

## SHIPPENSBURG UNIVERSITY

### **PRESIDENT'S CABINET**

Monday, September 21, 2009

9:00 a.m., Grove Hall Forum

Presiding: Dr. Ruud

Members Present: Mr. Bryson, Mr. Clinton, Mr. Ebersole, Dr. Finucane, Dr. Folmer Clinton, Dr. Gigliotti, Mr. Gray, Ms. Grissom, Dr. Grove, Dr. Harpster, Dr. Johnson, Dr. Lovett, Dr. Lyman, Dr. Mathes, Mr. Michaels, Dr. Mike, Mr. Pilgrim, Dr. Pomeroy, Dr. Ruth, Dr. Sax, Dr. Schoolcraft, Dr. Schultz, Dr. Serr, Dr. Speakman, Ms. Stitt, Dr. Terrell, Dr. Topper, and Dr. Winter

Others Present: Ms. Debbie Martin for Ms. Fawks and Ms. Mary Rose Wilson

### **APPROVAL OF MINUTES:**

Upon a motion of Dr. Ruth, seconded by Dr. Harpster, the minutes of the August 31, 2009 meeting were approved.

### **FROM THE PROVOST AND SENIOR VICE PRESIDENT FOR ACADEMIC AFFAIRS:**

Dr. Cynthia Botteron introduced representatives from the Council on Undergraduate Research: Dr. Mary Crowe, from the University of North Carolina Greensboro and Dr. John Mateja of the National Science Foundation and formerly from Murray State. Drs. Crowe and Mateja addressed the importance, benefits and misconceptions of undergraduate research. Various meetings will be held throughout the remainder of the day.

Enrollment Management: Dr. Speakman distributed and reviewed the most recent admissions activity report. In addition, Dr. Speakman introduced and discussed the Dual Enrollment Scholarship that will be offered to surrounding high school students as shown in MINUTES ATTACHMENT 1.

Academic Master Plan: Dr. Schoolcraft announced that a task force has been selected and will be co-chaired by Chris Sax and Doug Ensley. The first meeting will be October 5.

### **FROM INFORMATION TECHNOLOGIES AND SERVICES:**

The following announcements were given: a)SOFOS, a virus software package, will be out this week; and b) a SIS kick-off meeting with the vendor will be held – fall 2011 implementation; end of 2010 Admissions then Financial Aid and registration.

**FROM VICE PRESIDENT FOR STUDENT AFFAIRS:**

Student Association: Meeting held last week - completing applications for chairs to academic committees; Freshman elections will be held today through Friday. Tickets for parking violations in the new parking lot will begin today – a recycling center will be put there as well.

**FROM THE VICE PRESIDENT OF ADMINISTRATION & FINANCE:**

Budget: Still nothing definite on a budget.

Human Resources: Training sessions for this semester will begin this Friday; Active Listening and Violent Intruder Training.

Wellness Programs: Mary Rose Wilson was recognized for her extraordinary efforts to provide wellness opportunities to the campus communities. Because of Mary Rose's efforts, SU has the best program in the system. She shared information on upcoming programs. A grant from the Carlisle Wellness Foundation is up to \$10,000. In order to get grant monies, we must show visible support from management. All are encouraged to attend programs and support your staffs to attend as well. Dr. Ruud asked about a challenge for President's Cabinet.

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

- A test text alert message was conducted. Information was distributed over 4 minutes with very few bounce backs. Approximately 5000 have registered.
- Dr. Lovett is visiting residence halls at various times of day. Everything seems fine – RA's are doing programs with students, buildings are clean, etc.
- Forum met last week. The Governance Review Committee will be reappointed to look at the Governance Review document which hasn't been reviewed in 15 years.
- The RFP for the PASSHE new learning management system was done last week.
- Dr. Sax and Dr. Deb Jacobs were appointed to the evaluation team for SIS.
- The Entrepreneurial Leadership Center held their opening event last week.
- Huber Art Center renovation/construction will begin late September/early October and will commence for about 1 year. A fence will close off the area and there will be some changes to traffic flow.
- CUB design will be on the street in October with hopes the project will begin in April.
- There will be a conference call with Millersville regarding the Social Work accreditation visit next month.
- Students believe there is less seating in the Library now, according to the suggestion box. In actuality, there is only one less seat than before.
- The I81 website will be up soon.
- Friday is the Chamber golf outing at Eagles Crossing. A Legislative breakfast will be held on October 6 at SASHS.
- Everyone is encouraged to continue to be cautious with social networking.
- Today is freeze data day.
- Ads for the COB Dean search are ready.

**PRESIDENT' REPORT:**

- When information on the budget is available, it will be shared.
- Over the next 60 days, Dr. Gigliotti will be collecting information for the 2009 annual report.
- Two more groups will be added to President's Cabinet: APSCURF and SCUPA.
- PASSHE enrollment is up from 112,500 to approximately 117,000. Freshman enrollment is flat and transfers are way up.
- Everyone should continue to maintain alertness with regard to the H1N1 virus. We will make the vaccine available if possible.
- RFP to be done for consultant to look at processes in PASSHE – centralizing/decentralizing/recentralizing.
- Public funds document is still a working document.
- Talks on ongoing about the common academic calendar – starting second semester Monday after Martin Luther King Day and add a mini term equivalent to the summer schedule.
- Engage in conversations with candidates for Governor regarding the needs of PASSHE and SU.

**OCTOBER LUHRS CENTER EVENTS:**

- 1- Herman's Hermits
- 4- Ben Folds
- 8- Frankie Valli
- 17- America

MEETING ADJOURNED at 10:45 am

MINUTES prepared by Robin Maun