**Lock Haven Local Assembly**

**AGENDA**

**Assembly Meeting:** October 11, 2023

**Time:** 3:00 pm

**Location:** Greenberg Auditorium, Willis Health Sciences Bldg. OR Zoom: <https://commonwealthu-edu.zoom.us/j/95370337561?pwd=cUFFTEFQTGRsVUV4RTZkT21lcUl1Zz09>

Attendance: *(In-person)-* Bob Sandow, Rick Lilla, Bernadette Heiney, Kevin Range, Matthew McKeague, Jaimee Kester, Lisa Weaver, Erin Kennedy, Greg Walker, Cori Myers, Norm Gordon, Peter Cambell, Robin Rockey, Jody Russell, Emmy Borst, Stephen Lee, Kara Shultz, Albert Jones, Stacy Wagner, Cengiz Yakut, Dan Gales, Heidi Warner, Rick Goulet. *(On zoom)-* Abernathy, Jessica, Abplanalp, John M. (Mike), Amy Smeal, Amy Way, Arnold, Elizabeth J., Ashley Conrad, Barbara Collins, Bashar Hanna, Bomboy, Christine M., Bower, Kristy L., Calli Ackels, Dan Knorr, Dixon, Valerie J., Dr. Ashley A. Pechek, Dr. Denise Tyson, Dr. Erica Jones, Emily Powell Hodges, Force, Cortney, Franks iphone, Grenoble, Curtis M., Harlowe, E. Brooke, Howell, Carina E., Jackie Borst, Jackson, Amanda J., John Vitale, Kimberly Harris, Kysor, Darwin V., Larson, Ann E., Lippincott, Eric, Loren Glossner, Lou, McSkimming, Michael J., Meeker, Krisy, Melissa Gioglio, Mia Swales, Michael Hall, Michaels, Lynda, Miller, Bo, Nicole Burkholder-Mosco, Noah Porter, Page, Jeanine L., Parker, Eveleen D., Poehner, Priya M., Pytel, Kellie F., Raymond Heffner, Rogers-Adkinson, Diana, Rosana Campbell, Rusczyk, George J, Russell, Aaron, Schillig, Lisette T., Shuey, Timothy, Stanley Berard, Taryn Bartholomew, Tom Gioglio, William Walker, Williamson, Suzanne, Wise, Christine A., Workman, Catherine M., Wygmans, Martha, Yakut, Cengiz

1. Call to order – Meeting called to order by Rick Goulet at 3:04pm
2. Announcements
   1. CU Senate / Local Assembly Vacancies: Seeking volunteers for Interim Positions
      1. R. Goulet read through open positions for interim positions.
3. International Committee update (Rosanna Campbell) – CU is now able to issue I-20s for International students to attend CU. Study Abroad Programs, exchange agreements under review. Goal is to have same programs available to all 3 campuses.
   1. (Q) Brooke Harlowe – Standing International Education Committee at LH - not meeting; (A) Rosana – establishing a Global Engagement Council to bring together various stakeholders to discuss International Education/Study Abroad for CU; Upper administration – looking for professors with experience to participate in this Council.
4. Committee Reports
   1. Academic Policy Committee (Brooke Harlow) Legacy policies and sub sub policies (work stopped in January of 2021 – picked up in Fall of 2022 by Bloomsburg secretariat)
      1. Enrollment Management Subcommittee (Jaimee Kester) started work on policy process
      2. IT Subcommittee (Matt McKeague) Met 10/11/23, putting survey together on what to prioritize
   2. Advancement Committee – No rep present
   3. DEI Committee (Albert Jones) Nov. 2nd meeting. Looking at student centered policies, campus life, student services.
   4. Finance Committee (Tim Shuey) Met September 11th, next meeting TBD. Need Undergrad student rep and local assembly rep. Understanding policy terminology.
   5. Student Success and Campus Life (George Rusczyk) Meeting on 11/11, examining policies
      1. First Year Experience Subcommittee (Janine Page) developing policies on students not needing FYS services.
   6. Elections Subcommittee (Carina Howell for Dan Spooner) Met in May, No chair elected yet, need 2 more reps for fall 2023. *Lisa Weaver and Erin Kennedy volunteered for rep positions.*
5. Student Government Report (SGA President Loren Glossner) Updates: Hosting all night volleyball (Nov 11th). Peace Rally Nov 16th at 4:30 (transportation from other campuses)
6. Campus Administrator Report (Dr. Stephen Lee) Updates See Appendix A
7. Provost Report (Kara Shultz) Schedules being finalized. Working on “Degreeworks” to provide info. Degree Audits and Degree Planner are two main parts of Degreeworks. Working with Ferrilli to troubleshoot issues. Validating that programs are working accurately. Ferelli offers video and PDF for trainings. Offering open office hours for registration period. 2023/2024 catalogs are done. Working to offer block scheduling registration for certain programs. CourseDog is used to feed schedules to banner, providing real time analytics.
   1. (Q) Erin Kennedy - When will transfer evals be complete?
      1. (A) K. Shultz – working with Ferelli on this to help articulate
   2. (Q) Emmy Dorst – Is there an automated process?
      1. (A) K. Shultz – No, but looking at frameworks. Helping to identify clear workflow (I.e. 30 credit framework)
8. Identifying Problems/Seeking Solutions (Issues):
   1. Testing Center Update? (Amy Way) (A) Cori Myers – LH testing center has opened 1 day a week for ETS and Piercen View testing. Staff is not available. Pulling staff from BL to staff LH one day a week.
   2. Clearfield Issues: Safety and WIFI concerns;
      1. LH East does not require a badge/ID to open the building… safety concern.
      2. Classrooms at Clearfield not shut to lock if the door shuts. No law enforcement on campus. As a practice, all external doors are locked (Curtis/Val/Stacy)
      3. WiFi / Cellular Concerns – spotty service creates safety concerns
         1. (Bo Miller) Cellular service is terrible on Clearfield Campus. Have met with carriers, very expensive fix.

* 1. Departmental Website updates (Q) Erin Kennedy)– Legacy websites not being updates, but Bloomsburg seems to be updated.
     1. (A) Bill Walker – Link to request updates for department websites. Updates should be made to both legacy and CU websites.
     2. <https://form.asana.com/?hash=735bd7f1a05ff431baa47902f1fe16c41104539d9c8b3eddef9c5647c385018d&id=1130235121502361>

1. CU Senate
   1. Interim Policies and Policy Review Process (Dan Knorr) – 50 Academic policies put in place as interim. 1st order is to go through this list. Senate officers declared “owners” of which policies to review. Will be sent out to committees and subcommittees.
      1. Trainings with SRS (Student Ready Strategies) will be set up to review policies.
   2. Thursday, November 9, 2023 at 4 pm via Zoom
2. Remarks for the Good of the Order

No Comments

1. Adjournment – Meeting adjourned at 4:38 by R. Goulet

**Upcoming Fall 2023 Meetings**

* CU Senate Meetings @4 pm via Zoom: Thursdays, 11/9

**APPENDIX A**

**Athletics\_**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* Football is off to its best start through six games in over 20 years. Already the most wins since 2016.
* The women’s golf team opened the season with a victory over Susquehanna. It’s the second win in team history since the program debuted in 2021.
* Tennis capped the dual portion of the fall schedule with a perfect 4-0 record.
* First-year head coach women’s soccer Sunny Gelnovatch picked up her first career victory in conference play and first-year head volleyball coach Mike Kraft has the team off to their best start since 2019.
* The 2023 Lock Haven Athletics Hall of Fame Class was officially enshrined during Homecoming Weekend. The Class included Mark Waite (Men's Soccer), Blair Wynne (Field Hockey), Coach and Professor Dr. Ken Cox (Wrestling, Boxing), Ward Hile (Baseball) and the 1957 Football Team.
* Chance Marsteller, a Former two-time NCAA Division I men’s wrestling All American, Chance Marsteller represented Team USA the World Wrestling Championships in Serbia. Marsteller is a 2019 graduate.

**Student Success\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* Student Success has begun mid-term outreach based on grade concern flags raised via the CU Succeed Survey.  We will be receiving a mid-term grade report for all students from the registrar’s office hopefully by the end of the day Thursday and will complete mid-term outreach as soon as possible.
* Student Success will be hosting a series of How To Schedule in Banner Workshops throughout later October and November these are NOT advising sessions but rather how to use Banner. We will be walking students through how to use the Plan function to be prepared for their advising meetings or once they receive a plan from their advisor how to put it on their schedule. We will also be going through how to utilize the course catalog in order to search for classes they want/need.
* Student Success (with assistance from enrollment management) will be hosting an incentive program on November 1st to incentivize students seeing their advisor to get cleared to register, more details to come as we solidify that.  Erin Kennedy has been working with Rebecca Willoughby on that.

**Foundation/Advancement/Alumni\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. Ended FY23 with over $2.9 million in new gifts and pledges
2. Goal for FY24 is $3.5 million in new gifts and pledges
3. Our Scholarship Brunch will take place in the spring this year, April 14, 2024
4. The 10th Annual All In Day of Giving will take place on April 18-19, 2024

**Homecoming\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Haven Cupboard Open House**

**Admissions**

Application numbers

* VIP Day 2022: 10 students attended
* VIP Day 2023: 39 students attended
* Columbus Day IDD 2022: 9 students attended
* Columbus Day IDD 2023: 30 students attended
* If you could just update/remind about open house on Saturday 10/14 – we have 140 students registered. Our largest open house in quite some time. Both open houses last fall had 116 students registered and our spring one had 113.
* Please highlight that visits are up across the board this year and are close to our 2019 numbers. We host regular visits Monday – Saturday.
* We’re also still planning major showcase days this fall if any departments would like to host one they may contact me.

**Scholarship changes**

* Enforcing Deadline
* BOG Scholarships
* Aligning criteria and reduction in OOS

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| --- | --- | --- | --- |
| **GPA Range** | **In-State Yearly Amount** | **Out-of-State Yearly Amount** | **Local Yearly Amount** |
| **3.8 - 4.0 95% - 100%** | $5,000 | $10,500 | $7,000 |
| **3.5 - 3.79 90% - 94%** | $3,000 | $9,500 | $6,000 |
| **3.0 - 3.49 85% - 89%** | $2,000 | $8,500 | $4,000 |
| **2.5 - 2.99 80% - 84%** | $1,750 | $7,750 | $3,000 |
| **2.01 - 2.49 75% - 79.9%** | $1,500 | $7,250 |  |

Jerome Manley – Executive Director of Early College