SHIPPENSBURG UNIVERSITY

PRESIDENT’S CABINET
Monday, January 29, 2018
9:30 a.m., Century Café

Presiding: Dr. Lyman

Members Present: Mr. Bodenhorn, Dr. Callaghan, Ms. Detter, Dr. Diehl, Ms. Fawks, Dr. Garris, Dr. Hale, Ms. Halkias, Dr. Haughie, Dr. Hill, Mr. Horn, Dr. Kooti, Dr. Laskowski, Dr. Lovett, Ms. Mapp, Ms. Maun, Dr. Mayer, Dr. Mike, Mr. Miller, Mr. Roth, Dr. Ruth, Dr. Schoolcraft, Dr. Topper, Dr. Truss, Dr. Velez, and Ms. Yarwood

INTRODUCTION OF NEW MEMBERS:
The following are new to the University and new members of President’s Cabinet:

Ms. Maya Mapp, Director of Admissions; Dr. Donta Truss, Vice President for Enrollment Management & Student Success; and Dr. Daniel Velez, Chief of Staff.

PRESENTATION:

Mr. Roth gave a presentation on the Facilities Master Plan methodology and the proposed timeline for completion.

APPROVAL OF MINUTES:

Upon a motion of Dr. Topper, seconded by Dr. Ruth, the minutes of December 4, 2018 were approved as shown in MINUTES ATTACHMENT 1.

INFORMATION & ACTION ITEMS

Middle States: Dr. Schoolcraft provided and discussed the list of milestones for the upcoming Self-Study visit, as shown in MINUTES ATTACHMENT 2. Dr. Lyman indicated that Middle States provides a sample timeline and we are in line and compatible.

Enrollment Management/Student Success: Change is a process: not an event. Dr. Truss shared enrollment data - Spring 2018 (compared to last year this time): applications: up 4% FTIC; down 21% transfers; and down 8% grad; Admitted: up 7%; down 20% transfer; down 12% grad; confirmation: even FTIC; down 25% transfer; and 11% grad; 96% paid for Spring. Our total enrollment is 6060 (over 6500 last year) and will serve as a benchmark as we begin to move forward.

Dr. Truss also discussed: All admission processes are being reviewed to ensure student success and quick turnaround - this is a competition; we will have discussions on retention - in and out in 4 years is the goal; populations – where are the areas to enhance; all areas under enrollment management will have a critical analysis done.
Technology: Dr. Ruth reported that the data network & telecommunications project is a part of the Facilities Master Plan joint infrastructure. This project slated to start this week will last the next 50 years. At the same time, we will be looking at the next generation of the telephone. It will provide features on your desk or laptop and perhaps your cell phone.

External Relations: Dr. Garris announced Premiering Ship events to take place in Pittsburgh and Philadelphia in February and March. Shippsgiving fee waiver campaign resulted in 1097 applications. This effort has been expanded and will offer custom fee waivers, such as ShipServes – for community events and ShipROTC. A digital media team is in place: video and web content – David Oliver and Chris Eckstine.

SU Foundation: Fundraising for 2017 showed a 15.9% increase in major gifts and 11.9% increase in annual fund. Thanks to those who participated in the video campaign. The campus campaign will kick-off in February. Chairs are: Sara Grove for Faculty; Amy Diehl for Administration; and Deb Booz and Rob Tritt for staff. Scholarship drive – started or name by faculty members. Make a donation in honor of a faculty member. The annual report was sent via email or is available on the Foundation website. The Courtyard Marriott continues to do well and is in the top 5% of over 1000 properties.

PRESIDENTS REPORT:

Dr. Lyman reported on behalf of President Carter.

Council of Trustees was held on Friday at which time a Citation presented at the luncheon honoring the Field Hockey team as national champions.

System updates: Chancellor search updates are available on the web; another review, similar to NCHEMS, is being completed by RAND Corp, who is currently speaking with senior representatives of each institutions; the Board of Governors has restructured its committees – Student Success and University Success; major changes to policy for approval of new academic degree programs to be delegated to the Chancellor – this process is designed to be more streamlined and to give the institutions more flexibility; President Carter is co-chairing the Student Success Task Group; the April 4 & 5 BOG meeting will be held on SU campus; review of all policies will be reviewed and outdated policies will be rescinded; proposal for tuition changes for out-of-state students; Advocacy Day will be February 22 and will be conducted slightly different; changes to performance funding – 10 indicators have been reduced to 5; and the Chincoteague Bay Field Station is currently searching for a new director and the property is still up for sale.

The SASD voted last week to stay a K-5 school. The affiliation agreement will be reviewed.

The FYE retreat was held Friday & Saturday. John Gardner & Stephanie Foote were special guests. Thank you to Steve Burg, Laurie Cella, and Javita Thompson.

FOR THE GOOD OF THE ORDER:

- The SUAA will hosted a hospitality suite during the Chambersburg Ice Fest on Saturday. SHIP was in/on ice!
- VP for Administration & Finance search will resume with a new pool of applicants. Phone interviews will be conducted end of this week.
• The severe weather policy is being updated
• A significant amount of curriculum work to retool existing classes and redeveloping others is happening for the FYE
• A rebranding initiative is going on in OM – SU colors will replace the “green” on the first floor and the 203 conference room suite
• The very cold temperatures caused a few leaks so temperatures will be increased to 55-65 while closed
• Financial assessment follows a red, yellow, green assessment. Previous 3 years we were lowest in yellow; this year next to last in yellow. More to come as the assessment is reviewed.
• A task group reviewing SIMS took 2 recommendations to hold down costs to Council of President last week. They will consider with a decision by February 9.
• New web content system vendor change due to budget. Top 2 vendors joined and resulted in rollover of content.
• From EdHS: hosting Social Work site visit; symposium serves poverty awareness focus; Jennifer Pyles secured a grant – Pennsylvania’s Race to the Top Early Learning Challenge; looking to ways to engage Dean’s List students.
• Forum meeting was specifically focused on FYE & revisions to structure of gen ed program. President Carter made a strong commitment to FYE; FYE makes a difference in retention. It will be a very busy semester in Forum to do these changes. Retired faculty can contribute.
• APSCURF contributed $4000 (2000 each) to 2 scholarships – H.O.P.E. and Outstanding Student
• Jonathan Skaff advanced as a Fulbright semi-finalist
• 25 COB students engaged in peer to peer mentoring training for the jr/sr level for at risk students – alumni is engaging with these students moving toward the job market
• Two new tools - Ellucian analytics for Financial Aid and Admissions to support enrollment management and Banner document retention to help with retention policy
• Banner 9 Administrative Forms is replacing Banner 8 INB used by backend users – the look is different and functional users are testing their processes. Training will be available for all Banner users. The old system will be turned off in December.
• LPAC mid-season brochure is out with 2 new shows added: Crowder on March 9 and Beatles vs. Stones on April 12;
• Estate planning seminar on June 1 will focus on new tax and job acts
• PCDE winter scheduling ended at 1216 – up 20 over last year. Spring was 578, up from 536.
• Library updates: faculty provided collaborating series; mobile device charging stations have been installed on different floors; planning for continued refurbish of top floor; spring will be the 50th anniversary of “carrying the books;” spring & fall working to provide resources for STEM
• 682 Raider Success Scholarships have been offered; 94 have confirmed
• “Experience Ship” was held Saturday as outreach event to local high schools
• Creating a student recruitment team with Student Government
• Petitions for ERC membership will go out February 5
• Changes to be made to the constitution to allow for more students to be involved in committees who are not directly involved in student government

MEETING ADJOURNED AT 11:50 am

MINUTES prepared by Robin Maun