

Lock Haven University Council of Trustees

Academic Affairs Report

February 22, 2019

Donna Wilson, Provost and Executive Vice President

1. Proposal to establish the Lock Haven University School of Nursing

The proposal is appended in workshop materials and a resolution for action by the Council of Trustees.

2. Academic Program Planning

Although it has been a year since new programs were brought to the Council of Trustees, faculty and deans have been busy with program reorganizations and concentrations, while undertaking some of the rigorous research that will underpin new program proposals that will attract enrollments and support workforce development.

For example, the old AAS in Healthcare Professions tracks in management and social services are being reorganized. The management track is now a healthcare management track in the AS Business Administration, under the oversight of the Business program and faculty. The old track in social services is under reorganization by the Social Work faculty as a degree and certificate in patient advocacy. The pre-nursing track is undergoing thorough curriculum review by nursing faculty and being reorganized as a degree without concentrations.

A small number of concentrations that were launched in the last two years and have been well-enrolled and shown positive student outcomes will be converted to freestanding degree programs, which will come before the Council. An example is the BS Biology Biomedical Sciences concentration.

The academic plan also includes new degree programs and certificates, which the Council can expect to see over the course of 2018, including a graduate certificate in data and information visualization, a BS in an area related to finance economics and risk management (a thorough reworking of the expired BS Economics degree), and an interdisciplinary BS relating to social media marketing and analytics.

Finally, new tracks have been and continue to be developed that articulate undergraduate and masters programs in accelerated or early admission programs, such as those developed by Math faculty for actuarial science and by Sport Administration faculty for Sport Administration and Sport Science.

3. Middle States Self-Study

Dr. Cori Myers and Provost Donna Wilson have been appointed to serve as co-Chairs of the Self-Study Steering Committee. The Steering Committee has been constituted and will begin its work this spring; working groups are in process of being constituted.

A preliminary self-study design has been approved by the VP liaison to the Commission, Dr. Stephen Pugliese. Dr. Myers and Provost Wilson are leading the Steering Committee in developing the Self-Study Design, which will be submitted to Dr. Pugliese by April 1. Dr. Pugliese will visit the campus on April 16 for the Self-Study Preparation Visit. Trustees will be welcome to hear and engage Dr. Pugliese at a meeting with Executive and Administrative staff from 9 – 10 a.m. or at the open meeting from 11 a.m. until noon.

4. System Redesign: measures of student success and the sharing system

The Provost served on the system redesign working group for student success. That group recommended three measures—first-year retention, credit completion ratio, and income/earnings threshold, disaggregated by target groups—for tracking and performance assessment across the Universities.

The President served on the systemness working group and will report on their discussions and outcome. The upshot is that a ‘sharing system’ will define the nature of the relationships among PASSHE Universities. The Provost met with a sub-committee of Chief Academic Officers over two days the first week of February to draft a white paper and possible pathways to sharing of academic courses and programs for the Presidents to consider at the Presidents’ Retreat the 11th and 12th of February.

5. Athletics

Welcome to John Machak who just joined Lock Haven University Bald Eagles as coach of Women’s Varsity Tennis. John is hitting the ground running to recruit student athletes for fall 2019. A search will be underway shortly for a coach for Women’s Golf, which will start practice and competition in 2019-20.

Winter sports teams are enjoying very successful seasons on the courts, tracks, and mats. Our student athletes also continue to excel and claim awards for their academic performance and their service. Kudos to the Athletics Department, Coaches, and Student Athletes for their talent and dedication.

Finance & Administration Division
Report for the Council of Trustees Meeting
February 22, 2019

Division Highlights

Planning continues on the renovation of the East Campus Gymnasium building that will be funded by two \$1 million grants under the Redevelopment Assistance Capital Program (RACP), and \$2 million in matching funds from the LHU Foundation. The \$4 million project will modernize the old gymnasium with new flooring, wall coverings, bleacher upgrades, improved lighting, expanded public restrooms, new team locker rooms and showers behind the Nanobites operation, and various other features. It will provide a venue for a variety of campus and community uses, including athletic competitions and practices, concerts, speakers and other gatherings. The first \$1 million grant should soon enter the formal award stage and the second grant is in the formal proposal stage, with a due date of March 2019. It is anticipated that once both are awarded that they will be combined into a single grant/project.

The Foundation will provide the matching funds with borrowed funds that will be repaid with funds raised over time. The project will be a key component of the capital campaign.

We continue to implement the residence hall master plan with the renovation of Smith Hall. This is the last major component of the master plan, which included two prongs: 1) adding replacement beds in new space (Evergreen Commons and Fairview Suites); and, 2) renovating traditional halls located in the central area of the campus. Capital funds are available to address some of the beds replaced by the new residence halls and \$3 million should be released in the 2019-20 fiscal year to fund demolition of High and McEntire Halls.

Department Reports

Facilities Department

Director of Facilities, Scott McCall

Contracted projects completed or in progress

- 17/18 Concrete Repairs Campus Village – Budget \$100,000: (90% complete) Campus Village sidewalk and grass repairs will be completed when weather allows.
- Repair Stairs Behind Raub Hall (PO 770) – (70 % Complete) Exterior modifications for safety to the concrete stairway leading from Raub to the upper campus dormitories. Final section at the top will be completed when weather allows.
- Akeley Carpet Replacement on Second Floor (PO 780) – completed over winter break.
- Smith Hall Renovations (50% Complete) - Budget \$1,870,000: Renovation of the mechanical systems and restroom/shower facilities in Smith Hall similar to that recently completed in Woolridge Hall. Bid documents have been completed and contract awarded with a revised budget of \$1,647,613. Construction is ongoing with demolition phase complete. The building will be off line for the entire 2018/19 academic year.
- Painting of Fairview Suites – 2nd Floor - Budget \$130,000: This is the second phase of a multi-year building maintenance plan. Corridors and community rooms were painted during 2018 winter break (Complete) and residence rooms are to be painted during the summer of 2019. There is a plan in place to progressively work our way through each floor of the building during the upcoming years. A multi-year open-end contract has been executed with Wheary Painting (the sole bidder on the project).

- Replace Main Entrance Doors (PO 594) – (90% Complete). Single door remaining to be completed when weather allows.
- Steam & Condensate Repair at Akeley (PO 768) – (Complete) Budget \$100,000: Project to replace the existing insulated steam and condensate lines from Akeley to Rogers Gym. The excavation required repairing the adjacent yard, concrete vault, paving and Ivy Lane.
- Bentley Chiller Replacement – Project scheduled for completion by end of February, 2019.

In-house Projects Completed:

- DACC Office Additions - Construction of new offices on the third floor of DACC for the Institutional Advancement division (formerly LHU Foundation). Work was completed in September 2018.
- Repair 3rd Floor Ceiling in Zimmerli – Repair penetrations and paint the ceiling in the corridor of Zimmerli.
- Air Quality Testing – Sampled 44 locations in Raub, RLC, East Campus J Building & Sloan on Main Campus and Founders Hall at Clearfield Campus. No toxic spores found but a few locations with actionable levels of non-toxic spores required remediation, which was accomplished.
- Study Room in Willis H.P. – Remodeled previous Aramark food service area into a seating and study area for students.
- Shed Roof at Clearfield – Re-roofed a shingled shed used for maintenance and storage at Founders Hall.
- Thomas Field House Offices (PO 781) – (90% Complete). Additional offices for Title IX Compliance.

Upcoming Projects:

- RLC / Space Utilization Study – Budget \$240,000: This is a feasibility study for RLC capital project as well as a mini master plan study of space utilization, adjacencies and future learning environment needs. The three workshops with the building “stake holders” are complete and the design proposal report by the architectural firm will be completed in spring 2019.
- Electrical Infrastructure Upgrade – Capital project through DGS. Budget \$6,000,000: The Design Development drawings will be completed in March for Lock Haven review and acceptance. If accepted, the project will go out to bid immediately with contract award to follow with the first phase of construction to commence in summer 2019, if possible. Construction start could be delayed until Summer 2020.
- Roof replacement on Campus Village - Project to replace the aging roof on Campus Village. Budget \$375,000. Design phase is completed with anticipated bid phase in November of 2018 for construction in early Summer 2019.
- RLC & Sloan Chiller Designs –RLC chiller has dropped 50% of its capacity and the chiller we received from Shippensburg to replace the aging one at Sloan, has been utilized for the failure at Raub. Project out to bid.
- Repointing Masonry at Akeley – The exterior mortar joints at Akeley is allowing water to transmit through the exterior walls. Currently getting quotes from vendors to repair the masonry.
- Window Replacement and Lighting at Seig – Received bids to replace windows and interior lights and wiring in the main central rooms.
- East Campus Gym Renovation Project – Processing grant documents and working on renovation proposals. Proposed project cost \$4,000,000 including complete gymnasium renovation with new bleachers, flooring, gym equipment, score boards, sound system, locker rooms, and building renovations.
- Storage Pole Building at Jack Stadium – Removal of three old storage buildings and replacement with a larger building used to store athletic equipment.

- Fairview student walkway – Concrete or blacktop walkway ramp allowing safe student travel from behind Fairview Suites to the parking lot behind Willis Health Building. This has become a highly traveled path between the main campus and the East Campus Facility.
- Exterior Building Pressure washing and sealing – Project to pressure wash several buildings on campus and seal the newly cleaned surfaces.
- Repair or Replace the stairs behind Woolridge Residence Hall – Continue repairs on the existing stairs.
- McGhee Lot – Creating a groomed level grass lot for campus inter-murals.
- Campus Appearance Improvement Projects – Campus visual improvement projects such as tree and flower planting, brush clearing and general cleanup.
- Clearfield Founders Hall Window Replacement
- Fire Alarm Upgrades - Five buildings on campus have outdated fire alarm systems that need to be upgraded. Buildings include: Glennon Public Safety, Price Performance Center, Thomas Field House, Akeley Hall and Raub Hall.

Procurement Department

Director of Procurement, Becky Proctor

- Pursuant to applicable statute which ties the base amount for triggering bidding requirements under the Procurement Code to the consumer price index, the bid threshold amount for 2019 has increased from \$20,100 to \$20,600 effective January 1, 2019. This amount applies to all procurements, including construction. The only exception is for contracts for the retention of architects and engineers (threshold remains at \$10,000) and consultative services (threshold remains at \$5,000 under §20-2010-A(13) of Act 188).
- Susquehanna Trailways is not willing to sign the university's 1st contract renewal for busing services (transportation for athletic teams and university approved trips) at the same prices as the original contract. Of specific concern was their cost of liability insurance. Their increase was nearly double their current rates through no fault of theirs, and unfortunately it is something they will need to pass along to their clients. As such, it will be necessary to competitively rebid these services for fiscal year 2019-2020.

Financial Operations

Controller, Amy Dicello

- The Controller attended the Middle States Commission on Higher Education Self-Study Institute in Philadelphia on November 5-7, 2018. The Self-Study Institute was a learning opportunity for institutions entering the self-study process to provide them with the tools necessary to complete the self-study process and enable them to achieve accreditation.
- The Business Office submitted LHU's Statement of Revenue and Expenses to the National Collegiate Athletic Association (NCAA). On an annual basis, all NCAA member institutions are required to submit financial data detailing operating revenues and expenses related to its intercollegiate athletics program.
- Staff members of the Business Office and Student Accounts are members of the Student Information System (SIS) working group developed to review and evaluate various SIS vendors and their products to determine the best SIS solution for LHU. In December, members participated in on-campus day long presentations that included product demonstrations from three SIS vendors.
- The IRS changed the 1098T guidelines and institutions are now required to report tuition students and families paid instead of tuition billed to students. After a year of updating the student information software and testing the new process, Student Accounts successfully printed the 1098Ts which were

then mailed to students and submitted to the IRS. In addition, 1099s have been mailed to vendors and submitted to the IRS and PA State Department of Revenue. All forms were submitted before their deadlines.

- The Business Office has been working on updating budget projections for the current fiscal year and FY 2019-20.

Office of Human Resources and Social Equity

Associate Vice President of Human Resources, Deana Hill

Title IX

- The Assistant Director of Human Resources for Compliance presented Title IX information at the spring new student orientation and at international student orientation. Students were made aware of on and off campus resources, accommodations, bystander awareness programs, required training for all new students and reporting options for students who experience incidents of dating and domestic violence, stalking and sexual assault.
- The Assistant Director of Human Resources for Compliance presented sexual harassment in the workplace training to 33 Resident Assistants (RA's) at RA Training. The session focused on sexual harassment in the workplace and how to recognize and avoid these behaviors. The session also focused on trends happening in today's society.
- Six staff members attended Green Dot bystander intervention training on January 8 – 11, 2019. The members included Deana Hill, Associate Vice President of Human Resources, Dwayne Allison, Dean of Student & Residence Life, Lucas Fanning, Assistant Director of Human Resources, George Rusczyk, Associate Director of Student Life, Emmy Borst, Residence Hall Director, and Sherry Moore, Assistant Director of Human Resources. Green Dot strives to permanently reduce power-based personal violence by incorporating bystander intervention techniques into our day to day campus community. The training was hosted by West Chester University, and the *It's On Us* grant paid for the training and travel expenses.
- In the spring of 2019, the University will release 3 new short public service announcement videos that will hope to raise awareness about sexual assault and bystander intervention. The videos will feature our Resident Assistants and ROTC cadets, and focus on bystander awareness. These videos were produced by an LHU student and paid for by the *It's On Us* grant.
- On January 31, 2019, The University submitted the final *It's On Us* report. The grant was awarded in March of 2018. The report focused on the campus-wide training for students, faculty, and staff, including evidence-based awareness and prevention programs that address healthy relationship skills, programs that promote healthy relationships, and our institutional campaign to raise awareness and understanding of reporting process and resources available to survivors of sexual violence. The report also focused on the University's programs to develop and improve our response for supporting students of sexual violence.

Benefits

- **Centers for Disease Control and Prevention (CDC) -Diabetes Prevention Program (DPP)**
The Pennsylvania Department of Health has provided a grant to the Pennsylvania Office of Administration (OA) to schedule an instructor to train staff on how to become a DPP lifestyle coach. The DPP is a cost-effective, proven program, created by the CDC. The DPP helps participants make real lifestyle changes like eating healthier, including physical activity in their daily lives and improving problem-solving and coping skills. One in three American adults is pre-diabetic. The State System has an ideal population to try to address those statistics – our employees are older which puts them more at

risk. This program is a no-cost weight loss program. It offers much of the same resources and tools as other weight loss programs without the financial investment. The OA has allowed the State System to send a limited number of participants to the training session in February. The LHU Human Resources Office will be sending a representative to this training so that we can offer this beneficial program to our employees.

- **Pennsylvania Faculty Health & Welfare Fund Lifestyle Initiative Grant**

The Wellness Committee was awarded a Pennsylvania Faculty Health & Welfare Fund Lifestyle Initiative Grant for Spring 2019. Employees expressed overwhelming interest in learning about activities to manage stress to and the grant was written to focus on Stress Management. The following activities are scheduled: Stress Management 101 workshop on February 5th – presented by a Health Coach from UPMC Susquehanna; Mindful Eating/Eating while Stressed workshop on March 6th – presented by an Aramark Registered Dietician; and 4 Yoga/Meditation Sessions on February 6th, February 11th, February 19th, and February 28th – presented by Lila Yoga Studio. Registration is required and participants can also register to win Student Recreation Center punch passes and T-Shirts.

- **BeOne Fitness Center**

BeOne, a local fitness center, contacted the LHU Wellness Committee with an interest in offering workshops to employees free of charge. BeOne provided a list of topics and the Wellness Committee surveyed employees to determine interest. Some of the topics include: Corrective Exercise, Meal Prepping, Chiropractic, Anxiety, Reflexology, and Stress Management. Seventy-five (75) employees completed the survey and a spring schedule is being developed.

Human Resources and Social Equity

- **MLK Day of Service**

University faculty, staff, and students honored the spirit of Dr. Martin Luther King Jr. on Saturday, February 2, 2019 during the 1st LHU Dr. Martin Luther King Jr. Day of Service. Multiple service oriented projects were organized throughout the greater the Lock Haven Community. The day kicked off in the PUB MPR at 11:30 a.m. with a light lunch and welcome address from President Pignatello. After lunch, all volunteers participated in volunteer service and civic engagement. Over 100 faculty, staff and students participate at some level throughout the day.

- **Employee Engagement Lunch & Learn**

Building on the 1st Employee Engagement Retreat held in fall 2018, additional activities are scheduled during the spring 2019 semester. Areas for improvement identified in the campus climate survey completed in spring 2018 serve as the basis for monthly “lunch and learn” opportunities in the spring 2019 semester. Sessions will be scheduled during the “common hour” on Tuesday/Thursday and include: *Microaggressions: What you say and do does matter, Creating a Welcoming Environment and Civility in the Workplace.*

- **2019-20 Faculty Searches**

The University is nearing completion of the process for the hiring of eleven Tenure-Track faculty for the 2019-20 Academic Year in the following disciplines: Biology, Clinical Mental Health Counseling, Computer Science (Data Science/Data Management and Networking), Director of Student Teaching, Health Science (Exercise Science), Philosophy, Physician Assistant Studies (Lock Haven Campus and Harrisburg Campus), and Recreation Management. Several Temporary searches are also underway and should be complete mid-semester.

Information Technology

Director of Information Technology, Boise Miller

- Distance Education Classrooms: Raub 425 and Founders 136 have been upgraded to use Zoom technology. Four additional rooms are planned for upgrade this summer.

- **Centralized Servers:** Four new servers were installed in the centralized computing cluster for life-cycle replacement and additional capacity.
- **Helpdesk/Support:** A new work order and inventory management system called Spiceworks has been implemented to streamline front-line support processes.
- **Student Information System Integrations:** Integrations have been built or are in process to enable communication between the SIS and Slate (Admissions), Symplicity (Disability Services) and MBS (Virtual Bookstore).
- **Student Information System Replacement:** Solutions from three SIS vendors were reviewed and evaluated.

Small Business Development Center

Director of the Small Business Development Center, Tim Keohane

- The Lock Haven SBDC, in collaboration with Downtown Lock Haven, served the City of Lock Haven as a Neighborhood Champion again for this year's Small Business Saturday® celebration on November 24th. The SBDC and Downtown Lock Haven invited everyone in the Lock Haven area to start Small Business Saturday® right by creating a Shop Small Welcome Station at the Main Street office. The event served as a centralized location full of morning refreshments and entertainment, along with Shop Small tote bags, posters, balloons, and more distributed to small businesses and their customers, compliments of American Express. In addition to the Welcome Station being held throughout the day, there was also a live broadcast of the event during the morning hours with local radio station WSQV. This year's effort by the SBDC and DLH staff, despite being interrupted by an ice storm throughout the area, was still considered a success resulting in over 30 businesses participating in the Small Business Saturday® event and approximately 100 shoppers visiting the welcome station throughout the day.
- The Lock Haven SBDC again partnered with the LHU Office of Admissions and the Pennsylvania Council on Financial Literacy, (PennCFL) to host a regional entrepreneurship challenge conference for high school students in Central Pennsylvania. This one-day student conference brings students from area schools together, with teams of 2-3 students participating in hands-on activities which help them define and develop their business concepts. The event, hosted on November 14th at LHU's Durrwachter Alumni Conference Center, welcomed 200 middle and high schools students and school faculty on campus to teach them to write business plans for local, regional and statewide competitions. Students and teachers attended the conference and worked on mock-up business plans throughout the morning, then were treated to lunch in Bentley Hall and given mini tours of the campus by the Admissions staff before return to their schools to complete and submit their business plans for prizes. The top three teams from each school are invited back to the state competition, also to be hosted at Lock Haven University in March of 2019. Schools participating in this year's regional event hosted at LHU included Central Mountain, Montoursville, Bald Eagle Area, Penns Valley, Central Columbia, Danville, James Buchanan, State College, and Mid-West.
- Lock Haven University business students participated in the Student Pitch Competition finals held on November 30 at the Durrwachter Alumni Conference Center on the campus of LHU. The event was held in partnership with The Stephen Poorman College of Business, Information Systems and Human Services; the Small Business Development Center (SBDC) at LHU; and LivePlan. Students used the LivePlan business pitching and planning software to create a business idea, document market research, forecast financials and develop an actionable business pitch. At the finalist competition, teams of LHU students were given 15 minutes to "pitch" their original business idea. The first place best business pitch prize of \$2,500 went to the team of Madeline Berger, Jonathan Buytenhuys and James Russel for their GreenBean Ecological Fire Pellets pitch. First runner-up was Buu Ngo, for his Filming Studio business

pitch, receiving \$1,500 and second runner-up went to the team of Casey Spaid, Dominic Berry and Michelle Carper, all Clearfield Campus participants, for their Goats Sports Bar pitch, receiving \$1,000. Lead event sponsors included Fulton Bank and Stephen Poorman; Bald Eagle sponsor was Lock Haven University Foundation and Alumni Association; and Bronze sponsor was First Quality.

- In December of 2018, the U.S. Department of Commerce's Economic Development Administration (EDA) informed Lock Haven University and the SBDC that their application was approved for a \$25,000 investment for assistance with an Incubator Feasibility Study, located in Lock Haven. The total project cost is estimated to be \$50,000 with the source of university matching funds provided via carryover funds from the PASSHE Economic Development student incubator and university business infrastructure initiatives. A feasibility study consultant will be contracted in the spring of 2019 by way of a competitive RFP process.
- The Lock Haven University Small Business Development Center business consultants assisted with business plan development support to 22 clients in 2018 who were successful in leveraging financing in the amount of \$4,469,786. This figure contributed to the start-up, purchase or expansion of 23 small businesses in Clinton and Lycoming counties.

Special Events and Projects

Manager, Tara Remick

CAMPS/CLINICS/TOURNAMENTS and CONFERENCES

2018 Summer Camps – scholarship dollars raised: \$258,106.78
(Up from \$226,267.82 in 2017)

25 camps/clinics/tournaments currently scheduled for summer 2019, including one academic camp, "Molecules That Make Scents".

External Conferences Scheduled for Summer 2019:

- DCNR Wildfire Academy (returning to LHU for their second year)
- Northeast Mycological Federation

DACC RECENT EVENTS:

- February 6: Football Signing Day Party
- February 9: 7th Annual YMCA Black and White Ball (6th year at the DACC)
- February 10: Wrestling Pre-match Social
- February 15: Accepted Student's Parent Social

DACC UPCOMING EVENTS:

- February 23: Lacrosse 50th Anniversary Reunion
- March 12: State-level Student Pitch Competition
- March 22: Accepted Student's Parent Social
- March 26: UPMC Susquehanna Spirit of Women
- March 29: Shark Tank event
- March 29: Margery Krevsky-Dosey Celebration of the Arts Evening
- April 13: Phi Mu Delta 50th Anniversary event
- April 27: Women's Soccer Alumni Social

Lock Haven University

Report of the Vice President for Enrollment Management and Student Affairs
to the
Council of Trustees for the February 22, 2019 Meeting

Enrollment Management

Admissions has implemented the new Slate Customer Relationship Management (CRM) system. We are using Slate for visits, Accepted Student Day registration, and communicating with prospective students. We will be using Slate for our application for the incoming class of fall 2020.

The contract with Ruffalo Noel Levitz (RNL) has made it through the approval process. The kickoff meeting was held on Monday, February 4. RNL will be on campus several times over the next few months helping to kick off a new recruiting campaign. We will specifically be doing a stop-out campaign and a new traditional freshman student campaign.

Accepted Student Day (ASD) has been moved earlier and a second date added (based on recommendations from RNL). The first date is Friday, February 15 and Saturday, February 16. The second ASD is in March. The overnight visit is designed as a yield event to convince student to deposit. Students will be staying overnight on campus. Parents are invited but not required to attend. This is a multi-office event including faculty and staff from a variety of areas.

The Center for Excellence and Inclusion (CEI) is working on a food pantry proposal. The food pantry will provide food and hygiene supplies to LHU students with need. Currently the proposal includes using the LHU Foundation-owned synagogue (near East Campus) to house the pantry. This is a student-lead initiative with support from Amy Downes, Assistant Director of CEI. Students were able to begin collecting non-perishable items last semester when students were moving out. Once final approval has been secured from the LHU foundation, the students will begin collaborating with faculty, staff and students to launch a pilot this spring.

Financial aid has been impacted by the federal government shutdown, but we have been working hard to lessen the impact on students. The IRS data retrieval tool had been down for several days making it impossible for students selected for verification to complete the process. The use of tax forms has been approved rather than waiting for the data tool. The shut-down also caused issues with males and completing their FAFSA due to the need to verify selective service registration. We are working through the issues.

Martin Luther King (MLK) Day of Service: The Center for Excellence and Inclusion, Mountain Serve Community Service, and Human Resources cooperated on the first annual MLK Day of Service on Saturday, February 2. Eight different service opportunities, from painting rocks, making cards, cleaning toys and stables, and assembling boxes for children in the hospital, allowed volunteers to choose something they felt passionate about. An excellent turnout had faculty, staff, students, and administrators working in the Lock Haven Community.

Student Affairs

The Student Auxiliary Services, Inc. (SAS) has transitioned from the brick and mortar store to a virtual or online store. The service has been outsourced to MBS Direct. With the retirement of the bookstore manager, the timeline was accelerated. It was the recommendation of the out-going manager to make this change. There were a few minor challenges but given that the transition was done in a matter of weeks instead of months, it went very well. We have also expanded the First Day Access Textbook Program and saved students a lot of money. With the transition to the on-line store and another successful pilot, we hope to expand the First Day Access program for fall. A side note, the bookstore will soon be known as The University Store. With textbooks available on-line, it makes sense to transition the name as well. Special thanks to Robin Rockey, Enrollment Management Project Manager, for taking the lead on this transition. This project would not have been possible without her willingness to jump in and do what needed to be done to make it happen.

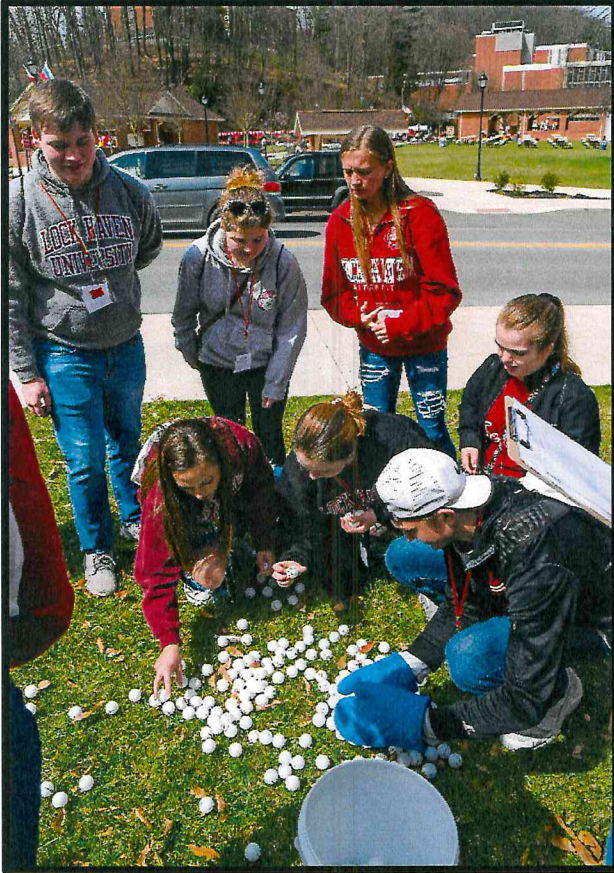
Our Student Activities staff, Jodi Smith, Director of Student Activities, and Kim Harris, Assistant Director of Student Activities, will be presenting at the National Association of Campus Activities National Conference in Columbus, OH on the implementation of our Best Campus Tradition for the Golf Cart Parade. Our Haven Activities Council (HAC) students will also be attending the conference. The event was featured in the Campus Activities Programming Magazine for January/February 2019 (see attached).

Student activities will be having their annual Spring Semester Club and Organization Fair on February 13 at the Student Rec Center from 3pm to 5pm. Over 100 clubs and organizations will be participating and recruiting new members.

The Student Government Board will be participating in the PASSHE Advocacy Days Program in Harrisburg in April. The University will be taking a group of students by bus to Harrisburg to rally for support of higher education, attend a senate budget hearing, and meet with legislators.

New Anti-Hazing Law: Governor Wolf signed into law the Timothy Piazza Anti-Hazing Law that requires university's to have an anti-hazing policy (including penalties), provide appropriate anti-hazing education, track hazing incidents for the last five years, and make available on our website. LHU had a policy and process for providing education to all appropriate student groups and had to make very minor changes to our policy. This law applies to more than just fraternities and sororities. It also applies to athletic teams, band organizations, and other student groups and activity clubs. We created a link on our website for the report of all violations for the last five years even though no violations were reported. The link is as follows:
<http://www.lockhaven.edu/publicsafety/Institutional%20Report%20of%20Anti-Hazing%20Violations%20Jan%202014%20to%20Jan%202019.pdf>

Accepted Student Day 2018:



MLK Day of Service:



A Golf Cart Parade Evolves into Lock Haven University's Best Campus Tradition

By
JODI SMITH and KIMBERLY HARRIS
Lock Haven University (PA)



Students decorate golf carts.

FOR COLLEGES AND UNIVERSITIES, campus traditions are vital to making students feel like they belong. Big events that make the campus buzz are part of what makes a campus more than just buildings and green space – they create community and connectedness. In 2009, the Lock Haven University Student Activities Office and the Haven Activities Council programming board saw a need for a Homecoming activity to excite students early in the week and to celebrate what it means to be a Lock Haven student.

So, they developed an idea for a tradition that would turn Homecoming into an event that engaged all students equally. The Homecoming Golf Cart Parade brings clubs and organizations together to decorate unique floats showcasing their individuality and school spirit.

The Golf Cart Parade started with only 12 carts, but the tradition grew over time. During the past nine years, the parade has become the most anticipated event on campus, with thousands of students, professors, staff and local residents coming together. The program has expanded to 58 golf carts and has been capped due to the limited number of golf carts available to rent.

Each year, a theme is selected for the parade, from cartoons, ideas from around the world to various decades. The 2018 theme was "Books, Books & More Books!" No matter the theme, clubs and organizations come up with extremely creative and elaborate ideas to bring the theme to life. The carts are stored in the Student Recreation Center, and clubs have three days to decorate them before the big parade. Using provided supplies, including cardboard, paper and markers, participants transform carts into spirited creations.

The event is held annually on the Thursday of Homecoming Week. The parade winds through campus past the residence halls and the dining hall and ends on the university's Commons Lawn at the Homecoming Lawn Party, where faculty and staff judge the golf carts in five categories:

- Most Creative,
- Best Use of Theme,
- Best Use of Club Purpose & Parade Theme,
- Judges Choice, and
- Best Overall.

Winning golf cart teams receive a monetary donation to their club's fundraising account.

The Golf Cart Parade is an opportunity for clubs and organizations to demonstrate their creativity, bond with club members and attract new members to their organizations while promoting school spirit. It is an exciting way for all students and the local community to enjoy campus life and celebrate Homecoming.

A Lawn Party was added in recent years to complement the parade and allows for the opportunity for the University Community to mix and mingle among the golf carts on display. With the help of sponsors, a live DJ, food, drink, games and inflatables have been added to the Lawn Party. Whether decorating a golf cart, riding



Photos courtesy of Lock Haven University

in a cart, or viewing the parade, 2,000-plus people enjoy this annual campus tradition.

Lock Haven University (PA) was the winner of the 2018 Your Best Campus Tradition™ Video Competition in the Schools Under 5,000 FTE category, and its team was recognized at the 2018 NACA® National Convention. Winners of the competition also have the opportunity to write an article about their tradition for Campus Activities Programming®. See the team's winning video at: www.naca.org/awards.

ABOUT THE AUTHORS

Jodi Smith, M.S., is director of Student Activities at **Lock Haven University (PA)**.

Kim Harris, M.Ed., is assistant director of Student Activities at the institution.

Win Prizes for Showing Your School Spirit

Does your school have a tradition that spotlights school spirit, showcases a signature program, or highlights best practices in programming? Inspire others by entering **Your Best Campus Tradition™** by Jan. 16. You'll engage other campuses in a friendly "battle of traditions" and compete for prizes!

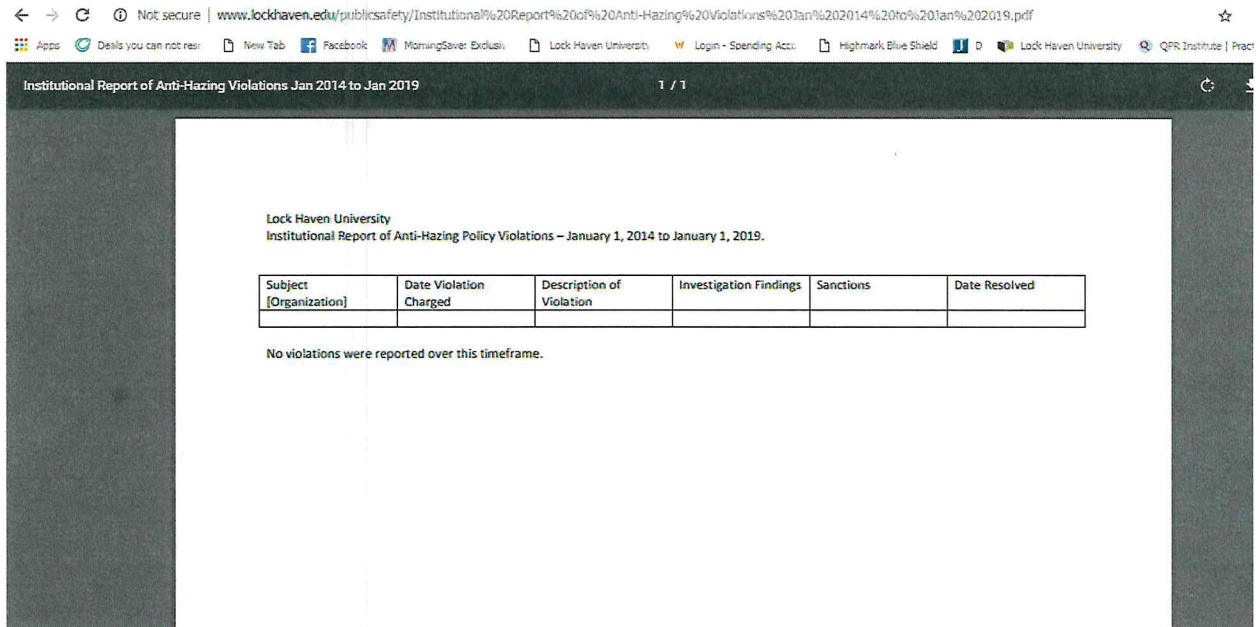
New this year: The first round of judging will be based on a written submission from each campus entering the competition. Finalists will provide a video of their tradition, and winners will be announced at the 2019 NACA® National Convention in Columbus, OH.

Learn more: www.naca.org/awards.



Anti-Hazing Posting:

A snapshot from our website.



February COT Report—Communications—Office of Advancement

- Newsletters
 - The office continues to produce two newsletters per month. LHU and You highlights campus and community news and events and spotlights a local business, offering a discount to campus and community members. LHU and You is distributed to over 1,000 subscribers.
From the President's Desk is distributed internally to faculty and staff and contains important University news, updates, and coming events.
- The Haven Magazine
 - The winter 2019 issue of The Haven magazine will hit mailboxes the week of February 20th. This issue spotlights President Pignatello's first semester on campus and highlights news and events that took place in fall 2018 including homecoming week, Elizabeth Smart's visit to campus, and much more.
- 150th Anniversary Committee
 - The committee held their first meeting in late December 2018. Many ideas were generated concerning LHU's sesquicentennial in 2020. The committee will meet again in February to establish subcommittees and begin the work of planning our year-long, university-wide celebration. The committee will present a formal plan to the president in the fall of 2019.
- Social Media
 - The University's social media presence continues to grow and the social media team is working diligently to grow our presence and increase engagement with a variety of key audiences. This semester, we are undertaking several new social media initiatives.
 - Why I love LHU campaign – Facebook and Instagram campaign
Feb. 1 through Valentine's Day, we created a short video of students, faculty and staff sharing why they love LHU and posted them to Instagram and Facebook with the hashtags #IheartLHU #LHUlove
After the first four videos:
 - Instagram: 1,962 views
 - Facebook: 690 engagements, 199 likes and reached 9, 722 people
In this time: Feb. 1-Feb. 6 – 42 more page likes
 - #TravelTuesday – Instagram campaign
Every Tuesday we post a photo and information about a student studying abroad
 - We've done two so far with 372 combined likes
 - #HavenTourTuesday – Instagram and Facebook
Every Tuesday we post a photo from somewhere on campus or in the Lock Haven area
To Date 2-7-19
 - Instagram: 530 likes
 - Facebook: 760 engagements, 489 likes, 17 shares and reached 6,709 people