APPROVAL OF MINUTES:

Upon a motion of Dr. Ruth, seconded by Dr. Kooti, the minutes of September 11, 2017 were approved as shown in MINUTES ATTACHMENT 1.

INFORMATION & ACTION ITEMS

Middle States: Dr. Delle reported that feedback from various constituents has been received regarding those participating on workgroups. The initial meeting will be held on October 13. A self-study design has been completed and sent to Dr. Haq. A document roadmap has been developed and available on the “S” drive and questions are being compiled for Dr. Haq. A review of the rubric will be conducted as well. A website has been developed so that the campus can follow the process/progress.

Strategic Planning: Dr. Jim Delle conducted a presentation on TracDat. The purpose/goal is to correlate all of our current reports so that they can all speak to each other. All information is entered into one place and in a consistent manner. A pilot is being conducted using 3 projects: the student learning outcomes; academic master plan data; and objectives and goals from units and divisions to the USP. Training sessions will be held in the next few weeks.

Enrollment Management: Dr. Haughie shared the freeze data.

Tuition Per-Credit Pilot: Ms. Fawks reviewed updated per-credit data, as shown in MINUTES ATTACHMENT 2, and discussed the downward trends. The Make It Count campaign will be reiterated to students. We need to continue assisting the students to schedule wisely. Funds from the pilot is available to assist students who need a little extra financial assistance. It was noted that the per-credit is having an impact on non-majority students and those students taking more than 13 credits who filed FAFSA and had unmet need.

Human Resources: Dr. Topper reported on the following: Adam Roth will begin later this month as the new Director of Facilities & Management; the police union is continuing to negotiate on their contract; and the background check vendor is changing but process should be seamless.
**Mileage Exemption Policy:** Dr. Serr referenced the Housing Policy that was shared at the last Cabinet meeting. At this time, he is only asking for a change to the commuter radius be changed from 50 miles to 35 miles. Students living outside a 35-mile radius will be required to live on campus. Discussion regarding holds, as referenced in #4 under Procedures. They create an issue for our students and does not help us with retention. Students who live within a couple miles of the 35 may appeal to Mr. Bill Yost. Dr. Haughie indicated that conversations with students does not seem that this will have a negative impact on enrollment. Upon a motion of Ms. Fawks, seconded by Dr. Ruth, the policy was approved as shown in MINUTES ATTACHMENT 3

**Student Senate:** Ms. Scarr announced that all senate positions have been filled. October 11 is National Coming Out Day and the Senate will hand out t-shirts to show their support. This Thursday, there will be a vote to change their name to the Student Government Association.

**PRESIDENTS REPORT:**

President Carter discussed the following: the recent report regarding NCHEMS/student success; the Chancellor will be visiting Ship in the very near future; at the end of meetings across campus and met with community leaders and separately with the Mayor last week.

Adaptive Leadership presentation. As we prepare to make some shifts within the university. Change is upon us; change is here.

The President also announced that a boxcar is being moved tomorrow from Domestic Castings to the beginning of the Rails to Trails. This helps us to connect with the community and everyone is encouraged to watch the move. She asked about helping victims of the hurricane in Puerto Rico and exploring the opportunity for those students to come to Shippensburg. Thoughts: reaching out is a powerful message; whether or not we can make it happen – all agreed.

Moment of pause and reflection for those who lost their lives last night in Las Vegas.

**FOR THE GOOD OF THE ORDER:**

- Faculty are excited about the possibility of change – Chad Bennett looking to help academic advisement and asking Carolyn to look at distance ed policies
- Process for adjunct hiring being discussed with the Provost Office
- Forum conducted first meeting and held a few elections
- Good start to fundraising year with over 1.1M thus far; many as scholarships
- Phone-a-thon is active
- Introducing a new platform for fundraising focused on millennials: Crowdfunding. Faculty and bike club members meeting to raise funds to purchase additional bikes for the program. It will eventually provide funds for faculty members to travel with students for off-campus educational experiences
- Ed&HS is tackling a lot of policies and procedures on how they operate; looking at recruitment and retention of students within the College and asking faculty and department chairs to re-engage and participate in change
- Day of Human Understanding is October 4 with Gish Jen as the speaker; October 23 is PASSHE Social Equity/Title IX workshop at the Dixon Center; and working to get anti-harassment & sexual harassment policies on-line
• PCDE winter term campaign goes live this week. Currently, we have 55 courses with 14 still in process
• During the summer, the Make It Count campaign is discussed and the parents show an interest. The challenge is when the students schedule in subsequent semester. Cal U has an incentive for students to schedule and maintain forward progress can have priority scheduling, which has no cost to us
• Jason Greenspan is a testicular cancer survivor and his platform is for self-exams and we will be supporting him in breaking a world record for the largest self-screening at one time on November 6. A doctor from Johns Hopkins will be present and Summit Health is supporting and also providing doctors
• University is sponsoring a 5K race on October 28 for the local United Way
• Mr. Roth will report on October 16 and will take over the duties on October 28 after a two week training; Lance will continue to act as an advisor until January 12
• DGS project for electrical & telecommunications received good bids; should start beginning of December - Lance will meet with divisions & groups
• AFSCME made 3 donations: $500 scholarship to Kensie Hall; $500 to AMS and $500 to SECA
• President’s walk in hour in Harley tomorrow at 9:30 pm
• A meeting of the SIMS review group to review the scope of the project will be held Wednesday
• Recognized Dr. Mathes on his retirement next week
• Heavy travel season currently for the Admissions recruiters
• Of the 95 students at Ship HS decision day, 26 got RSS scholarships. Ship HS has around 250 students in their senior class. Similar event this week at Chambersburg. Open House later this month.
• October is Cybersecurity Awareness month and training for your email will be available and announced soon. Training will be pertinent for those who have confidential student data and how to protect it
• US News & World report ranking on COB graduate program 351 out of 581; Clarion and IUP were only other ones ranked
• COB advisory board and council; Council met last week and 4 council members attended classes and engaged with students
• Two faculty members attending conference in Las Vegas but are safe after last night’s tragedy
• A&S advisory board meeting end of October and Dean’s list reception will be held this Friday
• Thursday in MA fundraising for Criminal Justice – Dancing with the Profs to benefit the mock trial team
• President Carter thanked Dr. Mathes for his dedication to the University

MEETING ADJOURNED AT 11:03 am

MINUTES prepared by Robin Maun