SHIPPENSBURG UNIVERSITY

PRESIDENT'S CABINET
Monday, September 17, 2012
9:00 a.m., Lehman Library

Presiding: Dr. Ruud

Members Present: Mr. Bryson, Mr. Clinton, Ms. Diehl, Dr. Ebersole, Ms. Fawks, Dr. Finucane, Dr. Folmer Clinton, Dr. Gigliotti, Ms. Grissom, Dr. Grove, Dr. Harpster, Dr. Johnson. Dr. Kooti, Dr. Lovett, Dr. Lyman, Mr. Michaels, Dr. Mike, Mr. Pilgrim, Dr. Ruth, Dr. Schoolcraft, Dr. Serr, Dr. Stokely, Dr. Terrell, Dr. Topper, Mr. Tritt, Ms. Troupe, Mr. Washabaugh, Dr. Wehrung, and Mr. Wonders

Others Present: Dr. Michelle Foreman for Dr. Mathes, Dr. Carolyn Callaghan for Dr. Sax, and Mr. Brian Johnson

APPROVAL OF MINUTES:

Upon a motion of Dr. Ruth, seconded by Dr. Harpster, the minutes of the August 27, 2012 meeting were approved.

PRESENTATION:

Comprehensive Campaign: Mr. Clinton introduced Mr. Tom Thomsen of Marts & Lundy. Mr. Thomsen gave a presentation on how the campaign got started and where we are now — ready to go into the public phase. Mr. Clinton announced that as of August 10 we were at 61% of the goal or $24.3M. Gifts are cash, planned or budgeted. As of September 17, additional gifts were received making the total commitment of $25.9M. The overall goal, which is $5M over the original goal, is $45M and will be announced in October. During the public phase, commitments of $11.1M and 7.9M in annual fund are needed. Mr. Clinton announced the public phase committees: College of Arts & Sciences; College of Business; College of Education & Human Services; Honors; Athletics: and Historic Quad (Stewart & Old Main 4th floor). Ms. Anne Detter spoke about campaign communications by Snavely Associates and the campaign video.

Dr. Ruud encouraged all to contact Mr. Clinton or one of the gift officers for questions or clarification. No gift is too small or to large — we are interested in participation and whatever that means to you. It is not the intent for anyone to feel pressured/forced to gift and the Foundation will not divulge any gift. Be creative with how you might give. If you are uncomfortable about fundraising, just tell your story and get others excited.

INFORMATION AND ACTION ITEMS:

Audit: Dr. Terrell announced that we just completed another audit with a clean opinion. She recognized Ms. Fawks and her staff; specifically Ms. Fawks and Ms. Jane Thompson for their hard work and dedication.

Budget: Ms. Fawks reviewed the current budget as shown in MINUTES ATTACHMENT 1. By freeze date we may be down 300+/- and performance funding numbers may be available this week. Dr. Ruud indicated that we can create a smaller gap by working with Admissions to increase our population.

Social Equity: Dr. Wehrung reviewed the Anti-Discrimination and Anti-Sexual Harassment policies, as shown in MINUTES ATTACHMENTS 2 & 3. The Anti-Sexual Harassment policy was last updated in 1997. Recommended changes were: changing the filing requirement of 300 days to 365; tightening the fact finding language; and changing the GPA requirement for students to serve on the Fact Finding Board from 2.0 to 3.0. Upon a motion of Dr. Kooti, seconded by Dr. Johnson, the changes were approved.

The Anti-Discrimination policy was last updated in 1991. Recommended changes were: changing the GPA requirement for students to serve on the Fact Finding Board from 2.0 to 3.0 and filing requirement of 180 days to 365. Upon a motion of Dr. Lyman, seconded by Dr. Kooti, the changes were approved.

Dr. Topper indicated that there is a proposed third policy that can address Anti-Harassment generally but those philosophies and issues could be acted upon through the Anti-Discrimination policy, thus eliminating a policy. Dr. Topper suggested that the Cabinet discussion regarding extending the reporting periods beyond 300 days be taken up with Legal Counsel. Drs. Finucane & Grove stated that while the policies were endorsed by Forum, Dr. Grove indicated that Forum wasn't comfortable with the policies, specifically the procedures. Dr. Ruud asked that these concerns be put in writing for review of legal counsel.

Enrollment Management: Mr. Washabaugh indicated that freeze data will be available by the end of the week as today is the 15th day. Thanks to all that participated in the Open House on Saturday. In an effort to increase connections with students and counselors, information will be available in the CUB until 2:00 after the Open House. Kick-off today with visitation tours ending at the CUB. In addition, each family will be provided with a folder of information. Counselors are now on the road and a 9mo New Jersey recruiter was hired. Another new item is that applications, transcripts, and SAT's will be ready at high school visits for counselors to return with. Dr. Schoolcraft reported that Mr. Goshorn has added 12 new graduate events out-of-state. Graduate information sessions have been added on campus and at the Dixon Center. There is an increase to different web services. There will be 38 new international students this fall; 25 grads; 8 exchange; 2 undergrad soccer recruits.

Student Senate: Ms. Troupe reported that elections begin this week.

External Affairs: Dr. Harpster thanked everyone, especially the College Democrats, for helping with the Susan Spicka visit. Ms. Spicka met with administrative staff, faculty and students. Drs. Harpster, Ruud & Ebersole traveled to Washington and visited with Toomey, Platts, Barletta, Shaheen and staff from Casey & Shuster. A site visit to Scotland School with Winebrenner Institute & Seminary will be done on Friday as Winebrenner is encouraging appropriate use of the property for summer camps, course work, etc.

Information Technology & Library Services: Dr. Ruth introduced Dr. Michelle Foreman, the new Assistant Dean & Director of the Library and Ms. Amy Diehl, who will be a new member of President's Cabinet.

President's Report:

Dr. Ruud reported on the following items that are on the Council of President's agenda for 9/19: implementation of HEMA; Macguire student (look and examine the flexibility/elasticity of tuition); change in policy to make managers below 190 merit principle and managers 190 and above "at-will"; October BOG — gap of where tuition is and what the revenue will be; and seven BOG appointments have expired.

Dr. Ruud also stated that the Governor's Commission has divided into four committees and have been meeting but no further information. The IAG (Institutional Assistance Grants – provided by the Governor) have been brought to their attention. These grants are given to every PA resident who attends a private institution — PHEAA gives that school funds.

FOR THE GOOD OF THE ORDER/ANNOUNCEMENTS:

Multi-university electronic app go live July 2013 for fall 2014 - confirmed by all universities the portion of the app that will be common and the questions that will be specific to the individual institution
Everyone is invited to visit renovated areas - LL 203, 204, & 205 - with new seating areas in lower level, new computer stations and Dr. Schultz's donation of the preserved weather vane in the lobby
Phishing attacks — they get into your mail and get your bank/credit card information. Look at return address or URL address because the screen will look legitimate. SU will never asked for your user ID or password in an email
Replacement storage network was installed but having some performance issues
Testing proxy access for Banner to view bills and financial information
Enhancements to Banner 9
Ad Astra equipment failure — working to repair
Parents & Family day this weekend – registrations are very high
Student athlete advisory committee is very involved — 2011-12 SAC raised $10,500 for Make-A-Wish and was 3rd in country for DII
Organ donation initiative at sporting events this week
Zach Zulli was named PSAC player of week for 3 weeks in a row
Red Sea — "Shape Up or Ship Out" students participating in sporting events
First meeting for Middle States PRR is Sept. 28
Drs. Schoolcraft and Stokely to help Ship address our student success — consultant coming Nov. 9 — team of 25 all day workshop — more information to follow and Cabinet is encouraged to hear opening address of the speaker
Kick-off student research — call for proposals u/g deadline to apply for grants is Oct. 3
Student Awards will be May 4 @ 2:00 in LPAC
National Science Foundation notified us of a 5-year award of $586,600 achievement in STEM
Test of alert system will be at 4:00 on Wednesday
New system that will allow web based system access to all TV's on campus to allow specific messages out to campus
Forum meets Sept. 18
Robin McCann doing sabbatical with Cumberland County Forensics lab — met with director and if Cumberland County was willing to co-locate its labs at Shippensburg if we would include them in a new science building — if we put forensics into the building, federal and state funding would be available

UPCOMING EVENTS:

September 20 – Shippensburg Chamber golf
22 – Parents & Family Day
October 5 – Homecoming

MEETING ADJOURNED at 11:30 a.m.

MINUTES prepared by Robin Maun