

**Council of Trustees**  
Friday, March 24, 2023

**Public Meeting Minutes**

The Council of Trustees of Shippensburg University met on Friday, March 24, 2023, at 2:15PM in CUB MPR A as well as visible through a live stream.

**Attendance:** L. Michael Ross, Doug Harbach, Bill Gindlesperger, Andrew Alosi, Glen Grell, George McElwee (remote), Toni Marchowsky (remote), Rangeline DeJesus, Matthew Steck was in attendance.

**Absent:** Bryan Lowe

**Call to Order**

Chairman Andrew Alosi called the meeting to order at 2:17 PM.

**Public Comments**

No Public comments

**Board Action Items**

**ACTION:** The Published Agenda was motioned for approval by Trustee Grell and seconded by Trustee DeJesus. Motion approved unanimously.

**ACTION:** Meeting minutes from January 27, 2023, were approved. Motioned by Trustee DeJesus and seconded by Trustee Harbach. Passed unanimously.

*The agenda was adjusted and educational feature moved after board action due to student presenters schedules.*

**Educational Feature:** SU Academic Success Program: Their Door to the Future was presented by Dr. Chad Bennett, Dr. Tracy Schoolcraft, Ms. Alex Karlheim and students Vera Urgquiza, Brett Pukavige and Chris Jeune.

**President's Report**

President Patterson presented to the trustees during the workshop information on the status of the Vice President of Finance and Administration. An offer was made and I am waiting to see if accepted.

Updates were also given on facilities including Henderson Gym, Franklin Science Center and the OM Annex Welcome center and Kriner Hall.

Dr. Patterson indicated that the commencement speaker has been selected and will be released in the next few weeks. Details on commencement for the trustee participation were also provided.

Dr. Patterson shared information on the upcoming April 18<sup>th</sup> Minds@Work student faculty research conference held at Shippensburg University from 3:30PM-8:30PM that day. Trustees are encouraged to attend if they can- to see the great work!

Information was shared on athletics. Both Men's and Women's Indoor Track and Field teams won PSAC championships in late February. Men's and Women's Basketball each reached the PSAC semifinal. Ship hosted the PSAC Conference Men's Final Four tournament. Women's Basketball received a bid to the NCAA tournament, earning 4th seed in the Atlantic Region. Women's Basketball standout Aerial Jones rewrote the record books during the 2022-23 season: single-game, single-season, and career scoring records.

Wrestlers Avery Shaw and Danny Scheib qualified for nationals.

Henderson gymnasium renovations are slated to begin following spring commencement.

Dr. Patterson also highlighted his upcoming trip with Will Danowski and George McElwee to DC to meet with senators and representatives to share the Ship story. Thanks to George for assisting with this.

### **From the Division of Academic Affairs**

**ACTION:** A motion was made to approve the. Motion made by Trustee Steck and seconded by Trustee Ross. Motion approved unanimously.

### ***Program Development***

#### **Update on First Year Friendly Faculty Challenge for Council of Trustees**

This spring, the First Year Experience Program in collaboration with the Center for Excellence in Teaching and Learning and the General Education council launched an initiative called the **First Year Friendly Faculty Challenge**. The goal of the First Year Friendly Faculty Challenge is to have departments across the campus evaluate their gateway courses to see if there are ways that they can remove barriers to first-year student success, and also to promote greater equity in student outcomes—especially for first-generation students, students of color, and students from low-income backgrounds. The goal is to identify and implement changes for the Fall 2023 term. Because faculty are the experts in their disciplines and are most knowledgeable about their courses and students, we have asked academic departments to take the lead in this important work. We are providing them with a structured process for gathering data about their courses; for evaluating their course design, assignment, and pedagogies; and to consider practical, sustainable changes they can make to their courses.

We are also creating a collaborative network for faculty to share concerns, help each other brainstorm solutions, and share best practices. Additionally, we are bringing the "On Course" teaching workshop to campus on May 16, 2023 to provide faculty with additional training and practical methods they can use to engage students and enhance learning in their classes.

### **CENTER FOR CAREER AND WORKFORCE DEVELOPMENT**

**Naming:** The university continues to prioritize its focus on regional workforce development as part of its Strategic Plan. With refreshed attention on talent acquisition through career services and talent retention through workforce development, we have established the Center for Career and Workforce Development, led by Lorelee Isbell.

The vision of the Center is to transform the workforce landscape by preparing learners of all ages, backgrounds, and abilities for success through quality career readiness and workforce development programs. The Center's overarching goal is to provide a toolbox of employability, professional development, and technical skills for prospective and current students, alums, faculty, employers, and those who live and work in the South-Central PA region.

The Center will include the [Career Center](#), formerly the Career, Mentoring, and Professional Development Center, led by Victoria Kerr, senior director, and the [Office of Workforce Development](#), formerly the Office of Professional, Continuing, and Distance Education, led by Tracy Montoro, director. The team is excited to continue their work with the SU campus community and expand excellence in career readiness and workforce development efforts.

### **Harrisburg Regional Chamber and CREDC:**

Thanks to a recommendation from the Council of Trustees, we met with Ryan Unger, President and CEO of the Harrisburg Regional Chamber and CREDC this past Monday to discuss how the university might partner with them to assist with the talent acquisition and retention needs of their members.

### **Career Readiness Workshop:**

On March 8<sup>th</sup>, we offered a ½ day career readiness workshop for high school career counselors, college and university career service professionals, and employment service advisors (Career Links and social service organizations like the United Way). The goal was to begin conversations about how career advisors working with high school students, college students, and adults can collaboratively build consistency in the way that career services are provided and decrease the skills gap while increasing the qualified pool of candidates for employers. The workshop featured keynote speakers talking about the current labor market landscape, how companies and organizations are addressing skills-based hiring, childcare barriers to entry, and an employer panel that discussed their current and changing hiring practices. There were also breakout sessions where participants discussed career pathways, resume review, barriers to employment, and interview prep. The initial meeting occurred on March 8, 2023 and there are plans to establish a cadence of meetings, workshops, and training opportunities.

### **Business Summit:**

In collaboration with the Shippensburg Chamber, the Office of the Mayor, a local small business, and the Diller Center, is planning a business summit on April 18, 2023. The summit provides professional development and networking opportunities for small, medium, and large businesses. Keynote speakers will talk about the labor market landscape of the region and provide tips on how to thrive and be successful in today's workforce environment. Breakouts will cover topics like workforce and professional development, growth for non-profit organizations, digital skills, and personal well-being.

## **INFORMATION TECHNOLOGY**

### **Information Security:**

In order to better protect the campus community and university digital assets, March kicked off online cybersecurity training for all faculty and staff. These two training modules are very informative and help users identify the most current cybersecurity threats. The training consists of a 15-minute video that points out some of the latest threats and how to identify them. The second part of the training is a

Jeopardy type game that allows users to interact with the training and select the best answers to the real-life phishing attacks that are like the threats Shippensburg routinely receives. Once the training is completed (20 minutes total), users are given a certificate of completion for their records.

### **Campus Information Systems:**

I wanted to provide a brief update on our colossal OneSIS Project.

- Financial Aid System analysis completed.
- Student module system analysis in progress.
- Accounts Receivable system analysis started.
- Argos (reporting) Administration trainings in progress. Data block designer and Report designer trainings scheduled for April 2023.
- Discussed with OneSIS Campus Leads and finalized the volume of data that is to be migrated to OneSIS. Communications sent to OneSIS Steering Committee for feedback.
- Purged inactive student records from non-production Banner with no academic history for Summer B 2021 and before.
- General Person data extracts from current SIS system, data validations and duplicates clean up completed. Round 1 of data extracts and validation by Ellucian consultant began the week of March 20.
- New OneSIS development instance is provisioned for Cohort 2 schools to migrate student data and configuring end-to-end applications.
- Prioritizing integrations required for Admissions and Financial Aid go-live. Working with Ellucian Integrations team to create path forwards for each of these integrations.

### ***Faculty and Staff Accomplishments***

Drs. Claire Jantz and Sherri Bergsten took some research students to the Undergraduate Research conference at the PA State Capitol on March 7th. The goal was to have the students talk with legislators about undergraduate research, but there was also time to network with faculty and students from other PA colleges/universities.

Dr. Jantz presented with John Knowles-Kellett on Community Climate Resilience Assessment in a Rural Pennsylvania Community. Dr Bergsten's research students are Andrew Rheam, Cristal Tineo Gomez, and Madison Miller, and they presented their work on *Dynamics of Focal Adhesions Intersecting with Autophagy and Cancer Cell Migration*.

I have an exciting update from our early childhood education work through the PASSHE PDO in which Shippensburg is leading the collective work. The PDO has been awarded an ADDITIONAL 350K to support PreK Counts and Head Start staff---this is an area we have not been authorized to fund nor serve with our current PDO funding originally. A few months ago, we wrote for funding and were awarded \$350K to develop and begin supporting PreK Counts and Head Start staff in gaining degrees and credentials. We developed our system and have started this process. With this new \$350K our additional award is well over \$750,000! We now have the ability to serve PA's Pre-K Counts classrooms AND PA's Head Start programs. Shippensburg University is well poised to deliver quality education to a much needed population of teachers!

Math/CS Day (March 21<sup>st</sup>) : High School Programming Contest part of the event organized by Dr. Girard, Tim Boyum, and Programming Team Club.

PACISE 2023 (March 24<sup>th</sup> and 25<sup>th</sup>): Joshua Lewis presenting and Dr. Girard had the paper "Position Information with Neural Network" published, Iain Turner and Calvin Niewind are presenting their work from CSC 361 Video Game Programming: "Cathalla – A fighting game built in Godot", and Jack Leidemann is presenting "3D Printing of Customized Facemasks and PPE". Joshua Lewis is a CS major, Iain and Calvin are SE majors, and Jack should be Mechanical Eng major.

Drs. Michael Lyman and Ian Langella sit on the board for Shippensburg Produce Outreach and multiple of faculty and students volunteer there, including Steve Berg, Laurie Cella, and many others. Faculty have presented at professional conferences on their work, and Drs. Lyman and Langella recently have published a peer-reviewed journal article on our work. To give you a sense of the scope of impact of this community service, SPO, last year, served 17,000 people and this year 30,000.

Dr. Justin Sentz co-authored an article titled "[Supporting Dynamic Instructional Design Decisions Within a Bounded Rationality](#)," which was published in the March 2023 issue of [TechTrends: Linking Research and Practice to Improve Learning \(Volume 67, Issue 2\)](#).

Dr. Allison Carey has a new co-edited volume which was published in January entitled *Disability in the Time of Pandemic*. V. 13 of *Research in Social Science and Disability*, Emerald Press.

Drs. Dara Bourassa and Sara Grove received a grant (\$49,971.94) from the Center for Rural Pennsylvania to examine care for individuals with dementia and related disorders in rural parts of the Commonwealth. The grant proposal was supported by the Pennsylvania Department of Aging, the Alzheimer's Association, and five county Area Agency on Aging partners. The grant will analyze population and demographic data, in addition to conducting interviews with agency staff and caregivers. The grant runs through April 2024 with the final report going to the Pennsylvania General Assembly.

Right now, we have several faculty, current students, and alumni presenting at the Annual American Association of Geographer's (AAG) meeting in Denver.

The Green Cabin (36AD0569) prehistoric rhyolite quarry site, South Mountain, Pennsylvania

Paul Marr

John Wah

Mark Tucker

Community Climate Resilience Assessment in a Rural Pennsylvania Community

John Edward Knowles-Kellett

Claire A Jantz

Mary Ann Leidigh

Assessment of Natural Resource Conditions for the Appalachian National Scenic Trail

Claire Jantz

Tim W Hawkins  
Patrick A Jantz  
Alfonso Yáñez Morillo

Analysis of Public Feedback on Building a Sustainable Trail System in the Mountain Creek Watershed,  
Michaux State Forest, Pennsylvania  
Kyle Myers  
Claire Jantz  
Aryton Marriot

Archaeogeophysical investigation of the historic Locust Grove Cemetery in Shippensburg, Pennsylvania  
(poster)  
Joseph Zume  
Katherine Zanotti

#### From the Division of Administration & Finance

Shippensburg University defended the mid-year CPP to the State System last week. 50% of those in attendance thought we were meeting our plan and 44% said we were partially meeting our plan. Ship is doing the work but we have more work to do. We have to adjust our enrollment numbers therefore bringing another million dollar deficiency to the university.

Capital budget projects were reviewed during the workshop. ADD IN HERE. They are due May 1, 2023, each year.

3.9.23						
Shippensburg University Current Capital Facilities Plan Projects FY2024-2028						
Priority		Bill	Authorization	Estimate	SU CFP year	Comments
1	Replace Henderson Hall and Addition for Athletics and Academics	83/06	\$13,500,000	\$32,898,000	FY2025-2026	Title IX compliance; Athletics facilities master plan complete; need feasibility study. Locker room study completed.
2	Renovation of Old Main, Phase II	113/88	\$1,200,000	\$10,334,000	FY2026-2027	Need feasibility study to update authorization and estimate.
3	Renovation/Addition to Heiges Field House and Performance Laboratory	2009 Request	\$50,000,000	\$29,910,000	FY2027-2028	Title IX compliance; Athletics facilities master plan complete; feasibility study needs to be updated. Locker room study completed.

**ACTION:** Motion was made by Trustee Gindlesperger and seconded by Trustee DeJesus to approve the capital budget projects being submitted.

Information was also presented to the trustees during the workshop on purchases and contracts and personnel (see end of minutes)

#### From Enrollment Management

Information was presented on enrollment, recruitment, and new initiatives. The new Ship Launch grant and the PA Neighboring states grants were discussed. Early numbers show both new initiatives are helping to recruit to Ship.

Orientation and parent and family programs also launched Tuesday Tips for Ship for new incoming students and families. Subject matter experts present a zoom webinar on financial aid, housing, support for students, academics, etc. to help students and parents with the transition.

Finally, Ship was on the road last week in Philly. A successful two days were had and we received several on-site deposits during those two days.

## **Reports**

### **APSCUF Report-** Aaron Dobbs, Current APSCUF President

Offered Kudos to Cyndi Koller from Criminal Justice for her lectures at Marquette University Law school on White collar crime. Dr. Steven Berg was also highlighted for his work during his sabbatical where he shared with the Pennsylvania State Historic Preservation office his research findings on PA African American cemeteries. Kudos was also given to Pablo Delis for his oral presentations given along with student Emeleigh Luckenbaugh on Comparison of two eastern Milk snake populations in a naturel and urban environment at the 49<sup>th</sup> Annual Meeting of the Kansas Herpetological Society.

Kudos was also given to Laura Beckman, Arelys Madero and Melissa Ricketts on their research presented at the 60<sup>th</sup> annual meeting of the Academy of Criminal Justices Sciences.

Finally, kudos were given to Ian Langella and David Hwang, both of supply chain department who published an article on alternative food pantries. The case study uses SPO, Shippensburg Produce and Outreach and its response to the virus crises to illustrate various supply chain management facets.

**AFSCME Report-** Brandy Linn reported that AFSCME is in preparation for their contract negotiations.

**SCUPA Report-** Lori Smith highlighted that SCUPA member Melissa Hazzard was honored with the GERO award. Two new SCUPA members were also mentioned, Miller Hoffman Director of the PAGE Center and Justin Hartzog tutoring specialist. Lori also mentioned that SCUPA is gearing up for contract negotiations.

**Alumni Association Report-** Paula Alcock, President of the alumni association highlighted the following information:

- Alumni association is working with the career and workforce office to make sure that alumni know about the resources for assistance.
- In addition, the alumni association is going to increase their participation in the job and internship fair on March 30<sup>th</sup> to support students and connect with employers.
- Ship is headed to California with an alumni event on 4/15, Gainesville, VA on 4/23 and 3/30 alumni night at Rookies in Harrisburg, PA.
- 4/28 is Pay it forward day where students will be able to get a free drink at Starbucks and Dunkin sponsored by the alumni association.
- May 3<sup>rd</sup> is the senior sendoff sponsored by the Alumni association also.

- Save the date for alumni weekend June 2-June 3. Will also be cohosting a networking event for alumni this year. Opportunity to support alumni that may be job searching.

**Student Government Association Report-** Ms. Kennedy Holt, President reported that elections were had for the 2023-2024 executive board of the SGA.

Senator elections begin April 6<sup>th</sup>.

SGA attended the student government association conference at California university of PA and also hosted to Ramadan Break the Fast events.

**Graduate Student Association Board Report-** new representative Kyle Martin gave an update on the GSA and also highlighted the upcoming trivia night that evening.

### **New Business**

Next meeting: May 19, 2023

### **Adjournment**

The meeting adjourned at 3:04 PM.

Submitted by: Lorie Davis

Reviewed:



Andrew Alosi, Chair, Council of Trustees



George McElwee, Secretary, Council of Trustees



**Appointments/Rehire**

<b>Last Name</b>	<b>First Name</b>	<b>Classification</b>	<b>Department</b>	<b>Pay Range</b>	<b>Effective Date</b>
Long	Kim	Management	College of Arts & Science	230	01/25/2023
Rogers	Heather	AFSCME Agr	Custodial & Housekeeping	20	02/06/2023
Johnson	Justin	Management	Environmental Health & Safety	190	01/17/2023
Danowski	William	Management	AVP Univ Relations & External Affairs	230	01/18/2023
Corvino	Cassidy	AFSCME Agr	Maintenance & Operations	50	01/23/2023
Smith	Holly	SCUPA Agr	Center for Land Use & Sustainability	380	02/06/2023
Heider	Cierra	Management	Bursar	170	06/26/2023
Murphy	Felicia	AFSCME Agr	Student Accounts	40	02/13/2023
Bigler	Taylor	Management	College of Education & Human Services	170	02/20/2023
Cressler	Tricia	AFSCME Agr	Registrar	40	02/20/2023
Povlich	Roberta	AFSCME Agr	Financial Aid & Scholarships	40	02/27/2023
Franzoni	Stacy	AFSCME Agr	Communications, Journalism & Media	30	03/06/2023
Davis	Beth	SCUPA Agr	Financial Aid & Scholarships	400	03/06/2023

**Terminations, Resignations, Retirements, Non-Renewals**

<b>Last Name</b>	<b>First Name</b>	<b>Classification</b>	<b>Department</b>	<b>Pay Range</b>	<b>Effective Date</b>
Brown	Leslie	Management	College of Arts & Sciences	210	02/04/2023
Cruz	Angel	POA	Public Safety	45	03/01/2023

**Other Changes**

<b>Last Name</b>	<b>First Name</b>	<b>From</b>	<b>To</b>	<b>Classification</b>	<b>Effective Date</b>
Shaffer	Kimberly	Management Technician - HR	CEHS - Management Technician	AFSCME Agr	02/06/2023
Lohman	William	Groundskeeper - Gounds Maintenance	Maintenance Repairman 1 - Zone Aux. Mechanical	AFSCME Agr	12/03/2022

Shippensburg University  
Shippensburg, Pennsylvania

**CONTRACTS EXCEEDING \$21,900**  
January 05, 2023 to February 26, 2023  
Fiscal Year 2022/2023

<u>Contract Number</u>	<u>Vendor</u>	<u>Purpose</u>	<u>Type of Purchase</u>	<u>Amount</u>
3900012167	Caliber Contracting Services, Inc.	Henderson Gym Locker Room Renovation (General Construction)	PASSHE Bid	\$403,000
3900012168	Midstate Mech & Elect, LLC	Henderson Gym Locker Room Renovation (HVAC)	PASSHE Bid	\$206,013
3900012169	Stouffer Mechanical Contractor, LLC	Henderson Gym Locker Room Renovation (Plumbing)	PASSHE Bid	\$171,699
3900012170	W.L. Byers Electric, Inc	Henderson Gym Locker Room Renovation	PASSHE Bid	\$283,900
3900012171	Pivotal Health Solutions, Inc	Henderson Gym Locker Room Renovation (General Construction)	PASSHE Bid	\$250,700

TOTAL

\$ 1,315,312.00

\*\*Grant Funds  
\*\*\*Sole Source

Shippensburg University  
Shippensburg, Pennsylvania

**PURCHASES EXCEEDING \$21,900**  
January 05, 2023 to February 26, 2023  
Fiscal Year 2022/2023

<u>Purchase Order Number</u>	<u>Vendor</u>	<u>Purpose</u>	<u>Type of Purchase</u>	<u>Amount</u>
4500669129	Black Walnut Productions	Provide Labor and Equipment for LPAC Events	PA State Contract	\$120,000
4500672871** ***	Harrisburg Area Community College	Provide Course Work Assistance and Student Support (ECE PDO)	Sole Source	\$228,249
4500673150** ***	Trying Together	Prof Development Services - Provide CDA Coursework, Apprenticeship (ECE PDO)	Sole Source	\$98,000
4500673463** ***	Jennifer Bixler	CPR/First Aid Training (ECE PDO)	Sole Source	\$22,000
4500673843** ***	Janelle L. Hood	CPR/First Aid Training (ECE PDO)	Sole Source	\$26,500
4500673911** ***	Kems-Paramedics	CPR/First Aid Training (ECE PDO)	Sole Source	\$59,000
4500673912** ***	Emil John Schmidt III	CPR/First Aid Training (ECE PDO)	Sole Source	\$44,000
4500674205	Talley Petroleum Enterprises, Inc.	Standing Order for Unleaded 87 Octane Gasoline	Co-Stars	\$35,000
4500674224** ***	Robert Vita	CPR/First Aid Training (ECE PDO)	Sole Source	\$26,500
4500674259	Talley Petroleum Enterprises, Inc.	Standing Order for Ultra Low Sulfur Diesel Fuel	Co-Stars	\$25,000
4500676077** ***	Carlisle Area School District	CASD School Lunches (Head Start)	Sole Source	\$26,823
4500678091** ***	Lackawanna College	Prof Development Services (ECE PDO)	Sole Source	\$41,284
4500679108** ***	Shippensburg Area School District	SASH School Lunches (Head Start)	Sole Source	\$42,783
4500684063** ***	Westmoreland Cty Community College	Provide AA Credit Bearing Courses (ECE PDO)	Sole Source	\$164,105
4500684073	Lyrasis	Scifinder-N Software	PASSHE Contract	\$54,353
4500686232** ***	Shippensburg University Foundation	SUF Personnel (CJJTR)	PASSHE Bid	\$959,711

4500689080	H.B.Mclure Company, LLC	Supply And Install 9 Wall Hung Dehumidifiers At Seavers Hall	PA State Contract	\$87,413
4500689284	Financial Aid Services, Inc	Temporary Personnel for Financial Aid Office Consulting Services Settlement Agreement	Settlement Agmt	\$87,071
4500689905** ***	Stephen Masciantonio	Police Liaison Service (Juvenile Justice Grant)	Sole Source	\$68,560
4500690143	Direct Energy Business, LLC	Natural Gas	Request for Quote (Bid)	\$300,000
4500690289***	Anastasia Touring, LLC	Anastasia Show	Sole Source	\$59,097
4500690544***	Reliant Talent Agency, LLC	Travis Tritt Deposit	Sole Source	\$37,500
4500690708	Service 1St Restoration & Remodelin	Emergency Mitigation Services for Water Leak In McCune Hall	PA State Contract	\$38,022
4500690862***	Great Day Touring, Inc.	Travis Tritt Balance Payment	Sole Source	\$40,833
4500691282	Airborne Contamination Ident. Assoc	Old Main Air Handler Refurbishing	PA State Contract	\$27,520
4500691520***	Southern Contractors	Emergency Services - Repair Water Damaged Rooms In McCune Hall	Sole Source	\$79,704

---



---

\$2,799,027

\*\*Grant Funds

\*\*\*Sole Source