



# Board of Governors' Quarterly Meeting Agenda

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Wednesday, April 4, 2012

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**1:30 p.m.**

**Meeting of the Board of Governors  
followed by the Committee Meetings (Boardroom)**

- Academic and Student Affairs
- Audit
- External Relations
- Finance, Administration, and Facilities
- Executive

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Thursday, April 5, 2012

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**9:00 a.m.**

**Meeting of the Board of Governors (Boardroom)**

**Adjournment**



# Board of Governors' Quarterly Meeting Agenda

Boardroom, First Floor  
Administration Building  
Dixon University Center  
2986 North Second Street  
Harrisburg, PA 17110-1201

## Agenda Summary

Wednesday, April 4, 2012  
1:30 p.m.

- **Academic and Student Affairs**
  - Approval of a Bachelor of Science Degree in Mechatronics Engineering Technology at California University of Pennsylvania (ACTION)
  - Approval of a Bachelor of Science Degree in Software Engineering at Shippensburg University of Pennsylvania (ACTION)
  - Approval of a Bachelor of Applied Science Degree Technology Leadership at Clarion University of Pennsylvania (ACTION)
- **Audit**
  - Executive Contract – Office of Internal Audit and Risk Assessment (ACTION)
- **External Relations**
  - Advocacy Update (INFORMATION)
  - Legislative Update (INFORMATION)
- **Finance, Administration, and Facilities**
  - Authorization to Issue Refunding Bonds (ACTION)
  - Fiscal Year 2012/13 Budget Update (INFORMATION)
- **Executive**
  - PASSHE Strategic Plan (INFORMATION)

**Board of Governors' Meeting**  
**Thursday, April 5, 2012**  
**9:00 a.m.**

- **Board**
  - Resolutions: (ACTION)
    - Leonard B. Altieri III
    - Sarah C. Darling
  - Recognition of the Recipient of the Annual Syed R. Ali-Zaidi Award for Academic Excellence (INFORMATION)
  - Appointment of Nominating Committee for Board Officers (ACTION)



# Academic and Student Affairs Committee Meeting

Boardroom, First Floor  
Administration Building  
Dixon University Center  
2986 North Second Street  
Harrisburg, PA 17110-1201

Wednesday, April 4, 2012

## Agenda

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3.	Approval of a Bachelor of Applied Science Degree in Technology Leadership at Clarion University of Pennsylvania (ACTION) .....	17



Committee Members: Aaron A. Walton (*Chair*), Representative Matthew E. Baker, Sarah C. Darling, Senator Jeffrey E. Piccola, Secretary Ronald J. Tomalis, and Guido M. Pichini (*ex officio*).

For further information, contact Peter H. Garland at (717) 720-4010.

**Academic and Student Affairs Committee Meeting**

April 4, 2012

**SUBJECT:** Approval of a Bachelor of Science Degree in Mechatronics Engineering Technology at California University of Pennsylvania (ACTION)

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**UNIVERSITIES AFFECTED:** California University of Pennsylvania

**BACKGROUND:** California University of Pennsylvania proposes a Bachelor of Science in Mechatronics Engineering Technology. The goal of the Mechatronics program is designed to provide graduates with a multidisciplinary high tech skill set and knowledge in mechanical, electrical, and computing technology. Mechatronics is an evolutionary design development that requires horizontal integration between various engineering disciplines as well as vertical integration between design and manufacturing.

California University of Pennsylvania's Bachelor of Science in Mechatronics Engineering Technology addresses a critical need in the Commonwealth. The multidisciplinary skill set has been identified by the Pennsylvania Department of Labor and Industry as a high priority occupation skill set. In the study of recent annual growth rates of 280 U.S. companies, growth rates averaging 20 percent were reported in the manufacturing, service, and medical and robotics sector.

**MOTION:** That the Board of Governors approve the Bachelor of Science Degree in Mechatronics Engineering Technology at California University of Pennsylvania.

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**Supporting Documents Included:** Executive Summary of Degree Proposal and Five-Year Budget Projection

**Other Supporting Documents Available:** Degree Proposal

**Reviewed by:** N/A

**Prepared by:** Kathleen M. Howley

**Telephone:** (717) 720-4200

**Executive Summary of New Degree Program Proposal**  
**Bachelor of Science Degree in Mechatronics Engineering Technology**  
**California University of Pennsylvania**

April 4, 2012

**1. Appropriateness to the Mission**

The proposed Bachelor of Science degree in Mechatronics Engineering Technology is designed to produce a graduate with a multidisciplinary high-tech skill set and knowledge that integrates mechanical, electrical, and computing technology through automated control and information systems. Mechatronics is an evolutionary design development that requires horizontal integration between various engineering disciplines as well as vertical integration between design and manufacturing.

The proposed program prepares individuals to apply mathematical and scientific principles to the design, development and operational evaluation of computer controlled electro-mechanical systems and products with embedded electronics, sensors, and actuators; and which includes, but is not limited to, automata, robots and automation systems. The interdisciplinary curriculum includes instruction in mechanical engineering, electronic and electrical engineering, computer and software engineering, and control engineering.

The proposed California University (CAL U) mechatronics program is aligned with the Pennsylvania State System of Higher Education (PASSHE) *Strategic Directions* as well as CAL U's mission and strategic goals through the development of a Science, Technology, Engineering, and Mathematics (STEM) discipline that is designed to meet the current and emerging workforce needs of the Commonwealth.

**2. Need**

The multidisciplinary skill set has been identified by the Pennsylvania Department of Labor and Industry as a high priority occupation (HPO) skill set. In the study of recent annual growth rates of 280 U.S. companies, growth rates averaging 20 percent were reported in the manufacturing, service, and medical and robotics sector.

The national Council on Competitiveness estimates that 100 million new jobs will be created in the 21st century at the intersection of disciplines rather than within or through individual disciplines. Graduates of the proposed mechatronics engineering technology bachelor degree program will satisfy the need in a number of different economic sectors across the Commonwealth such as: biotechnology; transportation and logistics; special trade construction; aerospace; agriculture, food and forestry, green energy, homeland security and defense; telecommunications and information services; life science and medical equipment; production support and industrial machinery, and advanced

manufacturing. The proposed STEM program will position CAL U as a regional leader in mechatronics career development to meet STEM workforce needs across industries for Pennsylvania and the global society by graduating high tech multi-skilled mechatronics engineering technologists.

### **3. Academic Integrity**

The Bachelor of Science degree in Mechatronics Engineering Technology will be housed in the Department of Applied Engineering and Technology. There will be options to transfer credits from the CAL U associate degree program in Robotics Engineering Technology and associate degree offerings from local and statewide community college engineering technology programs with appropriate preparation in math and science. The mechatronics engineering technology program was planned and prepared with reference to Technology Accreditation Commission of Accreditation Board of Engineering and Technology (TAC of ABET) criteria, with input from the Mechatronics Industrial Advisory Board members, and current faculty at CAL U.

The 120 credit hour multidisciplinary program has clearly identified program objectives and articulated student learning outcomes that include internships, faculty-supervised student projects designed to solve industry problems, industry partnerships, and a capstone senior project.

### **4. Coordination/Cooperation/Partnerships**

Partnerships with existing programs will be a strong point of the proposed mechatronics engineering technology program at CAL U. The benchmark in-house programs that will aid in the building of the curricular foundation for the Bachelor of Science degree in Mechatronics Engineering Technology are the accredited (TAC-ABET) Electrical Engineering Technology, Computer Engineering Technology programs, ATMAE accredited Technology Management program, and the CAC of ABET Computer Science program. There are 34 credits from these stellar programs that are required in the mechatronics engineering technology program. Regional community colleges in Westmoreland, Butler, and Allegheny counties as well as Pierpont Community College (in Fairmount, WV) have associate degree programs in engineering technology that will articulate well with the proposed offering in mechatronics engineering technology program. Currently, articulation agreements with these community colleges are in place for our electrical engineering technology, computer engineering technology, and technology management programs. A total of seven (7) community colleges in Pennsylvania have 2+2+2 articulation agreements with the Applied Engineering and Technology Department. Also, CAL U was the PASSHE lead with the funded Pathways for Career Success Program (Robotics Engineering Technology program), and has 2+2+2 articulation agreements with four high schools, three career and technology centers, and two community colleges. CAL U will expand on all of these existing agreements and throughout the Commonwealth. Along with a strong Mechatronics Advisory Board (created to advise the development of the Mechatronics Engineering Technology program) at CAL U, efforts are currently underway with a number of agencies

and organizations to strengthen the engineering technology offerings by developing relationships with corporations for internships and donations.

## **5. Assessment and Accreditation**

The Bachelor of Science degree in Mechatronics Engineering Technology has been developed in accordance with the 2011-2012 TAC of ABET criteria for accrediting engineering technology programs. ABET is the premier accreditation body for engineering and engineering technology programs throughout the world. In addition to the ABET criteria, the degree program had an industrial advisory board that contributed to the development of the program. Once established, CAL U will pursue accreditation through TAC of ABET. In addition to the ABET accreditation process, Board of Governors Policy 1997-01: *Assessing Student Learning Outcomes*, will ensure continued effectiveness. The program will be reviewed within three years of its approval by the Board of Governors, and on a regular five-year cycle following its initial review.

## **6. Resource Sufficiency**

The Department of Applied Engineering and Technology has support faculty to teach the electrical engineering technology and computer engineering technology courses, which are part of the technical core within the mechatronics degree, but additional faculty members and a lab technician will be needed to adequately deliver the program. CAL U plans to hire at least two mechatronics engineering technology faculty members and share an electrical engineering technology faculty member to teach, recruit, conduct research in the field, pursue accreditation, and resource acquisitions for the program. A lab technician will be hired to maintain the facilities (labs), aid faculty in setup of demonstrations and activities, support recruitment, and perform other duties as contracted. To achieve the delivery of the mechatronics program without added cost, CAL U plans to fill the positions through attrition when current regular faculty within the department, college, or university retire or otherwise separate. CAL U has identified 3-5 FTE faculty lines that are available due to attrition and will be allocated to the mechatronics program. The budget has been adjusted to reflect those faculty lines.

The Mechatronics Engineering Technology program will require state-of-the-art facilities, update of current facilities, and the procurement of equipment/hardware/software to adequately prepare the mechatronics engineering technology student so that they can compete in the global marketplace.

CAL U has a well-defined outreach plan designed to develop a student pipeline for the current engineering technology programs that will support the new program. CAL U has collaborated with workforce agencies and 70 regional companies to support high school student participation in robotics competitions; BotsIQ and the VEX World Cup. For example, BotsIQ has 42 schools with over 400 competitors that compete at CAL U every year. Other relevant outreach activities include teacher professional development, technical skill development, summer robotics camps for middle and high school students, and the recent



development of a scout leader training for a robotics merit badge for the Boy Scouts.

## **7. Impact on Educational Opportunity**

CAL U will target recruitment activities toward minority and female students for the Bachelor of Science degree program in Mechatronics with an initial marketing campaign prior to the start of the program and expand throughout the advertisement process. CAL U will seek grants such as National Science Foundation funds designated to increase minority student recruitment and retention in engineering and technology fields.

The University will conduct national searches to hire engineers to teach in the mechatronics program with particular attention to minority and women candidates.

Prepared by: Dr. John R. Kallis, Chairperson, Department of Applied Engineering and Technology, California University of Pennsylvania

Implementation Date: Fall 2013

**FIVE-YEAR BUDGET PROJECTION**  
**UNIVERSITY: California University of Pennsylvania**  
**PROPOSED PROGRAM: Bachelor of Science (B.S.) in Mechatronics**

ESTIMATED REVENUES	2011-12 Rates	2013-14		2014-15		2015-16		2016-17		2017-18		5-Yr Total
		Year 1		Year 2		Year 3		Year 4		Year 5		
		Existing	New	Existing	New	Existing	New	Existing	New	Existing	New	
Projected Tuition or University E&G	\$6,240	\$0	\$205,920	\$164,736	\$205,920	\$296,525	\$205,920	\$401,956	\$205,920	\$526,496	\$205,920	\$2,419,313
External Grants & Contracts		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	-
Other		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL REVENUE</b>		<b>\$205,920</b>		<b>\$370,656</b>		<b>\$502,445</b>		<b>\$607,876</b>		<b>\$732,416</b>		<b>\$2,419,313</b>
ESTIMATED EXPENSES		Year 1		Year 2		Year 3		Year 4		Year 5		
Salaries and / or benefits	\$0	\$0		\$0		\$0		\$0		\$0		\$0
Learning resources	\$200	\$0	\$6,000	\$4,800	\$6,000	\$8,640	\$6,000	\$11,712	\$6,000	\$15,341	\$6,000	\$70,493
Instructional equipment		\$1,600,000		\$800,000		\$300,000		Annual refresh rollover \$85,000		Annual refresh rollover \$85,000		\$2,870,000
Facilities and / or modifications		\$460,000		\$230,000		\$230,000		\$0		\$0		\$920,000
Other-Faculty Professional Development		\$10,000		\$10,300		\$10,609		\$10,927		\$11,255		\$53,091
<b>Total Expenses</b>		<b>\$2,076,000</b>		<b>\$1,051,100</b>		<b>\$555,249</b>		<b>\$113,639</b>		<b>\$117,596</b>		<b>\$3,913,584</b>
<b>Difference (Rev.- Exp.)</b>		<b>(\$1,870,080)</b>		<b>(\$680,444)</b>		<b>(\$52,804)</b>		<b>\$494,237</b>		<b>\$614,820</b>		<b>(\$1,494,271)</b>
Estimated impact of new program		Year 1		Year 2		Year 3		Year 4		Year 5		
FTE Enrollment		30		54		73		96		116		
Projected annual credits generated		900		1620		2196		2876		3489		
<b>Tuition Generated</b>		<b>\$187,200</b>		<b>\$336,960</b>		<b>\$455,520</b>		<b>\$599,040</b>		<b>\$723,840</b>		<b>\$2,302,560</b>

Note: \* The department has identified 3-5 FTE faculty lines that are available due to attrition and redirect those lines to the mechatronics program

**Academic and Student Affairs Committee Meeting**

April 4, 2012

**SUBJECT:** Approval of a Bachelor of Science Degree in Software Engineering at Shippensburg University of Pennsylvania (ACTION)

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**UNIVERSITIES AFFECTED:** Shippensburg University of Pennsylvania

**BACKGROUND:** Shippensburg University of Pennsylvania proposes a Bachelor of Science Degree in Software Engineering Technology. The goal of the Software Engineering program is to prepare students for careers developing large-scale software while working in highly effective development teams.

Graduates from the proposed Bachelor of Science Degree in Software Engineering will have the skills necessary to design, construct, and test large-scale software systems. They will understand the tools and techniques used by software development teams to plan and manage such projects, and will be ready to help meet the large and growing demand for trained software developers in the Commonwealth and surrounding region.

**MOTION:** That the Board of Governors approve the Bachelor of Science Degree in Software Engineering at Shippensburg University of Pennsylvania.

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**Supporting Documents Included:** Executive Summary of Degree Proposal and Five-Year Budget Projection

**Other Supporting Documents Available:** Shippensburg University Degree Proposal

**Reviewed by:** N/A

**Prepared by:** Kathleen M. Howley

**Telephone:** (717) 720-4200

**Executive Summary of New Degree Program Proposal  
Bachelor of Science Degree in Software Engineering  
Shippensburg University of Pennsylvania**

April 4, 2012

**1. Appropriateness to the Mission**

The Computer Science Department at Shippensburg University is proposing a Bachelor of Science Degree in Software Engineering. The program is designed to prepare students for careers developing large-scale software while working in highly effective development teams. Graduates will have the skills necessary to design, construct, and test large-scale software systems. They will understand the tools and techniques used by software development teams to plan and manage such projects, and will be ready to help meet the large and growing demand for trained software developers in the Commonwealth and surrounding region. The proposed degree is consistent with several elements of Shippensburg's mission and vision including a commitment to developing programs to meet the needs of the Commonwealth and region. This commitment is one of the State System's goals as outlined in the Pennsylvania State System of Higher Education's (PASSHE) Strategic Initiatives. This initiative specifically lists goals of "capitalizing on the broadband initiative for educational, health, and economic improvement; and aligning academic programs at all levels with the Commonwealth's strategic needs." This Software Engineering program supports the Commonwealth's goals of continuing to develop high tech industries and the department's faculty stands ready to assist public policy initiatives that will leverage the skills of Shippensburg University graduates to support economic improvement.

**2. Need**

The Occupational Supply Demand System (OSDS) ([www.occsupplydemand.org](http://www.occsupplydemand.org)) provides long-term supply and demand data for a wide variety of careers. Nationally, OSDS reports an expected growth in open software engineering positions of 30.3 percent with 823 open positions per year in Pennsylvania. According to OSDS, Pennsylvania currently has four (4) undergraduate Bachelor degree programs in Software Engineering programs (Allegheny College, Drexel University, Penn State-Erie-Behrend College, and Robert Morris University) that graduated a combined total of 29 undergraduates in similar programs in 2008. In addition, ABET lists only three accredited Software Engineering programs (Drexel University, Gannon University, and Penn State – Erie-Behrend College). The small number of programs reflects the fact that software engineering is a relatively new field with a body of knowledge that has been standardized for less than ten years. While these numbers reflect an average of only 7.5 graduates per year, Shippensburg University's proposed program is expected to graduate 13-15 students per year and thus will not be a low-enrolled program.

In addition, with radio and print advertising across central Pennsylvania, Maryland and Northern Virginia, this number is expected to grow.

### **3. Academic Integrity**

The proposed program contains 32 credits of computer science/computer engineering courses, 20 credits of software engineering courses, 16 credits of mathematics (6 count toward general education), 14 credits of science (9 count toward general education), and 33 credits of other general education courses in order to meet ABET accreditation standards. Given that this program contains 69 credit hours of major and cognate courses, and thus exceeds the 60 credit hour maximum in the BOG 1990-06-A policy, Shippensburg University has requested and received approval for an exception from the Office of the Chancellor. The computer science courses give the students strong fundamentals in programming skills, algorithms, and the underlying machine language with courses in programming, data structures, computer organization, operating systems, databases, and algorithms. These are supported by appropriate mathematics (calculus I, discrete mathematics, statistics, and linear algebra), science (a two semester lab-based science sequence plus two general science courses), and general education. Within the software engineering courses, the students are focused on (1) strategies for designing large scale systems that are modifiable, reliable, maintainable, and scalable, (2) development processes and tools that teams can use to structure and plan projects, and (3) process management, the standards by which software development processes are evaluated, and how metrics can be used to improve the development process. While the proposed program shares many of the same resources with the other departmental offerings, this will be structured as a wholly separate degree offering, and will be accredited according to those program specific criteria.

### **4. Coordination/Cooperation/Partnerships**

Collaboration possibilities with sister institutions were investigated, but there are currently no other Software Engineering majors or concentrations within PASSHE. However, the first two years of this software engineering program are similar to courses that are in the first two years of many computer science programs. Students could complete that work at any of the PASSHE schools and transfer those credits to Shippensburg University to complete the Software Engineering degree. Students at community colleges have successfully transferred into Shippensburg's computer science program for many years. Additionally, due to the articulation agreements set forth in the PA Transfer and Articulation Center (PA TRAC) in response to state legislation, students will be able to transfer into either Computer Science or Software Engineering at Shippensburg University.

Shippensburg University's computer science program has a center, the BROADSIDE Center, where faculty and students work on projects with local industrial partners. Recently, projects in that center have included engineering projects with CyberDerm, Inc. and Z-Band, Inc. With Cyberderm, students built a

medical device that measures the amount of melanin in skin and wrote an application that analyzed that data for a clinical trial. With Z-Band, a team developed the software for an embedded Linux processor that controls their GigaBud devices that allow transmission of TV signals on CAT-5 wires. In addition, the Z-Band team built a web site that communicates with those processors to remotely manage devices all over the world. Both of the projects demonstrate the ability of faculty and students to work with industrial partners on software engineering projects. The BROADSIDE Center will continue to foster these types of software engineering relationships in addition to its traditional role with computer science. After participation in BROADSIDE or related internships, companies like MicroTech have readily hired Shippensburg University graduates.

## **5. Assessment**

The assessment plan for this program will be built around the rigorous assessment required by ABET. It will include course assessment, senior exit surveys, the Major Fields Assessment Test in Computer Science, internship evaluations, feedback from our Industrial Advisory Council, and alumni surveys. This framework will allow assessment of individual courses, the goals of the program and the performance of graduates after five years of employment. All assessment data will be reviewed annually prior to the beginning of the fall semester and any findings will be traced to subsequent program revisions creating the feedback from assessment to program improvement.

This assessment program is built on the assessment program of our ABET accredited Computer Science program. The Computer Science department has demonstrated a strong history of using assessment data for program improvement and will lay the same groundwork in preparation for pursuing ABET accreditation of the Software Engineering Program.

## **6. Resource Sufficiency**

This proposal can be supported using existing resources with existing capacity for 22 students. The existing capacity allows for additional students per year at each undergraduate level (that is, eight more freshmen, six more sophomores, four more juniors and four more seniors). The university assesses enrollment and staffing annually in order to determine if resources need to be allocated for growing programs. Therefore, if the university identifies software engineering as a growing program, there is a mechanism to accomplish this demand-driven growth through an annual faculty-staffing process.

## **7. Impact on Educational Opportunity**

It is important that the residents of the Commonwealth have an opportunity to pursue a high-quality, low-cost, in-state Software Engineering program. This program will prepare them for a wide variety of jobs that are increasing in demand throughout the state. Students who choose to study an engineering discipline must possess above average skills in a wide array of fields, including the

ability to think abstractly and solve complex problems. Students who have those skills, but not the financial resources necessary to pursue other programs, will now have a path to software engineering careers from which the Commonwealth will benefit.

Shippensburg University engages in a number of activities designed to recruit and retain underrepresented students including, but not limited to: targeted recruitment activities by the Admissions Team, recruiting at high schools in major metropolitan areas, and recruiting STEM students with the TAP Out-of-State Initiative. The Computer Science department supports all of these activities and will help those activities recruit Software Engineering students from all backgrounds. In addition, Shippensburg is participating in PASSHE's CUE Equity Score Card Process and thus the software engineering program will benefit from the findings of this self-study process. It is also important to note that in engineering in general, and in Software Engineering in particular, women are an underrepresented population. The Computer Science Department has an existing Women in Computer Science program that provides extra mentoring and support for all of its female students, which has helped retention.

Finally, failure rates in the early courses in computer science (and software engineering) have been increasing across the nation with many schools suffering up to 50% failure rates. The trend has been reversed at Shippensburg University by redesigning the way students learn to program. The program's first course has a very non-traditional structure without losing any of the required content or rigor. As a result, the failure rate has been significantly reduced. While this modification benefits all students, students who have a less rigorous high school background are much more likely to succeed in this version of the course than in traditional courses.

Prepared by: Barbara G. Lyman, Provost and Senior Vice President for Academic Affairs, Shippensburg University of Pennsylvania

Implementation date: Fall 2012

**FIVE-YEAR BUDGET PROJECTION**  
**UNIVERSITY: Shippensburg University**  
**PROPOSED PROGRAM: Bachelor of Science Degree in Software Engineering**

ESTIMATED REVENUES	Year 1 2011-12		Year 2 2012-13		Year 3 2013-14		Year 4 2014-15		Year 5 2015-16	
	Existing	New	Existing	New	Existing	New	Existing	New	Existing	New
Tuition*	\$478,236	\$57,968	\$537,363.	\$59,707	\$584,233	\$61,498	\$633,432	\$63,343	\$717,678	\$0
External Grants and Contracts		\$5,000		\$6,000		\$7,000		\$8,000		\$9,000
Other = Fees+										
<b>TOTAL REVENUE++</b>	<b>\$541,204</b>		<b>\$603,070</b>		<b>\$652,732</b>		<b>\$704,775</b>		<b>\$726,678</b>	
EST EXPENSES	Year 1		Year 2		Year 3		Year 4		Year 5	
Salaries &/or benefits (Faculty/Staff)	\$178,538		\$178,538		\$178,538		\$178,538		\$178,538	
Learning resources										
Instructional equipment										
Facilities and/or modifications										
Other								\$12,000		
<b>TOTAL EXPENSES</b>	<b>\$178,538</b>		<b>\$178,538</b>		<b>\$178,538</b>		<b>\$190,538</b>		<b>\$178,538</b>	
<b>DIFFERENCE Rev.-Exp.</b>	<b>\$362,666</b>		<b>\$424,532</b>		<b>\$474,194</b>		<b>\$514,237</b>		<b>\$548,140</b>	
ESTIMATED IMPACT OF NEW PROGRAM	Year 1		Year 2		Year 3		Year 4		Year 5	
FTE Enrollment	74		80		84		88		88	
Projected Annual Credits Generated	1110		1200		1260		1320		1320	
<b>Tuition Generated</b>	<b>\$461,760</b>		<b>\$514,176</b>		<b>\$556,081</b>		<b>\$600,038</b>		<b>\$618,039</b>	



**Academic and Student Affairs Committee Meeting**

April 4, 2012

**SUBJECT:** Approval of a Bachelor of Applied Science Degree in Technology Leadership at Clarion University of Pennsylvania (ACTION)

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**UNIVERSITIES AFFECTED:** Clarion University of Pennsylvania

**BACKGROUND:** Clarion University of Pennsylvania proposes a Bachelor of Applied Science in Technology Leadership. The goal of the Technology Leadership program is to provide graduates of Associate of Applied Science (A.A.S.) and Associate of Science Degree (A.S.) industrial technology degree programs with a much needed pathway to a baccalaureate degree.

The curriculum was developed through the collaborative efforts of Clarion's Department of Applied Technology, College of Business Administration, and Office of Graduate and Extended Programs. The curricular combination of coursework and field experiences in leadership development, business skills, and advanced technology will serve to enhance analytical and critical thinking skills of graduates necessary to advance in their professions.

The proposed online Bachelor of Applied Science in Technology Leadership program will enable working industry technology professionals across the Commonwealth and beyond to achieve academic goals while also meeting family and work demands.

**MOTION:** That the Board of Governors approve the Bachelor of Applied Science Degree in Technology Leadership at Clarion University of Pennsylvania.

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**Supporting Documents Included:** Executive Summary of Degree Proposal and Five-Year Budget Projection

**Other Supporting Documents Available:** Clarion University of Pennsylvania Degree Proposal

**Reviewed by:** N/A

**Prepared by:** Kathleen M. Howley

**Telephone:** (717) 720-4200

**Executive Summary of New Degree Program Proposal  
Bachelor of Applied Science Degree in Technology Leadership  
Clarion University of Pennsylvania**

April 4, 2012

**1. Appropriateness to the Mission**

The proposed Bachelor of Applied Science degree with a major in Technology Leadership will prepare industrial technology practitioners at the professional level by building on their technical knowledge base obtained at the associate degree level with upper-division liberal arts and business courses. Coursework for the degree-completion program will be offered completely online, allowing students in the Commonwealth and beyond access to this degree program. Online courses will enable working professionals to achieve academic goals while also meeting family and work demands.

Clarion University-Venango Campus is the associate degree-granting unit of Clarion University, and currently offers 11 associate degree programs. With the focus on workforce development in the geographic region it serves, the Bachelor of Applied Science in Technology Leadership provides a seamless transition for those who have earned an applied associate degree.

This degree completion program is appropriate for a wide array of industrial technology professionals. In accordance with Clarion University's mission, vision, and values, the proposed Bachelor of Applied Science with a major in Technology Leadership upper-division degree-completion program will enhance university strategic growth through expanded degree programs that are offered in a collaborative manner that maximizes efficient use of resources. The program is an initiative that stemmed from the combined expertise and resources of Clarion University's Department of Applied Technology, College of Business Administration, and Office of Graduate and Extended Programs.

The proposed program will provide opportunities for technical practitioners to develop the liberal arts and leadership knowledge and skills necessary to meet employers' strong demands for technology management. As such, the Bachelor of Applied Science with a major in Technology Leadership degree program will aid students, communities, and technical organizations at the local, state, and national levels by providing viable educational and employment opportunities that will support economic growth.

This proposed Bachelor of Applied Science with a major in Technology Leadership degree completion program will align with PASSHE's strategic priority of enhancing Commonwealth service by preparing graduates to assume leadership roles in industrial organizations, allowing for personal and corporate growth. It will also provide the citizens of the Commonwealth an opportunity to realize career advancement by attaining a bachelor's degree in a profession

that is in demand while simultaneously meeting family and work responsibilities through this online delivery method.

## **2. Need**

Clarion University's Associate of Applied Science in Industrial Technology (AAS-IT) degree was created in 2004 in response to a critical need for certified technical workers in the region. Currently, there are approximately 100 students enrolled in the program, and Clarion has graduated over 120 students in the last four years. This group of students will require a bachelor's degree to move forward in their careers and continue their education, and Clarion wants to be well-positioned to provide a degree for these students. The fact that it will be offered online allows the option for all Clarion AAS-IT degree graduates to complete this degree. The online format will facilitate the enrollment of community college graduates throughout the Commonwealth and nationally.

Continued growth of Clarion's AAS-IT degree program, as well as the thousands of community college and technical school graduates seeking bachelor's degree completion programs, will generate enrollment to sustain this program for years to come. The unique online delivery method and competitive tuition pricing of the Pennsylvania State System of Higher Education will serve students well as they seek advanced leadership positions within technical organizations across the Commonwealth and beyond.

The emergence of natural gas exploration in the Commonwealth, potentially the single largest creator of jobs in the history of Pennsylvania, poses yet another need for this online bachelor degree completion program. As the drilling phase moves to the production phase, and our technically educated workers seek long-term employment in the industry, there will be a need for employees with the knowledge and skills provided through this proposed Bachelor of Applied Science degree. The long work hours and considerable travel required of workers in the natural gas industry will pose challenges to those employees who wish to continue their education. The online format of this degree completion program provides a strong option for those seeking a bachelor's degree to advance within this growing industry.

## **3. Academic Integrity**

The Bachelor of Applied Science with a major in Technology Leadership curriculum builds upon the technical coursework of the Associate of Applied Science degree with a combination of leadership, advanced technology, and general education coursework. The program's focus on upper division business skills required for one to be successful in today's workplace makes the Bachelor of Applied Science degree a logical next step for students with an AAS degree.

The curricular model for the Bachelor of Applied Science is a 120 credit hour degree program, in which a minimum of 60 credits are awarded from an accredited AAS degree program in an approved area of specialization.

Students complete upper division coursework in three areas to complete the 120 credits required for graduation: A Leadership Core area; an Advanced Technology area; and an elective component that allows students to enhance analytical and critical thinking skills necessary to be successful in the workplace. The number of credits necessary for each category might vary slightly depending upon the particular technical specialty, but the BAS model will be the same regardless of the technical discipline. The curriculum was developed through the collaborative efforts of Clarion's Department of Applied Technology, College of Business Administration, and Office of Graduate and Extended Programs.

Transfer credits for the completion of accredited technical associate degree programs will be awarded by Clarion in accordance with Middle States standards, consistent with the process for other Clarion degree programs.

#### **4. Coordination/Cooperation/Partnerships**

The proposed Bachelor of Applied Science with a major in Technology Leadership degree is designed to articulate with Clarion University's ATMAE-accredited Associate of Applied Science in Industrial Technology degree. It is also designed to articulate with accredited technical and community college programs across the Commonwealth and beyond. Technology Leadership graduates will in turn be positioned to matriculate into Clarion University's Master of Business Administration degree program.

Clarion University prides itself in coordinating programs with other institutions, including an online Master of Science in Nursing degree that is offered jointly by Edinboro and Clarion. Clarion also recently partnered with Edinboro, Indiana, and Lock Haven Universities to write a federal grant under the Trade Adjustment Assistance Community College and Career Training (TAACCCT) program in the U.S. Department of Labor. Clarion was recently notified that funding for this grant proposal was not awarded, but the university plans to continue working with these three PASSHE schools to address many of the grant's goals. This proposed online degree completion program will help Clarion fulfill some of the grant objectives. For example, graduates with associate degrees at Edinboro, Indiana, and Lock Haven Universities will be able to consider this proposed Bachelor of Applied Science in Technology Leadership degree completion program as the next step in their educational ladder. The online format of this proposed degree-completion program will be appealing to many PASSHE associate degree graduates in technical fields as an alternative to other face-to-face programs.

#### **5. Assessment**

An outcomes assessment plan has been developed to ensure that the Technology Leadership program is realizing its intended purpose. Goals and objectives that speak to program quality and efficacy will be supported by measurable outcomes using data from course embedded assessment, program completion rates, graduate and employer satisfaction surveys, graduate school

acceptance rates, and a five-year program review with external consultation. Data from outcomes assessment will be used for continuous programmatic improvement. The proposed Bachelor of Applied Science degree with a major in Technology Leadership will be subject to Clarion University's five-year program review process. Further, the Department of Applied Technology will seek national accreditation from the Association of Technology, Management, and Applied Engineering (ATMAE), the same body that has accredited Clarion's Associate of Applied Science in Industrial Technology (AAS-IT) degree. The AAS-IT is the only ATMAE-accredited associate degree program in the Commonwealth.

## **6. Resource Sufficiency**

Since all of the general education and leadership courses that are required for this program are currently offered by Clarion University, there is no anticipated need for significant additional resources. The Department of Applied Technology and the Office of Graduate and Extended Programs will provide resources for program administration and student advising. Students enrolled in the program will have access to Clarion University's library throughout the entire program. The budget section of this proposal includes an assessment of university-wide infrastructure costs within the expense calculation for the program in order to provide a comprehensive and realistic analysis of the program's projected net revenue. Our enrollment projections for years 1-5 of the program provide a revenue-positive financial model as illustrated in the budget section.

## **7. Impact on Educational Opportunity**

The proposed online Bachelor of Applied Science degree with a major in Technology Leadership will meet the needs of a unique population of students who are not able to attend traditional classes because of geographic, family, and/or work constraints. Further, the program will contribute to the outstanding opportunity that Clarion has to serve diverse student populations through distance education initiatives. Program graduates will create a unique pool of hybrid employees for local, regional, and national technical organizations. The program's liberal education and leadership course work, combined with technical expertise at the associate degree level, will ensure that graduates are valuable employees who have the knowledge and skills to effectively assume roles as technical managers and leaders.

Prepared by: Dr. Ron Nowaczyk, Provost and Vice President for Academic Affairs, Clarion University of Pennsylvania

Implementation date: Fall 2012

**FIVE-YEAR BUDGET PROJECTION**

**UNIVERSITY:** Clarion University, **PROPOSED PROGRAM:** Bachelor of Applied Science with a Major in Technology Leadership

ESTIMATED REVENUES	Year 1 (12-13)		Year 2 (13-14)		Year 3 (14-15)		Year 4 (15-16)		Year 5 (16-17)	
	Existing	New	Existing	New	Existing	New	Existing	New	Existing	New
Projected Univ. E&G Tuition		\$ 62,400	\$56,160	\$74,880	\$118,560	\$87,360	\$187,200	\$99,840	\$255,840	\$112,320
External Grants and Contracts										
Other										
<b>TOTAL REVENUE</b>	<b>\$62,400</b>		<b>\$131,040</b>		<b>\$205,920</b>		<b>\$287,040</b>		<b>\$368,160</b>	
ESTIMATED EXPENSES	Year 1		Year 2		Year 3		Year 4		Year 5	
Salaries and/or benefits (Faculty and Staff)*		\$29,257	\$29,257	\$29,257	\$58,514	\$29,257	\$58,514	\$29,257	\$87,771	\$29,257
Learning resources **		\$1,000		\$1,000		\$750		\$500		\$500
Instructional Support***		\$500								
Technology Hardware/Software										
Other****							\$108,000	\$57,600	\$147,600	\$64,800
<b>TOTAL EXPENSES</b>	<b>\$30,757</b>		<b>\$59,514</b>		<b>\$118,778</b>		<b>\$253,871</b>		<b>\$329,928</b>	
<b>DIFFERENCE (Rev.-Exp.) before appropriation</b>	<b>\$31,643</b>		<b>\$71,526</b>		<b>\$87,142</b>		<b>\$33,169</b>		<b>\$38,232</b>	
EST. IMPACT OF NEW PROGRAM	Year 1	Year 2	Year 3		Year 4		Year 5			
FTE Enrollment*****	10 new	9 returning /12 new	19 returning / 14 new		30 returning / 16 new		41 returning / 18 new			
Projected Annual Credits Generated	240 (20 enrolled)	504 (42 enrolled)	792 (66 enrolled)		1,104 (92 enrolled)		1,416 (118 enrolled)			
<b>Tuition Generated</b>	<b>\$62,400</b>	<b>\$131,040</b>	<b>\$205,920</b>		<b>\$287,040</b>		<b>\$368,160</b>			

\*Based on FY12 faculty avg. salary calculated at 25% of an Assoc. Professor, Step 11.

\*\*Estimated expenses for online journal subscription for capstone course and other online resources

\*\*\*For licenses for software that provides packaging of instructional video for the web (e.g. Camtasia Studio)

\*\*\*\*Includes \$150 per student credit hour produced to cover University-wide infrastructure costs

\*\*\*\*\*Based on an estimated 8% yearly attrition rate



# Audit Committee Meeting

Boardroom, First Floor  
Administration Building  
Dixon University Center  
2986 North Second Street  
Harrisburg, PA 17110-1201

Wednesday, April 4, 2012

## Agenda

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1. Executive Contract – Office of Internal Audit and Risk Assessment (ACTION) .....	24



Committee Members: Ronald G. Henry (*Chair*), Kenneth M. Jarin, Jonathan B. Mack, C.R. “Chuck” Pennoni, Senator John T. Yudichak, and Guido M. Pichini (*ex officio*).

For further information, contact Peter H. Garland at (717) 720-4010.

**Audit Committee Meeting**

April 4, 2012

**SUBJECT:** Executive Contract – Office of Internal Audit and Risk Assessment (ACTION)

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**UNIVERSITIES AFFECTED:** All

**BACKGROUND:** Action to extend the appointment of the Director, Office of Internal Audit and Risk Assessment must be taken by the Board. The term appointment for Dean A. Weber will be extended by one year from July 1, 2012 to June 30, 2013. The other terms and conditions of his at-will appointment letter will remain in force and effect through the appointment period unless modified in writing.

**MOTION:** That the Board of Governors (1) approve the appointment extension of Dean A. Weber, as Director, Office of Internal Audit and Risk Assessment, by one year from July 1, 2012 to June 30, 2013 and (2) direct Audit Committee Chairman Ronald Henry to execute the appropriate letter to extend the appointment.

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**Supporting Documents Included:** N/A

**Other Supporting Documents Available:** Board of Governors' Policy 1991-06-A, *State System Audit Policy*

**Reviewed by:** N/A

**Prepared by:** Peter H. Garland

**Telephone:** (717) 720-4010





# External Relations Committee Meeting

Boardroom, First Floor  
Administration Building  
Dixon University Center  
2986 North Second Street  
Harrisburg, PA 17110-1201

Wednesday, April 4, 2012

## Agenda

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2. Legislative Update (INFORMATION) .....	27



Committee Members: Jonathan B. Mack (*Chair*), Marie Conley, Bonnie L. Keener, Joseph F. McGinn, Robert S. Taylor and Guido M. Pichini (*ex officio*).

For further information, contact Peter H. Garland at (717) 720-4010.

**External Relations Committee Meeting**

April 4, 2012

**SUBJECT:** Advocacy Update (INFORMATION)

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**UNIVERSITIES AFFECTED:** All

**BACKGROUND:** A report on advocacy will be provided at the Board meeting.

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**Supporting Documents Included:** N/A

**Other Supporting Documents Available:** N/A

**Reviewed by:** N/A

**Prepared by:** Karen S. Ball

Telephone: (717) 720-4053

**External Relations Committee Meeting**

April 4, 2012

**SUBJECT:** Legislative Update (INFORMATION)

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**UNIVERSITIES AFFECTED:** All

**BACKGROUND:** A report on recent legislative activity will be provided at the Board meeting.

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**Supporting Documents Included:** N/A

**Other Supporting Documents Available:** N/A

**Reviewed by:** N/A

**Prepared by:** Karen S. Ball

Telephone: (717) 720-4053



# Finance, Administration, and Facilities Committee Meeting

Boardroom, First Floor  
Administration Building  
Dixon University Center  
2986 North Second Street  
Harrisburg, PA 17110-1201

April 4, 2012

## Agenda

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2.	Fiscal Year 2012/13 Budget Update (INFORMATION) .....	32



**Committee Members:** C.R. "Chuck" Pennoni (*Chair*), Leonard B. Altieri III, Jennifer G. Branstetter (designee for Governor Thomas W. Corbett), Representative Michael K. Hanna, Kenneth M. Jarin, Harold C. Shields, and Guido M. Pichini (*ex officio*).

For further information, contact Peter H. Garland at (717) 720-4010.

**Finance, Administration, and Facilities Committee Meeting**

April 4, 2012

**SUBJECT:** Authorization to Issue Refunding Bonds (ACTION)

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**UNIVERSITIES AFFECTED:** All

**BACKGROUND:** In the current interest rate environment, opportunities arise to refund all or part of certain PASSHE bond issues. The window of opportunity often opens and closes in a matter of days, and missing the window could cost PASSHE millions of dollars in lost debt service savings. The Treasury staff monitors these market conditions and alerts the Board of Governors when the environment may provide debt service savings. The Internal Revenue Service requires the governing board to pass a resolution authorizing issuance of bonds. It is prudent management for the Board to authorize the Chancellor to direct issuance of bonds only when market conditions provide significant savings. It is common for this type of resolution to contain minimum savings limits and an expiration date so control of the bond issuance process is maintained. This Board action will authorize the Office of the Chancellor to issue refunding bonds during fiscal year 2012/13 based upon market conditions to maximize present value savings, provided that the net present value savings equal or exceed 4%, and will establish an expiration date of June 30, 2013.

In keeping with PASSHE's practice of minimizing expense and risk, the bond issue will be competitively bid. Since PASSHE does not possess statutory bonding authority, the bonds will be issued through the Pennsylvania Higher Educational Facilities Authority. The bonds will be a general obligation of the System.

**MOTION:** That the Board of Governors adopt the attached resolution to authorize future issuance of refunding bonds when market conditions permit and after the Vice Chancellor for Administration and Finance consults with the Chair of the Finance, Administration, and Facilities Committee.

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**Supporting Documents Included:** Resolution**Other Supporting Documents Available:** N/A**Reviewed by:** N/A**Prepared by:** James S. Dillon**Telephone:** (717) 720-4100

**Resolution Authorizing Issuance of Refunding Bonds  
by the Pennsylvania Higher Educational Facilities Authority**

WHEREAS, the State System of Higher Education of the Commonwealth of Pennsylvania (the "System") desires that the Pennsylvania Higher Educational Facilities Authority (the "Authority") undertake a project (the "Project") consisting of the issuance of bonds (the "Refunding Bonds") to refund all or a portion of various series of bonds issued by the Authority on behalf of the System (the "Prior Bonds"); and

WHEREAS, the Board of Governors of the System (the "Board") has determined that it is desirable to authorize the Chancellor to proceed with the issuance of the Refunding Bonds when market conditions permit, as long as the present value savings on the Refunding Bonds equal or exceed 4%, and this authorization expires June 30, 2013; and

WHEREAS, the Authority will lend the proceeds of the Refunding Bonds to the System to finance the costs of the Project and to pay expenses incidental to issuance of the Refunding Bonds; and

WHEREAS, the obligation of the System to repay the Refunding Bonds will be described in and evidenced by a Loan Agreement, as supplemented (the "Loan Agreement"), between the Authority, as lender, and the System, as borrower, pursuant to which the System will pledge the full faith and credit of the System as security for repayment of the obligation; and

WHEREAS, the Loan Agreement will be assigned by the Authority as security for the Refunding Bonds pursuant to a Trust Indenture, as supplemented (the "Indenture"), between the Authority and the accepted trustee; and

WHEREAS, the Authority will, by public invitation, solicit and receive competitive bids from underwriters for the purchase of the Refunding Bonds, which bids will contain, among other terms, proposed interest rates on the Refunding Bonds.

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby authorize the Chancellor to proceed with issuance of the Refunding Bonds by the Authority when market conditions permit, provided that the net present value savings on the Refunding Bonds equal or exceed 4%; this authorization will expire June 30, 2013; and be it

RESOLVED, that the Board hereby delegate to the Chancellor or Vice Chancellor for Administration and Finance the power to accept bids for purchase of the Refunding Bonds from underwriters and to determine the principal amount of the Refunding Bonds to be issued by the Authority, the rates of interest, dates of maturity, provisions for optional or mandatory redemption, and other details, such approval to be evidenced by acceptance of the bid for purchase of the Refunding Bonds by the Authority and the System; and be it

RESOLVED, that the Board hereby authorize pledging the System's full faith and credit to repayment of the Refunding Bonds, as provided in the Loan Agreement, and does

hereby authorize and direct the Chancellor or Vice Chancellor for Administration and Finance to execute, acknowledge, and deliver, and any Responsible Officer to attest such signature to a supplement to the Loan Agreement in such form as the officers executing it may approve, such approval to be conclusively evidenced by execution thereof; and be it

RESOLVED, that any Responsible Officer is hereby authorized and empowered to approve the content of the Preliminary Official Statement and the Official Statement of the Authority relating to issuance of the Refunding Bonds as to information concerning the System and its affairs; and be it

RESOLVED, that any Responsible Officer is hereby authorized and directed to take such further action and to execute and deliver such other instruments and documents as may, in his or her judgment or upon advice of counsel, be necessary or advisable to effect issuance of the Refunding Bonds by the Authority, the intent of this Resolution, and the transactions contemplated.

\_\_\_\_\_  
Secretary to the Board

\_\_\_\_\_  
Chairman of the Board

\_\_\_\_\_  
Date

**Finance, Administration, and Facilities Committee Meeting**

April 4, 2012

**SUBJECT:** Fiscal Year 2012/13 Budget Update (INFORMATION)

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**UNIVERSITIES AFFECTED:** All

**BACKGROUND:** At its October 2011 meeting, the Board of Governors approved a fiscal year 2012/13 Educational and General (E&G) appropriation request of \$421.4 million, an increase of 2.1%. On February 7, 2012, Governor Corbett recommended an E&G appropriation for PASSHE of \$330.2 million, a decrease of 20%.

A budget workshop was held by the Finance, Administration, and Facilities Committee on March 6, 2012. Additional information regarding PASSHE's budget and preliminary observations from an ongoing pricing study will be presented at the Board of Governors' meeting.

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**Supporting Documents Included:** N/A

**Other Supporting Documents Available:** Board of Governors' meeting materials, October 6, 2011; Governor's budget recommendations as provided by the Chancellor on February 7, 2012

**Reviewed by:** N/A**Prepared by:** James S. Dillon**Telephone:** (717) 720-4100





# Executive Committee Meeting

Boardroom, First Floor  
Administration Building  
Dixon University Center  
2986 North Second Street  
Harrisburg, PA 17110-1201

April 4, 2012

## Agenda

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1.	PASSHE Strategic Plan (INFORMATION) .....	34



**Committee Members:** Guido M. Pichini (*Chair*), Marie Conley, Ronald G. Henry, Jonathan B. Mack, C.R. "Chuck" Pennoni, and Aaron A. Walton.

For further information, contact Peter H. Garland at (717) 720-4010.

**Executive Committee Meeting**

April 4, 2012

**SUBJECT:** PASSHE Strategic Plan (INFORMATION)

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**UNIVERSITIES AFFECTED:** All

**BACKGROUND:** An update of the work of the Strategic Planning Committee will be provided.

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**Supporting Documents Included:** N/A

**Other Supporting Documents Available:** N/A

**Reviewed by:** N/A

**Prepared by:** Peter H. Garland

**Telephone:** (717) 720-4010



# Board of Governors

Quarterly Meeting of the Board of Governors  
Pennsylvania State System of Higher Education

Boardroom, First Floor  
Administration Building  
Dixon University Center  
2986 North Second Street  
Harrisburg, PA 17110-1201

Thursday, April 5, 2012  
9:00 a.m.

## Agenda

Call to Order and Roll Call of the Members

Pledge of Allegiance

Approval of the Minutes of the January 19, 2012 and March 14, 2012 Meetings

Remarks of the Chair ..... Chairman Guido M. Pichini

Report of the Chancellor ..... Dr. John C. Cavanaugh

Public Comments

Committee Reports with Related Actions

- A. Academic and Student Affairs** ..... Mr. Aaron A. Walton
1. Approval of a Bachelor of Science Degree in Mechatronics Engineering Technology at California University of Pennsylvania
  2. Approval of a Bachelor of Science Degree in Software Engineering at Shippensburg University of Pennsylvania
  3. Approval of a Bachelor of Applied Science Degree in Technology Leadership at Clarion University of Pennsylvania

- B. Audit** ..... Mr. Ronald G. Henry
  - 1. Executive Contract – Office of Internal Audit and Risk Assessment
- C. External Relations** ..... Mr. Jonathan B. Mack
  - 1. Advocacy Update
  - 2. Legislative Update
- D. Finance, Administration, and Facilities**.....Mr. C.R. “Chuck” Pennoni
  - 1. Authorization to Issue Refunding Bonds
  - 2. Fiscal Year 2012/13 Budget Update
- E. Human Resources** ..... Ms. Marie Conley
- F. Executive** ..... Chairman Guido M. Pichini
  - 1. PASSHE Strategic Plan

- Board Action** ..... Chairman Guido M. Pichini
  - 1. Resolutions:
    - Leonard B. Altieri III
    - Sarah C. Darling
  - 2. Recognition of the Recipient of the Annual Syed R. Ali-Zaidi Award for Academic Excellence
  - 3. Appointment of Nominating Committee for Board Officers

**Other Business** ..... Chairman Guido M. Pichini

**Announcements**

**Adjournment**



**Board Members:** Guido M. Pichini (*Chair*), Leonard B. Altieri III, Representative Matthew E. Baker, Jennifer G. Branstetter (designee for Governor Thomas W. Corbett), Marie Conley (*Vice Chair*), Governor Thomas W. Corbett, Sarah C. Darling, Representative Michael K. Hanna, Ronald G. Henry, Kenneth M. Jarin, Bonnie L. Keener, Jonathan B. Mack, Joseph F. McGinn, C.R. “Chuck” Pennoni, Senator Jeffrey E. Piccola, Harold C. Shields, Robert S. Taylor, Secretary Ronald J. Tomalis, Aaron A. Walton (*Vice Chair*), and Senator John T. Yudichak.

For further information, contact Peter H. Garland at (717) 720-4010.

**Board of Governors' Meeting**

April 5, 2012

**SUBJECT:** Recognition of the Recipient of the Annual Syed R. Ali-Zaidi Award for Academic Excellence (INFORMATION)

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**UNIVERSITIES AFFECTED:** All

**BACKGROUND:** Created in 2000, the Syed R. Ali-Zaidi Award for Academic Excellence is conferred upon a graduating senior from one of the PASSHE Universities. This award was created by Dr. Syed R. Ali-Zaidi, a charter member of the Board of Governors, and was made possible through a gift to the PASSHE Foundation, Inc. Dr. Ali-Zaidi wishes to inspire and honor PASSHE students who exhibit excellence in their pursuit of knowledge.

Candidates for the 2012 award were recommended by their University President at the conclusion of a campus application and selection process that was open to all graduating seniors. Multiple selection criteria included outstanding academic performance in the academic major and in other areas of study; recognition of scholarship, including prizes, honors, and honorary societies; participation in extra/co-curricular activities; and a two-page essay by the nominee addressing how the University has prepared him or her for the next career step.

This year, a review panel appointed by the Chancellor considered 13 nominees in accordance with the criteria outlined above and ranked three finalists. Mr. David Walton, a student at Millersville University of Pennsylvania, was selected as the award winner. Mr. Walton will receive a check for \$1,000, along with a commemorative medallion. The two runners-up for the award were Ms. Katherine Zimmerman from Bloomsburg University of Pennsylvania, and Ms. Joanna Catalano, from Clarion University of Pennsylvania. Each will receive a check for \$500. These finalist awards were made possible by a generous donation to the Ali-Zaidi Scholarship Fund by Highmark Blue Shield.

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**Supporting Documents Included:** President McNairy's Letter; David Walton's Résumé; Katherine A. Zimmerman's Résumé; and Joanna Catalano's Résumé.

**Other Supporting Documents Available:** N/A

**Reviewed by:** N/A

**Prepared by:** Kathleen Howley

**Telephone:** (717) 720-4200

December 1, 2011

Dr. John C. Cavanaugh  
Office of the Chancellor  
Pennsylvania State System of Higher Education  
Dixon University Center  
2986 North Second Street  
Harrisburg, PA 17110-1201

Dear Dr. Cavanaugh:

It is indeed a great pleasure to nominate Mr. David Walton for this year's Syed Ali-Zaidi Award for Academic Excellence. Enclosed are the materials in support of his nomination.

Mr. Walton has amassed a truly outstanding record of academic achievement at Millersville University. David's accomplishments include a nearly perfect 3.99 grade point average (perfect, save for two grades of A-), as well as his extensive involvement in undergraduate research projects. In particular, for the past two years, he has worked with Drs. Edward Rajaseelan and Laura Anna of the Department of Chemistry on a substantial research project, which extends well beyond what most undergraduates would even attempt. Further, David was selected as a participant in last summer's highly competitive National Science Foundation funded Research Experience for Undergraduates program, held at the North Carolina State University. He was also offered, but declined a similar opportunity last summer at the California Institute of Technology. Remarkably, Mr. Walton has already had a co-authored paper accepted for publication in a peer-reviewed research journal and has three additional manuscripts in preparation for publication. David has given both oral and poster presentations in various venues. This is an extremely unusual occurrence for an undergraduate student in chemistry and this speaks volumes to David's skills and accomplishments in the laboratory.

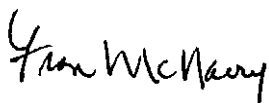
David is a very well-rounded student, through his involvement in co-curricular and extracurricular activities. Of particular note, David has served as a tutor for both general chemistry and organic chemistry for the past two years. David is also a member of the Millersville University Cross Country and Track teams. He regularly runs 70 miles each week and was scheduled to run his first marathon this month. David is a PSAC Student-Athlete and a 2009 PSAC All-Academic Athlete. In addition, he is a member of the Phi Kappa Phi Honors Society and the American Chemical Society. David has won a number of academic distinctions at Millersville, including the Judith Bond Scholarship, awarded by the Southeastern Pennsylvania Section of the American Chemical Society

to the top junior in chemistry from all of the colleges and universities in the region for outstanding research and academic achievements. Following his graduation in May 2012, David intends to pursue his Ph.D. in chemistry, with the intent of teaching at the college level. He credits his success to the academic opportunities afforded him by Millersville University, along with the independence granted him by his advisors in pursuing his research projects.

In her letter of recommendation, Dr. Laura Anna, Professor of Chemistry noted that David scored in the 99<sup>th</sup> percentile nationally on the American Chemical Society standardized examination in organic chemistry, the first student she has taught to ever score this highly. Dr. Anna went on to note that David was the strongest student she has ever taught in organic chemistry, which she has been teaching for 14 years at Millersville. In his letter of recommendation, Dr. Edward Rajaseelan, Professor of Chemistry and one of David's research advisors commented that David "is an exceptionally bright and hard-working student with excellent communication and lab skills." Dr. Rajaseelan noted that David's 99<sup>th</sup> percentile score on the American Chemical Society standardized exam in general chemistry was the highest he has seen in his 21 years of teaching this course. Perhaps more significantly, Dr. Rajaseelan compared David to a number of his former students, who have gone on to earn Ph.D. degrees at Princeton, Penn, Notre Dame, Rice and other universities and commented that David is "superior to any one of them when they were undergraduates here", finally concluding that David is "the very best student I have ever had as a college professor in the past 22 years".

Mr. Walton is a scholar-athlete who embodies the very best qualities of a Millersville University student. I am delighted to enthusiastically endorse Mr. David Walton for the 2011 Syed Ali-Zaidi Award for Academic Excellence.

Sincerely,



Francine G. McNairy  
President

Enclosures

c: Dr. Adams  
Mr. Eckert  
Dr. Prabhu  
Dr. Rajaseelan  
Dr. Smith  
Dr. Turchi

103 Roland Road  
Coatesville, PA 19320

## David Walton

131 Shenks Lane  
Suite Number 202  
Millersville, PA 17551

[dpwalton@marauder.millersville.edu](mailto:dpwalton@marauder.millersville.edu)

### EDUCATION

**Bachelor of Science**, Chemistry (ACS Certified)

Expected graduation: **May 2012**

**Minor in Mathematics**

*Current GPA: 3.99/4.00*

Millersville University, Millersville, PA

### RELEVANT COURSEWORK (COURSE NUMBER)

#### *Chemistry*

General Chemistry I & II (111, 112)

Introductory Inorganic (251)

Organic I & II (231, 232)

Advanced Inorganic (452)

Quantitative Analysis (265)

Physical Chemistry I & II (341, 342)

Advanced Organic Lab (391)

Advanced Inorganic Lab (392)

Biochemistry (326)

Polymer Chemistry (381)

Independent Study (498)

Analytical Chemistry (465)

#### *Mathematics*

Calculus I, II, & III (161, 211, 311)

Probability and Statistics (333)

Linear Algebra (322)

Ordinary Differential Equations (365)

#### *Physics*

Calculus-Based Mechanics (231)

Calculus Based Elec. & Mag. (231)

### HONORS AND AWARDS

Dr. Judith Bond Endowed Scholarship (top Junior of South Eastern Pennsylvania Section of the ACS (SEPSACS; **2011**))

George F. Stauffer Scholarship (Junior with excellence in the physical sciences; **2011**)

Cecil A. Upton Organic Chemistry Award (top student in Organic I & II; **2011**)

Student Research Grant (**2011**)

Neimeyer Hodgson Student Research Grant (**2010**)

Chemical Rubber Company Chemistry Award (top General Chemistry student; **2010**)

Gerald S. Weiss Chemistry Scholarship (top Inorganic I student; **2010**)

Class Honors Calculus II and III (top student in class; **2009, 2010**)

PSAC Scholar Athlete, All Academic PSAC Athlete

### RESEARCH EXPERIENCE

**Independent Research**, Chemistry Department, Millersville University

**2009 - Present**

Advisors: Dr. E. Rajaseelan and Dr. L. Anna

**Development & Characterization of Organometallic Catalysts in Green Chemistry:**

Synthesized five new triazole-based N-heterocyclic carbene ligands

Synthesized 12 new organometallic complexes; investigated catalytic properties

Analyzed one and two dimensional Nuclear Magnetic Resonance (NMR) spectra

Grew crystals for X-ray crystallography (5 structures obtained)

**NSF-Funded Summer Research Program (REU)**, Chemistry Department, NCSU

**2011**

Selected for and participated in June 2011- August 2011 Program



### **Cp\*Ir(III)(NHC)L2 Catalyst in the Aerobic Oxidation of Alcohols:**

Synthesized Cp\*Ir(III) catalysts, conducted catalytic studies analyzed results  
Isolated, synthesized, and characterized a catalyst decomposition product

### PUBLICATIONS

Gary S. Nichol, Jonathan Rajaseelan, **David P. Walton** and Edward Rajaseelan, "[1,2,5,6-11)-1,5-Cyclooctadiene]bis(1-isopropyl-3-methylimidazol-2-ylidene)rhodium(I) tetrafluoroborate," *Acta Crystallographica Section E*. Accepted November **2011**.

### MANUSCRIPTS IN PREPARATION

"[1,2,5,6-10-1,5-Cyclooctadiene][1-neopentyl-4-(4-tert-butylbenzyl)-1,2,4-triazol-5-ylidene]-chloroiridium(0)"

"[(1,2,5,6-11)-1,5-Cyclooctadiene][1-butyl-4-(4-tert-butylbenzyl)-1,2,4-triazol-5-ylidene]chloroiridium(I)"

"[(1,2,5,6-11)-1,5-Cyclooctadiene][1-neopentyl-4-(4-tert-butylbenzyl)-1,2,4-triazol-5-ylidene](triphenylphosphine)rhodium(I) tetrafluoroborate hydrate"

### PRESENTATIONS

**David P. Walton**, Matthew Lehman; Elon A. Ison "Aerobic Oxidation of Alcohols Catalyzed by Cp\*Ir(III) Complexes," **Poster**. Undergraduate Research Symposium, North Carolina State University, Raleigh, NC, August **2011**.

**David P. Walton**, Matthew Lehman; Elon A. Ison "Aerobic Oxidation of Alcohols Catalyzed by Cp\*Ir(III) Complexes," **Oral Presentation**. Department of Chemistry REU faculty and participants, North Carolina State University, Raleigh, NC, August **2011**.

**David Walton**, Gary S. Nichol, Edward Rajaseelan, and Laura J. Anna, "Synthesis and Characterization of Triazole-Based Iridium(I) and Rhodium(I) Catalysts," **Poster**. Student Research Symposium, Millersville University, Millersville, PA, **2011**.

**David Walton**, Gary S. Nichol, Edward Rajaseelan, and Laura J. Anna, "Synthesis and Characterization of Triazole-Based Iridium(I) and Rhodium(I) Catalysts," **Poster**. SEPSACS Education Night, York College of Pennsylvania, York, PA, **2011**.

**David P. Walton**, Gary S. Nichol, Edward Rajaseelan, and Laura J. Anna, "Synthesis of N-Heterocyclic Carbenes; Catalysts for Green Chemistry," **Poster**. Undergraduate Research Poster Session, ACS National Meeting & Exposition, Anaheim, CA, 27 March **2011**.

**David P. Walton**, Edward Rajaseelan, and Laura J. Anna, "Development and Characterization of Organometallic Catalyst in Green Chemistry," **Oral Presentation**. Millersville University School of Science and Mathematics Advisory Board, **2010**.

### PROFESSIONAL MEMBERSHIP:

Phi Kappa Phi Honors Society  
American Chemical Society

**2011 - Present**

**2011 - Present**

### INSTITUTIONAL OR COMMUNITY INVOLVEMENT

Organic and General Chemistry Tutor, Millersville University  
Millersville Cross Country or Track, Millersville University

**2009 - Present**

**2008 - 2011**

## Katherine A. Zimmerman

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### Current Address

432 Honeysuckle Court  
Bloomsburg, PA 17815  
(717) 756-1026

### Permanent Address

34 Monarch Lane  
Mechanicsburg, PA 17050  
(717) 756-1026

### Education

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Bloomsburg University of Pennsylvania (BU)  
Bachelor of Science in Education  
Major: Special Education (N-12)/Elementary Education (K-6) Dual Certification  
Anticipated Graduation: May 2012  
**PA Certified Pending Graduation K-6 Elementary Education, K-12 Special Education**  
Overall GPA: **3.99**

### Student Teaching Experiences

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**BU/ Danville Area School District Professional Development School Practicum** Fall 2011,  
Liberty Valley Intermediate School Danville, PA  
Participated in practicum two days a week for an entire semester. Taught fourth grade mathematics, Writers' Workshop, reading, grammar, and science. Created and implemented standards based lesson plans utilizing SMART Board technology and differentiated instruction. Monitored a student's reading level over eight weeks through Curriculum Based Assessments and Curriculum Based Measurements. Attended a Section 504 Plan meeting, parent-teacher conferences, and weekly modules.  
**Cameroon Urban Practicum** Summer 2011, Government Practicing Primary and Nursery School, Muea and St. Theresa International Bilingual School, Molyko, Buea  
Participated in practicum overseas in Cameroon and was in third and fifth grade classrooms. Taught sixteen separate subjects to students who were English language learners, racial minorities, low socio-economic status, and some disabilities. Created lesson plans for third grade math, art, and music, and fifth grade math, history, and geography.

### Related Experiences/Employment

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**Mechanicsburg School District: Summer Adventure Camp Leader** 2011, camp counselor 2006-2010  
Oversee eight member staff and approximately 45 campers, ages eight to eleven, from different backgrounds with a variety of individual needs, including disabilities. Responsible for camper and staff safety, discipline procedures, conducting weekly staff meetings, keeping open lines of communication with parents, and provided training in Positive Behavior Support for the staff of three local camps.

**Students Helping Adolescents Reach Excellence (SHARE)** Spring 2010, Berwick, PA  
Helped tutor several students in various subjects in an after school program for a total of sixteen hours.

**Accommodative Services for Students with Disabilities** Fall 2008-Spring 2010  
Took individualized notes for students with disabilities at the collegiate level.

### Positive Behavior Intervention and Support Research

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**Honors Independent Study (HIS), Camp Counseling 101: A Guide to Understanding and Managing Your Campers' Behavior** Spring 2010-Spring 2011  
Researched the use of Positive Behavior Interventions and Support (PBIS) in the classroom, physical education, athletic programs, and camp programs under the mentorship of Dr. Knoster. Created a training module in PBIS specifically for camp counselors from this research.

**Student Apprenticeship in Positive Behavior Support** Fall 2010-present  
Currently working towards, publishing and distributing materials for PBIS training module to local summer camps, and downloading all materials for training module online to benefit a greater population.

**Association for Positive Behavior Support Member** Fall 2010-present  
Part of an international forum to advance the application of positive behavior support among diverse populations and across a variety of settings.

**National Collegiate Honors Council Conference Presenter** October 20-22, 2011  
Presented research from HIS and PBIS training module excerpts to peers and professionals from around the country in Phoenix, Arizona.

**Bloomsburg University Undergraduate Research and Scholarship Day Presenter** April 29, 2011  
Presented research from HIS and PBIS training module excerpts to peers and Bloomsburg faculty.

### Awards and Honors

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Dean's List: Fall 2008-Spring 2011

Kappa Delta Pi Member, Gamma Beta Chapter, Educational Honor Society: Fall 2010-present

Ralph and Edna Feather Memorial Scholarship: Fall 2011-Spring 2012

Charlotte Hess Memorial Scholarship: Fall 2011

Jessica S. and Stephen R. Kozloff Undergraduate Research Scholarship: Spring 2011

Phi Kappa Phi Honor Society Member, Bloomsburg University Chapter: Spring 2011-present

Phi Kappa Phi Recognition of High Scholastic Achievement: Fall 2009

Continuing Honors Scholarship: Fall 2009-Spring 2010

Marco and Louise Mitrani Scholarship: Fall 2008-present

### Activities

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**Student Pennsylvania State Education Association (S-PSEA) Member** Fall 2009-present, Conference Attendee Spring 2010

Attended monthly presentations given by professionals in the field of education. Volunteered regularly in service activities that benefited children.

**Student Council for Exceptional Children (SCEC) Member** Fall 2008-present

Attended monthly meetings and presentations given by professionals in the field of special education. Volunteered at Bocce Bash as a line judge in 2008, 2009, and 2010.

**Bloomsburg University Honors Program Secretary** Fall 2010-present, Member Fall 2008-present

Fulfilled specific academic and service requirements, including organizing and overseeing volunteers at the Bloomsburg Fire Department's monthly pancake breakfasts. As secretary, took meeting minutes and composed informative emails for both executive board and general member meetings.

**Best Buddies Member** Fall 2008-present

Enriched the lives of local individuals with special needs by planning and attending events for individuals with disabilities to interact with peers without disabilities, providing the opportunity for new friendships.

**Ronald McDonald House Volunteer** Fall 2008-present

Prepared monthly meals for families at the Ronald McDonald House in Danville, Pennsylvania.

**Project Linus Organizer** Spring 2010

Helped raise money for materials and make fleece blankets for children staying in local hospitals.

### References

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Dr. Timothy Knoster  
Department Chair and Mentor  
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570-389-4081  
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Dr. Michael Karpinski  
Professor and Advisor  
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Bloomsburg University  
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University Honors Program  
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**School Address and Phone:**

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Clarion, PA 16214  
(814)227-2671

**Email Address:**

joannacatalano@gmail.com  
**Cell Phone:** (443)844-8056

**EDUCATION**

B.S. in Molecular Biology/Biotechnology May 2012  
Clarion University of Pennsylvania  
Current GPA: 3.96/4.0  
Honors Minor  
Pre-Medicine Minor

**COURSES**

*At the end of May 2012, I will have completed 123 credit hours. This includes the following courses, but is not all-inclusive. All science courses were taken with a laboratory.*

- Organic Chemistry I and II
- Principles of Biology I and II
- General Chemistry I and II
- Calculus I and II
- Cell Biology
- Cell Physiology
- Immunology
- Pathogenic Microbiology
- Molecular Biology
- Biochemistry I
- General Physics I and II
- Genetics
- Microbiology
- Biotechnology
- Genomics/Bioinformatics

**UNDERGRADUATE RESEARCH**

*Inducing Gram-Negative Superficial Skin Infections in a Diabetic model, Dr. Douglas Smith's Laboratory, 2011-2012*

The main purpose of this research is to establish a procedure for inducing a gram-negative skin infection in a diabetic model in order to determine the effectiveness of topically administered Annexin-1 as a treatment.

*Inducing Gram-Negative Superficial Skin Infections In-Vivo, Dr. Douglas Smith's Laboratory, 2008-2011*

The main purpose of this research is to establish a procedure for inducing a gram-negative skin infection in order to determine the effectiveness of topically administered Annexin-1 as a treatment.

**PUBLICATIONS AND GRANTS**

- *Inducing Gram-Negative Superficial Skin Infections In-Vivo.* Clarion University Foundation INC. Fall 2011
- *Procedure Proposal for Inducing Gram-Negative Superficial Skin Infections in Lab Rat Models.* Clarion University Foundation INC. Fall 2009

**MEETINGS ATTENDED AND PRESENTATIONS**

- Commonwealth of Pennsylvania University Biologists, Poster Presentation, April 2011
- Commonwealth of Pennsylvania University Biologists, Research, April 2010
- Commonwealth of Pennsylvania University Biologists, Poster Presentation, April 2009

**HONORS AND AWARDS**

- Deans List (6 out of 6 semesters)
- PSAC Scholar Athlete Award (08-09, 09-10, 10-11)
- Women's Basketball Varsity Award (08-09, 09-10, 10-11)
- Clarion University Scholar Athlete Award 2009, 10
- Phi Eta Sigma (Freshman National Honor Society)
- Phi Kappa Phi (Top 7% of Students in their Junior Year)
- Beta Beta Beta (Biology Honor Society)
- Outstanding Biology Student Scholarship
- Foundation Honors Scholarship
- Mochnick Honors Scholarship
- David C. Smith Housing Scholarship
- Walter Hart Scholarship
- Mary R. Hardwick Scholarship
- Fulton Memorial Scholarship
- France-Allison Honors Scholarship
- University Scholarship
- Tippin Athletic Scholarship
- APSCUF Scholarship
- James D. Moore Leadership Scholarship

**EXTRACURRICULAR ACTIVITIES**

- Varsity Collegiate Basketball NCAA Division II  
20 hours a week, Fall 2008-Present

- Clarion University Student Senator
  - Fall 2008-Present; Elected by Clarion University's Student Body; Allocates the Student Activity Fee to Recognized Student Organizations
    - President
      - Fall 2011-Present; Elected by the Student Senate to Oversee and Lead the Entire Organization
    - Executive Committee
      - 2010-Present; Reviews and discusses current events pertaining to Student Senate and possible plans of action for future business involving Student Senate and any outside party.
    - Vice President
      - 2010-2011; Elected by the Student Senate to Oversee Committees and Policies
    - Constitution Committee Chairperson
      - 2009-2010; Revised and Rewrote the Student Senate Constitution
    - Rules and Regulations Committee
      - 2008-10; 2008-2010; Appointed by the Executive Committee. Reviews RSO paperwork which includes their Constitutions, Bylaws, etc and makes sure everything is up to date and abides by Student Senate RSO policy.
  - Clarion Student's Association Board of Directors
    - Fall 2010-Present; Budgets and allocates monies to CSA General Administration and Student-Related Activity Constituent Organizations i.e. athletic, social, cultural, and recreational activities
      - Business Operations Committee
        - Fall 2010-Present; organizes and manages all business operations of CSA including the university bookstore and organizational budgets.
      - Investment and Finance Committee
        - Fall 2010-Present; brainstorms and decides how to invest and spend monies of CSA
    - Presidential Student Advisory Board
      - Fall 2010-Present; Meet Bi-Semesterly with Clarion University's President to discuss university operations and what we, as students, would like to see different.
    - Community Service
      - Clarion Community Halloween Party- October 29, 2011
        - Designed and ran an activity for community kids to participate
      - Clarion University Community Service Day- September 2011
        - Helped community members with various tasks around the community
      - Patient Care Volunteer- Sinai Hospital Baltimore, MD June-August 2011
        - Went around to patients' rooms to make their stay more comfortable at the hospital
      - Relay for Life Participant 2008,09,10,11
      - Relay for Life Team Captain 2011
      - Relay for Life- Fundraiser 2010-11
        - Initiated a small-scale fundraiser in the Student Senate office to donate to Relay for Life
      - "Kick it for the 'O'" -Alpha Sigma Tau's Kickball Tournament for Ovarian Cancer 2010
      - Special Olympics Of Northwestern Pennsylvania
        - Volunteer 2009; Ran Basketball "Spot Shooting" Station
        - Volunteer 2010; Medical Staff
        - Volunteer 2011; 5 on 5 Basketball Referee
      - Tippin's Parent's Night Out 2008, 09, 10
        - Community service event to watch local children while the parents' have a "night out" on the town.

#### INTERNSHIPS

- Summer Internship, Sinai Hospital Baltimore, MD
  - Summer 2011; Volunteering 10 hrs/wk in patient care, shadowed 30 hrs/wk Dr. Janet Conway in the Rubin's Institute for Advanced Orthopedics
- Undergraduate Research Experience for Undergraduates (REU), Colorado State University
  - Summer 2010; Worked 40 hrs/ wk under Dr. Santiago DiPietro on analysis of proteins involved with intracellular transport to lysosome-related organelles.
- Summer Hire, Medical Research Institute of Chemical Defense (MRICD)
  - Summer 2007; Worked 40 hrs/wk under Dr. Tony Reeves in the bio-scavenger program analyzing oxime binding to butyl-cholinesterase using thermodynamics.
  - Summer 2006; Worked 40 hrs/wk under Dr. Margaret Martens analyzing the redox state of the cytoplasm in human epidermal keratinocytes after sulfuric mustard exposure.

**WORK EXPERIENCE**

## Clarion University Tutor

- December 2010-Present; Worked approximately 8 hrs/wk.
- Worked with the Academic Enrichment office at Clarion University to tutor students who requested a tutor in Elementary Applied Statistics, General Chemistry, Principles of Chemistry, Cell Biology, and Organic Chemistry classes.

## Student Worker, Keeling Health Center

- August 2008-May 2010; Worked 4-8 hrs/wk.
- Answered phones, set up appointments, signed patients into the computer system, and assisted the nurses.

## Clarion University Women's Basketball Summer Team Camp I and II Referee

- 2009; Refereed 6+ 30min games/day for each 1 week camp

## SUCCESS Camps Counselor, Clarion University Office of Admissions

- Summer 2009; Worked 20+ hrs/wk.
- Assisted in running the housing for various Summer Camps that utilized Clarion University Dormitories.

## Violin Tutor, Zeller's Music Stand

- July 2009-Present; Worked 1+hrs/wk (dependant on clients)
- Gives lessons in violin to beginner students

**Board of Governors' Meeting**

April 5, 2012

**SUBJECT:** Appointment of Nominating Committee for Board Officers (ACTION)

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**UNIVERSITIES AFFECTED:** All

**BACKGROUND:** A Nominating Committee will be appointed to present candidates for the positions of Chair and Vice Chairs to the Board. The Nominating Committee will report its recommendation at the June Quarterly Meeting of the Board prior to the election of officers. The Chair will identify three members of the Board to serve on the Nominating Committee.

**MOTION:** That the Board of Governors approve the Nominating Committee as presented by the Chair.

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**Supporting Documents Included:** N/A

**Other Supporting Documents Available:** N/A

**Reviewed by:** N/A

**Prepared by:** Peter H. Garland

**Telephone:** 717-720-4010