

Shippensburg University

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**Shippensburg University
Council of Trustees
Friday, March 22, 2019**

MINUTES

The Council of Trustees of Shippensburg University met on Friday, March 22, 2019 at 11:00 a.m. in the CUB Multi Purpose Room.

ATTENDANCE:

L. Michael Ross; Evan Redding, Andrew Alosi, Glenn Grell; Doug Harbach, Chuck Black; Bryan Lowe; Matt Steck; Toni Marchowsky

Representatives from the University administration, faculty, students, and staff were:

Dr. Laurie A. Carter, President
Dr. James Mike, Interim Provost & Executive Vice President
Mr. Scott Barton, Snr. Vice President for Administration & Finance
Dr. Donta Truss, Vice President for Enrollment Management & Student Success
Dr. Sue Mukherjee, Chief Strategy Officer
Dr. Kim Garris, Chief External Affairs Officer
Dr. Daniel Vélez, Interim Chief Equity, Inclusion & Compliance Officer & Title IX Coordinator
Dr. Kara Laskowski, President, APSCUF
Mr. Curt Miller, President, AFSCME
Mr. Mark Bodenhorn, SU Alumni Association
Mr. Logan Wein, Student Government Association (excused)

CALL TO ORDER:

The meeting was called to order at 11:10 a.m. by Chairman Ross

PUBLIC COMMENTS:

No public comments made.

APPROVAL OF MINUTES:

Meeting minutes from January 31, 2019 were approved. (motioned by Steck and seconded by Lowe and passed unanimously).

COMMENTS FROM THE CHAIRPERSON:

Chairman Ross welcomed those in attendance and stated how impressed the trustees always are with the care of campus. System redesign continues to push forward through phase 2. Invitation made for all trustees to attend the April 2 Regional Industry Roundtable.

PRESIDENT'S REPORT:

President Carter asked for reports from the Provost & Executive Vice President, the Senior Vice President for Administration and Finance, the Vice President for Enrollment Management & Student Success, the Chief External Affairs Officer, and the Chief Strategy Officer.

FROM THE PROVOST AND EXECUTIVE VICE PRESIDENT:

Dr. James Mike sought approval for the following:

Approval of the Head Start program budget request as shown in Exhibit B. Motioned by Black and seconded by Harbach and passed unanimously. Approval request for ERSEA; motioned by Grell and seconded by Alosi and passed unanimously.

From the Division of Academic Affairs

Presenter: Dr. James Mike, Interim Provost

- Request for approval for Headstart – Approved
- Request for approval for ERSEA – Approved
- Highlights from student and faculty achievements.

Middle States Update:

The campus has been engaged for about two years in intensive preparation and in a little less than 3 weeks, the Middle States Evaluation team will be visiting our campus.

Milestones Spring 2019

- Self-study was posted to MSCHE web portal on the recommended date
 - Six weeks before visit, Friday February 22
 - Team members sent hard copy of self-study and flash drive
- Agenda draft was (or will be soon) sent to the team
- Co-chairs are meeting with individuals and groups to prepare them for visit
- Dress rehearsal interviews are occurring, such as
 - Institutional Effectiveness Team
 - General Education Council leadership

Looking Ahead

- Team Visit April 7-10, 2019
- COT Meets with Visiting Team regarding Standards I and VII as well as Overall Self-study
- Team will send written report for fact checking to Shippensburg

- Summer: MSCHE Team chair presents confidential chair's brief at the MSCHE Committee on Evaluation Reports
- Summer: MSCHE Commission action
- Mid-point review: 2023

Dr. Schoolcraft is here today to provide additional insight and to help engage the Council of Trustees in dialog to help prepare for the upcoming visit. (See the handout)

Head Start:

Included in your packet is a communications report outlining:

1. An information summary
2. Budget report for January and February 2019
3. Policy Council Minutes for January and February 2019
4. Selection Criteria Ranking Sheet
5. Definitions for the Ranking Sheet
6. Winter child performance and growth outcomes
7. Self-assessment invite handout
8. ERSEA mini training.

After the last Council of Trustees meeting a Program Review occurred, with a visitation happening during the week of March 18, 2019. As part of the review, reviewers met with Council of Trustees members. The review went well and has been successfully completed.

There are also two action items related to the Head Start program that will be presented for your consideration at the public meeting. The first item will be a request for approval of the Eligibility/Recruitment/Enrollment/Attendance plan and Selection Criteria (abbreviated ERSEA). Included in you packet are documents related to this consideration: the Selection Criteria Sheet, the SU Head Start Selection Criteria Ranking Form Definitions, and the Program Governance ERSEA Mini Training – What is ERSEA?

The second item is a request for permission to submit a Non-Federal Share waiver of \$55,000 for the 2018-19 program year. The Head Start Program requires a 25% federal match each year. This year (18-19) has proven more difficult than usual to obtain the 25% match of \$270,763 due to unanticipated receipt of additional funding for a cost-of-living adjustment and for playground equipment. There has also been a short-fall in the typical non-federal shares (for example, volunteer hours, donations, and in-kind allowance for rented space) to meet the match requirement. SU's Grant Accounting staff and the Director have been working on new ideas to generate and collect increased non-federal shares. Until those details are finalized, they are requesting permission to apply for a \$55,000 non-federal share waiver as a cover should they be unable to meet the match this year. Their recommendation is to approve the submission of the letter requesting this non-federal waiver.

Dr. Mike also provided highlights of students and faculty earning external awards and grants.

FROM THE SENIOR VICE PRESIDENT FOR ADMINISTRATION AND FINANCE:

Mr. Scott Barton presented the following for approval from Administration and Finance:

Mr. Scott Barton will presented items of interest from his area and seek approval for the following items from Administration and Finance:

- Facilities Capital Improvements Moved
- Purchases made under the provisions of Act 188 as shown in Exhibit C.
- Contracts made under the provisions of Act 188 as shown in Exhibit D.
- Personnel Actions Non-Instructional to date as shown in Exhibit E.
- Contracts & Purchasing Approved. (2 Trustee votes of no recorded)
- Purchases made under the provisions of Act 188 as shown in Exhibit C (Black/Alosi/unanimous approval)
- Contracts made under the provisions of Act 188 as shown in Exhibit D (Lowe/Harbach/approved via 7-2-0)

FROM THE VICE PRESIDENT FOR ENROLLMENT MANAGEMENT & STUDENT SUCCESS:

Dr. B. Donta Truss presented a brief update on enrollment and student success initiatives. They are:

- Enrollment report update for Fall 2019; first time in college applications are 10 percent ahead in confirmations. Transfer students and graduate students also ahead.
- Ribbon-cutting ceremony for Center for Scholar Communities took place for March 20 at 12PM with great attendance.
- Inaugural Black Male Symposium on April 11-12 for higher education and K-12 professionals.

FROM THE CHIEF OF EXTERNAL RELATIONS

Dr. Kim Garris provided an overview of the work being accomplished in marketing and external relations.

- Shippensburg University will participate in Advocacy Day on April 10, 2019 at the State Capitol.
- Diligently working on community building and programming efforts.
- Website is in contract phase, with work scheduled to begin in late April.

FROM THE CHIEF STRATEGY OFFICER

Dr. Sue Mukherjee, Chief Strategy Officer presented information on divisional efforts.

- CMPDC witnessing significant increases in volume of student and employer interactions
- Title IX trainings held by Office of Equity, Inclusion, & Compliance are at capacity for staff and faculty.
- Continuing to increase efficiency and safety measures in technology.

FROM THE PRESIDENT:

President Laurie A. Carter provided the following updates on activities within Pennsylvania's State System of Higher Education and the Shippensburg University.

- System redesign continues in phase 2.
- Shippensburg University boasts the only state system school to have a faculty, staff, and student Fulbright scholar trio. Ship also has a Newman Civic Fellow for second year in a row as well as a PSAC champion scholar.
- Ship Athletics has numerous victories and accomplishments this season.

- Ready and well-prepared for our Middle States visit on April 7 -10.

A presentation was made by Grace B. Luhrs University Elementary School (GBLUES) on the multiple benefits the lab school offers to students and the community.
Presenter: Dr. Cheryl Slattery, Ms. Lisa Bahmueller, Dr. Nicole R. Hill, Dean of the College of Education & Human Services

APSCUF REPORT

Dr. Kara Laskowski shared that the system redesign must focus on a culture of transparency and trust. She will be attending a joint session sponsored by the state system with President Carter. APSCUF commends the efforts made by Dynel Miracle and Diana Worden working well together to build relationships between faculty and administration. All trustees are invited to attend the Mind@Work Conference on April 23.

ALUMNI ASSOCIATION REPORT

Mr. Mark Bodenhorn, President of the Alumni Association presented information on alumni award recipients as well as past and upcoming alumni events. All trustees are invited to attend Alumni Weekend on May 31 – June 1 and mark calendars for Homecoming Weekend.

RESOLUTIONS

Resolution presented to Mr. Evan Redding as exiting student representative to the Council of Trustees. Ross made high remarks for Mr. Redding.

NEXT MEETING DATE

The next meeting of the Council of Trustees will take place on Friday, May 17, 2019

The meeting was adjourned at 12:14 PM.

Submitted by,
Dr. Maria A. Lumpkin and Mr. Samuel Frushour

Reviewed by: Mr. L. Michael Ross
Chair, Council of Trustees

Mr. Evan Redding
Secretary, Council of Trustees