on the 3rd floor of Old Main
- Angelo Lee, new Dean of Admissions, will begin July 14
- Shirley Smith retired last week – grad school items go to Provost; Tammy Pearson will handle grad council and Dynel Miracle will handle GA’s
- Institutional Research had a summer meeting held in Clarion – PASSHE moving ahead with SIMS – in stabilization mode viewing how we collect things; performance funding moving forward with a variety of things but significant changes on the way (FL model) some standards will return and universities can work on their own measures, marginal targets will also change. Verifying numbers from PASSHE now
• Arts & Sciences hires – Associate Dean, Dr. Jim Delle from Kutztown and Computer Science/Engineering hired first engineer; self-studies for ABET have started
• Council 13 started preparations for negotiations and Ship has been selected to participate
• Last day of fiscal year and last day for SAP
• Some changes were made to orientation in terms of transfer students by moving to the beginning and provided info on “S” drive so department secretaries could print schedules etc; also templates were made available which made scheduling go better - training was also made available and eat and mingle meal tickets so folks could eat/talk with families
• Finished successful LPAC season – next week is beginning of 3 festival series – brochures will be available to Circle of Friends beginning next week (Phillip Phillips Sept. 8)
• Welcome Liz Fisher to President’s Cabinet as Forum Chair
• APSCUF state level has sent formula letter to Chancellor stating they are interested in negotiating contract which is required 1 year prior; also selected negotiating team at state level
• Campus APSCUF met with legislators in spirit of budget

MEETING ADJOURNED 11:22

MINUTES prepared by Robin Maun