

Lock Haven University Council of Trustees

Academic Affairs and Athletics Reports

Friday, February 23, 2018

Prepared by

Donna F Wilson, Ph.D., Provost and Executive Vice President

This report continues the focus, taken up in September and November 2017 reports, on achieving the right size, right programs, and right staffing levels with a view to advancing academic excellence, student centeredness, and fiscal sustainability at Lock Haven University.

1. ACADEMIC PLANNING

The Deans worked with faculty and department chairs through the fall semester to update the 2017-2022 Academic Plan. The resulting document, which included status reports for program planning for 2016-17 together with changes in the out years to 2022 was received by the Provost in December and the President in January. This is a dynamic document, intended to inform curricular work and resource allocation but also to be responsive to enrollments, to new opportunities for program development, and to challenges to leverage resources through collaboration and consolidation. The Office of the Chancellor and Board of Governors have streamlined their own processes significantly with a view to supporting timely offering of new and high demand programs; I am working with the chair of LHU University Curriculum Committee to streamline our local procedures, which can be very slow and unwieldy.

Highlights of the 2017-2011 Academic Plan include:

Interdisciplinary programs

- Conclude articulation agreements with Penn Highlands Community College and Triangle Tech (DuBois) and recruit a fall 2018 transfer cohort;
- Reactivate BS Interdisciplinary Studies option 2 track, allowing highly-qualified and motivated students to create an interdisciplinary program of study (Haven Advantage #As Unique as You);

College of Liberal Arts and Education

- Consider reorganization of Anthropology minor linked to emerging fields or moratorium
- Survey student interest in foreign language study and reorganize foreign language offerings in collaboration with Bloomsburg
- Reorganization and consolidation of International Studies (currently 5 tracks)
- PK-Grade 8 and Special Education collaboration with Clarion to reduce costs while sustaining opportunities

- Reorganize ELML curriculum to reduce costs while addressing standards
- Add BA English concentration in Professional Writing

Poorman College of Business, Information Systems, and Human Services

- Sub-baccalaureate certificates in Business Basics, Social Media, and Healthcare Advocacy (these will entail Middle States Commission Substantive Change application and approval)
- New online completion degree in Social Work
- Research Ed D in Clinical Mental Health Counseling
- Reorganize Data Science Track into BS Data Science
- Reorganize BS Economics (in moratorium) into BS Finance and Economics with concentrations in Economics, Finance, and Risk Management

College of Natural, Behavioral, and Health Sciences

- Nursing: revise curriculum to reduce cost of clinicals/expand utilization of SIM Lab; MS in Nursing + Family Nurse Practitioner; initiate self study for DNP; organize School of Nursing
- Research applied doctorate program within the Health Sciences
- Reorganize Medical Technology concentration in Chemistry concentration in Clinical Laboratory Science

2. STRUCTURAL REORGANIZATION AND STAFFING

The College of Natural, Behavioral, and Health Sciences conducted an internal search for a new dean. The College and University welcomed Dr. Jonathan Lindzey as Dean effective early February.

Dean Stephen Neun will serve as Interim Provost during the time that the Provost is serving as Interim President; Mr. Joby Topper will step in as Acting Dean of the Poorman College for the immediate future.

The University is considering a proposal by the Nursing program to create a School of Nursing, which will expand academic programs from the RN through to the DNP and include Lock Haven and vicinity in geographic scope. This development complements strategic planning to reposition the Clearfield Campus to focus on Health and Human Services.

Philosophy has been relocated from the Communication Department to the English Department.

ADAC is being studied for reorganization for cost effectiveness and appropriate faculty affiliation; the Dean is discussing other department reorganizations to promote efficiency and effectiveness.

Utilize attrition to reduce faculty complement by four to five lines, pending retirements and availability of Graduate Assistant Athletic Trainers.

Conduct search for part-time Grants and Sponsored Programs Officer (manager).

Current staffing levels and ratios

- 2017-18 Budgeted tenured and tenure-track faculty complement: 218
- Fall 2016 (latest available comparisons) Student:Faculty ratio
 - LHU 18:1

- PASSHE mean: 18.5:1
- Carnegie Peer mean: 14.29:1

- Fall 2016 Faculty:All Staff ratio
 - LHU .71:1
 - PASSHE mean .75:1
 - Carnegie Peers .68:1
- Fall 2016 Faculty:Management ratio
 - LHU 10.14:1
 - PASSHE mean 9.64:1
 - Carnegie Peer mean 4.39:1

3. MIDDLE STATES PROGRESS REPORT

The Provost's Office has created a 3-year assessment plan for the New Strategic Plan, collected results for 2016-17 as the first year rotation, reported in TracDat, and assigned correlated actions. VP Hanelly is working with the Fiscal Management Committee to review matrices linking resource allocation to planning since the PRR. The University is well prepared to submit the progress report due to Middle States on April 1.

4. INSTITUTE FOR INTERNATIONAL STUDIES IS BECOMING THE CENTER FOR GLOBAL ENGAGEMENT

IIS is getting a make-over in name and logo corresponding to its mission to support global learning and engagement through study abroad, exchange programs, collaborative online international learning, and helping our international students share their cultures on campus and in the community.

5. TRENDS ON THE NATIONAL LANDSCAPE

- *Demographics and the Demand for Higher Education* (N Grawe, 2017, Johns Hopkins University Press). In sum Grawe's research, consonant with WICHE projections but disaggregated by demographic and institution-type, shows that the Northeast and Midwest can expect to lose 5% of their college-going population between now and the mid-2020's, following which that demographic will take an almost 15% plunge in the next 5 years. The declining demographic will see reduced percentages of White and African-American populations, and, incidentally, of first-generation students, with an increase in Hispanic populations. The impact on demand for higher education will fall differently on elite, two-year, and regional public institutions, with regional publics seeing greater declines than their elite counterparts. The University's efforts to recruit aggressively, build our scholarship resources, create an attractive and focused program array, and right-size our enrollment and staffing projections continue to be critical to a vibrant future for the institution and advancement of our mission in the Commonwealth.
- AASCU's Ten Top Higher Education State Policy Issues brief for 2018 (link below), and Senator Lamar Alexander's white paper on federal measures for higher education accountability were released recently; both have significant implications for compliance and operations at Lock Haven University:

<http://www.aascu.org/policy/publications/policy-matters/Top10Issues2018.pdf>

https://www.alexander.senate.gov/public/_cache/files/cfd3c3de-39b9-43dd-9075-2839970d3622/alexander-staff-accountability-white-paper.pdf

6. ATHLETICS

- Coach Heath Stover accepted appointment as temporary Head Coach for Baseball; a search for a part-time assistant coach is nearing conclusion.
- LHU Men's and Women's Cross Country Teams were selected as winners of the 2017 PSAC Sportsmanship Award, recognizing their generosity in providing the Bloomsburg University teams a ride home when their bus was stranded in a ditch.
- All-In Day of Giving was February 8. This collaborative fund-raising event will raise scholarship dollars for varsity athletic teams and for the Health Sciences Department. The goal is to raise \$150,000 in scholarships
- Dr. Tom Gioglio, Athletic Director, is working with coaching staff and the Provost to turn the annual program report into a more robust annual program review and to develop a rubric for scoring programs on each element as exceeding, meeting, or not meeting expectations.

Council of Trustees

February 23, 2018

Addendum to the Academic Affairs/Athletics Report:

Fine Arts Update 2017-18

| | | |
|--|------------------|------------------|
| 1. Major Headcount in academic programs | Fall 2012 | Fall 2017 |
| Art and Design, BA and BFA: | 73 | 41 |
| Music, BA and BFA: | 24 | 4 |
| Theatre | 87 | 1 |
| 2. Faculty FTEs | 2012-13 | 2016-17 |
| Art: | 4.8 | 4.9 |
| Music: | 6.8 | 5.6 |
| Theatre/Dance: | 4.2 | 2.9 |
| 3. Annualized FTEs (delivered) | 2012-13 | 2016-17 |
| Art: | 121 | 62 |
| Music: | 142 | 119 |
| Theatre: | 87 | 23 |
| 4. Cost per FTE | 2012-13 | 2015-16 |
| Art | \$5,738 | \$10,603 |
| Music | \$4,893 | \$ 4,858 |
| Theatre | \$5,467 | \$11,344 |
| 5. Course Cost Model Total Impact | 2012-13 | 2015-16 |
| Art | \$2,659 | (\$415,775) |
| Music | \$243,688 | \$588,901 |
| Theatre | \$146,641 | (\$198,798) |

6. Participation in curricular/co-curricular performance and visual arts organizations

Dance: 43 members across all dance teams (may not be unduplicated headcount)

University Players: 72

Fine Arts Society: 40

Choral: 17

Instrumental:

Jazz ensemble 10

Brass ensemble 6

Concert Band 30

7. 2017-18 Productions (see attached schedules for fall 2017 and spring 2018)

8. Funding (other than fund-raising and scholarships)

| | SAS | E&G | |
|---------------------|-----------------|-----------------|------------------|
| Visual Arts | | \$12,439 | |
| Theatre | | \$2,888 | |
| Music | | \$16,912 | |
| Dance | \$12,520 | | |
| FAS | \$13,255 | | |
| University Band | \$25,650 | | |
| Jazz/Rock Ensembles | \$3,675 | | |
| University Players | \$25,280 | | |
| University Choir | \$3,375 | | |
| TOTALS | \$83,755 | \$32,329 | \$116,085 |

9. Partnerships

University Community Orchestra

Community Choir

Clinton County Arts Council

Lock Haven University Visual and Performing Arts Department

Cultural Events - Fall 2017

September 5

Art Exhibit Opening
Visiting Artist-
Mitch Eckert
Photography
Sloan Fine Arts Gallery
6:00-8:00 pm
On display Sept. 5- Sept. 22
Open for free public viewing
8:00 am to 9:00 pm
Contact: Jason Bronner

September 25

Art Exhibit Reception
Visiting Artist-
Jessica Teckemeyer
Sculpture & Ceramics
Sloan Fine Arts Gallery
6:00 -8:00 pm
On display Sept. 25-Oct. 20
Open for free public viewing
8:00 am to 9:00 pm
Contact: Jason Bronner

October 18-22

Countdown Theatre Production
"14 Ways to Screw Up Your
College Interview"
Sloan 321-7:30 pm
Contact: Ramona Broomer

October 21 & 22

Matinee-2:00 pm

October 23

Art Exhibit Opening
Visiting Scholar-
Natalie Lanese
Painting
Sloan Fine Arts Building
6:00-8:00 pm
On display Oct. 23-Nov. 17
Open for free public viewing
8:00 am to 9:00 pm
Contact: Jason Bronner

October 27 & 28

Haunted Studio

Sloan Auditorium
7:30 p.m.
Contact: Ramona Broomer

November 2, 3, 4 November & 9, 10, 11

Mainstage Theatre Production
"Nightfall With Edgar Allan Poe"
Sloan Auditorium-7:30 pm
Contact: Ramona Broomer

November 5

Matinee-2:00 pm

November 11

LHU Marching Band Review
Price Auditorium-7:30 pm
Contact: Seth Wollam

November 19

LHU Community Orchestra and
Lock Haven Community Chorus
Price Auditorium-3:00 pm
Contact: Seth Wollam

December 1

LHU Choral Concert
DACC-7:00 pm
Contact: Julie Park

December 6

LHU Jazz Choir performance
The Station Gallery-7:00 pm
Contact: Julie Park

December 6

Graduating Seniors Show
Sloan Fine Arts Gallery
6:00-8:00 pm
On Display Dec. 4-Dec. 15

Open for free public viewing
8:00 am-9:00 pm
Contact: Jason Bronner

December 7

LHU Jazz Ensembles
Price Auditorium-7:30 pm
Contact: Eddie Severn

December 7 & 8

Mainstage Theatre Production
Dangerously Improv
Sloan Auditorium
8:00 pm
Contact: Ramona Broomer

December 14 & 15

LHU Student Pottery Sale
Art Annex Building
10-7pm, 10-5pm
10% of sales donated to
H.E.L.P. for Pets
Contact: Vance McCoy



All events are **free**. *For ticketed events please call or visit the
Sloan Fine Arts Building Box Office: 570-484-3983; Hours: 12:30pm -3:00pm,
FREE parking is available in the Glennon Health Building parking lot
Dates and times may be subject to change, please call Pam Fisher
for the most up to date information 570-484-2143

Lock Haven University Visual and Performing Arts Department

Cultural Events - Spring 2018

January 29

Art Exhibit Opening
Visiting artist
Ron Lambert
Sculptor
Sloan Fine Arts Gallery
Opening Reception 1/29/18
6:00–7:30 pm
On display Jan. 29– Feb. 23
Open for free public viewing
8:00 am to 9:00 pm
Contact: Jason Bronner

February 26

Art Exhibit Opening
Visiting artist
Ryan Lewis
Graphic Design
Sloan Fine Arts Gallery
Opening Reception 2/26/18
6:00 –7:30 pm
On display Feb. 26 -Mar. 21
Open for free public viewing
8:00 am to 9:00 pm
Contact: Jason Bronner

February 28—

March 4

Countdown Theatre Production
“Henry’s Law”
Sloan 321—7:30 pm
Contact: Ramona Broomer

March 3 & 4

Matinee -2:00 pm

March 7

University Band in Concert
Price Auditorium—7:30
Contact: Seth Wollman

March 22 & 23

Margery Dosey
Scholarship Exhibition
Sloan Fine Arts Gallery

March 25

LHU Community Orchestra
& Chorus Masterworks Concert
Price Auditorium-3:00 pm
Contact: Seth Wollam

March 26

Art Exhibit Opening
Juried Student Show
Sloan Fine Arts Gallery
Opening Reception 3/28/18
6:00—7:30 pm
On Display March 26-Apr. 20
Open for free public viewing
8:00 am to 9:00 pm
Contact: Jason Bronner

April 5 & 6

Mainstage Theatre Production
“A Student Cabaret”
Sloan Auditorium—7:30 pm
Contact: Ramona Broomer

April 12, 13, 14

19, 20, 21

Mainstage Theatre Production
“Good Kids”
Sloan Auditorium—7:30
Contact: Ramona Broomer

April 14

Matinee at 2:00 pm

April 22

LHU Band’s Presidents Concert
Price Auditorium—3:00 pm
Contact: Seth Wollam

April 25

Art Exhibit Opening
Graduating Seniors Show
Sloan Fine Arts Gallery
Opening Reception TBA
6:00-7:30 pm
On Display Apr. 26-May 8
Open for free public viewing
8:00 am-9:00 pm
Contact: Jason Bronner

April 29

LHU Community Orchestra
Pops Concert
Price Auditorium-4:00 pm
Contact: Seth Wollam

May 2

LHU Choral Concert
DACC—7:00 pm
Contact: Julie Park

May 3

LHU Jazz Ensembles
Price Auditorium—7:30
Contact: Eddie Severn

May 3 & 4

Mainstage Theatre Production
Dangerously Improv
Sloan Auditorium
8:00 pm
Contact: Ramona Broomer

*All events are **free** unless otherwise noted. *For ticketed events, please call or visit the Sloan Fine Arts Building Box Office: 570-484-3983; Hours: 12:30pm -3:30pm. **FREE parking is available in the Glennon Health Building parking lot. Dates and times may be subject to change. Please call Eveleen Parker for the most up to date information at 570-484-2143.***

Finance & Administration Division
Report for the Council of Trustees Meeting
February 23, 2018

Division Highlights

The Office of the Chancellor issued an updated version of the Financial Risk Assessment for LHU in January; the report is based on results and data for 2016-17. Results were similar to past assessments, with LHU scoring in the top four with respect to its financial risk profile.

All measures in the Financial Performance category were rated green – these include liquidity measures, operating margin, and ratios comparing net assets to revenues and debt levels. LHU’s operating margin improved for the second consecutive year, to 2.54% which compares favorably to the state system average of .64%. Unrestricted net assets also rose during the year, and stood at 33% of E&G revenue and 99% of direct debt, which falls into Moody’s “Stronger” rating category (above 79.4%).

In the Operating Efficiency category, results were mixed. We rated very highly in facilities investment, with the second highest score in the system. The E&G expenditure per student rating was yellow, as LHU’s cost of \$15,620 was slightly higher than the state system average of \$15,237. But we also received a red rating in this category for having excess space (E&G and Auxiliary) compared to the state system standards. Even though we have reduced the facilities footprint by 144,000 gross square feet over the past few years, the decline in number of users (students and employees) has been steeper. Thus, this measure showed an excess of 202,000 assignable square feet with an estimated annual cost to operate and maintain of \$3.6 million. While the \$3.6 million estimate seems to be on the high end, there is clearly a carrying cost associated with excess space. The demolition of High Hall, which is included in the capital funding plan for 2018-19, will help reduce the excess space. And we continue to look for ways to utilize space more efficiently.

The third category in the assessment is Market Demand. Enrollment was rated red, and based on projected high school graduates in the university’s top ten counties, the state system’s projections show LHU enrollment bottoming out in 2020-21 at 3,346 and rising modestly thereafter. Brand strength and matriculation remained as yellow ratings; the matriculation rate did show an uptick in 2016-17 and is now above the state system average (29.5% versus 27.1%).

Department Reports

Facilities Department

Director of Facilities, Keith Roush

Projects completed or substantially complete:

- None to report at this time.

In-house Projects-ongoing:

- Internal Building Data Wiring Upgrades—Buildings still requiring upgrades include TFH, Stevenson and Zimmerli. These buildings have minor connections when compared to those completed. Materials are on order to complete the Zimmerli and Stevenson portions of the work.
- Water Cooler replacement in various buildings—Budget \$20,000: Project to replace water coolers in Akeley, Raub and Zimmerli as time permits. Standard coolers will be replaced with coolers that fill water bottles.
- Zimmerli and TFH thru-wall unit replacement—Budget \$100,000: Replacement of the thru-wall heating and cooling units in the office spaces in two buildings. Existing units are obsolete and use a type of refrigerant no longer available. All but three units have been replaced in Zimmerli.
- Kiosk—Construct a new Kiosk at the East Campus location. Project put on hold but hope to construct in time for beginning of fall semester 2018.

Ongoing Projects:

- Repairs to windows which are fogging at Founders Hall (Clearfield)—Budget TBD: Project to replace multiple windows in Founders Hall which have lost the seal between the panes and are no longer energy efficient. After an extended search, we finally found a vendor that can supply the windows. However, the quote to replace the windows came in above our contracting threshold to award without bidding so we will have to create bid documents and solicit bids before moving forward.

Upcoming Projects:

- Electrical Infrastructure Upgrades—Capital project through DGS. Budget \$6,000,000: Design underway. DGS has negotiated a fee with the design professional and the schematic design will be submitted the end of February. PSFEI is working with LHU to act as a design consultant to review and make suggestions to get LHU the best solution for the money. Design will not be complete until after summer 2018. First phase of construction will commence in summer 2019.
- Jack Stadium Turf Replacement—Budget \$530,000: Project to replace the worn turf at Jack Stadium. The project has been bid and awarded to Astroturf for replacement prior to April 15, 2018.
- Jack Stadium Track Repair/Replacement—Budget TBD: Project to repair or replace the existing rubberized track surface. The track has been experiencing recurring moisture issues under the surface at one location in particular with a few smaller areas surfacing over the past year. Design is now underway to determine the best way to address the issue. Planned for bid this spring with construction completion by mid-August 2018.
- Smith Hall Renovations—Budget \$1,870,000: Project underway to renovate the mechanical systems and restroom/shower facilities in Smith Hall very much like was recently done in Woolridge Hall. Bid documents are due in February with the intent to bid the project in February/March and begin construction sometime in the summer 2018. The building will be off line for the entire 2018/19 academic year.
- Painting of the first floor of Fairview Suites—Budget TBD: This is the first phase in a multi-year building maintenance plan. First floor corridors were painted during winter break and there is a plan in place to progressively work our way through each floor of the building during the upcoming years to address painting, carpeting and minor repair issues that arise and cannot be addressed with the entire building being occupied/in use during the full calendar year.
- Raub Hall, RLC and Ulmer Space Utilization Study—Budget \$240,000: Study to determine the best way to approach the next capital project which is to be the renovations to Robinson Learning Center (RLC). The study is to focus on classroom and office needs during the renovations to RLC and also the future needs after the renovation. The study will explore the potential to satisfy those needs by utilizing the space that is now unoccupied in Ulmer along with the renovated space in RLC. The search for a design professional has been narrowed down to two firms (DRS and IKM). Interviews are being held on February 2nd and 6th. Selection will be made after the presentation on the 6th. Contract negotiation and award will follow. Target completion date is November 15, 2018.
- Stevenson and Health Professions Emergency Generators—Budget \$150,000: Replace generator in Stevenson Library with larger 20KW generator removed from Sullivan and install a 20KW generator repurposed from Courthouse Annex for emergency lighting in the trade shops at HP. Being placed out to bid with an anticipated construction start of May 15, 2018.
- Bentley Chiller Replacement—Budget \$250,000 - \$400,000: Replace the chiller in Bentley with a repurposed chiller received from Shippensburg. Add new transformer and cooling tower in the rear parking lot or side yard of Bentley. Construction during the summer of 2018.
- Hursh Nevel Roof Replacement—Budget \$250,000: Life cycle replacement. Bids due February 9, 2018. Construction Spring/Summer 2018 (not classroom building).

- Underground Oil Tank Removal/Remediation—Budget \$75,000: East Campus (EC) and North Hall. Research has shown that permitting is not required for removal. We are investigating costs to see if the tank(s) can be removed at a cost less than our overall bidding threshold. We will be focusing on EC tank for 2018.
- Open end Exterior Door Replacement Project—Budget \$TBD: This will be an open-end contract for replacement of exterior doors around campus that are in poor condition. Construction/bid documents are due at the end of January. Bid and award spring 2018.
- Founders Hall Automated Logic Upgrade—Budget \$250,000: Replace outdated control system for HVAC at Founders Hall. Design to be completed by 3/16/2018. Construction anticipated beginning spring/summer 2018.

Procurement Department

Director of Procurement, Becky Proctor

- Procurement will host the PASSHE Spring 2018 Construction Support Office/Procurement Conference at the Days Inn in State College April 25 – April 27, 2018
- Purchasing card transactions were selected for auditor review for first and second quarter FY2017/18 activity as part of the Office of Internal Audit and Risk Assessments purchasing card continuous audit initiative.

The information for the first quarter FY2017/18 activity has been reviewed and no exceptions were noted. Second quarter FY2017/18 activity is still under review by the Office of Internal Audit and Risk Assessment.

- The sourcing study conducted by the Calyptus Group proposed further revisions to proposed changes to the current list of material groups in the SAP MM module. The numbering scheme is based on PASSHE's Minor Objects, which are the first three digits of the most appropriate General Ledger account.

The objective of these proposed changes is to enhance spend capture more accurately and ultimately facilitate better sourcing decisions.

The target Go Live date for these new Material Groups is late April, 2018.

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 new student orientation and at the new international student orientation for the Spring 2018 semester. These sessions included information on *Step Up!* by-stander awareness, *It's On Us*, and LHU resources and accommodations available to Lock Haven University students who are victims of sexual harassment, sexual assault and domestic violence. Approximately 50 new students attended the face-to-face orientation sessions. All new students received our on-line training course, provided by Campus Clarity, entitled *Think About It*. This interactive course addresses issues relating to sexual harassment, sexual assault, dating violence and by-stander awareness.
- The Assistant Director of Human Resources for Compliance presented *Escalation*, a workshop developed by the **One Love Foundation**, to Residence Hall Assistants. The *Escalation* workshop is a film-based discussion that opens people's eyes to three warning signs of relationship abuse. The workshop consists of a film, *Escalation*, followed by a guided discussion. The workshop was presented to 39 residence hall assistants as part of their spring training requirements.
- Members of the Title IX team attend a day-long training on November 29, 2017 in Camp Hill, PA which was held by the Pennsylvania Coalition Against Rape (PCAR). The training, titled "*A Collaborative Response to Sexual Assault*" focused on applicable laws, risk factors, prevalence, intervention, prevention, and risk reduction.

Wellness Committee

- **Penn State Extension Strong Women/Growing Stronger Program**—The Office of Human Resources and the LHU Wellness Committee are sponsoring a Strong Women/Growing Stronger Program during the Spring 2018 Semester. Strong Women™ is a safe, effective strength training and nutrition education program. Women and men 40 years of age and older who are interested in improving their health, vitality and well-being are encouraged to attend. The inaugural spring 2018 class is full with 19 employees participating. There are an additional 12 employees wanting to enroll in the program. An employee in the HR office has been trained to offer this program. We plan to have an additional employee trained as an instructor to increase opportunities for others to attend.

Social Equity

- LHU held its annual Martin Luther King, Jr. Celebration on Wednesday, January 31 at 1:30 p.m. in Price Performance Center. Our guest speaker was Tim Seibles, an acclaimed poet, orator, educator, and is the current Poet Laureate of Virginia. Mr. Seibles is a member of the English Department and MFA in writing faculty at Old Dominion University. He is also a teaching board member of the Muse Writers Workshop. His address focused on King's legacy and how students can continue his work.

Financial Operations

Controller, Amy Dicello

- The state system's Office of Internal Audit and Risk Assessment completed an agreed-upon procedures review of LHU's financial report submitted to the NCAA. PASSHE audit staff completed the audit on-site at Lock Haven University and remotely. The evaluation produced no findings.
- The Business Office welcomed new accountant Ashley Newlen on January 16. Ashley is an alumna of Lock Haven University with a Bachelor of Science Degree in Accounting and Business Administration and also holds a Master of Science Degree in Accountancy from Walden University. Ashley was hired due to a vacancy in the Business Office.
- The Student Accounts staff participated in Spring Orientation on January 21 accepting tuition payments and providing financial information to attendees.
- The Business Office mailed 1098Ts to students. 1099s have been mailed to vendors and submitted to the IRS and PA State Department of Revenue before the required deadlines. In addition, escheated checks were transmitted to the Treasury
- The Interim Budget Report is due to the state system by March 9. The purpose of the Interim Budget Report is to provide updated budget projections to the Board of Governors for the current fiscal year and FY 2018-19.

Department of Technology Infrastructure

Director of Technology Infrastructure, Boise Miller

Planned Summer Upgrades:

- *Sloan Mac Lab*—Upgrade the hardware and software to latest releases and newest Apple hardware to support the instructional activity of the Art Department and university-wide needs.
- *Technology Enabled Classrooms*—Replace existing hardware in most classrooms to conform to industry-standard available solutions while reducing the administrative overhead of operating these facilities.
- *Classroom Refreshes*—Currently investigating the utilization of Distance Education classrooms and determining the best path forward for two aging distance education classrooms, one on main campus, the other at the Clearfield campus.
- *Outdoor Wireless*—Working to enable enhanced wireless network access to the outdoor areas of the campus, specifically centering on the "green-space" of the new University Commons.

- *Stern Athletic Fields Networking*—A project has been completed to enhance the usable outdoor wireless footprint at the athletic complex across the river, enabling greater connectivity at that site for operational and guest access. Additionally, the microwave link from the campus core to the facility has been upgraded to enable gigabit speeds. A further small project is planned to enhance wireless access at the new soccer facility.
- *Office 365 Cloud Initiative*
 - All LHU E-Mail accounts, with the exception of guest accounts, have been migrated to the Microsoft Office 365 cloud, giving much greater mailbox sizes for all users.
 - We're currently doing a pilot/voluntary program to enable cloud storage of documents also giving much greater storage allotments than are possible with our on premise deployment. At a future date, all employee and departmental data stores may be migrated to the Office 365 cloud pending results from the pilot engagement.
 - This is a "no-cost" enhancement as these capabilities are included in the system-wide PASSHE Microsoft Campus agreement in which LHU participates.
- *Thomas Fieldhouse Video Enhancements*—In conjunction with the Facilities Department, we've repurposed previously installed equipment from Price Auditorium in the Thomas Fieldhouse to enhance the space and allow the use of multimedia for the Athletics Department. The public debut of this technology was the LHU vs Edinboro Wrestling match on February 1st.
- *Security Awareness Training and Testing*—We've partnered with KnowBe4, the global leader in security awareness, to provide training for best practices in electronic data security to better comply with various regulations and to ensure that university data is not compromised by outside entities. This platform also provides testing tools, such as "phishing tests" to identify weaknesses that we can then work to remediate through additional targeted training.

Upcoming Major Projects:

- *Thomas Fieldhouse Audio/PA System*—The current system is in excess of 20 years old and no longer presents the best environment for the facility. Additionally, safety concerns with the rigging of the speaker system have been identified. This is a priority project, however, a study will need to be completed and a funding source identified. Project cost is expected to be around \$50,000.
- *Durrwachter Conference Center Audio/Visual Systems*—The currently installed technology has become dated and no longer is leading-edge. The A/V equipment presently installed is in excess of 10 years old, and was installed when the building was constructed. Preliminary investigation indicates a cost of at least \$500,000 to bring the technology current with the industry, however no funding source has been identified to proceed with the project. Systems in the Ballroom and Boardroom have been identified as priorities to ensure the long-term viability of the facility as a destination conference center.

Small Business Development Center

Director of the Small Business Development Center, Tim Keohane

Small Business Saturday

- The Lock Haven SBDC collaborated with Downtown Lock Haven in serving as a Neighborhood Champion for Small Business Saturday® held on November 25th. The annual celebration launched by American Express encourages people across the country to support small, local businesses. The SBDC and Downtown Lock Haven help everyone in the Lock Haven area kickoff Small Business Saturday® by hosting a Shop Small Welcome Station at the DLH/SBDC Main Street office. The event served as a centralized location full of treats and entertainment via a live broadcast from the local FM radio station, along with Shop Small tote bags, posters, balloons, and more distributed to small businesses and their customers, compliments of American Express. The first year effort by the SBDC and DLH staff was a huge success resulting in 30 businesses participating in the Small Business Saturday® event and over 200 attendees visiting the welcome station throughout the day.

Entrepreneurship Challenge Conference and Competition

- The Lock Haven SBDC also partnered with the LHU Office of Admissions to host a regional Entrepreneurship Challenge Conference and Competition at Price Auditorium on November 30, 2017. This first annual day-long

event was attended by more than 125 high school students from 6 high schools across Central Pennsylvania participating with the goal of developing a business plan for a fictitious business idea or concept. The Entrepreneurship Challenge Conference and Competition provided the students with an opportunity to engage in learning about business and entrepreneurship, and showcase their business ideas to program facilitators that included LHU Business faculty, the SBDC Director, local business representatives and the Competition Event Coordinator.

River Towns Initiative

- The Lock Haven SBDC continued their collaboration with the Susquehanna Greenway Partnership for the River Towns Initiative with an emphasis on Asset Based Entrepreneurial Development. There were two workshops held toward the end of 2017 for the continuation of the initiative. The first was held in Jersey Shore on November 1st and titled *Attracting and Supporting Entrepreneurs to Grow Our Nature-Based Economy*, which provided community and economic development planning attendees with the framework for successful partnerships for promoting & supporting outdoor recreation. The latter was hosted at the Lock Haven SBDC on the evening of December 6th and titled *Starting a Successful Nature-Based Business*. The objective of the workshop was to provide pre-venture and established entrepreneurs the necessary information and resources for starting and running a successful business in the following industries: Outdoor Guides/Outfitting Services; Bike/Kayak rentals and shuttles; Microbrewery/Distillery; Farm to Table Restaurants; Artisan Foods and Products; Event Organization and Promotion, and other Outdoor Recreation and Nature Based Businesses. This session attracted great interest with 39 in attendance.

SBDC Business Consulting

- The Lock Haven University Small Business Development Center business consultants assisted with business plan development support to 27 clients who were successful in leveraging financing in the amount of \$4,483,772. This figure contributed to the start-up, purchase or expansion of 28 small businesses in Clinton and Lycoming counties.

Workforce Development

Director, Shannon Walker

Workforce Development & Continuing Education Division Highlights

- Gross department revenue FY 2017-18 to date: \$76,041
- Safety training, “Driving 12 - 15 Passenger Vans” was provided to LHU employees on November 30, 2017. Additional sessions will be offered in mid-March or early April of this year

Workforce & Economic Development Network (WEDnet) Highlights

- Fiscal Year 2018
 - Applications Awarded: 23
 - Funding Awarded: \$205,668
 - Pending Applications/Contracts: 57

LHU Testing Center Highlights

- GRE testing has been added to the services offered at the LHU Testing Center. The first delivery to 16 candidates was on January 26, 2018.
- PearsonVUE, ETS (Praxis, SAT, and GRE) and “Other” testing
 - Gross revenue to date: \$101,887.18
 - Exams delivered to date: 5,250
 - Quality Assessments continue near 100%
 - 35.5% of individuals completing assessment are LHU students, remainder non-LHU student, or employment related
 - PRAXIS remains the highest volume, 63.5%, of all of exams delivered

Institutional Research

Institutional Data Manager, Mike Abplanalp

Four key areas:

- Updated information on the website and distributing it to the appropriate constituents.
- Complete external surveys that publish information about Lock Haven on their websites.
- Updated the annual retention and graduation rate report for the Provost.
- Assisted the Strategic Information Management System host site team (IUP) to identify, extract, and load data from our student system and to verify that this information is correct.

Lock Haven University

Report of the Vice President for Enrollment Management and Student Affairs
to the
Council of Trustees for the February 23, 2018 Meeting

Enrollment Management

Admissions has implemented the new Guaranteed Scholarship pilot that was approved by the LHU Foundation. This program was approved for one year (renewable for three additional years). The scholarship provides four years of funding (\$1000 - \$3000 per year) for students with 4.0 GPA and sliding scale SAT scores above 1020. So far, 178 offers have been made and 23 students have accepted. Students have until April 1 to accept. In addition to the guaranteed scholarships, Admissions has also confirmed \$221,347 in scholarships from our LHU Foundation scholarships and merit scholarships.

Fall deposits for new students (first time freshman) are up slightly over last year. International applications have increased significantly (from 19 in 2017 to 119 in 2018). We have implemented new international marketing initiatives and added admissions responsibilities to our Assistant Director, Institute for International Studies, John Gradel.

The new MyMajors interest assessment tool has been implemented. We have had over 170 student submissions. The first high school outreach session is scheduled for Central Mountain High School on February 22.

Summer orientation and fall move-in dates have been scheduled:

- June 25 – College of Liberal Arts and Education
- June 27 – Stephen Poorman College of Business, Information Systems and Human Services
- June 29 – College of Natural, Behavioral and Health Sciences

New students will move-in on Wednesday, August 22 and Thursday, August 23 with fall orientation on Friday, August 24 and Saturday, August 25.

Student Affairs

Student activities will be having their annual Spring Semester Club and Organization Fair on Wednesday, February 14 at the Student Rec Center from 3pm to 6pm. Over 100 clubs and organizations will be participating and recruiting new members.

Students will be attending the National Association for Campus Activities National Conference in February in Boston. The students created and submitted a video about our golf cart parade as an entry for “Best Campus Traditions.” The video is available at:

<https://www.youtube.com/watch?v=07RowQmoSvM&feature=youtu.be>

Student Government Board will be participating in the PASSHE Advocacy Days program in Harrisburg on Thursday, February 22. 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.

Some Club & Organization Highlights from the Fall Semester:

- 2,307 students participated in 124 active clubs
- 21 clubs planned & organized field trips
- 14 clubs competed in competitions
- 34 students represented their club's at 7 different conferences
- Combined – our clubs hosted 132 programs on campus
- The SAS, Inc. financially supported 371 residence hall programs
- 40 clubs hosted 70 special events on campus
- 9 clubs (183 students) performed 104 hours of community service

Student and Residence Life completed their fall quality of life survey with on-campus students. The results suggests that students feel safe (96.35%), feel accepted (96.04%), and are overall satisfied with the on-campus experience (91%). Data from the survey is used to make improvements in day-to-day operations, training, and programming. One direct result from this year is the replacement of washers and dryers in Smith Hall. This will be done over spring break.