SHIPPENSBURG UNIVERSITY

PRESIDENT’S CABINET
Monday, February 25, 2013
9:00 a.m., Century Cafe

Presiding:              Dr. Ruud

Members Present:       Mr. Bryson, Ms. Diehl, Dr. Ebersole, Ms. Fawks, Dr. Finucane, Dr. Folmer Clinton,
                       Dr. Gigliotti, Mr. Goldbach, Ms. Grissom, Dr. Harpster, Dr. Johnson, Dr. Kooti,
                       Dr. Lyman, Dr. Mayer, Mr. Michaels, Dr. Mike, Mr. Pilgrim, Dr. Ruth, Dr. Sax,
                       Dr. Schoolcraft, Dr. Serr, Mr. Stepler, Dr. Stokely, Dr. Topper, Mr. Washabaugh,
                       Dr. Wehrung and Mr. Wonders

Others Present:        Ms. Anne Detter for Mr. Clinton, Dr. Debra Cornelius for Dr. Grove, Dr. Michelle
                       Foreman for Dr. Mathes, and Mr. Brian Johnson

APPROVAL OF MINUTES:

Upon a motion of Dr. Folmer Clinton, seconded by Ms. Grissom, the minutes of the December 10, 2012
and January 28, 2013 meetings were approved.

INFORMATION AND ACTION ITEMS:

Parking Fine: Ms. Grissom reported that there has been a misuse of parking spaces in the CUB/UPS lot.
The lot currently allows for 30 minute parking for individuals, including students, wanting to do business
inside UPS. The current fine is $10 and Ms. Grissom requests the fine be increased to $30.00. It is
hoped that the increased fine will deter individuals who are parking there for prolonged periods of time.
The University Police will continue to patrol/monitor the situation along with the assistance of UPS
employees who notice vehicles believed to be parked in these spaces for extended periods. Upon a
motion of Dr. Ruth, seconded by Dr. Topper, the increase was approved. It was agreed, after discussion,
that other parking fines be reviewed at the appropriate time.

Student Senate: Mr. Goldbach reported that the first round of election process is underway. The actual
election will take place after spring break. The annual SGBA meeting will be held in Edinboro.

Enrollment Management: Mr. Washabaugh reported that current numbers for undergraduate and
graduate are looking good for Fall 2014. Recruitment activities are on-going: graduate events will be
conducted this spring by the new grad recruiter; individual emails are being sent to admitted students
from counselors to provide a specific contact person; a newsletter is being sent to admitted students;
and letters are being sent to the parents of admitted students. Visitation sessions will begin out of the
Ceddia Union Building on March 7.

AMP: Dr. Sax reported that the AMP is in the process of going through the approval process; having
completed 10 of the 13. The document will then go to Academic Affairs Council and APSCUF Executive
Committee. Budget workshops will be conducted with department chairs to discuss the new processes
and how the changes to their budget requests.
Middle States: Dr. Schoolcraft reported that she and Dr. Grove continue to work on the PRR. The committee will meet later this semester.

Budget: Ms. Fawks gave an overview of our budget to date. She also provided some handouts with regard to the Governor’s proposal.

SU Foundation: Ms. Detter reported that the campaign is doing very well and as of last Friday we were at 63.2% or approximately $28.4M

President’s Report:

Dr. Ruud reported that we are in the final stages are appointing the steering committee for our strategic plan. We will be looking at creating one-page of strategic priorities. Dr. Cavanaugh’s last day will be February 28 and Dr. Peter Garland will be acting Chancellor beginning March 1. The Board of Governors is interviewing consultants for the search process. The multi-university app will be used for undergraduate only and is expected to be ready August 30 for fall 2014 applicants.

FOR THE GOOD OF THE ORDER/ANNOUNCEMENTS:

- Enrollment Management assessment will be conducted this week by Tom Williams
- Ten applications have been received thus far for the AVP of Enrollment Management position
- Everyone is encouraged to take the Preventing Harassment and Discrimination in the Workplace training which can be found on the Social Equity webpage
- An agreement with the University of Baghdad is waiting final approval from them
- Results of students taking the NSSE survey is down by 50% - we need 900 to complete the survey
- A search is ongoing for a new police officer
- According to the Chronicle of Higher Education, a federal sequester could implement a 5% cut across the board
- Information Security training going to college councils this semester
- SU was asked to join Banner XE Early Adopters Group. Academic departments are now using Banner XE software to develop fall schedules
- Text alert opt in to identify alert if for weather and will be used only for immediate changes such as closing
- Tentative agreements will all bargaining units in various stages of ratification
- APSCUF voluntary retirement incentive has strict deadlines; decision to retire must be made by March 29 with retirement by May 13
- APSCUF’s ratification vote is scheduled for March 4-6 on campus
- Interim President appointment will be made based on the BOG policy

MEETING ADJOURNED at 10:55 a.m.

MINUTES prepared by Robin Maun