

SHIPPENSBURG UNIVERSITY

PRESIDENT'S CABINET

Monday, November 17, 2008
9:00 a.m., Grove Hall Forum

Presiding: Dr. Serr

Members Present: Dr. Ruud, Dr. Berry, Mr. Bryson, Mr. Clinton, Mr. Ebersole, Ms. Fawks, Dr. Finucane, Dr. Folmer Clinton, Dr. Gigliotti, Ms. Grissom, Dr. Harpster, Mr. Hershey, Dr. Holoviak, Dr. Johnson, Dr. Lyman, Dr. Mathes, Dr. Mike, Dr. Page, Mr. Pilgrim, Dr. Ruth, Dr. Sax, Dr. Schoolcraft, Dr. Schultz, Dr. Speakman, Dr. Terrell, and Dr. Topper

APPROVAL OF MINUTES:

Upon a motion of Dr. Holoviak, seconded by Dr. Folmer Clinton, the minutes of the October 9, 2008 meeting were approved. Dr. Finucane asked that 'is' and 'who' be deleted from the last sentence under Middle States.

FROM AFSCME:

Mr. Hershey reported on upcoming elections and meetings for AFSCME.

FROM APSCUF:

Dr. Finucane reported on the following items: a) student turnout for voting was phenomenal – thanks to Dr. Serr and our town/gown relationship (it was noted that we are working on a closer polling place for the next election); b) the APSCUF Office moved from FOB to the 1st floor of Wright Hall; c) questioned how the budget cuts would impact faculty searches; d) the Executive Committee formed an ad hoc committee to work on the academic master plan with the Provost – moving forward on the design; and d) faculty have been engaged with the Foundation working on the campus campaign – hope this is a vehicle to strengthen relationships.

FROM UNIVERSITY FORUM:

The Forum will meet November 18. Dr. Berry was invited by the Personnel Committee of the Board of Governors to attend a meeting on presidential search processes.

FROM SHIPPENSBURG UNIVERSITY FOUNDATION:

Mr. Clinton thanked all those who helped with the campus campaign and Dr. Ruud for endorsing it. Total fundraising is down slightly but the annual fund is up about 15%.

FROM THE VICE PRESIDENT OF ADMINISTRATION & FINANCE:

Facilities: Mr. Bryson reported: a) the overlay of Rt. 696 is expected to start in March from King Street to Middle Spring creek; b) faculty and staff in Huber will be moved to alternate locations such as FOB, Horton and Gilbert – DGS to start in May.

Human Resources: Dr. Topper reported that the deadline to enroll in Phase 1 of the Healthy You wellness program is this Friday. No pin number is required as this point.

Holiday Schedule: Upon a motion of Dr. Terrell, seconded by Dr. Harpster, the 2009 Holiday Schedule was approved as shown in MINUTES ATTACHMENT 1.

Administrative Services: Ms. Fawks announced that SAP will be down November 21 - time can be entered until noon. The new funds management system will be up next Monday. The Board of Governors approved a budget request for next year with a 5.7% increase in state appropriations and a potential 4% increase in tuition.

Campus Security: Chief Grissom reported that violent intruder training is still open during December. Training for students will begin next semester.

Right to Know: Dr. Terrell announced that training on the new Right-to-Know law was held in Harrisburg. We should be getting out a draft version of the policy. Individuals will have five days to respond to requests vs. the previous ten. Refusals to provide information is punishable with a fine. Dr. Terrell will be the University's RTK Officer.

FROM THE VICE PRESIDENT FOR STUDENT AFFAIRS:

Athletics: Dr. Page reported on various athletic events. The current drug, alcohol and tobacco policy has been in place for a long time and will be reviewed and revised. The women's basketball game will be on CBS television on January 17. A variety of events are planned for that day. The academic success rate for student athletes in 2008 is 70% nationwide – Shippensburg's is 83%.

Dr. Serr reported that during Homecoming there was a situation involving the Step Show and police. Consultants have been hired to interview student leaders and police and make recommendations of how similar situations can be handled more effectively in the future.

FROM INFORMATION TECHNOLOGIES AND SERVICES:

Dr. Ruth reported on the following: a) the Board of Governors has approved the President's request for a non-SAP model – PA Banner will be explored; b) the emergency response team met to review documents presented last year – these documents have been updated; and c) with regard to the Right-to-Know – think about what you are saying in emails – it should be noted that once you delete an email, a final email will occur after 30 days.

Lehman Library: The A-Z collection is now housed on the top floor of the library; the micro film and reference manuals have moved to the lower level. Renovation of the 1st floor will probably go into the fall.

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

Dr. Harpster reported on the following items: a) the integrated marketing committee met last week; b) please be patient with offices within this division as they are currently short three positions – including the office staff in the EVP's office.

Communications & Marketing: Dr. Gigliotti reported that there are 26 days until commencement and 296 students will walk. Barbara Cross, Cumberland County Commissioner will be speaker for master's ceremony and Jerome Dean, SUAA President will be speaker for undergraduate ceremony. Deans are asked to remind their faculty to participate.

Alumni Affairs & Government Relations: Mr. Ebersole announced that the location of the Shippensburg mixer on December 4 has been changed to Premier Events, not M&T Bank. Mr. Ebersole mentioned various alumni events and meetings with government officials.

Luhrs Performing Arts Center: Dr. Folmer Clinton reported on the following: a) the Magic Tree House preformed for two shows and did outreach at GBLUES, the school district and public library; b) Peter, Paul & Mary has been rescheduled for March 20 due to health reasons; c) WITF will have a fundraising night and the Rain performance will be featured; d) dance classes will start in February at a cost of \$35 per person; e) the Luhrs Center will host an open house on March 11 from 6-8; f) the Chambersburg/Shippensburg Mixer went very well; and g) Camps & Conferences has a new web-site.

FROM THE PROVOST AND SENIOR VICE PRESIDENT FOR ACADEMIC AFFAIRS:

Dr. Lyman announced the academic master plan process is moving along. Two groups will be formed – planning support group and task force.

Enrollment Management: Dr. Speakman distributed and reviewed the most recent admissions activity report. Numbers are up – 5% for Fall 09 and 15% for Spring 09.

Middle States: Dr. Schoolcraft thanked everyone for their help during Dr. Hefner's visit in October. The visiting team has been selected and approved by the President

Academic Programs & Services: David Henriques announced a \$5000 grant advising excellence award. Five departments have shown interest.

Arts & Sciences: Dr. Mike reported: a) a recent A&S Advisory Council meeting was very successful; b) faculty will be teaching course work within the Marine Science Consortium; c) study abroad – encourage faculty to do short term studies.

Education & Human Services: Dr. Johnson reported that the official papers from NCATE were received and all conditions have been removed.

Extended Studies: Working with camps & Conferences to build and rebuild academic camps for summer 2009. Graduate student advisory board asked if they could run camps. Quality Matters – Ship is now a member along with 11 other PASSHE schools.

Business: Dr. Holoviak announced the following: a) the COB newsletter is now on email; and b) Frehn Center had a green building forum. Dr. Holoviak asked that everyone encourage the continued effort to look at other opportunities to increase the out-of-state tuition differential.

PRESENTATION:

Mr. Pilgrim gave an updated demonstration of the Voluntary System of Accountability (VSA).

PRESIDENT' REPORT:

- Dr. Ruud reminded everyone that the spring semester will be here early and that it will end early as well.
- The Vice President's to look at 5% reserves in their areas to give back the end of June 09.
- The goal for SU is to be tobacco free by Fall 2010.
- Vice President's will get more involved in the Board of Governors' meetings next year.
- Chancellor will review the system accountability – performance funding model. “We are not measuring the core of what we do.” The Chancellor will provide information to Institutional Research or the President's Office by December 15 how to reinvent the model.
- Management evaluation and compensation models will be reviewed.

MEETING ADJOURNED at 11:19 am

MINUTES prepared by Robin Maun