SHIPPENSBURG UNIVERSITY

PRESIDENT'S CABINET
Monday, August 29, 2011
9:00 a.m., Century Cafe

Presiding: Dr. Ruud

Members Present: Mr. Bryson, Dr. Burg, Mr. Clinton, Ms. Dixon, Dr. Ebersole, Ms. Fawks, Dr. Folmer Clinton, Dr. Gigliotti, Ms. Grissom, Dr. Harpster, Mr. Hershey, Dr. Jacobs, Dr. Johnson, Dr. Kooti, Dr. Lovett, Dr. Lyman, Dr. Mathes, Mr. Michaels, Dr. Mike, Mr. Pilgrim, Dr. Ruth, Dr. Sax, Dr. Schoolcraft, Dr. Schultz, Dr. Serr, Dr. Speakman, Dr. Terrell, Dr. Topper, Dr. Wehrung, and Mr. Wonders

Others Present: Mr. Brian Johnson

APPROVAL OF MINUTES:

Upon a motion of Dr. Ruth, seconded by Dr. Harpster, the minutes of the May 9 & 10 and July 19, 2011 meetings were approved.

INFORMATION AND ACTION ITEMS:

Information Security Plan: Dr. Ruth addressed changes made to the Plan. Upon a motion of Dr. Ruth, seconded by Dr. Wehrung, the changes were approved. The full Information Security Plan can be viewed at www.info.ship.edu and selecting the Summer 2011EIS.

IT Committee Assignments: Dr. Ruth reviewed the updated IT committee listings. He pointed out that faculty are listed as representatives on an ad hoc committee for Academic Technology Review Committee. Any staff associate representatives who wish to serve on a committee are to contact Shirley Smith. Dr. Ruth also reminded everyone that no one should give their user id information out and stressed that SU staff will not ask for it.

Academic Master Plan: Dr. Sax reported that modifications to the mission, goals & objectives were worked on over the summer. Three faculty changes will be necessary to the committee. Potential action items may be ready in a few weeks.

Program Prioritization Standards: Dr. Lyman reported that the PPS task force met August 17 and continues to look at academic and non-academic programs in an effort to react to budget challenges and constraints.

Enrollment Management: Dr. Speakman announced the following: SAT report will be will be available by the 15th day of class; open house is September 17 with over 1000 registered; and SU will be hosting a PASSHE high school counselor information day this spring.

11/12 Fee & Refund Schedule: Ms. Fawks reviewed the proposed fee and refund schedule. Upon a motion of Dr. Harpster, seconded by Dr. Topper, the schedule was approved as shown in MINUTES ATTACHMENT 2. She noted that graduate students are now paying per credit hour regardless of how many credits they take.

Budget: Dr. Terrell recapped the 2010/11 budget and where we are heading for 2011/12. Dr. Ruud noted three concerns still linger: Governor possibly requesting further reductions; BOG not increasing tuition; and bargaining units are still unresolved. Drs. Burg & Jacobs expressed their concern over Academic Affair's cuts and the effect they had on class size, no faculty or canceled classes.

Tuscarora Room Rental Fee: Dr. Folmer Clinton presented a request to charge a rental fee for the use of the Tuscarora Room for weddings only. Upon a motion of Dr. Serr, seconded by Ms. Grissom, the fee was approved.

External Affairs & University Relations: Dr. Harpster announced that the Social Media Committee would meet next week to finalize the guidelines. If you have comments, please get them to him quickly. Also, the Integrated Marketing Committee is finalizing its membership and will meet soon.

Orientation: Dr. Lovett indicated that move-in was successful. He thanked Darrell Claiborne & the CUB folks for the breakfast bingo. The residence halls are just slightly over occupancy.

Student Senate: Ms. Dixon reported that is busy with the recent Activities Fair, recruiting for committees; upcoming Senate retreat; first caucus meeting; and preparing for Homecoming elections.

University Bookstore: The brand new bookstore is open and under new management by Follett. Please provide comments about the new store to Dr. Serr or Ms. Dixon.

PRESIDENT'S REPORT:

Dr. Ruud reported that he accompanied the University Police on patrol late Friday/early Saturday morning. He complimented Chief Grissom for the care and service that her officers display. Additional conversations and joint efforts need to continue with PA State Police.

Dr. Ruud reported that the following items are being discussed by the Council of Presidents: retrenchment; merit employees; budget; advocacy and the President's being more involved; Higher Education Modernization Act; tuition differential; fee caps; more flexibility on entrepreneurial; tuition; enrollment and enrollment management; programmatic changes; privatization; distance ed; and partnership programs. Dr. Ruud asked if anybody was interested in serving on a Middle States reaccreditation team to talk with him or Dr. Ruth on how to get started; there are opportunities available.

Dr. Ruud indicated that his themes for Cabinet this year are to pass information from these meetings down through your respective areas and customer service.

FOR THE GOOD OF THE ORDER/ANNOUNCEMENTS:

- General Education Council will hold its first meeting this Thursday
- Commitments for quiet phase of the Campaign are at $13M; $6+M cash on hand; annual fund is up; 15 new scholarships; housing is at 97%; and Child & Family Center received reaccreditation of NAYCE;
- LPAC has had very good sales since July 23 – Bill Cosby & Manheim Steam Rollers are sold out shows; Loretta Lynn has been rescheduled to March 2
- Working with Jerry Fowler for a new co-hort in Spring Grove
- SU will host PASSHE grant officers in October
- Lehman Library has 18 new computers in addition to new space on lower level
- Academic Day was successful – thanks to Sean Cornell and Jose Ricardo'; 1100 students registered
- APSCUF expressed concern over larger classes this semester and is hopeful that they will be reduced next semester with the surplus funds
- Chamber Mega Mixer at Allenberry on September 8
- Homecoming is October 1
- Huber Art Center grand opening/ribbon cutting is September 1
- 100 graduate students participated in orientation
- Managers are reminded that self-performance appraisals are due
- Healthy U will run through May – 70 points must be earned and SU is still the highest participant
- A brief update on AFSCME settlement for supervisors and managers will be held end of September
- Anti-harassment training is available on-line; all are encouraged to take
- Human Understanding committee is gearing up
- University Police were recognized for their dedicated and professional and Lt. Rumberger for working a double shift to ensure the traffic flow for move-in went smoothly
- We will experience parking problems over the next several years due to the housing project
- Student Veterans Association will sponsor a 10th anniversary service for 9/11 at 2:00 on Sunday, September 11

Dr. Ruud challenged Cabinet members to find something on campus they've never been to or done before.

MEETING ADJOURNED at 11:15 a.m.

MINUTES prepared by Robin Maun