

SHIPPENSBURG UNIVERSITY

PRESIDENT'S CABINET

Tuesday, January 20, 2009
8:30 a.m., CUB Lounges

Presiding: Dr. Ruud

Members Present: Mr. Clinton, Mr. Ebersole, Ms. Fawks, Dr. Finucane,
Dr. Folmer Clinton, Dr. Gigliotti, Mr. Gray, Ms. Grissom,
Dr. Harpster, Mr. Hershey, Dr. Holoviak, Dr. Johnson, Dr. Lovett,
Dr. Lyman, Dr. Mathes, Dr. Mike, Dr. Page, Mr. Pilgrim, Dr. Ruth,
Mr. Ryan, Dr. Sax, Dr. Schoolcraft, Dr. Schultz, Dr. Serr, Dr. Speakman,
Ms. Stitt, Dr. Topper and Dr. Wehrung

APPROVAL OF MINUTES:

Upon a motion of Dr. Folmer Clinton, seconded by Dr. Ruth, the minutes of the December 15, 2008 meeting were approved.

PRESENTATION:

Dr. Greg Ochoa conducted a presentation on the benefits of combing the Academic Success and Summer Start programs. Dr. Ochoa will provide Cabinet with a progress report at the first meeting of the Spring 2010 semester.

FROM AFSCME:

Mr. Hershey announced the election results as listed below. The executive committee will rotate to attend meetings.

Wayne Hershey – President
Cindy Stitt – Vice President
Shirley Smith – Secretary
Doug Stepler - Treasurer

FROM SHIPPENSBURG UNIVERSITY FOUNDATION:

Mr. Clinton announced that work at the Domestic Casting lot should be finished by May 15. He thanked Cytha Grissom, Denny Terrell and Roger Serr for their help during this project. He also announced that the Hoffman Mills warehouse purchase is final. Renovations are already beginning.

FROM THE VICE PRESIDENT OF ADMINISTRATION & FINANCE:

Fee & Refund Schedule: Ms. Fawks reviewed the 2009 Summer Fee & Refund schedule. Cabinet members voted unanimously to approve the schedule as shown in MINUTES ATTACHMENT 1.

Administrative Services: Ms. Fawks announced that the 5% divisional cuts were taken back last week.

Human Resources: Dr. Topper announced that PASSHE is following our lead by requiring each University to do criminal background checks on all new employees. All we need to do is add standard language on the employee application.

Campus Security: Chief Grissom reported that the basketball game that was aired on CBS Sports went well. The Spiritual Center parking lot will be closed for two days due to blasting at the Domestic Casting parking lot.

FROM THE VICE PRESIDENT FOR STUDENT AFFAIRS:

Athletics: Dr. Page thanked everyone involved with the CBS basketball game. The CBS crewed felt we did a great event. February 18 will be “Think Pink” day and the Lady Raider Golf Tournament will be on June 15.

Dean of Students: Dr. Lovett thanked everyone involved in orientation. Housing is at 97% capacity – up 83 students over last year. We are in the process of hiring 23 RA’s and 3 RD’s.

Student Association: Mr. Ryan thanked Dr. Page and her staff for a great basketball event and Dr. Wehrung for the MLK Day events. Last week, one of the student members of the Board of Governors stopped by and visited the Student Senate. He was very impressed with our campus. Upcoming events: Board of Student Government meeting next week in Harrisburg; Relay for Life; and the Big Event.

Dr. Serr reported that the consultants have finished their interviews with individuals about the after party event during Homecoming. Reisner Hall is on track to be done this summer and the CUB will be started. Approximately 250 students left this morning to attend the inauguration.

FROM APSCUF:

Dr. Finucane reported that APSCUF is keeping an eye on the budget. They are also looking forward to successful completion of the Middle States process. APSCUF continues to pursue the Academic Master Plan – there is a brainstorming meeting set for Thursday.

FROM UNIVERSITY FORUM:

Dr. Finucane reported on behalf of the Forum. Forum has discussed the budget situation and believe that the President is upholding the core values of the University. Dr. Berry has been attending meetings in Harrisburg related to the revisions to the presidential search process. Some changes are: no more instant decisions made at the Board of Governors meeting and no sites visits will be conducted to the candidates campus by the search committee.

FROM INFORMATION TECHNOLOGIES AND SERVICES:

Dr. Ruth reported on the following: a) the tech fee renewals have been approved for next year – we are getting the RFP out for new programs; b) the Student Help Desk is expanding this semester; and c) soon we will be installing/testing new equipment for mail storage.

Wireless Communication Policy: Dr. Ruth reviewed the new Wireless Communication Policy. Due to IRS regulations, we are required to discontinue University liable cell phone plans.

Lehman Library: Dr. Schultz reported that the library continues to prepare for upcoming renovations. This planning has created a need to temporarily relocate various services to other locations.

FROM THE EXECUTIVE VICE PRESIDENT FOR EXTERNAL AFFAIRS & UNIVERSITY RELATIONS:

Alumni Affairs & Government Relations: Mr. Ebersole reported that he is in the process of scheduling visits for the President to visit local and state legislators. He also announced upcoming alumni events.

Communications & Marketing: Dr. Gigliotti announced that two of our marketing billboards received CASE District II Awards for Marketing.

Luhrs Performing Arts Center: Dr. Folmer Clinton reported that the LPAC and the University are have developed a relationship with WITF. They were interested in pairing with a higher education institute, and they selected us. For every dollar we spend with them, they give us a dollar for media. Event update: a) beginner & advanced dance lessons; b) H.O.P.E. Scholarship dinner with Juan Williams (formerly the Gifted Minority); c) Max & Ruby replaces Arthur Live, which was cancelled; d) African Footprint has been cancelled due to production & owner health issues; e) theatre tours; f) Rain the Beatles tribute; g) weather center; and h) military band & jazz nights.

FROM THE PROVOST AND SENIOR VICE PRESIDENT FOR ACADEMIC AFFAIRS:

Dr. Lyman announced that Dr. Tom Enderlein, Executive Director of the Institute for Public Service has retired. Arrangements for an interim are in the works.

Enrollment Management: Dr. Speakman distributed and reviewed the most recent admissions activity report. There are 6223 students scheduled and registered. This is up 178 students over the 6045 for 2008.

Middle States: Dr. Schoolcraft indicated that the edited self-study will be mailed to team members with information through July 1. An addendum will be created which will show progress since then. A substitution on the team has been made. Edward Schoen from Rowan University has been added at the assessment specialist.

Social Equity: Dr. Wehrung announced various events for the MLK celebration. She indicated an increase in minority and international applicants for faculty positions.

Arts & Sciences: Dr. Mike reported that the college is focusing on a teacher/scholar model. The Dean's Advisory undergraduate research committee is developing a focus and program.

Education & Human Services: Dr. Johnson reported they are still working on elementary certification changes. Syllabi, vitas and program documents are being loaded into electronic format.

Business: Dr. Holoviak announced they are ramping up for the AACSB visit during the Fall 2010. Accounting standards are changing in 2014. Curriculum for 2010 needs to be ready.

Extended Studies: Winter on-line pilot is at 95% capacity.

PRESIDENT' REPORT:

- The Board of Governor's financial workshop was for one hour. He asked everyone to be knowledgeable about the budget – do what is necessary and look for possible savings for next year. July appropriations will not be what we got last year – we could get zero. If we get zero appropriations and 2% tuition, we are still looking at a \$3.5 million deficit.
- A draft smoke-free policy was shared. Everyone is to review and make changes or comments back to Dr. Ruud. It is noted that the smoke-free should be changed to tobacco-free.

MEETING ADJOURNED at 11:00 am

MINUTES prepared by Robin Maun