

**Lock Haven University Council of Trustees Updates
Provost & Vice President of Academic Affairs
February 2021**

Executive Summary:

As we enter spring 2021, more than 75 members of our faculty and all of our academic leaders are fully immersed in the work of integrating the academic array across three universities and in synthesizing the framework to support it. Simultaneously, the academic division is independently conducting the difficult work of right-sizing both its faculty complement and program array while pivoting to embrace new academic opportunities and new partnerships.

Below is a snapshot of other significant academic events post-September 2020.

Faculty Publications:

McKeague, Matthew. "Comedic Coping: Humour Techniques and Melancholia in Tim Burton's *Beetlejuice*", international *Journal of Literary, Post-Colonial, and Gender Studies*. December 2020.

Nesbitt, Todd and Michaela L. Garwys. "Understanding Geography through International Experiences: A Student Perspective" In *Human Geography and Professional Mobility: International Experiences, Critical Reflections, and Practical Insights*. Routledge. 2020.

Park, Tulare W., C. Rogers-Shaw, and D. Kisare-Ressler. "Third Shift Labor of Advanced Career Learners: Growing the Adult Education Field." *Proceedings of the Adult Education in Global Times: An International Research Conference* Vancouver, BC, Canada, 2020. [conference cancelled due to COVID-19 but proceedings will still be published].

Satya, Laxman. *World History: An Analytical Survey from Mid-First Millennium to the Twenty-First Century*, Rylan Books, Ronkonkoma: New York, 2020.

Maddox Hafer, Marjorie—. "Apocalypse: the Long and Winding Road," *The Other Journal*, 2020.

Scholarly Presentations:

Amano, Kyoko. Faculty. Council of Colleges of Arts and Sciences Seminar for New Deans. December 2020.

Devi, Gayatri. "Dialectal Diglossia in African American Hip Hop Breakbeat Poetry," *European Society for the Study of English 2020 International Conference*, Lyon, France, 31 August-4 September 2020.

Canatella, Holle "She Strove to Enrich the Man in Virtue: Spiritual Friendship in *The Life of Christina of Markyate*." Wilson College Humanities Conference. Chambersburg, PA, 2020.

Long, Amy. PAC-TE virtual conference, October 2020.

Maddox Hafer, Marjorie. Lit Youngstown Literary Festival, virtual, September 2020.

McKeague, Matthew. International Conference on Communication & Media Studies, virtual conference, Toronto, Canada October, 2020.

Washington, Dana. Lit Youngstown Literary Festival, virtual, September 2020.

Creative Endeavors:

Curtin, David. Was an adjudicator for the senior level of the Pennsylvania MTNA piano competition (November 2020).

Curtin and his family performed a virtual concert for the residents of the Foxdale Village Retirement Community (December 2020).

Curtin was also a featured guest on The Lubber's Hole Podcast, which is devoted to the Aubrey-Maturin novels by Patrick O'Brian. Dr. Curtin discussed the role of music in the context of these twenty works of historical fiction (which are set in the first two decades of the nineteenth century), including specific works and composers mentioned in these 20 novels, the importance of musical training in middle- and upper-class society of the time, etc. (December 2020).

McCoy, Vance. 2020 LHU Art Faculty and Fine Arts Society Group Exhibition. The Station Gallery, Lock Haven.

---. 2020 *Unplugged* Group Show (Curated by Johnny Romeo). James Oliver Gallery, Philadelphia, PA (October 2020).

Severn, Edwin. Artistic Director and Performer. Lock Haven JAMS Annual Jazz and Arts Festival (August 2015-present).

---. Trumpet teaching and pedagogy masterclasses at Penn State University (via zoom) (2019, 2020).

Faculty Honors, Awards and Grants:

Ramona Broomer, MFA, successfully defended her dissertation in the Ed.D Instructional Technology at Duquesne University (December 2020).

Dr. Marjorie Maddox Hafer - *Transplant, Transport, Transubstantiation*, Philip H. McMath Post-Publication Book Award Finalist, 2020.

Dr. Marjorie Maddox Hafer Semifinalist. Ohio State University's Charles B. Wheeler Prize for a Poetry Collection, *for Seeing Things*, 2020.

Dr. Marjorie Maddox Hafer – Finalist. "Inside Out: Poems on Writing and Reading Poems with Insider Exercises by Marjorie Maddox. Keysay Books 2020 International Book Awards.

Dr. Erica Moore - Clinton County Community Foundation, 2020. (\$5,000).

Dean John Nauright Appointed to the International Supervisory Board of the Higher School of Law and Administration at the Higher School of Economics, Moscow, Russia.

Drs. Martell, Sharma and Bechtold are preparing a NSF proposal. Title of Project: Collaborative Research - Understanding the impact of rural vs. urban networks on STEM education and entrepreneurship (BPINNOVATE)

Dr. Denine Simin and Associate Provost, Jonathan Lindzey, are spearheading a LHU grant-supported initiative to recommend co-requisite models for developmental Math and math pathways across the PASSHE system. This is an initiative geared towards increasing student success and retention.

Departmental/Program Accomplishments:

Special Education Department - Dr. Kayla Mohney became certified as a Youth Mental Health First Aid instructor in Fall 2020 – Dr. Mohney and Dr. Erica Moore, who was certified previously, plan on providing training sessions to pre-service candidates during student teaching in spring 2021.

Clinical Mental Health Counselling - To meet increased demand we are moving from Summer 2021 to a Summer, Spring, Fall cohorted admissions of 30-30-30 students, an increase from 45 to 90 per year intake since 2019.

Social Media/Marketing - Our social media marketing collaboration with FC Nordsjaelland (Danish Super League Soccer Club) was a great success and we will continue the relationship with promoting the club and women's team during Spring 2021.

Sport Management - We have added a new graduate concentration in the MS Sport Science in International Sport Management.

An Update on the Clearfield Campus

Spring 2021 enrollment has *increased* from Spring 2020 enrollment numbers. As of 1/22 we were at 295 students.

Discussions are occurring with Penn Highlands Healthcare system regarding workforce needs and building stronger ties to assist clinical programs with educational experiences. Penn Highlands has identified need to employ 200 new nurses per year in their system.

Meetings with regional stakeholders have identified regional priorities in healthcare; social work; logistics and supply chain management; hospitality and tourism for which we are developing initiatives.

A Clearfield Advisory Board will be named in the next month.

Students in Clearfield can now complete full courses of study in social work; recreation management; sport management; and finance, insurance and risk management in addition to existing programs.

In consultation with various stakeholders we are developing a one-year Action Plan for the campus.

An Update on Middle States Accreditation.

Lock Haven University continues work on the Middle States Self-Study Reaccreditation Process. During the Fall 2020 Semester, the Steering Committee and Working Groups finished the Self-Study draft and vetted it with the campus community. Feedback was collected and integrated as appropriate into the Self-Study narrative and/or used to address gaps in compliance or with Standards. Working Group 8 collected the majority of supporting evidence and verified compliance with federal regulations and Middle States policies. The Steering Committee and Working Groups will continue to collect, organize, and upload evidence into the Middle States portal in preparation for the Team Chair Visit on March 30th. During his visit, the Team Chair, Dr. Dennis Hefner, will meet with campus constituencies and assess LHU's preparedness for our October 2021 Team Site Visit. He will provide feedback, identify areas for improvement, and guide LHU on how to finalize the Self-Study and documentation during late spring and over the summer to best position us for the Team Site Visit. The team visit will occur in October 2021

Finance & Administration Division
Report for the Council of Trustees Meeting
February 12, 2021

Department Reports

Facilities Department

Director of Facilities, Scott McCall

In-house Projects In-process and Completed:

- **Paving Projects** - Open contract for miscellaneous paving projects throughout the summer season. Cost \$50,000
- **Concrete Projects** – Open contract for miscellaneous concrete projects throughout the summer season. Cost \$50,000.
- **Fairview Suites Painting** – Yearly painting maintenance and repairs have been completed to the general areas of the fourth floor of Fairview Suites.
- **RLC / Space Utilization Study** – This was a feasibility study for the RLC (Robinson Learning Center) capital project as well as a mini master plan study of space utilization, adjacencies and future learning environment needs. The design proposal report by the architectural firm completed August 2019 at a cost of \$240,000. This study will be used to plan the renovations for the DGS (Department of General Services) Project to upgrade the RLC building in approximately two years. Office and classroom relocation projects are listed below as RLC Enabling Projects.
- **RLC Enabling Projects:**
 - **Smith Hall Basement Conversion** – Converting the existing dorm rooms into offices for the IT Department. Project Cost \$135,000. The work is complete and is ready for use for spring 2021 and be within the budgeted cost.
 - **Stevenson Library IT Help Desk** – Created an IT Help Desk in the library, along with the supporting offices. Project completed.
 - **Temporary TV Studio / Radio Station Move to Sloan room 321**
 - **Temporary move of “Black Box” to Sloan Auditorium**
 - **Ulmer 3rd and 4th floor “Swing Space”** – Bidding is complete and the contracts have been awarded with J.C. Orr as the general contractor. The work is scheduled to be completed July 1, 2021. This project funding is from the plant funds account.
- **Electrical Infrastructure Upgrade** – Capital project through DGS. Budget \$6,000,000: The project work is on schedule with completion slated for October 2021. Currently the contractors (Westmoreland Electric Services) are working on areas within the buildings installing transformers, medium voltage switches and main distribution panels. The length of the project is 548 days and is on track for timely completion.
- **Akeley Hall Repairs** - Contracts have been written to complete the necessary repairs to the parapet walls. This work will be completed when weather allows and will be followed by the stairwell plaster repairs and painting.
- **Campus Appearance Improvement Projects** – Campus visual improvement projects such as tree and flower planting, brush clearing and general cleanup. This is a continuing project with 2020 focus on the hillside below Fairview Suites.
- **Fire Alarm Upgrades** – System upgrades have been completed on all campus buildings with Thomas Field House remaining. This work will be completed as time allows.

- Smith Field Turf Replacement – Design services and bidding documents are nearing completion by APA Architects for the turf replacement at Charlotte Smith Field. The turf installation project will be submitted after the bidding is completed, but estimated costs will be approximately \$1.2M.
- Campus Safety and Security Project – Upgrade of campus safety equipment (AEDs, campus security phones, video cameras and door locks both internal and external). Approximate cost of \$125k. This project has been approved with some equipment purchases completed.
- Building Demolition – Capital project to demolish High Hall, McEntire Hall and the water tower is in design. A design firm has been selected and contracted by DGS with bidding to be submitted in December 2021 and demolition to begin in February 2021.

Potential Upcoming Projects:

- Akeley Business Lab Proposal – A design proposal has been completed and we are awaiting a funding source.
- Clearfield Founders Hall Window Replacement
- Clearfield Founders Hall Roof Replacement
- Jack Stadium ADA Improvements
- East Campus Gym Upgrades
- Campus Village Retaining Wall Replacement

Procurement Department

Director of Procurement, Becky Proctor

- PASSHE has officially postponed the SourcePoint (SAP Ariba) Go-Live date to April 12th, 2021. This decision was made due to several factors, including:
 - Scheduling conflicts with the beginning of the Spring term
 - Time to map To-Be Business Processes in collaboration with Universities for improved implementation

This extension will allow more time for training development and delivery, additional integration testing opportunities, and additional time to prepare for the future of SourcePoint. Additional information will be provided in future communications regarding cutoff dates for procurement functionality in SAP and the retirement of ProcureWare.
- After further review of the Ariba implementation timeline (now scheduled for April 2021) and in order to maintain full functionality of procurement activities during the transition period, ProcureWare will be available until December 31, 2021 as per the current contract.
- Phase 2 of Procurement Shared Services in which seven (7) universities, including Lock Haven University, will be transitioning to the Regional Procurement Offices (RPO) will occur on January 16, 2021. One hour meetings will be scheduled with each of the universities to introduce RPO leadership teams, review university procurements that are in process, discuss preferred communication cadence with the RPO, and answer any questions about the RFP structure.
- The bid threshold amount for 2021 has increased from \$21,000 to \$21,300 effective January 1, 2021, as noted in the Pennsylvania Bulletin published on December 14, 2020. This amount applies to all procurements, including construction. The only exception is contracts for the retention of architects and engineers (threshold remains at \$10,000). The \$5,000 threshold for consultative services was removed as part of the 2020 amendments to Act 188.

Financial Operations

Controller, Amy Dicello

- 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. The report was due January 15, 2020.
- Clifton Larson & Associates completed the three-year cyclical agreed-upon procedures review of Lock Haven University's NCAA Statement of Revenue and Expenses. CLA performed the audit remotely from October through January. The evaluation produced no findings.
- The EADA (Equity in Athletics Disclosure Act) Report was submitted to the U.S. Department of Education. This report contains data similar to the NCAA report. The report was due January 28th and is available to the public via Lock Haven University's website:
[https://www.lockhaven.edu/about/documents/2020 EADA Report Website Final.pdf](https://www.lockhaven.edu/about/documents/2020_EADA_Report_Website_Final.pdf)
- Financial Operations is well represented on the Northeastern Integration working groups. The Controller is the lead of Budget Sub-Working group and a member of the Accreditations Working group, the Director of Accounting and Student Accounts is the co-lead of the Student Accounts Sub-Working group and our Accountant is the co-lead of the Financial and Business Services Sub-Working group. In addition, the Finance Manager, Grant Accountant, Student Accounts Manager and F&A Administrative Assistant are all members of various Finance and Administration Sub-Working groups.
- The Business Office is working on the Mid-Year Sustainability Progress Summary which is due to PASSHE February 22nd. The purpose of the report is for universities to assess progress relative to meeting enrollment and financial sustainability goals as outlined in the Comprehensive Planning Projections (CPP) submitted in September. If universities are not showing adequate progress in meeting their sustainability goals, they will be required to develop a remediation plan.
- The Business Office is also working on an Integrated Financial Projections report (CPP2). This report will be completed by the three northeastern integrating universities. The first two years of the report, LHU, Bloomsburg and Mansfield will provide stand alone projections. Integrated projections combining the three entities will be calculated for FY 2022-23 through FY 2025-26. The report will be completed by March 1st to allow feedback from the campus community. The final report will be submitted to the Office of the Chancellor April 1st. The OOC will present this document to the Board of Governors in April to assist with the decision regarding moving forward with integration.

Office of Human Resources and Social Equity
Chief Administration and Finance Officer, Deana Hill

COVID-19 Mitigation

- **TESTING:** Rapid nasopharyngeal antigen COVID-19 testing is now utilized to provide immediate results to students when they arrive to campus, throughout the semester as part of our 10% random sampling protocol, end of semester testing and for those identified as close contacts to COVID positive students at day 5 after exposure. Over 3500 tests are expected to be conducted. Our PA students, nursing students, COVID tracers and coordinator of COVID Inst Resp Team are trained to conduct in-house testing.
- **Vaccines**
 - LHU has partnered with **UPMC to deliver** (ONLY healthcare systems and pharmacies identified by PA DOH receive vaccines to distribute) COVID vaccinations to faculty/staff/students as they qualify within the Phase Vaccination Protocol. LHU has generated a list of each Phase to be submitted to UPMC as appropriate.
 - The LHU COVID Inst Resp Team provides detailed up-to-date information and instruction on how faculty/staff/students can access COVID vaccination through local distribution providers as indicated by PA DOH.
 - Currently over 250 of our faculty/staff/students have received at least the first does of their vaccination.
 - The University continues to collaborate with PEMA/DOH and Clinton County to plan to serve as a mass vaccination site.
- LHU submitted a request to CDC and has been selected to participate in a national study "Mask Adherence at Colleges and **University Project aka Observation Mask Use at IHE's-2021 Spring Semester**. CDC partnered with 6 IHEs in the 2020 Fall semester to pilot the project and is now recruiting additional IHEs to have more diverse geographic representation across the US. Monitoring mask use, tailoring messages to promote healthy behaviors on and off campus, and developing measures to enforce or ensure compliance of healthy behaviors have the potential to improve use and effectiveness of public health strategies to protect individuals on campus and in the surrounding communities by preventing the spread of SARS-CoV-2.

Title IX

- The Associate Director of Human Resource presented Title IX information virtually at new 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 Associate Director of Human Resources presented Sexual Harassment and appropriate behavior in the workplace at Resident Assistant (RA's) Training. 26 RA's were made aware of the types of sexual harassment, where and how to report, how to prevent and best practices in the workplace. Situations were discussed for best practices, and policies and procedures.

- **It's On Us Grant:**

On January 6th Lock Haven University was one of five PASSHE schools to receive the grant money from the Governor's Office and the Pennsylvania Department of Education for the grant period starting January 1, 2021 until May 30, 2022. The Governor's "It's On Us PA" grant program aims to support postsecondary institutions efforts to create a campus environment in which all community members work together to end sexual violence and where the rights of survivors are protected and appropriate resources and accommodations are available. The grant money will be used for work to prevent, address, and respond effectively to sexual violence on our campus.

The following items are budgeted in the grant application: Student presenter from the social media realm such as TikToc or YouTube; an online orientation module focusing on healthy relationships, bystander awareness and address the issues of sexual assault on college campus; and the establishment of a student chapter of It's on Us data.

- **Retirement and Financial Planning Sessions Offered**

The University will be hosting retirement and financial planning seminars for all faculty and staff. Information from **TIAA, PSERS, SERS, Social Security, and deferred compensation will be available for all employees.**

Information Technology

Director of Information Technology, Boise Miller

- **DUO Security:** Implementation of multifactor authentication for enhanced information security is complete and has been rolled out to the campus community.
- **Wireless Network Upgrade:** The RFP process is complete and a vendor has been chosen. Implementation will commence once all signatures are complete on the contract.
- **ResNet Services:** Lock Haven is planning to utilize a PASSHE-wide sole source contract with Apogee to provide residential wireless networking services in the residence halls. This will provide increased capacity, coverage and 24-hour customer service to our residential students. Implementation will begin after final executive approval.
- **OneSIS:** Lock Haven IT has continued to be heavily involved in the PASSHE-wide OneSIS initiative. The RFP has closed and several responses have been received. LHU is now planning to be in the last cohort due to integration efforts.
- **University Integration Preparation:** IT department staff are working through the planning process to enable integration efforts with Mansfield and Bloomsburg. Major initiatives include migrating to a shared Student Information System (MU and LHU will be moving to BU's PeopleSoft system), communization of the recruiting CRM, and designing a shared user identity and authentication system to allow seamless movement across campuses.
- **Helpdesk Move:** The IT Helpdesk and support staff have been relocated from the 5th floor of Robinson Hall to the main level of Stevenson Library.

Public Safety

Director, Tim Stringer

- COVID-19 has modified the mission of the Public Safety Department. We have been able to adapt to these changes to continue to make the Lock Haven University Campus Community a safe place. We have been able to spend more time interacting with faculty, staff and students ensuring that COVID requirements are being followed. Approximately one half of the officers has received their first dose of the COVID Vaccine. A quarter of the officers are scheduled to get their vaccines within the next week.
- Both of our new officers, Chayten Gunn and Victor Foley are completing their Field Training Programs. Both officers had their training accelerated due to staffing level issues due to COVID 19 quarantine and isolation situations.
- Sergeants Shoemaker, Bruno and Coxford attended Penn State University's Justice and Safety Institute's Police Supervisor training. This training provides these Sergeants more specific training in supervising, evaluating, training, teaching and mentoring the officers that they supervise.
- One third of the members of the department have completed their mandatory in-service training. The topics of this training included Legal Updates, The Juvenile Justice System, Human Trafficking of Juveniles and Interacting with people with special needs. The remaining officers will complete their training in February and March. The officers who attended this training also completed their re-certification on CPR, First Aid and using the AED.
- The department is still working on filling one of our open positions. We currently have nine people who have applied for this position and the search committee is working to identify potential candidates that meet the minimum qualifications.

Report of the Vice President for Enrollment Management and Students Affairs to the Council of Trustees for the Friday, February 12, 2021 Meeting.

Current Enrollment

As of January 22, spring enrollment was 21 students down from 2020, with a decrease of 17 undergraduate students on Main Campus and an increase of 14 graduate students. Clearfield undergraduate enrollment is down 9 students and up 12 graduate students.

Jan 22, 2021 (Friday)				Jan 17, 2020 (Friday)			
	Graduate	Undergraduate	Total		Graduate	Undergraduate	Total
Main Campus	392	2164	2556	Main Campus	378	2181	2559
Clearfield	24	271	295	Clearfield	12	280	292
Coudersport	23	0	23	Coudersport	13		13
Dixon Center	22	0	22	Dixon Center	11		11
Total	461	2435	2896	Total	414	2461	2875

New Student Enrollment

As of January 21, deposits for first-time freshmen were down 9 students, up 9 students for first-time transfers and up 2 graduate students. Applications for admissions are down 426 for first-time freshmen, down 40 for first-time transfers and up 35 for first-time graduate. Clearfield Campus deposits for first-time freshmen are down 2 and down 1 for first-time transfers. Applications to the Clearfield Campus for first-time freshmen are down 5 and up 4 for first-time transfers.

Fall 2021 Comparison Report as of 1/21/2021

YTD Admission Stats

Main Campus						
First Time Freshman	FA2021	FA2020	FA2019	FA2018	YoY	YoY%
Inquired	8,589	7097	6789	7354	1492	21%
Applied	1,621	2047	1963	2300	-426	-21%
Accepted	1,400	1486	1542	1821	-86	-6%
Deposited	183	192	188	220	-9	-5%
Transfer Student	FA2021	FA2020	FA2019	FA2018	YoY	YoY%
Inquired	96	148	122	101	-52	-35%
Applied	78	118	70	99	-40	-34%
Accepted	35	34	29	40	1	3%
Deposited	12	5	5	12	7	140%
International	FA2021	FA2020	FA2019	FA2018	YoY	YoY%
Inquired	29	21	48	128	8	38%
Applied	23	17	10	94	6	35%
Accepted	13	7	2	4	6	86%
Deposited	4	0	1	1	4	100%
Clearfield Campus						
Clearfield Freshman	FA2021	FA2020	FA2019	FA2018	YoY	YoY%
Inquired	74	79	256	188	-5	-6%
Applied	57	62	251	271	-5	-8%
Accepted	26	23	31	43	3	13%
Deposited	5	7	4	12	-2	-29%
Clearfield Transfer	FA2021	FA2020	FA2019	FA2018	YoY	YoY%
Inquired	34	29	17	20	5	17%

Applied	31	27	59	54	4	15%
Accepted	1	2	4	3	-1	-50%
Deposited	0	0	1	1	0	#DIV/0!
UNDERGRADUATE TOTALS						
	FA2021	FA2020	FA2019	FA2018	YoY	YoY%
Inquired	8906	7374	7232	7791	1532	21%
Applied	1818	2271	2353	2818	-453	-20%
Accepted	1475	1552	1608	1911	-77	-5%
Deposited	204	204	199	246	0	0%
GRADUATE TOTALS						
	FA2021	FA2020	FA2019	FA2018	YoY	YoY%
Inquired	473	291	426	162	182	63%
Applied	99	64	139	81	35	55%
Accepted	29	22	10	1	7	32%
Deposited	17	15	6	1	2	13%

Enrollment Management: Activities and Initiatives

Integration

EMSA staff have been fully engaged in the Integration planning process on a variety of working groups, including: enrollment management, student affairs and student success, workforce development, academic affairs, marketing and financial aid. A large number of EMSA staff are serving on working groups and subgroups in a variety of roles including: leads, co-leads and general membership. Representation from EMSA on working groups and subgroups includes management, SCUPA and AFSME.

Admissions

- Admissions has been hosting visitors to campus every day at 9:30 AM. Admissions Counselors have been providing tours of campus and a presentation about LHU.
- Admissions has begun awarding Board of Governors (BOG) scholarships to incoming students. The BOG scholarship promotes diversity and recruitment of students with special talents.
- Counselors are beginning to schedule spring visits to high schools and college fairs (mostly virtual).
- Admissions mailed merit-based university scholarship letters to 536 incoming first-time freshmen and first-time transfers. Merit scholarships are based on rigor of curriculum and cumulative GPA.
- Admissions hosted 1595 visitors in 2020; 873 in-person visits and 722 virtual visits.

Center for Career and Professional Development

- The CCPD hosted dual enrollment sessions for Keystone Central School District – specific sessions were held based on academic programs and they provided an opportunity for students to ask questions. They were virtual, hour-long opportunities for dual enrollment students to talk to CCPD staff members and enrolled students.
- All dual enrollment students had access to weekly “Ask Anything” sessions with CCPD staff. These sessions were held via Zoom every Wednesday from 3:30-4:00 PM.
- CCPD held virtual office hours and offered appointments to students who needed resume help, assistance finding an internship, and a range of other needs.

- CCPD hosted a Workforce Recruitment Program (WRP) session for students with disabilities. Students could attend "Resume Review" sessions or sessions that taught interview strategies. All sessions were available virtually.
- CCPD hosted a virtual internship and career fair on Zoom. Students could attend prep sessions beforehand to perfect resumes and interview skills. Students could register online for group or one-on-one sessions with potential employers and meet virtually with recruiters who were looking for qualified candidates in a range of fields.

Financial Aid

- There is a new Financial Aid calculator on the LHU website that provides students and parents with a more accurate picture of tuition and fees that are charged, and financial aid that LHU offers.
- New student financial aid packages (scholarships and grants) are being prepared and award letters will be soon delivered to students.
- Returning students are being packaged in April to allow more time for them to complete the Free Application for Federal student Aid. Messaging about the FAFSA has been provided and is clear. The FAFSA data is being monitored to see if additional messaging is required.

Registrar

- The Registrar has been busy assisting students with December graduation processing and course registrations for the spring semester.
- Some important spring dates: Monday, February 1 – last day to add or drop (does not appear on academic record) a full semester course; Sunday, February 21 – deadline to submit grades for incompletes from fall and winter intersession (extensions may be requested by instructor); Friday, February 26 – last day to apply for May or August 2021 graduation.

Office of Student Outreach, Assistance, and Resources

- The office was renamed to better identify the array of services provided to students. Previously, this office was named the Center for Excellence and Inclusion. This office functions as a mentoring, outreach, and resource center for students.
- Fall mid-term grade student outreach: All students with at least one E/EW or a combination of two or more (Ds, Es, EWs) received a message from early alert (521 students) during midterms. Students were asked to complete an action plan to address their grades. Students with concerns were directed to an LHU staff member for assistance. Academic advisors received messages from Early Alert about their students. Leaders of specific groups (Athletes, EOP, Academic Success Program, and International) received lists from the Registrar with their students.
- Non-registered student outreach: Outreach was focused on 440 students who were not registered for spring semester courses. In a combined effort, the Office of Student Outreach, Assistance, and Resources (SOAR) and faculty completed outreach to these students. The SOAR Office followed up with an email. Their final outreach targeted first-time freshman with balance holds. This initiative was a success as most students were reached and registered for courses or received helpful resources.
- New Student Orientation was hosted on Sunday January 24 and it served 46 new students (an 82% attendance rate of those registered) in a 2.5-hour program via zoom. Additionally, 53 new students have logged into the online Orientation modules. The new students were engaged and were eager to begin at LHU even with the current restrictions.

- The Haven Cupboard has continued to serve LHU students throughout the COVID-19 crisis. Students have been able to pick up orders that have been packed specifically for their needs.
 - The Haven Cupboard has announced new spring semester 2021 hours of operation.
 - Students can pick up their orders on Wednesdays from 6:00-8:00 PM or on Thursdays from 12:00-1:00 PM or from 3:00-5:00 PM.
 - Donations are accepted on Wednesdays from 4:00-8:00 PM or on Thursdays from 12:00-1:00 PM or 3:00-5:00 PM.
- For their one-year anniversary and in recognition of Hunger Awareness Month, The Haven Cupboard set a goal to raise \$3,100 (\$100 per day for each day of October) and ended up exceeding that goal to raise a total of \$6,192! The Haven Cupboard has served over 450 different students and has distributed almost 24,000 lbs. of food since opening a year ago.

Student Activities

- LHU SAS, Inc. An application for the second round of COVID Relief / PPP Loan funding has been submitted to offset revenue losses the organization has faced throughout COVID-19. This funding will help aid student employment, programming, athletic funding, salaries, and wages.

Student Programming for Spring Semester 2021

- The Student Activities office is developing a spring Virtual Club Fair for all students.
- Student Activities is planning for spring on-campus and virtual programs, including watch parties, trivia, gaming nights, and hump days.
- New virtual fitness challenges are being developed, including tiered challenges throughout the semester.
- A YouTube channel is being created to host pre-recorded fitness class students can utilize and access anytime.
- Spring virtual and on-campus intramural leagues are being coordinated including competitions and e-sports tournaments.
- Recruitment activities for Greek life and training new leaders for IFC and Panhellenic Council are being coordinated.
- Student Activities is engaged in cooperative activity planning with Bloomsburg and Mansfield in: intramurals, fitness classes, community service, and activities.

Community Service

- Virtual and hometown community-based service opportunities, called "Student Take Over Challenge," are being coordinated. The Community Service Office is working with Clinton County Housing Authority to assist with online tutoring for children attending their after-school program.
- American Red Cross Blood Drives have continued to be held on campus.
- The Community Service Office is coordinating Federal Work Study opportunities with the following community partners: Keystone Central Foundation, SusqueView, Career Pathways, YMCA, and the Merit House.

Student and Residence Life

Student Move-In Information – Early Move In

- Early move-in will be on Saturday, January 23 from noon until 4:00 PM for students with hardship situations (technology access issues, etc.)
- There are 42 total students contracted for early arrival housing in Campus Village and Fairview Suites; 25 students and 17 Resident Assistants.

Student Move-In Information – Regular Spring Move-In

- Will occur from Thursday-Sunday, February 4-7 from 9:00 AM-5:00 PM
- Move - in will occur by appointment, these are large timeslots to accommodate social distancing guidelines and COVID-19 testing requirements.
- Students will be rapid COVID-19 tested prior to moving into the Residence Halls.

Spring Semester 2021 Dining Changes

- We are opening Zoca (the Mexican station) Sunday through Thursday for lunch/dinner.
- Starbucks will be opening on Monday, February 8 for the following days and times - Monday, Wednesday, and Friday from 7:30 AM -1:30 PM.
- Dinner in Upper Bentley will be available from 4:30-6:30 PM; this time was extended from last semester to help accommodate student needs.
- The Bentley Dining Hall is open again to faculty and staff.
- The street level door will be used for entrance, other doors will remain locked and an LHU ID will be required for entry. This singular entrance assists our Institutional Response Team if COVID-19 contact tracing becomes necessary.

Overall Student Housing and Meal Plans: By the Numbers

- There are 314 total students contracted and assigned to live on-campus.
 - There are 231 students contracted to live in Fairview Suites.
 - They all have 14-meal plan contracts.
- There are 83 total students contracted and assigned to Campus Village.
 - There are 23 students with a 14-meal plan.
 - There are 59 students with a 5-meal plan.
 - There is one student exempt from having a meal plan.
- There are 355 total students who have meal plan contracts for Spring 2021.

Scholarships and Next Gen: Collaborative Effort with LHU Foundation

A team has been working to establish and implement a new scholarship platform for the 2021-2022 award year. EMSA (Financial Aid, Admissions), Athletics, and the LHU Foundation have teamed up to build and develop NextGen's Scholarship Manager platform, which will allow for a new range of functionality and awarding capability.

Some notable changes:

- The platform will provide lists of scholarship applicants to the Scholarship Committees.
- For certain scholarships, students will complete an optional questionnaire.
- Scholarship Manager will check criteria.
- The timeline for scholarships will be later than in the past. The scholarship process will begin in February. The past process was manual and required additional time for processing.
- Communication to students, faculty, and staff has occurred throughout the process.

- Donors will now receive thank you letters as soon as the student accepts the award. It will prompt the student to complete the letter then.

Lock Haven University Council of Trustees Report

University Advancement

February 12, 2021

Joe Fiocchetta, VP for University Advancement

Advancement Office

University Advancement serves Lock Haven University by building and strengthening relationships with the internal and external communities we serve to encourage advocacy, investment and support of the University, its mission, goals and programs in support of student and alumni success.

Volunteer Leadership Meetings

- The Foundation Board will hold their spring meeting on February 25, 2021. Board committees meet monthly.
 - The Alumni Board will hold their summer meeting on June 17, 2021. Board committees meet monthly.
-

Integration Update

Integration teams are meeting regularly. The Advancement team is embedded within several working groups and subgroups including: Donors, Alumni, and Foundations; Marketing and Communications; and Governance and Leadership. To date, the groups have outlined key stakeholders (internal/external) and critical activities that need to be in place by August 2022 and beyond. Currently, the groups are identifying areas where we can coordinate and collaborate among the three universities and outlined considerations for an integrated entity.

Alumni and Community Engagement

Recent Activities

- The team continues to engage with constituents virtually.
 - In November, four virtual events were held: *When the Cotton is High: Social Justice and Textiles* (Nov. 5), *Cultural Event: Visiting Poet Sean Dougherty* (Nov. 6), *Town Hall with President Pignatello* (Nov. 12), and *Thanksgiving Theme Trivia* (Nov. 19).
 - In December, two virtual events were held: *Virtual Wreath Workshop* (Dec. 3) and *Christmas/Holiday Theme Trivia* (Dec. 17).
- A special Town Hall for key community and university stakeholders (e.g. COT, elected/school officials, community representatives, alumni/foundation officers) was held on January 21 with President Pignatello, President Hanna (BU), President Patterson (MU), and Chancellor Greenstein to discuss the current state of integration and answer stakeholder questions.

Upcoming Initiatives

- The Advancement team continues to find opportunities to reach, relate, engage, and connect with our alumni and community members.
 - A virtual Painting Workshop will be held January 28 and a virtual Wine and Chocolate Pairing session will be held February 26.
 - Several virtual holiday-themed trivia nights are planned for Valentine's Day (Feb. 11) and St. Patrick's Day (Mar. 11).
 - We will be launching a new email platform that will allow us to more effectively connect with our alumni with personalized communications.
-

Fundraising

Recent Activities

- Each year the goal is to improve performance in key areas: overall contributions, scholarship and endowment production, unrestricted revenue, and donor counts. As of December 31, 2020, results are consistent and in line compared to last fiscal year.
- The team launched a number of new initiatives this fiscal year including a corporate match program that has produced +78% more funds compared to last year, new recognition societies for various levels of donor giving, and expanded crowdfunding pages to generate funds that support our students including academics and athletics as well as affinity groups like Greek organizations.

Upcoming Initiatives

- The 2021 All In Day of Giving will take place on April 15-16, 2021.
 - New for this year will be an expanded focus that includes academic areas as well as our traditional focus on athletics.
 - Collaborating with Student Affairs, a new scholarship platform is being deployed that will modernize and improve how scholarships are awarded and recognized by students and donors.
-

Communications

Recent Activities

- The Communications team continues to create PR and media advisories that promote newsworthy current events about the University, faculty, events, and programs.
 - The team assists the COVID institutional response team with communications including the COVID-19 Dashboard (located on the LHU website) and campus emails that contain dashboard information along with updates, helpful links, and articles.
 - The team will prepare communications and assets needed for a leadership transition.
 - The team is leveraging new technology to communicate dean's list and graduation listing distribution.
- The Social Media team continues to support and connect the Haven family including weekly student encouragement reminders throughout the semester, COVID safety tips and reminders, and holiday ads and graphics for print and social media.

- On December 12, the Communications team planned and produced the Virtual Commencement for our December graduates. Working with the Alumni office, t-shirts were sent to all December 2020 graduates with each graduate's name incorporated into the design of the t-shirt.
- The *Haven Magazine* Winter 2021 edition will appear in mailboxes the last week in February.
 - The issue will close out LHU's 150th anniversary year and features stories from alumni, a look back at the Bald Eagle as our mascot, and other stories that celebrate this important milestone.

Upcoming Initiatives

- As we begin a new semester, the team will continue to communicate health and safety awareness and eventually vaccine information across our media channels.
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Marketing

Recent Activities

- The Marketing team developed a comprehensive marketing and communication plan for FY 20-21 and we continue our efforts to maintain our presence in the marketplace.
 - A virtual map was built and includes the addition of the Clearfield Campus. Links can be found on LHU's homepage.
 - The Marketing team produced digital efforts designed to reach students and promote the University.
 - Advertising campaigns (print and online) for Admissions were developed for focused recruitment markets.

Upcoming Initiatives

- The Marketing team is developing several marketing landing pages as a point of access for our marketing campaigns and capture prospective student leads.
 - We are looking at several options to improve our website's accessibility and searchability (SEO) as well as a project to update our web content.
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Athletic Communications and Marketing

Recent Activities

- While there were no live sporting events scheduled, athletic communications continued to expand its digital feature content and social media platforms.
 - Finalized the redesign of GoLHU.com, which launched in January.
 - Produced athletics related content for Alumni Magazine.

Upcoming Initiatives

- The team is moving forward with plans to communicate and support athletic achievements and initiatives and prepping for the return of athletics competition during Spring 2021 semester. Eleven teams are expected to compete.
 - Planning for staff updates, additions and management of current staff.
 - Develop a comprehensive plan for Athletic Communications and Marketing.
 - Support alumni outreach and fundraising efforts, including promoting sport-specific appeals, online stores, and auction sites.

