SHIPPENSBURG UNIVERSITY

PRESIDENT’S CABINET
Monday, February 21, 2011
9:00 a.m., Century Café

Presiding: Dr. Ruud

Members Present: Mr. Clinton, Dr. Ebersole, Ms. Fawks, Dr. Folmer Clinton, Dr. Gigliotti, Ms. Grissom, Dr. Grove, Dr. Harpster, Dr. Jacobs, Dr. Johnson, Dr. Kooti, Mr. Latanishen, Dr. Lovett, Dr. Lyman, Dr. Mathes, Mr. Michaels, Dr. Mike, Mr. Pilgrim, Dr. Pomeroy, Dr. Ruth, Dr. Schoolcraft, Dr. Schultz, Dr. Serr, Dr. Topper, Mr. Tritt, and Dr. Wehrung

Others Present: Mr. Brian Johnson and Ms. Brittni Enerson

APPROVAL OF MINUTES:

Upon a motion of Dr. Folmer Clinton, seconded by Dr. Ruth, the minutes of the January 24, 2011 meeting were approved.

INFORMATION AND ACTION ITEMS:

2011 Summer Fee & Refund Schedule: Ms. Fawks reviewed and discussed the Fee & Refund Schedule for 2011. Upon a motion of Dr. Harpster, seconded by Dr. Johnson, the Schedule was approved as shown in MINUTES ATTACHMENT 1.

Record Retention Policy: Dr. Terrell is still receiving revisions to the policy; therefore, discussion was tabled until the March meeting. Additional revisions should be given to Dr. Terrell at your earliest convenience.

Food Service Draft Policy: This draft policy relates to the PASSHE Public Funds document and addresses only staff retreats and workshops. This includes students who are on the University payroll, not students in general. Upon a motion of Dr. Grove, seconded by Dr. Kooti, the policy was approved as shown in MINUTES ATTACHMENT 2.

Academic Master Plan: Open forums will be held beginning today at 3:30 and again on February 24, 28, & March 3. Times and locations are posted on the website.

Enrollment Management: Dr. Lyman reported that freeze data is not yet available and Fall numbers are on target.

Student Affairs: Dr. Lovett discussed a meeting that was held with local law enforcement and PA State Police re issues with enforcement of our students in the township and borough. It was a productive meeting that addressed complaints about our students, the noise and their frustration with resistance from our students. It was pointed out that not all residents of Richard Avenue are our students. Other folks are moving in to take advantage of the area. The township is proposing new ordinances and administrators will be meeting with township and state officials.
Dr. Serr reported that the housing project continues with work on the financial documents. The CUB is on track, if not ahead of schedule. There is an unexpected need to vacate the building for 2 ½ months this summer to address fire codes.

**Information Technology:** Dr. Ruth gave an update on email retention as discussed at the recent CITO meeting. Banner go-live with Financial Aid went smoothly. A mock registration was conducted to prepare for scheduling next month. Concerns were discussed regarding what information the students are receiving about the new scheduling process.

**PRESIDENT’S REPORT:**

Dr. Ruud gave an overview of the following items that were discussed last week at the President’s Retreat: tuition discretion and mission differential; eliminate excessive approvals processes and regulations using prime contractors; Trustees to establish appropriate fees and tuition discounting.

Dr. Ruud also talked about our out-of-state (OOS) tuition policy and that a task force would be meeting to discuss. Some options would be offering scholarships to OOS students instead of a percentage and include international students (JFK scholarships). Additional items: a) PASSHE Advocacy Days are scheduled for April 4&5; b) may be qualitative measures associate with performance funding; and c) looking at opt in/out models for CUO’s.

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

- Doing well in Healthy U phase IV so far
- Union negotiations not doing much; waiting for budget
- Updates on Social Equity policies
- Visit the exhibits in Lehman Library
- “Rocketman,” Lucas Kalathas, will conduct a presentation in Lehman Library on March 1
- Retired Peace Corps volunteers asked to participate in 50th anniversary celebration on March 29
- APSCUF acknowledged, with appreciation, the rescinding of the retrenchment letter by the President but still have concerns over sabbatical replacements
- Forum met February 15 and discussed the class size proposal for the Chemistry Dept.
- Governance document now includes the General Education Council — document needs to go through appropriate approval channels
- Board of Student Government Presidents recently met in Mansfield
- Student Government elections will begin in March
- **Chicago** has been added to the line-up at the LPAC on May 21; tickets go on sale Thursday
- Early results for the phone-a-thon are good
- Transfer of real estate from SUF to SU for the chilled water plant is complete
- Secured $5,000 from an external grant for the rocket program
- Several alumni events are planned during March and April
- Donovan Yaukey is the new Shippensburg Chamber President and Barb Hoover is President-Elect
- Advancement VP’s met last week and discussed the PASSHE Higher Education Act; Advocacy Days; and RTK – next Advancement conference will be held in May at Edinboro
- Proposed fees for Academic Affairs will be available next week
- Athletics thanked everyone for their support in the Pink Zone; an Unsung Hero presentation will be made at the last home basketball game
• An e-mail was distributed with new Orientation date changes

MEETING ADJOURNED at 10:49 a.m.

MINUTES prepared by Robin Maun