



Board of Governors' Quarterly Meeting Agenda

Wednesday, June 29, 2011

1:30 p.m. **Board of Governors' Meeting**

Followed by the **Committee Meetings (Boardroom)**

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

Thursday, June 30, 2011

9:00 a.m. **Board of Governors' Meeting (Boardroom)**

Adjournment



Board of Governors' Quarterly Meeting Agenda

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

Wednesday, June 29, 2011
1:30 p.m.

Agenda Summary

- **Board of Governors' Meeting**
 - Appointment of Nominating Committee for Board Officers (ACTION)
 - Election of Board Officers (ACTION)
 - Standing Committee Assignments (ACTION)

- **Academic and Student Affairs**
 - Summary of Academic Program Actions: July 1, 2010 – June 30, 2011 (INFORMATION)
 - New Academic Programs Approved in the Past Five Years (2006-2011): Enrollment Report (INFORMATION)
 - PASSHE's Professional Science Master's (PSM) Initiative (INFORMATION)
 - Approval of a New Master of Science Degree Program in Integrated Scientific Applications at Millersville University of Pennsylvania (ACTION)
 - Approval of New Master of Science Degree Program in Strategic Studies in Weapons of Mass Destruction at Indiana University of Pennsylvania (ACTION)
 - Approval of a New Bachelor of Arts Degree Program in Jurisprudence at California University of Pennsylvania (ACTION)
 - Requests for Exceptions to the 120-Credit Requirement in Board of Governors' Policy 1990-06-A: *Academic Degrees* (ACTION)

- **External Relations**
 - Legislative Update (INFORMATION)

- **Finance, Administration, and Facilities**
 - Fiscal Year 2011/12 Operating Budget Update (INFORMATION)
 - Fiscal Year 2011/12 Tuition and Technology Tuition Fee Rates (ACTION)
 - Fiscal Year 2011/12 Educational and General Appropriation Allocation (ACTION)
 - Fiscal Year 2011/12 Capital Spending Plan and Capital Budget Authorization Request (ACTION)
 - Demolition of Speech and Hearing Center, Edinboro University of Pennsylvania (INFORMATION)
 - Property Acquisition, Kutztown University of Pennsylvania (ACTION)

- **Human Resources**
 - Presidential Evaluation (INFORMATION)

- **Audit**
 - 2010-11 Annual Report – Office of Internal Audit and Risk Assessment (OIARA) (ACTION)
 - Office of Internal Audit and Risk Assessment 2011-12 Annual Budget and Staffing Level (ACTION)
 - Office of Internal Audit and Risk Assessment 2011-12 Annual Work Plan (ACTION)

Board of Governors' Meeting
Thursday, June 30, 2011
9:00 a.m.

- **Board**
 - Resolutions: (ACTION)
 - Paul S. Dlugolecki
 - Thomas M. "Doc" Sweitzer
 - Approval of Meeting Dates (ACTION)



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

Wednesday, June 29, 2011
1:30 p.m.

Agenda

Call to Order and Roll Call of the Members

Remarks of the Chair Chairman Kenneth M. Jarin

Public Session

Action Items

- Appointment of Nominating Committee for Board Officers
- Election of Board Officers
- Standing Committee Assignments

Adjournment



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

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

Board of Governors' Meeting

June 29, 2011

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

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. The nominees will be presented to the Board at the June Quarterly Board Meeting.

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

1. Representative Matthew E. Baker
2. Ms. Marie Conley Lammando
3. Mr. Kenneth M. Jarin

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 Meeting

June 29, 2011

SUBJECT: Election of Board Officers (ACTION)

UNIVERSITIES AFFECTED: All

BACKGROUND: The Nominating Committee will offer a slate for Board Officers.

MOTION: That the Board of Governors approve the Nominating Committee's recommendation of Board Officers.

Supporting Documents Included: N/A

Other Supporting Documents Available: N/A

Reviewed by: N/A

Prepared by: Peter H. Garland

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Board of Governors' Meeting

June 29, 2011

SUBJECT: Standing Committee Assignments (ACTION)

UNIVERSITIES AFFECTED: All

BACKGROUND: To include new Board members on the Committees of the Board.

MOTION: That the Board of Governors approve the Standing Committee Assignments as shown in the *Standing Committee Assignments* document distributed at the Quarterly Board meeting, effective June 29, 2011.

Supporting Documents Included: N/A

Other Supporting Documents Available: *Standing Committee Assignments*

Reviewed by: N/A

Prepared by: Peter H. Garland

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Academic and Student Affairs Committee Meeting

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

June 29, 2011

Agenda

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Committee Members: Aaron A. Walton (*Chair*), Representative Matthew E. Baker, Senator Jeffrey E. Piccola, Secretary Ronald J. Tomalis, and Kenneth M. Jarin (*ex officio*).

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

Academic and Student Affairs Committee Meeting

June 29, 2011

SUBJECT: Summary of Academic Program Actions: July 1, 2010–June 30, 2011
(INFORMATION)

UNIVERSITIES AFFECTED: All

BACKGROUND: From July 1, 2010–June 30, 2011, with the approval of the Board of Governors, PASSHE Universities added three (3) graduate and three (3) undergraduate degree programs to their curricular offerings. During the same period, five (5) programs were discontinued, three (3) programs were reinstated, twenty-three (23) programs were placed in moratorium, and nineteen (19) programs were reorganized. The complete list of program actions, as defined below, is attached.

Discontinued programs have no students currently enrolled and will be removed from the program inventory.

Placing a program in **moratorium** means that students will no longer be admitted during the period of moratorium. Students currently enrolled or admitted will be allowed to complete the program. The university will assess the program's potential and either redesign or suspend the program. Normally the period of moratorium lasts no more than five years.

Reinstated programs are programs that had been placed in moratorium, but are being reinstated based upon an assessment of the program's potential and redesign.

Reorganized programs are curricula or programs that have been significantly revised or updated to meet new market demands.

Supporting Documents Included: Academic Program Actions: July 1, 2010–June 30, 2011

Other Supporting Documents Available: N/A

Reviewed by: N/A

Prepared by: Kathleen M. Howley

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**PENNSYLVANIA STATE SYSTEM OF HIGHER EDUCATION
ACADEMIC PROGRAM ACTIONS
July 1, 2010—June 30, 2011**

NEW DEGREE PROGRAMS

University	Program Name	Degree	Approved
Bloomsburg	Public Policy and International Affairs	MA	07/21/10
California	Arabic Language and Culture	BA	04/07/11
Edinboro	Industrial and Engineering Administration	BS	04/07/11
Indiana	Spanish	MA	10/13/10
Shippensburg	Computer Engineering	BS	04/07/11
West Chester	Exercise and Sport Physiology	MS	07/21/10

DISCONTINUED PROGRAMS

	Program Name	Degree
Clarion	Speech Communication	BS
Clarion	Reading	MEd
Clarion	Science Education	MEd
Clarion	Elective Studies in Business	BM
Slippery Rock	Exercise and Wellness Promotion	MS

REINSTATED DEGREE PROGRAMS

University	Program Name	Degree
Bloomsburg	General Studies-Humanities Program	BA
Bloomsburg	Master of Accountancy	MAcc
Cheyney	Marine Biology	BS

PROGRAMS PLACED IN MORATORIUM

University	Program Name	Degree
Bloomsburg	Audiology and Speech Pathology (fall 2011)	Minor
Clarion	Cellular-Organismal Biology	Minor
Clarion	Biology	MS
Clarion	Art with Intermedia	Minor
Clarion	Applied/Industrial Mathematics	BS
Clarion	Dance	Minor
Clarion	History	MEd
Clarion	NRNP Nursing-RN to MSN Family Nurse Practitioner/Nurse Educator	BSN/MSN
Edinboro	Wildlife Biology/Natural Sciences Program	BS
Kutztown	International Business Major	BS/BA
Kutztown	Instructional Technology Specialist Certification	MEd
Kutztown	Nursing	BSN
Kutztown	Nursing	MSN
Kutztown	Theatre	BA
Kutztown	Theatre	Minor
Kutztown	Secondary Education: Communication	BSEd
Kutztown	Elementary/Secondary Education: French	BSEd
Kutztown	French	BA
Kutztown	Medical Technology Program	BS
West Chester	Studio Art	BA
West Chester	Accompanying	MM
West Chester	21 st Century Music Education	Certificate
West Chester	Music History	MM

REORGANIZED PROGRAMS

University	Program Name	Degree	Change
Bloomsburg	Early Childhood Education	MEd	Academic major, program of study: Elementary Education to Early Childhood Education (online)
Bloomsburg	Instructional Technology: Application and Management (fall 2011)	MS	New track: PSM program
Cheyney	Graphic Design	Minor	Reorganization of major program
Cheyney	Biology	BS	Change in degree designation: BA to BS
Cheyney	Chemistry	BS	Change in degree designation: BA to BS
Cheyney	General Science	BS	Change in degree designation: BA to BS
Cheyney	Mathematics	BS	Change in degree designation: BA to BS
Cheyney	Computer Information Science	BS	Change in degree designation: BA to BS
East Stroudsburg	Reading Supervisor	Cert.	Post-master's certificate
East Stroudsburg	Criminal Justice	BS	Reorganization of academic major and concentrations
East Stroudsburg	Social Work	BS	Reorganization of academic major and concentrations
East Stroudsburg	General Science: GIS/Remote Sensing (fall 2011)	MS	New track: PSM program
Indiana	Chemistry: Applied and Industrial Chemistry (fall 2011)	PSM	Reorganization/new track: PSM program
Indiana	Physics Nanoscience for Industrial Materials (fall 2011)	PSM	Reorganization/new track: PSM program
Kutztown	Computer Science (fall 2011)	MS	New track: PSM program

Kutztown	Anthropology	BA	Change in credit requirement: 122 to 120 credit hours
Lock Haven	Applied Computer Science and Information Systems	BS	Reorganization of two programs
Lock Haven	Mathematics	BS	Change in degree designation: BA to BS
West Chester	Exercise Science	BS	Change in name of academic major: Exercise Science Specialist to Exercise Science

Reorganized programs reflect curricula or programs that have been significantly revised or updated to meet new market demands.

Academic and Student Affairs Committee Meeting

June 29, 2011

SUBJECT: New Academic Programs Approved in the Past Five Years (2006-2011): Enrollment Report (INFORMATION)

UNIVERSITIES AFFECTED: All

BACKGROUND: An annual report on student enrollment data in new academic programs approved in the past five years (2006-2011) is presented, as requested by the Board of Governors. The report presents actual enrollments and projected enrollments for all new academic programs approved, 2006-2011. For "Actual Enrollments," data are based on fall semester enrollments, as of the Official Reporting Date (end of the 15th day of classes), unless otherwise noted. For "Projected Enrollments," data are based upon enrollment projections, as presented in the new program proposal, specifically the five-year budget projection.

Supporting Documents Included: New Academic Programs Approved in the Past Five Years (2006-2011): Enrollment Report

Other Supporting Documents Available: N/A

Reviewed by: N/A

Prepared by: Kathleen M. Howley

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**New Academic Programs Approved in the Past Five Years (2006 – 2011):
Enrollment Report *
June 29 – 30, 2011**

Bloomsburg University

BS Computer Forensics (Fall 2006)

	2006-07	2007-08	2008-09	2009-10	2010-11
Actual Enrollments	22	87	118	165	161
Projected Enrollments	20	51	81	110	120

MEd Guidance Counseling and Student Affairs (Fall 2007)

	2006-07	2007-08	2008-09	2009-10	2010-11
Actual Enrollments		7	35	67	70
Projected Enrollments		69	119	119	119

MS Clinical Athletic Training (Fall 2008)

	2006-07	2007-08	2008-09	2009-10	2010-11
Actual Enrollments			2	10	10
Projected Enrollments			25	44	54

MEd School-Based Speech Language Pathology (Fall 2009)

	2006-07	2007-08	2008-09	2009-10	2010-11
Actual Enrollments				26	43
Projected Enrollments				63	88

MA Public Policy and International Affairs (Fall 2010) – delayed initiation

	2006-07	2007-08	2008-09	2009-10	2010-11
Actual Enrollments					
Projected Enrollments					20

California University

BS Commercial Music Technology (Fall 2009)

	2006-07	2007-08	2008-09	2009-10	2010-11
Actual Enrollments					42
Projected Enrollments					16

MS Nursing, Nursing Administration and Leadership (Spring 2010)

	2006-07	2007-08	2008-09	2009-10	2010-11
Actual Enrollments					27
Projected Enrollments					35

MS Tourism Planning and Development – DISCONTINUED

	2004-05	2005-06	2006-07	2007-08	2008-09
Actual Enrollments	11	10	7	17	3
Projected Enrollments	30	30	60	60	60

Cheyney University**BS Graphic Design (Fall 2009) – delayed initiation**

	2006-07	2007-08	2008-09	2009-10	2010-11
Actual Enrollments					
Projected Enrollments					10

BA Liberal Studies (Fall 2009) – delayed initiation

	2006-07	2007-08	2008-09	2009-10	2010-11
Actual Enrollments					
Projected Enrollments					15

Clarion University**AS Respiratory Care (Fall 2006)**

	2006-07	2007-08	2008-09	2009-10	2010-11
Actual Enrollments	10	34	37	31	23
Projected Enrollments	25	25	25	25	25

AAS Administration Technology (Spring 2006)

	2006-07	2007-08	2008-09	2009-10	2010-11
Actual Enrollments	2	7	6	6	10
Projected Enrollments	8	16	24	24	24

East Stroudsburg University**MS Athletic Training (Spring 2008)**

	2006-07	2007-08	2008-09	2009-10	2010-11
Actual Enrollments			25	44	43
Projected Enrollments			25	35	35

MS Information Security (Fall 2010)

	2006-07	2007-08	2008-09	2009-10	2010-11
Actual Enrollments				4	8
Projected Enrollments				6	6

Edinboro University

BA Women's Studies (Spring 2006)

	2006-07	2007-08	2008-09	2009-10	2010-11
Actual Enrollments	4	7	5	5	5
Projected Enrollments	10	12	16	22	20

Indiana University

MS Health and Physical Education (Spring 2006)

	2006-07	2007-08	2008-09	2009-10	2010-11
Actual Enrollments	72	84	95	88	82
Projected Enrollments	22	44	44	44	44

MS Information Technology-DISCONTINUED (Spring 2006)

	2006-07	2007-08	2008-09	2009-10	2010-11
Actual Enrollments	5	1	0		
Projected Enrollments	24	34	37	37	37

PhD Nursing (Spring 2008)

	2006-07	2007-08	2008-09	2009-10	2010-11
Actual Enrollments			17	14	26
Projected Enrollments			9	13	24

BA Asian Studies (Spring 2008)

	2006-07	2007-08	2008-09	2009-10	2010-11
Actual Enrollments			21	38	44
Projected Enrollments			10	21	33

MA Applied Archeology (Fall 2008)

	2006-07	2007-08	2008-09	2009-10	2010-11
Actual Enrollments				17	33
Projected Enrollments				11	22

PhD Communications Media and Instructional Technology (Fall 2008)

	2006-07	2007-08	2008-09	2009-10	2010-11
Actual Enrollments			21	40	51
Projected Enrollments			15	30	47

MS Health Services Administration (Fall 2007)—proposed for Moratorium

	2006-07	2007-08	2008-09	2009-10	2010-11
Actual Enrollments			12	1	0
Projected Enrollments			11	16	16

Kutztown University

MS Nursing – MORATORIUM (Spring 2011)

	2006-07	2007-08	2008-09	2009-10	2010-11
Actual Enrollments		16	18	20	23
Projected Enrollments		12	27	38	40

BS Leisure and Sport Studies (Spring 2006)

	2006-07	2007-08	2008-09	2009-10	2010-11
Actual Enrollments	78	161	227	270	302
Projected Enrollments	30	60	90	120	120

Lock Haven University

MEd Educational Leadership (Fall 2008) – delayed initiation

	2006-07	2007-08	2008-09	2009-10	2010-11
Actual Enrollments					
Projected Enrollments					20

BS Nursing (Fall 2009)

	2006-07	2007-08	2008-09	2009-10	2010-11
Actual Enrollments				13	27
Projected Enrollments				23	44

Mansfield University

MA Organizational Leadership (Spring 2009)

	2006-07	2007-08	2008-09	2009-10	2010-11
Actual Enrollments				32	41
Projected Enrollments				21	29

BS Graphic Design (Fall 2008)

	2006-07	2007-08	2008-09	2009-10	2010-11
Actual Enrollments			17	46	60
Projected Enrollments			10	25	47

Millersville University

BS Allied Health Technologies (Spring 2009)

	2006-07	2007-08	2008-09	2009-10	2010-11
Actual Enrollments				3	24
Projected Enrollments				90	100

MS Emergency Management (Fall 2007)

	2006-07	2007-08	2008-09	2009-10	2010-11
Actual Enrollments					38
Projected Enrollments					12

Millersville University and Shippensburg University Joint Program**MSW Social Work (Fall 2006)**

	2006-07	2007-08	2008-09	2009-10	2010-11
Actual Enrollments	34	88	111	116	133
Projected Enrollments	30	84	92	92	97

Shippensburg University**BS Health Care Administration (reorganized with name change in 2009)**

	2006-07	2007-08	2008-09	2009-10	2010-11
Actual Enrollments	30	33	32	21	26
Projected Enrollments	50	50	50	50	50

Slippery Rock University**BA Criminology and Criminal Justice (Fall 2006)**

	2006-07	2007-08	2008-09	2009-10	2010-11
Actual Enrollments					325
Projected Enrollments					180

MS Adapted Physical Activity (Fall 2008)

	2006-07	2007-08	2008-09	2009-10	2010-11
Actual Enrollments					22
Projected Enrollments					14

MA Criminology and Criminal Justice (Fall 2009)

	2006-07	2007-08	2008-09	2009-10	2010-11
Actual Enrollments					24
Projected Enrollments					16

West Chester University**MS Exercise and Sport Physiology (Fall 2010) – delayed initiation**

	2006-07	2007-08	2008-09	2009-10	2010-11
Actual Enrollments					1 (Spring 2011)
Projected Enrollments					23 (Fall 2011)

* Note:

Actual Enrollments:

Data are based upon fall semester enrollments, as of the Official Reporting Date (end of the 15th day of classes), unless otherwise noted.

Projected Enrollments:

Data are based upon enrollment projections, as presented in the new program proposal, five-year budget projection.

Academic and Student Affairs Committee Meeting

June 29, 2011

SUBJECT: PASSHE's Professional Science Master's (PSM) Initiative (PRESENTATION))

UNIVERSITIES AFFECTED: All

BACKGROUND: PASSHE's strategic directions reflect the evolving needs of the Commonwealth; new Professional Science Master (PSM) programs, focused on developing leaders in STEM careers, will contribute to that goal. PASSHE's PSM programs are being developed in close cooperation with employers to ensure they meet workforce demand in high-technology fields. So far, more than 40 business, government, and non-profit employers in STEM sectors are working with PASSHE universities through regional employer advisory boards.

The PSM degree is a new model in graduate education, which combines rigorous study in science, technology, engineering, or mathematics (STEM) with professional skills-based coursework in business, management, communications, policy, and other fields. Instead of a thesis, the PSM typically requires students to complete a collaborative research project, as well as an internship with a STEM employer in the business, government, or non-profit sectors.

In fall 2010, PASSHE received a \$50,000 grant from the Alfred P. Sloan Foundation to develop Professional Science Master's (PSM) degrees, designed to prepare workers in high-technology fields. To announce the grant and to market the project to prospective students and employer partners, a PASSHE press release was issued, and PASSHE's PSM Initiative public website was launched. Participating universities have received modest grants to support program development, approval, promotion, and administration.

PASSHE's first six PSM programs to be offered beginning in fall 2011 are:

1. Master of Science in Integrated Scientific Applications by Millersville University of Pennsylvania
2. Master of Science in Instructional Technology: Application and Management by Bloomsburg University of Pennsylvania
3. Master of Science in General Science: Application of Remote Sensing and GIS in Environmental Science by East Stroudsburg University of Pennsylvania
4. Professional Science Master in Applied and Industrial Chemistry by Indiana University of Pennsylvania
5. Professional Science Master in Nanoscience for Industrial Materials by Indiana University of Pennsylvania
6. Master of Science in Computer Science: Professional Science Master's Track by Kutztown University of Pennsylvania

Millersville University's proposal is a new program requiring Board of Governors approval, while the other five universities have either reorganized an existing program, added a track to an existing program, or changed the degree designation. Such changes are made at the university or the Office of the Chancellor under the provisions of the Board of Governors' Policy 1985-01-A: *Requirements for Initiation or Change of Credit-Based Academic Programs*; therefore, no action is required by the Board.

PASSHE universities have identified areas of study for development of future PSM programs that include forensic science, applied pharmaceutical sciences, and natural resource management, among others.

Supporting Documents Included: PASSHE Press Release

Other Supporting Documents Available: NASH-PSM Joint Project

Reviewed by: N/A

Prepared by: Kathleen M. Howley

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News

Date: February 28, 2011

For release: Immediately

Contact: Kenn Marshall, (717) 720-4054 or (717) 329-0809

PASSHE receives grant to develop Professional Science Master's degree Programs designed to prepare workers in high-tech fields

Harrisburg – The Pennsylvania State System of Higher Education (PASSHE) has received a \$50,000 grant from the Alfred P. Sloan Foundation to assist in the development of at least five new Professional Science Master's (PSM) degree programs to be offered by various PASSHE universities.

The programs all would be designed in close cooperation with employers to ensure they meet workforce demand in high-technology fields. The first five programs are expected to be approved in time to enroll students this fall; an additional five, by Spring 2012.

The PSM degree combines rigorous study in science or mathematics with professional skills-based coursework in business, management, communications, policy and other fields. Instead of a thesis, the PSM typically requires students to complete a collaborative research project, as well as an internship with an employer in the business, government, or non-profit sectors.

"PASSHE's strategic directions are designed to address the evolving needs of the Commonwealth and the new PSM programs, which will be focused on developing leaders in the high-technology STEM sectors certainly will play that role," said Dr. Jim Moran, vice chancellor for academic and student affairs.

Several PASSHE universities already have identified areas of study in which they hope to develop a PSM program. They include applied archaeology, applied computer science, environmental science, forensic science, GIS/remote sensing, health physics, instructional technology, integrated scientific applications, materials science and nursing leadership. In some cases, the programs will be adapted from existing graduate-level offerings, while in others an entirely new program will be designed. In all cases, the programs will be developed with significant input from regional employers.

"Ideally, you want to engage employers in the front end, to identify high-tech workforce needs in the region and to work with the universities to develop the

programs," said Dr. Marilyn Wells, interim assistant vice chancellor for academic and student affairs, who is assisting the universities with the PSM project. "Employers also can mentor PSM students, provide tuition assistance for employees, offer internships, become prospective employers and serve as champions for regional and economic development."

The PSM programs "are a natural fit for the mission and strategic directions of PASSHE," said Dr. Lawrence Fritz, assistant vice president and dean of graduate studies at Bloomsburg University of Pennsylvania, who also has helped lead the PSM development effort. "Through combined university and employer involvement, PSM graduates are highly skilled and well prepared for the emerging STEM fields."

The Professional Science Master's degree was introduced a little more than a decade ago. There currently are more than 230 PSM programs offered at more than 100 colleges and universities in the United States. The Sloan Foundation through a variety of grants has been instrumental in the development of the programs, which must meet standards set by the Council of Graduate Schools based in Washington, D.C.

A PSM degree is intended to be completed in two years or less. At least half of the required courses must be in the scientific field of study related to the program. The remaining courses can be in a variety of fields. The goal is to produce graduates who are equally as comfortable in the science lab as they are in the board room, court room or other professional setting.

"The Professional Science Masters was designed to retain people in the math and sciences who are interested in non-academic careers. They work in virtually every field of science," said Leontyne Goodwin, program manager for the Council of Graduate Schools.

To learn more about the proposed PSM programs, please go to: www.passhe.edu/psm.

The Pennsylvania State System of Higher Education is the largest provider of higher education in the Commonwealth, with nearly 120,000 students. The 14 PASSHE universities offer degree and certificate programs in more than 120 areas of study. Nearly 500,000 PASSHE alumni live and work in Pennsylvania.

The state-owned universities are Bloomsburg, California, Cheyney, Clarion, East Stroudsburg, Edinboro, Indiana, Kutztown, Lock Haven, Mansfield, Millersville, Shippensburg, Slippery Rock and West Chester Universities of Pennsylvania. PASSHE also operates branch campuses in Clearfield, Freeport, Oil City and Punxsutawney and several regional centers, including the Dixon University Center in Harrisburg.

NOTE: News releases issued by the Pennsylvania State System of Higher Education also are available at <http://www.passhe.edu/inside/ne/press/Pages/default.aspx>. You also may choose to receive copies of news releases via fax or electronic mail. Please contact Kenn Marshall at (717) 720-4054 or e-mail your preference to: kmarshall@passhe.edu.

Academic and Student Affairs Committee Meeting

June 29, 2011

SUBJECT: Approval of a New Master of Science Degree Program in Integrated Scientific Applications at Millersville University of Pennsylvania (ACTION)

UNIVERSITIES AFFECTED: Millersville University of Pennsylvania

BACKGROUND: Millersville University of Pennsylvania (Millersville) proposes a new Master of Science (MS) in Integrated Scientific Applications degree program, unique in the state and the nation, and a future direction in graduate education. The MS in Integrated Scientific Applications is the initial program in PASSHE's Professional Science Master's (PSM) Initiative, supported by a grant from the Alfred P. Sloan Foundation, *Meeting Workforce Demand in High-Technology Sectors through System-wide and Regionally-focused, Collaborative Professional Science Master's Degree Programs*. Consistent with the PSM model, the program serves the needs of the Commonwealth by producing professionals who enter the workforce with intermediate-level scientific expertise, along with sufficient business acumen to manage complex projects. The MS in Integrated Scientific Application is an applied and interdisciplinary program of study with specializations in Environmental Systems Management (ESM), Geo-Informatics (GI), Weather Intelligence and Risk Management (WIRM), and Climate Science Applications (CSA). These specializations were chosen because they represent areas of current or emerging workforce demand, and will engage Millersville's existing and readily accessible business and employer partners throughout the mid-Atlantic and northeastern United States for internship, research, and immediate employment opportunities. The program is an active partner in PASSHE's PSM Initiative, collaborating with universities across the System, and plans to immediately pursue approval through the Council of Graduate Schools for national affiliation and recognition as a PSM program.

MOTION: That the Board of Governors approve the Master of Science in Integrated Scientific Applications Degree Program at Millersville University of Pennsylvania.

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

Other Supporting Documents Available: Degree Proposal

Reviewed by: Millersville University of Pennsylvania Council of Trustees, June 15, 2011

Prepared by: Kathleen M. Howley

Telephone: (717) 720-4200

Executive Summary of Degree Proposal
Master of Science in Integrated Scientific Applications Degree
Millersville University of Pennsylvania

June 29, 2011

1. **Appropriateness to Mission**

The Master of Science (MS) in Integrated Scientific Applications aligns with the mission and strategic goals of PASSHE and Millersville University of Pennsylvania (Millersville). At the state level, this program will enhance regional economic development efforts by creating and supporting professional and applied programs in emerging science, technology, engineering, and mathematics (STEM) disciplines. It will expand partnerships with business, industry, government, community, and education entities to ensure that students at all levels are better prepared to enter the workforce. In addition, this program will increase student achievement and retention by creating new opportunities for graduate students to be involved in authentic, real-world problems, scholarly research, and public service. Furthermore, students will gain critical technological competencies that are congruent with the workforce needs. At Millersville, this proposal is linked to the university strategic direction of creating academic programs of national distinction that are aligned with and responsive to the state and region's workforce demands of the 21st century.

2. **Need**

The development of the MS in Integrated Scientific Applications responds to growth in the private sector of the environmental, weather and climate, information, enterprise and the regional and national trends in workforce needs that demand highly skilled scientists and technically astute professionals with good business sense, excellent communication skills, and the ability to work in a team-oriented environment.

The Bureau of Labor Statistics predicts about 48,000 job openings between 2008 and 2018 for environmental scientists requiring a graduate degree. The Congressional Research Service Report for Congress (March, 2008) is one of several national reports that expresses the growing concern that the US is not preparing a sufficient number of practitioners in the STEM areas. Additionally, the market trends indicate the growing, if not urgent, need for a technical workforce prepared beyond the baccalaureate degree with a broader set of skills that will be needed to collaborate across disciplines to tackle complex problems and arrive at holistic solutions.

Reports, such as those produced by the National Research Council and the American Association for the Advancement of Science, point to the national crisis in producing a 21st century, technologically-competent workforce in STEM areas. Notably, earth and environmental system science applications are at the core of the most pressing problems facing our nation today and across the career timeline of current students.

3. **Academic Integrity**

The MS in Integrated Scientific Applications will comprise 36 credit hours, including interdisciplinary core coursework, study in a specialization, and an internship or applied research activity. The specializations within the program of study include Weather Intelligence and Risk Management, Earth System Informatics, Environmental Systems Management, and Climate Science Applications. The required internship or research activity will be conducted under the mentorship of a faculty member and the supervision of a member of the external partner organization. It is anticipated that students will have opportunities to participate in funded research activities with university faculty or government or private sector scientists and professionals.

4. **Coordination/Cooperation/Partnerships**

The MS in Integrated Scientific Applications demonstrates strong cooperation, drawing broad expertise from multiple academic departments and disciplines at Millersville, including Earth Sciences, Geography, Biology, Chemistry, Computer Science, Economics, Industry and Technology, and Communication as well as Millersville's Center for Environmental Sciences. At the system level, Millersville is an active participant in PASSHE's Professional Science Master's (PSM) Coordinating Committee and will contribute to and benefit from business, organizational management, and other skills courses that are being offered at various partner institutions. These new synergies among institutions focus on educating a workforce that will have the scientific and technical skills embedded in the cross-disciplinary breadth needed to bridge science and business and contribute to innovative approaches that will benefit the marketplace and lead to interesting and productive careers. Finally, Millersville will continue to expand partnerships with business, industry, government, community, and education entities, such as the American Meteorological Society, WeatherBug, and AccuWeather, among many others, to ensure that students at all levels are better prepared to enter the workforce.

5. **Assessment**

Assessment is a continuous process whereby the program students, alumni, and employers provide relevant input regarding program learning outcomes and success. Ongoing program-level assessments will review the effectiveness of program components, allow for the incorporation of any necessary modifications, and document the program's successful elements and longer-term impacts. These elements are not only used to assess the academic program but are also utilized for the program management, recruiting strategies, and evaluation. Student-level assessments will include both embedded course assessments and measurement of student progress at key intervals: program entry, mid-program, and program completion. Alumni will be surveyed on a periodic basis to determine success in placement in relevant career positions and to identify areas where the program should be improved to better prepare students for the workforce. Lastly, the MS in Integrated Scientific Applications employer advisory board will provide regular input on changing industry needs and assist in identification of internship sites.

6. **Resource Sufficiency**

Millersville University is recognized as a leader among the 14 PASSHE universities in the sciences and mathematics (PASSHE Fact Book, 2008-09). As an inter-disciplinary and applied graduate degree program, and as a new approach to traditional master's STEM programs, the MS in Integrated Scientific Applications will enhance use of existing resources. Millersville has an extremely well-equipped science complex, including a state-of-the-art Weather Center, and all of the physical resources needed to conduct the program. The College of Graduate and Professional Studies has the staff and expertise to effectively recruit, admit, and support students in the program within existing resources. Faculty in the School of Science and Mathematics, including four meteorologists, possess sufficient expertise to develop and teach the specialized courses envisioned for the program. The five-year budget projection demonstrates program sustainability.

7. **Impact on Educational Opportunity**

The MS in Integrated Scientific Applications is a highly marketable graduate degree intended to provide a direct and attractive pathway to careers in cutting-edge climate and environmental fields. As the initial program in PASSHE's PSM Initiative, and a STEM graduate degree program at a public university, the MS in Integrated Scientific Applications promotes PASSHE's and Millersville's commitment to access and success. The need has never been greater for a workforce in such cross-disciplinary areas, and this demand will translate into high quality jobs with comparatively high incomes, for all program graduates, and particularly for underrepresented minorities in the STEM fields. The National Governors Association (NGA) Center for Best Practices (2006) asserts that "the current system for producing scientists for business and industry can take eight to nine years beyond the baccalaureate degree and is costly, inefficient, and discourages many bright undergraduate science majors who cannot afford to have, or are simply not interested in, such a protracted delay of their entry into the labor market." The MS in Integrated Scientific Applications addresses these needs, providing students with an opportunity to significantly advance their learning and achieve career advancement in critical-need scientific areas.

Prepared by: Dr. Vilas A. Prabhu, Provost and Vice President for Academic Affairs

Implementation date: Fall 2011

FIVE YEAR BUDGET PROJECTION

UNIVERSITY: Millersville University of Pennsylvania

PROPOSED PROGRAM: Master of Science Degree Program in Integrated Scientific Applications

ESTIMATED REVENUES	Year 1 2011-2012		Year 2 2012-2013		Year 3 2013-2014		Year 4 2014-2015		Year 5 2015-2016	
	Existing	New	Existing	New	Existing	New	Existing	New	Existing	New
Projected University E&G or Tuition		\$46,400		\$107,625		\$135,488		\$190,298		\$209,075
External Grants and Contracts										
Other=Fees		\$3,405		\$15,666		\$33,121		\$49,462		\$61,126
TOTAL REVENUE	\$49,805		\$123,291		\$168,609		\$239,760		\$270,201	
ESTIMATED EXPENSES	Year 1		Year 2		Year 3		Year 4		Year 5	
Salaries and/or benefits (Faculty and Staff)		\$52,149		\$92,113		\$131,155		\$163,855		\$178,277
Learning resources		\$8,500		\$8,500		\$8,500		\$10,500		\$10,500
Instructional Equipment		\$4,000		\$1,500		\$1,500		\$1,500		\$1,500
Facilities and/or modifications		\$1,000		\$1,000		\$1,000		\$1,500		\$1,500
Other		\$16,750		\$14,250		\$15,050		\$13,250		\$13,250
TOTAL EXPENSES	\$82,399		\$117,363		\$157,205		\$190,605		\$205,027	
DIFFERENCE (Rev.-Exp.)	(\$32,594)		\$5,928		\$11,404		\$49,155		\$65,174	
ESTIMATED IMPACT OF NEW PROGRAM	Year 1		Year 2		Year 3		Year 4		Year 5	
Student Headcount FTE Enrollment	5		11.25		13.75		18.75		20	
Projected Annual Credits Generated	120		270		330		450		480	
Tuition Generated	\$46,440		\$107,625		\$135,488		\$190,298		\$209,075	

Academic and Student Affairs Committee Meeting

June 29, 2011

SUBJECT: Approval of a New Master of Science Degree Program in Strategic Studies in Weapons of Mass Destruction at Indiana University of Pennsylvania (ACTION)

UNIVERSITIES AFFECTED: Indiana University of Pennsylvania

BACKGROUND: Indiana University of Pennsylvania (IUP) proposes a new Master of Science (MS) in Strategic Studies in Weapons of Mass Destruction degree program. The proposed program uniquely responds to protection of America's critical infrastructures, defined by the U.S. Patriot Act, and has been developed in response to a specific request by the Federal Bureau of Investigation (FBI) for an advanced degree program to provide career agents with the knowledge and skills necessary to identify threats to critical assets; prevent, delay, intervene, and respond to attacks on critical assets; and fulfill the growing need for experts in the field of strategic studies in weapons of mass destruction. The proposed program meets the FBI's need for a program that aligns with the mission and educational needs of the Weapons of Mass Destruction (WMD) Directorate. Further, the program is based on the Sandia National Laboratories procedural model for protecting national assets, and builds on best-practice principles related to graduate curriculum development and delivery, often referred to as the Critical Asset Vulnerability and Risk Assessment-Performance-Based Evaluation Methodologies (CAVRA-PBEM) model. IUP has established strong partnerships with the FBI and Sandia National Laboratories. In recent years, IUP has been awarded five contracts, in excess of \$1.3 million, to deliver graduate courses to selected cohorts of FBI agents. This partnership has resulted in the proposed innovative master's degree program, with contracts (nearly \$0.5 million) pending for master's cohorts. The proposed program is designed on a closed-cohort model, with prospective graduate students, competitively-screened and selected by the FBI, who meet all graduate admission criteria set by IUP. The external contract will fully fund the proposed graduate program ensuring resource sufficiency. Moreover, there is a distinct possibility that IUP will be able to offer the proposed program under contract to other federal or state agencies.

MOTION: That the Board of Governors approve the Master of Science in Strategic Studies in Weapons of Mass Destruction Degree Program at Indiana University of Pennsylvania.

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

Other Supporting Documents Available: Degree Proposal

Reviewed by: Indiana University of Pennsylvania Council of Trustees, March 3, 2011

Prepared by: Kathleen M. Howley

Telephone: (717) 720-4200

Executive Summary of Degree Proposal
Master of Science in Strategic Studies in Weapons of Mass Destruction Degree
Indiana University of Pennsylvania
June 29, 2011

1. Appropriateness to Mission

Indiana University of Pennsylvania (IUP) proposes a new Master of Science (MS) in Strategic Studies in Weapons of Mass Destruction degree program. The proposed program closely aligns with the Pennsylvania State System of Higher Education's (PASSHE's) mission, "to be among the nation's leading systems of public universities, recognized for...responsiveness to state, regional, and national needs through quality academic programs, research, and service." The proposed program also aligns with PASSHE's Strategic Initiative related to transforming resources through revenue creation and diversifying revenues to support our mission. Specifically, the proposed MS in Strategic Studies in Weapons of Mass Destruction was developed in response to a specific request by the Federal Bureau of Investigation (FBI) to meet the mission and educational needs of the Weapons of Mass Destruction (WMD) Directorate, and expands IUP's current partnership and contract with the FBI. Therefore, the proposed program exemplifies PASSHE's goals of "implementing best practices in teaching and learning; enhancing institutional flexibility; and increasing financial resources to support our mission." In relation to appropriateness to IUP's mission, IUP prides itself on being "a learning community in touch with the main currents of politics, economical, and cultural life throughout the world." The intellectual value of the proposed graduate program, unique in the nation, will be far-reaching, extending to community, state, and national levels.

2. Need

Protection of America's critical infrastructures, defined by the U.S. Patriot Act as the "systems and assets, whether physical or virtual, so vital to the United States that the incapacity or destruction of such systems and assets would have a debilitating impact on security, national economic security, national public health or safety, or any combination of those matters" is a complex, serious and challenging issue, underscored by the terrorist attacks on September 11, 2001, followed by the subsequent anthrax attacks that began September 18, 2001. Protection of critical assets is essential for the health, life, and high standard of living in the United States. Therefore, the proposed program has been developed in response to a specific request by the FBI for an advanced degree program to provide FBI career agents with the knowledge and skills necessary to identify threats to critical assets; prevent, delay, intervene, and respond to attacks on critical assets; and fulfill the growing need for experts in the field of Strategic Studies in Weapons of Mass Destruction. The proposed program meets the FBI's need for a program that aligns with the mission and educational needs of the Weapons of Mass Destruction (WMD) Directorate.

3. Academic Integrity

The program of study for the MS in Strategic Studies in Weapons of Mass Destruction was developed in collaboration with the FBI, including program design, content, and delivery methods. Further, the program is based on the Sandia National Laboratories procedural model for protecting national assets, and builds on best-practice principals related to graduate curriculum development and delivery. This

process is often referred to as the Critical Asset Vulnerability and Risk Assessment—Performance-Based Evaluation Methodologies (CAVRA-PBEM) model. It provides a procedural framework for the protection of all assets and has a structure which allows performance testing of these procedures. This systems approach to physical security has been refined and tested over the past three decades and has become a government standard. The proposed program's mission supports this framework, which forms the basis for the student learning outcomes. Specifically, the MS in Strategic Studies in Weapons of Mass Destruction is designed to assure that graduates are prepared to:

- Conduct research that adds to the body of knowledge in the area of critical asset protection;
- Apply research and an understanding of asset protection to new and emerging threats;
- Apply knowledge to the understanding of possible motivations behind and contributing factors to political violence and terrorist activities;
- Incorporate new knowledge into the prevention and intervention strategies;
- Apply knowledge to address challenges and issues that emerge in the field of strategic studies in weapons of mass destruction through research, communication, structural design, policy creation, implementation, and evaluation; and
- Work with public and private stakeholders, federal departments and agencies, state and municipal governments, professional organizations, and other people and institutions to protect critical assets by providing and sharing information, promoting awareness, and by creating, implementing, and carrying out the necessary policies, strategies, and projects.

In terms of program quality and comprehensiveness, the proposed program will be comprised of 30 credits, including core requirements, approved electives, and a capstone project. Prospective students will be selected from the population of current FBI WMD Coordinators, Assistant WMD Coordinators, Special Agent Career Path WMD Specialty Agents, and WMD Directorate personnel who fulfill all requirements set by the FBI, and who meet all required graduate admission criteria and program prerequisites as set by IUP. Students will be required to meet all program progression and graduation requirements for conferral of the degree.

4. Coordination/Cooperation/Partnerships

IUP has established strong partnerships with the FBI and Sandia National Laboratories, with five contracts awarded, collectively in excess of \$1.3 million, over the past four years to deliver graduate courses to selected cohorts of FBI agents. These longstanding and successful partnerships and awards have resulted in the proposed innovative master's degree program, with two contract proposals pending for master's cohorts. Moreover, there is a distinct possibility that IUP will be able offer the proposed program under contract to other federal or state agencies.

5. **Assessment**

To ensure effectiveness and quality of the program, assessment will be conducted at the student and program level. Outcomes assessment of student learning will consist of the analysis of student performance in program core coursework, the capstone class paper and oral presentation, and the research methods course. Each student's success, incorporating the knowledge and techniques acquired in the program into the Synthesis Project, will be evaluated on an ongoing basis by the instructor of record for that class. The final product, comprising a written document and an oral presentation, will be assessed by a designated faculty member.

Program assessment will be part of the Department of Criminology's systematic assessment plan undertaken by the graduate committee. This comprehensive plan will be conducted annually and will include a review of curriculum, program satisfaction, resources, and College, University, and PASSHE alignment. Program assessment methods will include exit interviews with program completers, surveys of alumni, and feedback from field practitioners. Results will be reviewed annually and used to refine the program. Program assessment will be shared with the FBI on an ongoing basis to assure program quality and effectiveness. Program assessment will occur for progress and compliance as per contractual relationship with the FBI as well as the University's ongoing assessment process to include the Board of Governors five-year program review.

6. **Resource Sufficiency**

IUP will implement the MS in Strategic Studies in Weapons of Mass Destruction when the contract with the FBI is executed and funded. The program is designed on a cohort model of 20–25 students, selected by the FBI and admitted by IUP. With a cohort model of competitively screened and selected graduate students, student retention and completion is projected to be 80%. The external contract will fully fund the proposed graduate program ensuring resource sufficiency. Specifically, grant revenues will cover all costs of instruction (tuition and fees) at a contracted rate, faculty professional development, learning resources, and travel, with overhead. With sufficient instructional spaces and instructional materials, no new internal resources are required to implement the proposed program.

7. **Impact on Educational Opportunity**

The FBI is committed to diversity in employment, and as such, this commitment will translate into a diverse student population in the program. The FBI Director, Robert S. Mueller II, recently said, "Second, we want more diversity in the FBI. The fact is, we need it and place the highest value on it. Why? Because it is absolutely vital to getting the job done for our country." Both IUP and the FBI will benefit from this commitment to diversity in program enrollees and graduates.

Prepared by: Dr. Gerald Intemann, Provost and Vice President for Academic Affairs

Implementation date: Fall 2011

FIVE-YEAR BUDGET PROJECTION

UNIVERSITY: Indiana University of Pennsylvania

PROPOSED PROGRAM: Master of Science Degree Program in Strategic Studies in Weapons of Mass Destruction

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*										
External Grants and Contracts*		\$283,896		\$292,413		\$301,196		\$310,249		\$319,553
Other = Fees										
TOTAL REVENUE	\$283,896		\$292,413		\$301,196		\$310,249		\$319,553	
EST EXPENSES	Year 1		Year 2		Year 3		Year 4		Year 5	
Salaries &/or benefits (Faculty/Staff)	\$105,840		\$109,015		\$112,291		\$115,658		\$119,137	
Learning resources	\$49,000		\$50,470		\$51,984		\$53,544		\$55,150	
Instructional equipment										
Facilities and/or modifications										
Other (Travel)	\$7,000		\$7,210		\$7,426		\$7,649		\$7,878	
TOTAL EXPENSES	\$161,840		\$166,695		\$171,701		\$176,851		\$182,165	
DIFFERENCE Rev. -Exp.	\$122,056		\$125,718		\$129,495		\$133,398		\$137,388	
ESTIMATED IMPACT OF NEW PROGRAM	Year 1		Year 2		Year 3		Year 4		Year 5	
FTE Enrollment	15		12		20		16		20	
Projected Annual Credits Generated	270		216		360		288		360	
Tuition Generated										

Budget Notes:

*External grant/contract revenues will cover costs of instruction (tuition) at a contracted rate, faculty professional development, learning resources, and travel.

Academic and Student Affairs Committee Meeting

June 29, 2011

SUBJECT: Approval of a New Bachelor of Arts Degree Program in Jurisprudence at California University of Pennsylvania (ACTION)

UNIVERSITIES AFFECTED: California University of Pennsylvania

BACKGROUND: California University of Pennsylvania (Cal U) proposes a new Bachelor of Arts (BA) in Jurisprudence degree program. The program will be housed in the School of Science and Technology, Department of Professional Studies, where it will be part of a larger delivery system emanating from Law and Public Policy and Legal Studies. The BA in Jurisprudence is designed with a multi-dimensional approach. First, the proposed program emanates from reorganization of existing programs to meet new market needs. Second, the program will attract well-prepared and highly-qualified high school graduates as new freshmen, and transfer students seamlessly from community colleges and other institutions, advancing Cal U's pipeline and access and affordability mission. Third, the proposed program will offer jurisprudence graduates immediate employability in rising demand careers, including title examiners, administrative judicial personnel, not-for profit advocacy groups, think tank researchers, insurance analysts, securities enforcement, commodities regulators, inspectors and disability evaluators. Finally, the proposed BA in Jurisprudence will provide a strong pathway for jurisprudence graduates to pursue advanced study in graduate and professional school in fields such as public policy and law. Unique program experiences will include high level research under faculty guidance, a senior thesis requirement, foreign study in programs such as Cal U-Cambridge, participation in the University Honors Program, and contributions to the Institute of Law and Public Policy.

MOTION: That the Board of Governors approve the Bachelor of Arts Degree Program in Jurisprudence at California University of Pennsylvania.

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

Other Supporting Documents Available: Degree Proposal

Reviewed by: California University of Pennsylvania Council of Trustees, March 2, 2011

Prepared by: Kathleen M. Howley

Telephone: (717) 720-4200

Executive Summary of Degree Proposal
Bachelor of Arts in Jurisprudence Degree
California University of Pennsylvania

June 29, 2011

1. Appropriateness to Mission

The Pennsylvania State System of Higher Education Strategic Initiatives are grounded in the System's mission to be among the nation's leading systems of public universities, recognized for (1) access and affordability of excellent undergraduate and graduate education, and (2) responsiveness to state, regional, and national needs through quality academic programs, research, and service. This program is in alignment with the university's 2010-2015 Strategic Plan: Objective 1.1: Create, implement and evaluate a comprehensive Academic Plan to advance University-wide academic excellence and reaffirms their dedication to character education. The BA in Jurisprudence will be a central force and player in that formation at: Goal Eight: To foster civic engagement, that is, a commitment to accept and perform the duties and obligations of belonging to a community, a Commonwealth, a Nation, and the World.

2. Need

In both the historic and evolving legal fields of law and jurisprudence, national demand continues unabated. While many occupations are tracked and assessed that directly correlate to the field of jurisprudence, not all fit as neatly. Aside from lawyers and judges, where growth is undeniable, the opportunities are multifaceted. Rising demand for title examiners, administrative judicial personnel, not-for profit advocacy groups, think-tank researchers, insurance analysts, securities enforcement, commodities regulators, inspectors and disability evaluators all bode well for jurisprudence graduates.

3. Academic Integrity

The program will be housed in the School of Science and Technology, Department of Professional Studies, where it will be part of a larger delivery system emanating from Law and Public Policy and Legal Studies. The learning objectives of the program are to:

- Identify schools of jurisprudence;
- Compare and contrast the various schools of jurisprudence in terms of legal decision or legal result;
- Prepare high level research products in law and jurisprudence;
- Contrast human law with more transcendent versions and definitions of law;
- Summarize and critique the various jurisprudential theories;
- Compile sophisticated research findings involving law and jurisprudence;
- Justify the defense or advocacy of a particular legal issue or problem;
- Propose diverse ways in which a legal problem can be resolved;
- Integrate moral and ethical reasoning into legal applications; and
- Respond to traditional criticisms of Anglo-American/Western Jurisprudence.

The curriculum will stress the foundational periods of jurisprudence from the ancient and medieval period to the founding period of the American experience. It will also delve into contemporary viewpoints on jurisprudence.

The BA in Jurisprudence rests upon central goals. First, graduates of the program will discern how law plays out in democratic processes. Second, the BA in Jurisprudence delivers a unique program of instruction and model for integration of knowledge and character. Few periods in the history of our republic manifest the intense need for leaders and graduates who understand the importance of character and personal integrity coupled with professional competence. Third, and from a functional perspective, few majors will afford the accomplished student with the deep level of conceptual coverage and analysis as will the BA in Jurisprudence. The degree is a demanding undertaking that will likely attract the best and brightest students, including new freshmen matriculating directly from high school and transfer students from community colleges and other institutions. The level of comprehension necessary to read classical and medieval materials in jurisprudence as well as the diverse jurisprudential schools, in conjunction with related subject matter involving character, conscience, virtue and the ends and aims of jurisprudence itself, will test even the finest student. Skill at exposition, oratory, and interpretation will have to be at the highest level. Fourth, the BA in Jurisprudence hopes to form and habituate future leaders who will lead with virtue and ethics.

4. Coordination/Cooperation/Partnerships

The program will also seek strong alliances with the Departments of Philosophy, History and Political Science; all have capable faculty and complimentary course offerings. Students will be provided ample opportunity to study jurisprudence through these unique perspectives which elaborate jurisprudential principles. Students are required to take at least 12 credits of electives, such as: POS 228: Classical Political Thought; POS 314: Constitutional Law: Government Power; POS 306: The Congress; POS 330: American Political Ideas; PHL 201: Ancient Philosophy; PHL 220: Ethics; PHL 320: Ethical Theory; HIS 331: Ancient Greece; HIS 341: Early Middle Ages and HIS 342: High and Late Middle Ages.

The BA in Jurisprudence will be residually based on the main campus of Cal U. However, the program will continuously stress opportunities for unique, independent study experiences, such as high level research under faculty guidance, a senior thesis requirement, foreign study in programs such as Cal U-Cambridge, participation in the University Honors Program, and active contributions to the Institute of Law and Public Policy. While primarily a lecture-based pedagogy, the program has expectations for student excellence in legal exposition and rhetoric.

5. Assessment

Both the institution and faculty members are expected to measure and assess student outcomes. Annual surveys, alumni surveys, graduation and retention rates, and level of post-baccalaureate education, in either traditional graduate programs or law school will be conducted. Faculty will monitor the results of

course evaluations, and in consultation with the chair, seek out methods of teaching excellence. The department will conduct its own student surveys, administer a pre-test to its applicants in the first jurisprudence course and a post-test upon completion of the senior thesis, as well as calculate and compute average GPA and other measures of academic performance such as AP subject matter testing for credit equivalency. Assessment data will be collected annually and reported to the administration in the program's annual report. The program will follow the five-year program review cycle. Program faculty will meet annually to review assessment data and take action as appropriate. Aside from the program's regular assessment of exams, research and paper designs, and advocacy of legal argument, each student will be required to author a major work in the form of a senior thesis. The thesis, authored under the tutelage of a full time faculty member, will be the capstone experience.

6. Resource Sufficiency

Resources for the program will call for two new full-time faculty hires and an investment in more library materials relevant to the subject matter. In addition, to assure the statewide and national audience such a program demands, sufficient funding for recruitment of potential majors is sought each year of the program's initial five-year life.

7. Impact on Educational Opportunity

The implementation of the BA in Jurisprudence program will inexorably and positively alter the culture of the university and the surrounding environs. With its emphasis on the nature of rights, justice and democratic ideals, underrepresented groups will greatly benefit from this program. In assessing the university's protocol and vision for diversity, relevant to the BA in Jurisprudence is: *Objective 3.3: Promote a culture of civility, tolerance and inclusiveness.* Western jurisprudence finds its inherent stability in these values, notions that our world sees character rather than color, the moral agent preferred over the arbitrary actor, and the critical thinker on major legal and ethical dilemmas preferred over the tyrannical actor. Jurisprudence can only promote these core values.

Prepared by: Geraldine M. Jones, Provost and Vice President for Academic Affairs

Implementation date: Fall 2012

FIVE YEAR BUDGET PROJECTION
UNIVERSITY: California University of Pennsylvania
PROPOSED PROGRAM: Bachelor of Arts Degree in Jurisprudence

ESTIMATED REVENUES	Year 1 2011-2012		Year 2 2012-2013		Year 3 2013-2014		Year 4 2014-2015		Year 5 2015-2016	
	Existing	New	Existing	New	Existing	New	Existing	New	Existing	New
Projected University E&G or Tuition		\$290,400		\$522,720		\$813,120		\$929,280		\$1,161,600
External Grants and Contracts				\$2,000		\$4,000		\$6,000		\$8,000
Other=Fees										
TOTAL REVENUE	\$290,400		\$524,720		\$817,120		\$935,280		\$1,169,600	
ESTIMATED EXPENSES	Year 1		Year 2		Year 3		Year 4		Year 5	
Salaries and/or benefits (Faculty and Staff)	\$150,000	\$8,000	\$236,900	\$80,000	\$326,407		\$336,199	\$80,000	\$428,685	
Learning resources	\$20,000	\$65,000		\$20,000		\$20,000		\$20,000		\$20,000
Instructional Equipment		\$1,000		\$15,000		\$20,000		\$20,000		\$25,000
Facilities and/or modifications										
Other		\$8,000		\$60,000		\$80,000		\$60,000		\$60,000
TOTAL EXPENSES	\$252,000		\$411,900		\$446,407		\$516,199		\$533,865	
DIFFERENCE (Rev.-Exp.)	\$38,400		\$112,820		\$370,713		\$419,081		\$635,735	
ESTIMATED IMPACT OF NEW PROGRAM	Year 1		Year 2		Year 3		Year 4		Year 5	
Student Headcount FTE Enrollment	50		90		140		160		200	
Projected Annual Credits Generated	1500		2700		4200		4800		6000	
Tuition Generated	\$290,400		\$522,720		\$813,120		\$929,280		\$1,161,600	

Academic and Student Affairs Committee Meeting

June 29, 2011

SUBJECT: Requests for Exceptions to the 120-Credit Requirement in Board of Governors' Policy 1990-06-A: *Academic Degrees* (ACTION)

UNIVERSITIES AFFECTED: All

BACKGROUND: Board of Governors' Policy 1990-06-A: *Academic Degrees*, requires baccalaureate degrees to be 120 semester credit hours unless (1) otherwise required by statute, regulation, or accreditation, and (2) approved by the Board of Governors, upon recommendation of the Chancellor. In July 2009, System-wide exceptions and individual university exceptions to the 120-credit requirement were approved through spring 2011.

It is recommended that System-wide and individual university exceptions be extended for the programs listed on the attached document through summer 2013.

MOTION: That the Board of Governors approve continuation, through summer 2013, of the exceptions for the programs listed on the attached document, *Exceptions to the 120-Credit Requirement*, dated May 25, 2011.

Supporting Documents Included: Exceptions to the 120-Credit Requirement in Board of Governors' Policy 1990-06-A: *Academic Degrees*, dated May 25, 2011

Other Supporting Documents Available: Board of Governors' approved exceptions April 2002, October 2002, January 2003, January 2005, April 2007, and July 15, 2009, requests for exceptions submitted by universities and documentation of accreditation standards.

Reviewed by: Chief Academic Officers, May 12, 2011

Prepared by: Kathleen M. Howley

Telephone: (717) 720-4200

Exceptions to the 120-Credit Requirement in Board of Governors' Policy 1990-06A

(May 25, 2011)

Selected System-wide baccalaureate degree programs will be granted an exception to the 120-credit maximum requirement because of extensive regulatory and accreditation requirements currently in place.

Education

The following programs will be permitted graduation credit totals not to exceed 123 credits through summer 2013, at which time the exceptions will be reviewed:

- Communications (7-12)
- Cooperative Education (7-12)
- Environmental Education (PreK-12)
- Family-Consumer Science (PreK-12)
- Health (PreK-12)
- Hearing Impaired (PreK-12)
- Language (PreK-12)
 - English
 - French
 - German
 - Latin
 - Russian
 - Spanish
- Library Science (PreK-12)
- Social Sciences (7-12)
- Social Studies (7-12)
- Upper Elementary/Middle Level (Grades 4-8) Education

The following programs will be permitted graduation credit totals not to exceed 129 credits through summer 2013, at which time the exceptions will be reviewed:

- Art (PreK-12)
- Business-Computer-Information Technology (PreK-12)
- Citizenship (7-12)
- Health and Physical Education (Pre-K-12)
- Mathematics (7-12)
- Music (PreK-12)

- Science (7-12)
 - Biology
 - Chemistry
 - Earth and Space
 - General Science
 - Physics
- Technology Education (PreK-12)

The following programs will be permitted graduation credit totals not to exceed 135 credits through summer 2013, at which time the exceptions will be reviewed:

- Special Education/PreK-4 Dual Certification
- Special Education/Upper Elementary/Middle Level (4-8) Dual Certification

Other

The following programs will be permitted graduation credit totals not to exceed 123 credits through summer 2013, at which time the exceptions will be reviewed:

- Music
- Music Performance
- Music Therapy
- Music w/ Elective Studies in Business

Due to specific accreditation requirements, the following programs will be permitted graduation credit totals not to exceed 124 credits through spring 2013, at which time the exceptions will be reviewed:

Bloomsburg

- B.S. Electrical and Electronics Engineering Technology

California

- B.S. Electrical Engineering Technology
- B.S. Computer Engineering Technology

The following programs will be permitted graduation credit totals not to exceed 126 credits through summer 2013, at which time the exceptions will be reviewed:

- Respiratory Therapy



External Relations Committee Meeting

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

Wednesday, June 29, 2011

Agenda

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Committee Members: Leonard B. Altieri, Marie Conley Lammando, Senator Vincent J. Hughes, Jonathan B. Mack, Joseph F. McGinn, and Kenneth M. Jarin (*ex officio*).

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

External Relations Committee Meeting

June 29, 2011

SUBJECT: Legislative Update (INFORMATION)

UNIVERSITIES AFFECTED: All

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

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

Wednesday, June 29, 2011

Agenda

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Committee Members: C.R. “Chuck” Pennoni (Chair), Jennifer G. Branstetter (designee for Governor Thomas W. Corbett), Representative Michael K. Hanna, Senator Vincent J. Hughes, Guido M. Pichini, Harold C. Shields, and Kenneth M. Jarin (ex officio).

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

Finance, Administration, and Facilities Committee Meeting

June 29, 2011

SUBJECT: Fiscal Year 2011/12 Operating Budget Update (INFORMATION)

UNIVERSITIES AFFECTED: All

BACKGROUND: At its meeting on October 7, 2010, the Board of Governors approved a 2011/12 Educational and General (E&G) appropriation request of \$482.6 million, reflecting a \$38.2 million or 8.6% increase to fund partially a \$1.5 billion E&G budget. In addition, the Board approved requests for line items totaling \$20.7 million.

At the time this item is developed, it is anticipated that the Commonwealth's fiscal year 2011/12 general fund budget will include \$427.9 million for PASSHE's E&G appropriation and no line items. This funding level represents a reduction of 15%, or \$75.5 million, in PASSHE's combined state and federal appropriations.

A budget presentation will be provided at the Board of Governors' meeting to reflect the most current revenue and expenditure estimates. This information is necessary to support the Finance, Administration, and Facilities Committee's recommendations to the full Board concerning the following:

- Fiscal Year 2011/12 Tuition and Technology Tuition Fee Rates
- Fiscal Year 2011/12 Educational and General Appropriation Allocation
- Fiscal Year 2011/12 Performance Funding Pool

Supporting Documents Included: N/A

Other Supporting Documents Available: Fiscal Year 2011/12 Appropriations Request; Commonwealth's Fiscal Year 2011/12 Budget when enacted

Reviewed by: Council of Presidents, June 15, 2011

Prepared by: James S. Dillon

Telephone: (717) 720-4100

Finance, Administration, and Facilities Committee Meeting

June 29, 2011

SUBJECT: Fiscal Year 2011/12 Tuition and Technology Tuition Fee Rates (ACTION)

UNIVERSITIES AFFECTED: All

BACKGROUND: In compliance with Board of Governors' Policy 1999-02-A, *Tuition*, it is recommended that the Board approve the proposed Fiscal Year 2011/12 Tuition Schedule (Attachment 1) and the Fiscal Year 2011/12 Technology Tuition Fee Schedule (Attachment 2).

MOTION: That the Board of Governors approve the fiscal year 2011/12 tuition and technology tuition fee rates, as attached.

Supporting Documents Included: Fiscal Year 2011/12 Tuition Schedule (Attachment 1); Fiscal Year 2011/12 Technology Tuition Fee Schedule (Attachment 2)

Other Supporting Documents Available: Fiscal Year 2011/12 Appropriations Request; Board of Governors' Policy 1999-02-A, *Tuition*; University Nonresident Tuition Plans, as approved by the Board of Governors, April 7, 2011

Reviewed by: N/A

Prepared by: James S. Dillon

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**Pennsylvania State System of Higher Education
Fiscal Year 2011/12 Tuition Schedule**

Student Classification	2010/11	2011/12	Change
Full-Time Academic Year			
Resident Undergraduate	\$5,804		
Nonresident Undergraduate:			
150% (Minimum) (CL*, EA*, ED, SH*, SL*, MSC*)	\$8,706		
160% (CA)	\$9,288		
165% (MA*)	\$9,578		
200% (CH*, CL*, SL*)	\$11,608		
\$2,000 less than 250% rate (LO)	\$12,510		
225% (SH*)	\$13,060		
250% (BL, CA*, CH*, CL*, EA*, IN*, KU, LO*, MA* MI, SH*, WE)	\$14,510		
Full-Time Semester			
Resident Undergraduate	\$2,902		
Nonresident Undergraduate:			
150% (Minimum) (CL*, EA*, ED, SH*, SL*, MSC*)	\$4,353		
160% (CA)	\$4,644		
165% (MA*)	\$4,789		
200% (CH*, CL*, SL*)	\$5,804		
\$2,000 less than 250% rate (LO)	\$6,255		
225% (SH*)	\$6,530		
250% (BL, CA*, CH*, CL*, EA*, IN*, KU, LO*, MA* MI, SH*, WE)	\$7,255		
Per Student Credit Hour**			
Resident Undergraduate	\$242		
Resident Graduate	\$387		
Nonresident Undergraduate:			
150% (Minimum) (CL*, EA*, ED, SH*, SL*, MSC*)	\$363		
160% (CA)	\$387		
165% (MA*)	\$399		
200% (CH*, CL*, SL*)	\$484		
\$2,000 less than 250% rate (LO)	\$521		
225% (SH*)	\$544		
250% (BL, CA*, CH*, CL*, EA*, IN*, KU, LO*, MA* MI, SH*, WE)	\$605		
Nonresident Graduate	\$619		
Nonresident Undergraduate Distance Education, Minimum	\$247		
Nonresident Undergraduate Distance Education, Maximum	\$605		
Nonresident Graduate Distance Education, Minimum	\$395		
Nonresident Graduate Distance Education, Maximum	\$968		

Note: Final 2011/12 tuition recommendations will be developed at the Board of Governors' Finance, Administration, and Facilities Committee meeting on June 29, 2011.

Note: In limited circumstances, Universities may charge different rates based upon geographic location, academic programs, and modality of education.

*Applies to certain nonresident students, based upon geographic location, academic program, or academic standing.

**For graduate student charges, part-time, summer and interim session student charges.

**Pennsylvania State System of Higher Education
Fiscal Year 2011/12 Technology Tuition Fee Schedule**

Student Classification	2010/11	2011/12	Change
<i>Note: Final 2011/12 technology tuition fee recommendations will be developed at the Board of Governors' Finance, Administration, and Facilities Committee meeting on June 29, 2011.</i>			
Full-Time Academic Year			
Resident Undergraduate	\$232		
Nonresident Undergraduate	\$350		
Full-Time Semester			
Resident Undergraduate	\$116		
Nonresident Undergraduate	\$175		
Per Credit (part-time and graduate students)			
Resident Undergraduate (less than 12 credits)	N/A		
Nonresident Undergraduate (less than 12 credits)	N/A		
Resident Graduate (less than 9 credits)	N/A		
Nonresident Graduate (less than 9 credits)	N/A		
Part-Time (Flat rate for all part-time students)*			
Resident Undergraduate (less than 12 credits)	\$68		Discontinued in 2011/12
Nonresident Undergraduate (less than 12 credits)	\$93		
Resident Graduate (less than 9 credits)	\$68		
Nonresident Graduate (less than 9 credits)	\$93		

**For part-time student charges, and summer and interim sessions.*

Finance, Administration, and Facilities Committee Meeting

June 29, 2011

SUBJECT: Fiscal Year 2011/12 Educational and General Appropriation Allocation (ACTION)

UNIVERSITIES AFFECTED: All

BACKGROUND: Board of Governors' Policy 1984-06-A, *Allocation Formula*, specifies the method by which the Educational and General (E&G) appropriation is allocated annually to the Universities for their basic funding requirements. To determine the amount of the fiscal year 2011/12 E&G appropriation that is to be distributed to the Universities through the allocation formula, certain items of System-wide significance must first be funded. These items and their recommended fiscal year 2011/12 funding levels are described in Attachment 1.

MOTION: That the Board of Governors approve the following allocation of funds from PASSHE's fiscal year 2011/12 E&G appropriation.

Item	Amount
Performance Funding	<i>To be determined</i>
Dixon University Center Academic Programs	\$1,190,000
Office of Internal Audit and Risk Assessment	\$830,296
System Reserve	\$562,815
McKeever Environmental Learning Center	\$313,082

Supporting Documents Included: Funding of System-Wide Initiatives from the Fiscal Year 2011/12 E&G Appropriation (Attachment 1); Report of Expenditures from the System Reserve (Attachment 2)

Other Supporting Documents Available: Fiscal Year 2011/12 Appropriations Request; Commonwealth's Fiscal Year 2011/12 Budget when enacted; Board of Governors' Policy 1984-06-A, *Allocation Formula*

Reviewed by: Council of Presidents, June 15, 2011

Prepared by: James S. Dillon

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**Pennsylvania State System of Higher Education
Funding of System-Wide Initiatives from the Fiscal Year 2011/12 E&G Appropriation**

Performance Funding (To be determined)

Since fiscal year 2005/06, PASSHE's performance funding program has been funded through a combination of the E&G appropriation and the Program Initiatives line item appropriation. The fiscal year 2011/12 Commonwealth budget eliminated PASSHE's line item appropriations, requiring all performance funding to be allocated from the E&G Appropriation. Consistent with the performance funding program revisions adopted by the Board of Governors at its January 2011 meeting, the performance funding pool is established at approximately 2.4% of the System's estimated 2011/12 E&G budget, which will be established once 2011/12 tuition rates have been approved by the Board of Governors.

Dixon University Center Academic Program\$1,190,000

The academic programming performed at Dixon University Center has been funded through the E&G appropriation at \$1.4 million since fiscal year 2005/06. The total appropriation recommended for continuation of these academic services and associated maintenance of the Dixon University Center site is \$1,190,000. This represents a 15% reduction in funding for these activities from the previous year.

Office of Internal Audit and Risk Assessment\$830,296

This office is responsible for facilitating risk assessment activities and, in turn, structuring and executing an internal audit plan based on high risk areas. The office's fiscal year 2011/12 budget of \$888,164 is recommended for approval in today's Audit Committee materials. It is recommended that the Office of Internal Audit and Risk Assessment's budget be funded at \$830,296 as it has \$57,868 remaining from the previous year's allocation.

Replenishment of the System Reserve\$562,815

The total recommended allocation to the System Reserve for fiscal year 2011/12 is \$562,815, which will replenish the System Reserve to the \$1,500,000 level required by Board of Governors' Policy 1984-07-A, *System Reserve Allocation and Expenditure Criteria*. Attachment 2 is a detailed list of expenditures for fiscal year 2010/11 and a list of projected expenditures for fiscal year 2011/12. The amount to be replenished is less than the total expenditures, due to interest earnings.

McKeever Environmental Learning Center\$313,082

The Commonwealth created the McKeever Environmental Learning Center in 1974 to assist citizens of all ages in becoming better stewards of the earth's resources. The environmental education programs offered by the McKeever Center meet the needs of students from preschool through, and beyond, college and provide student interns with valuable teaching experience while working in an outdoor setting. The McKeever Center is administered by Slippery Rock University of Pennsylvania and has been funded through a combination of direct line item appropriation, a portion of PASSHE's E&G appropriation, and user fees. An allocation of \$313,082 is recommended for operation of the McKeever Environmental Learning Center. This represents a 15% reduction in funding from the E&G appropriation for these activities from the previous year, in addition to the elimination of the Center's line item funding in the proposed Commonwealth budget.

**Pennsylvania State System of Higher Education
Report of Expenditures from the System Reserve**

Actual 2010/11 Expenditures

Kutztown Property Appraisal	\$2,250
CFRED (East Stroudsburg) Property Appraisal	3,450
Presidential Searches (Clarion and Lock Haven)	42,776
System Financial Audit (Fiscal Year 2009/10)	80,430
Official Residence (Edinboro)	<u>514,332</u>

Total Actual Fiscal Year 2010/11 Expenditures **\$643,238**

Anticipated 2011/12 Expenditures

Presidential Searches (East Stroudsburg, Edinboro, Indiana, and Slippery Rock)	\$168,000
System Financial Audit (Fiscal Year 2010/11)	<u>82,183</u>

Total Anticipated Fiscal Year 2011/12 Expenditures **\$250,183**

Finance, Administration, and Facilities Committee Meeting

June 29, 2011

SUBJECT: Fiscal Year 2011/12 Capital Spending Plan and Capital Budget Authorization Request (ACTION)

UNIVERSITIES AFFECTED: All

BACKGROUND: For a Commonwealth-funded capital project to start design and construction, funding must be allocated in the Capital Spending Plan, and the project must have specific authorization from the General Assembly in a capital bill. The spending plan is a rolling five-year plan wherein the Board of Governors approves the execution of projects in the first year of the plan and tentatively approves the remaining five years, subject to annual reviews and updates. Projects not currently authorized by the General Assembly must be submitted for approval in the next capital bill. The General Assembly's authorization in a capital bill does not guarantee project funding.

Capital Spending Plan-Earlier this year, the Universities provided input for the Capital Spending Plan in accordance with Board of Governors' Policy 2000-02-A, *Capital Facilities Planning, Programming, and Funding*, and the procedures in Volume IV of PASSHE's *Facilities Manual*. Almost 130 projects were submitted with an estimated cost of \$1.3 billion. The Universities submitted project justifications with specific information on academic benefit; space, ADA, safety, and code compliance deficiencies; new revenue or matching funds potential; cost savings potential; and impact on the deferred maintenance backlog. The projects have been evaluated, prioritized, sorted, and compiled to form the attached spending plan.

Capital Authorization Bill-Based on submissions for the Capital Spending Plan, lists of projects requiring legislative authorization have been developed. With Board approval, the Office of the Chancellor plans to submit the attached lists of projects for authorization in the next capital bill.

MOTION: That the Board of Governors approve the fiscal year 2011/12 Capital Spending Plan and submission of the lists of projects for legislative authorization.

Supporting Documents Included: Capital Spending Plan; Capital Budget Authorization Request for Public Improvement Projects and Original Furniture and Equipment

Other Supporting Documents Available: University-submitted project justifications

Reviewed by: Council of Presidents, May 18, 2011; Council of Fiscal and Administrative Vice Presidents, June 22, 2011

Prepared by: James S. Dillon

Telephone: (717) 720-4100

Capital Spending Plan
Fiscal Years 2011/12 Through 2015/16
As Presented to the Board of Governors
June 29, 2011

Financial Summary in Current Year Dollars (\$000)						
University	FY 2011/12	FY 2012/13	FY 2013/14	FY 2014/15	FY 2015/16	Five-Year Total
Bloomsburg	\$24,102	\$2,100		\$14,626		\$40,828
California	9,700	6,400	\$970		\$16,000	33,070
Cheyney	3,000	500	8,000		33,000	44,500
Clarion	8,000		34,900		5,400	48,300
East Stroudsburg		39,800		27,800	2,500	70,100
Edinboro	3,400	3,320	17,847		1,500	26,067
Indiana	15,900	31,100	23,410	7,000	23,017	100,427
Indiana*			23,410			23,410
Kutztown	17,041		1,700	15,407	17,800	51,948
Lock Haven	4,500	5,290		8,600	8,875	27,265
Mansfield	7,800	20,000	500	1,000		29,300
Millersville	12,200	1,600		10,400		24,200
Shippensburg		9,147		14,175	6,100	29,422
Slippery Rock	5,700	4,600	11,700	13,100	1,100	36,200
West Chester	22,084	4,000		8,100		34,184
Five-Year Total	\$133,427	\$127,857	\$122,437	\$120,208	\$115,292	\$619,221

Financial Summary in Future Year Dollars (\$000)						
Allowing for Inflation at 3% Annually						
University	FY 2011/12	FY 2012/13	FY 2013/14	FY 2014/15	FY 2015/16	Five-Year Total
Bloomsburg	\$24,102	\$2,200		\$16,000		\$42,302
California	9,700	6,600	\$1,000		\$18,000	35,300
Cheyney	3,000	500	8,500		37,100	49,100
Clarion	8,000		37,000		6,100	51,100
East Stroudsburg		41,000		30,400	2,800	74,200
Edinboro	3,400	3,420	18,900		1,700	27,420
Indiana	15,900	32,000	24,850	7,600	25,900	106,250
Indiana*			24,850			24,850
Kutztown	17,041		1,800	16,900	20,000	55,741
Lock Haven	4,500	5,420		9,400	9,900	29,220
Mansfield	7,800	20,600	500	1,100		30,000
Millersville	12,200	1,600		11,400		25,200
Shippensburg		9,400		15,500	6,900	31,800
Slippery Rock	5,700	4,700	12,400	14,300	1,200	38,300
West Chester	22,084	4,100		8,900		35,084
Five-Year Total	\$133,427	\$131,540	\$129,800	\$131,500	\$129,600	\$655,867

*Subject to fund-raising progress.

**FY 2011/12 Through FY 2015/16 Project Execution Schedule
As Presented to the Board of Governors
June 29, 2011**

Proposed Execution Year	University	Project Description	Original Furniture and Equipment (OF&E)?	Authorization Act	Total Authorization (\$000)	Facility Use	University Funds (\$000)	Commonwealth Funding Adjusted for Inflation at 3%/Year (\$000)
2011/12	Bloomsburg	Waller Administration Building Renovation		40/04, 41/08, 82/10	27,500	Mixed Usage		\$24,102
	California	Coover Hall Renovation		82/10	14,500	Science and Technology		9,700
	Cheyney	New Student Housing Construction (Additional Funds)		83/06, 41/08, 82/10	2,500	Housing		2,500
			OF&E	83/06, 41/08, 82/10	2,200	Housing		500
	Clarion	Tippin Gymnasium Renovation and Expansion (Design)		41/08, 82/10	8,000	Athletics		8,000
	Edinboro	Ross Hall Renovation/Replacement Construction (Additional Funds)		41/08	3,800	IT Backbone		2,000
		Ross Hall Renovation/Replacement	OF&E	82/10	1,500	IT Backbone		1,400
	Indiana	Weyandt/Walsh Hall Renovation or Replacement (Design)		82/10	90,000	Science and Technology		15,900
	Kutztown	Educational Building (Lytle Hall) Demolition and Replacement/Expansion		41/08	30,000	General Education		17,041
	Lock Haven	Science and Math Center Renovation and Construction, East Campus	OF&E	83/06, 82/10	3,000	Science and Technology		3,000
		Science and Math Center Renovation and Construction, East Campus (Additional Funds)		83/06, 82/10	12,000	Science and Technology		1,500
	Mansfield	Straughn Auditorium Renovation		82/10	6,000	Performing Arts		5,100
		Water Treatment Plant Upgrade (Additional Funds)		41/08	2,700	Utilities Infrastructure		2,700
	Millersville	Electrical Utilities Upgrade (Additional Funds)		131/02, 82/10	10,570	Utilities Infrastructure	1,328	10,200
		Ganser Library Renovation (Additional Funds)		131/02, 82/10	7,586	Libraries		2,000
	Slippery Rock	Central Boiler Plant Renovation, Phase 3 (Additional Funds)		82/10	4,000	Utilities Infrastructure		1,200
		Miller Auditorium Renovation and Addition (Additional Funds)		83/06	5,000	Performing Arts		4,500
West Chester	Campus Geothermal Utility Conversion, Phase 2		82/10	17,000	Utilities Infrastructure		15,100	
	Academic Classroom and Office Complex Construction (Additional Funds)		40/04	24,984	Business Education		6,984	
2011/12 Total								\$133,427
2012/13	Bloomsburg	Waller Administration Building Renovation	OF&E	82/10	2,200	Mixed Usage		\$2,200
	California	Pedestrian and Vehicular Enhancements, Phase I		131/02, 41/08, 82/10	7,592	Utilities Infrastructure		6,600
	Cheyney	Browne Hall Renovation	OF&E	83/06	500	Housing		500
	East Stroudsburg	Information Commons Construction, Phase I	OF&E	82/10	3,600	Mixed Usage		2,900
		Information Commons Construction, Phase 1 (Construction)		82/10	36,000	Mixed Usage	30,000	29,900
		Information Commons Construction, Phase 2 (Design)		82/10	40,000	Mixed Usage		8,200
	Edinboro	Mold Tooling/Mold Design Classrooms Construction		40/04	3,420	Science and Technology		3,420
	Indiana	Keith and Leonard Halls Renovation (Construction)		83/06, 131/02, 41/08, 82/10	32,065	General Education		28,600
		Keith and Leonard Halls Renovation	OF&E	131/02, 82/10	5,917	General Education		3,400
	Lock Haven	E&G Structures Demolition		40/04	1,620	Administration		1,620
		Fiber-Optic Infrastructure Upgrade		131/02, 82/10	4,720	IT Backbone		3,800
	Mansfield	New Student Housing Construction		82/10	25,000	Auxiliary		20,600
	Millersville	Ganser Library Renovation	OF&E	131/02, 82/10	1,600	Libraries	2,000	1,600
	Shippensburg	Electrical Distribution System Renovation		40/04	8,730	Utilities Infrastructure		5,800
		Telecommunications Distribution System Renovation		82/10	4,000	IT Backbone		3,600
	Slippery Rock	Miller Auditorium Renovation and Addition	OF&E	83/06	3,000	Performing Arts		1,000
		Deferred Maintenance Projects 1		82/10	8,000	Infrastructure		1,000
West Gym Dance Modifications			82/10	5,000	Performing Arts		2,700	
West Chester	Mitchell Hall Renovation	OF&E	82/10	1,500	Arts and Music		1,200	
	Academic Classroom and Office Complex Construction	OF&E	131/02, 82/10	3,522	Business Education		2,900	
2012/13 Total								\$131,540

Proposed Execution Year	University	Project Description	Original Furniture and Equipment (OF&E)?	Authorization Act	Total Authorization (\$000)	Facility Use	University Funds (\$000)	Commonwealth Funding Adjusted for Inflation at 3%/Year (\$000)
2013/14	California	Coover Hall Renovation	OF&E	131/02	677	Science and Technology		\$1,000
	Cheyney	Cope Hall Renovation/Addition (Design)		82/10	8,500	Athletics		8,500
	Clarion	Tippin Gymnasium Renovation and Expansion	OF&E	131/02, 82/100	3,095	Athletics		3,100
		Tippin Gymnasium Renovation and Expansion (Construction)		41/08, 82/10	34,500	Athletics		33,900
	Edinboro	Maintenance Building Replacement		83/06, 41/08, 82/10	20,600	Administration		15,400
		Mold Tooling/Mold Design Classrooms Construction	OF&E	131/02	292	General Education		300
		Deferred Maintenance		82/10	8,000	Utilities Infrastructure		3,200
	Indiana	Weyandt/Walsh Hall Renovation or Replacement, Phase 1 (Construction)		82/10	90,000	Science and Technology		24,850
		Weyandt/Walsh Hall Renovation or Replacement, Phase 1 (Construction; Pending Fund Raising)		82/10	90,000	Science and Technology		24,850
	Kutztown	Educational Building (Lytle Hall) Demolition and Replacement/Expansion	OF&E	131/02	50	General Education		1,800
	Mansfield	Straughn Auditorium Renovation	OF&E	82/10	1,000	Performing Arts		500
Slippery Rock	McKay Building Renovation/Addition		22/00, 82/10	13,360	General Education		12,400	
2013/14 Total								\$129,800
2014/15	Bloomsburg	McCormick Center Renovation		82/10	19,000	General Education		\$16,000
	East Stroudsburg	Information Commons Construction, Phase 2 (Construction)		82/10	40,000	Mixed Usage		30,400
	Indiana	Weyandt/Walsh Hall Renovation or Replacement	OF&E	82/100	9,000	Science and Technology		7,600
	Kutztown	Poplar House Renovation/Addition		82/10	5,000	Administration		4,100
		DeFrancesco Education Building Renovation		82/10	13,000	Business Education		12,800
	Lock Haven	South Ulmer Hall Renovation		131/02	8,566	General Education		9,400
	Mansfield	New Student Housing Construction	OF&E			Auxiliary		1,100
	Millersville	Stayer (Jefferson Hall) Building Renovation		41/08, 82/10	13,000	Athletics		11,400
	Shippensburg	Franklin Science Center Renovation		82/100	15,000	Science and Technology		15,500
	Slippery Rock	Student Success Center Renovation		82/10	15,000	Administration		14,300
West Chester	Sturzebecker Health Science Center Renovation/Addition		131/02	8,900	Science and Technology		8,900	
2014/15 Total								\$131,500
2015/16	California	Old Main and South Hall Renovation		131/02, 83/06	22,300	Mixed Usage		\$18,000
	Cheyney	Cope Hall Renovation/Addition (Construction)		82/10	36,500	Athletics		37,100
	Clarion	Marwick Boyd Fine Arts Addition/Renovation (Design)		40/04, 41/08	33,000	Arts and Music		6,100
	East Stroudsburg	Information Commons Construction, Phase 2	OF&E			Mixed Usage		2,800
	Edinboro	Maintenance Building Replacement	OF&E	83/06, 82/10	1,650	Administration		1,700
	Indiana	Stapleton/Stabley Library Renovation/Addition		131/02	6,200	Libraries		6,200
		Weyandt/Walsh Hall Renovation or Replacement, Phase 2 (Construction)		82/10	90,000	Science and Technology		19,700
	Kutztown	Keystone Hall/Fieldhouse Upgrade		40/04, 41/08	21,034	Athletics		20,000
	Lock Haven	Electrical Infrastructure Renovation				Utilities Infrastructure		9,100
		South Ulmer Hall Renovation	OF&E	131/02	813	General Education		800
	Shippensburg	Henderson Hall Replacement		83/06	13,500	Athletics		6,900
	Slippery Rock	McKay Building Renovation/Addition	OF&E	82/10	2,000	General Education		1,200
2015/16 Total								\$129,600
Grand Total								\$655,867

Finance, Administration, and Facilities Committee Meeting

June 29, 2011

SUBJECT: Demolition of Speech and Hearing Center, Edinboro University of Pennsylvania
(INFORMATION)

UNIVERSITIES AFFECTED: Edinboro University of Pennsylvania

BACKGROUND: Edinboro University intends to demolish the Speech and Hearing Center. The speech and hearing services have relocated to the recently constructed Human Services Building.

The center is a one-story, 5,100-square-foot masonry structure constructed in 1960 that has reached the end of its useful life. The building's electrical system is outdated, cooling is provided with window air conditioning units, heat is provided with electrical resistance heaters, and the interior space is inefficient and poorly configured. Overall, it is not economical to renovate the building for other uses.

The demolition will require minor modification to the shared wall with Compton Hall to provide a proper accessible entrance that is ADA compliant. Following demolition, the site will be developed to provide a stop for local bus service.

Demolition will require review by the Pennsylvania Historical and Museum Commission and approval from the Department of General Services.

Supporting Documents Included: Map and photo of property

Other Supporting Documents Available: Project Planning Documentation

Reviewed by: Edinboro University Council of Trustees, March 14, 2011

Prepared by: James S. Dillon

Telephone: (717) 720-4100



Partial Map, Edinboro University of Pennsylvania



Speech and Hearing Center - Edinboro University of Pennsylvania

Finance, Administration, and Facilities Committee Meeting

June 29, 2011

SUBJECT: Property Acquisition, Kutztown University of Pennsylvania (ACTION)

UNIVERSITIES AFFECTED: Kutztown University of Pennsylvania

BACKGROUND: Kutztown University requests approval to purchase property located at 15183 Kutztown Road, Kutztown, Pennsylvania. This property is a vacant lot contiguous with University property and zoned Institutional University.

Valued at approximately \$87,000, the 0.33-acre property is adjacent to the University's Admissions Center on Kutztown Road (also known as Main Street). The University intends to use the lot for Admissions Center visitor parking to help improve the campus visitation experience of prospective students.

MOTION: That the Board of Governors approve Kutztown University's request to purchase property at 15183 Kutztown Road, Kutztown, Pennsylvania.

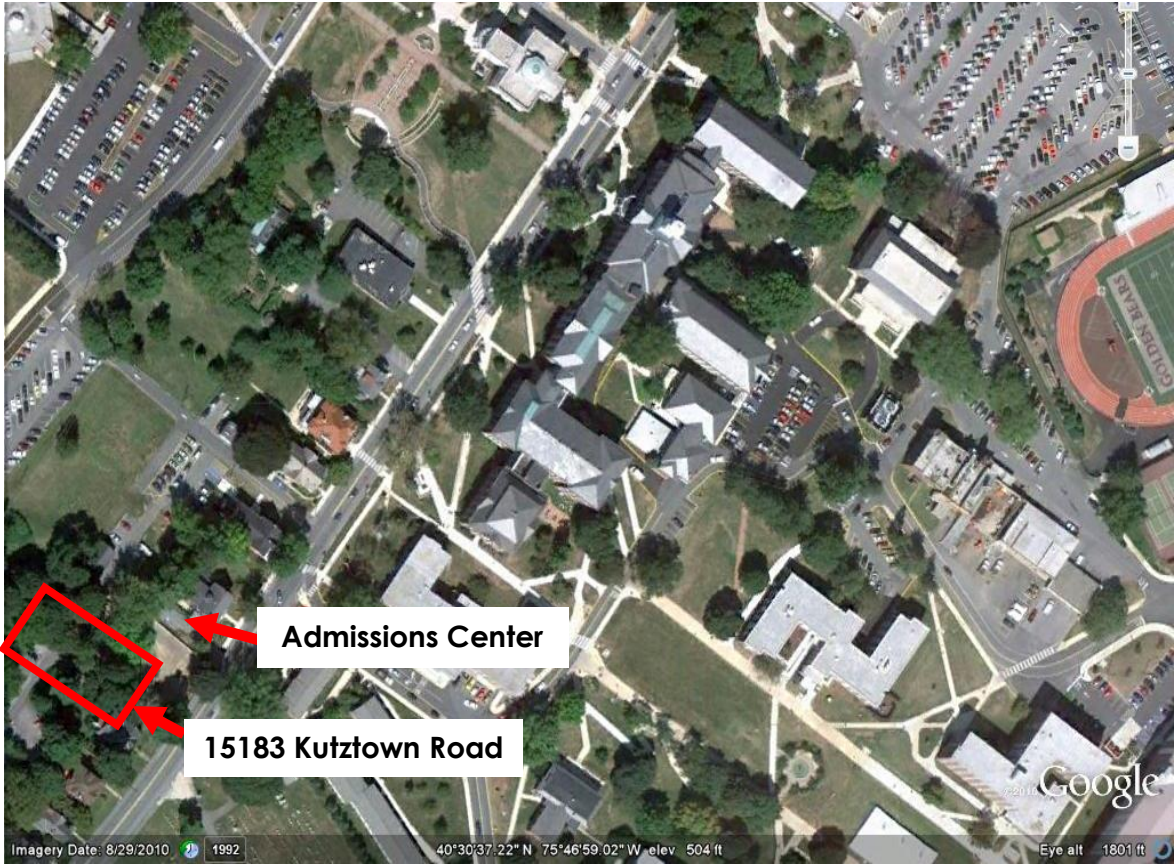
Supporting Documents Included: Map and photo of property

Other Supporting Documents Available: Project Planning Documentation

Reviewed by: Kutztown University's Council of Trustees, June 23, 2011

Prepared by: James S. Dillon

Telephone: (717) 720-4100



Kutztown University of Pennsylvania



15183 Kutztown Road – Kutztown, Pennsylvania



Human Resources Committee Meeting

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

Wednesday, June 29, 2011

Agenda

<u>Item</u>	<u>Page</u>
1. Presidential Evaluation (INFORMATION)	65



Committee Members: Marie Conley Lammando (*Chair*), Harold C. Shields, Aaron A. Walton, and Kenneth M. Jarin (*ex officio*).

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

Human Resources Committee Meeting

June 29, 2011

SUBJECT: Presidential Evaluation (INFORMATION)

UNIVERSITIES AFFECTED: All

BACKGROUND: An update on the presidential evaluation process will be presented along with the identification of triennial evaluations to be completed in 2011-12.

Supporting Documents Included: N/A

Other Supporting Documents Available: N/A

Reviewed by: N/A

Prepared by: Gary K. Dent

Telephone: (717) 720-4158



Audit Committee Meeting

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

Wednesday, June 29, 2011

Agenda

<u>Item</u>	<u>Page</u>
1. 2010-11 Annual Report – Office of Internal Audit and Risk Assessment (OIARA) (INFORMATION)	67
2. Office of Internal Audit and Risk Assessment 2011-12 Annual Budget and Staffing Level (ACTION)	74
3. Office of Internal Audit and Risk Assessment 2011-12 Annual Work Plan (ACTION)	76



Committee Members: Guido M. Pichini, (Chair), C.R. “Chuck” Pennoni, Christine J. Toretti, and Kenneth M. Jarin (*ex officio*).

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

Audit Committee Meeting

June 29, 2011

SUBJECT: 2010-11 Annual Report – Office of Internal Audit and Risk Assessment (OIARA)
(INFORMATION)

UNIVERSITIES AFFECTED: All

BACKGROUND: Board of Governors Policy 1991-06-A, *State System Audit Policy*, requires the Audit Committee to annually report to the full Board of Governors on the Audit Committee's activities.

As indicated in the OIARA 2010-11 Annual Report, significant accomplishments were achieved in completing projects defined within our departmental work plan. The OIARA fulfilled project assignments at all fourteen PASSHE universities and the Office of the Chancellor during fiscal year 2010-11 comprising completion of seventeen audit projects, sixteen special project requests, and three university-wide risk assessments. A fourth risk assessment was initiated in the last quarter of the fiscal year with project completion carrying forward to the upcoming year's work plan.

Supporting Documents Included: Office of Internal Audit and Risk Assessment 2010-11 Annual Report

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

Reviewed by: Guido M. Pichini, Audit Committee Chairman

Prepared by: Dean A. Weber

Telephone: (717) 720-4243



PENNSYLVANIA STATE SYSTEM OF HIGHER EDUCATION Office of Internal Audit and Risk Assessment 2010-11 Annual Report

EXECUTIVE SUMMARY

The Annual Report of the Office of Internal Audit and Risk Assessment (OIARA) is intended to inform the Board of Governors about accomplishments of the System's internal audit and risk assessment function and demonstrate accountability for resources, consistent with our approved 2010-11 work plan. The OIARA provides Audit Committee members with summary notification of concluded projects as they occur. Local Council of Trustee Chairpersons are notified of OIARA completed projects relative to their respective institution.

The OIARA carried out project assignments at all fourteen PASSHE universities and the Office of the Chancellor during the 2010-11 fiscal year. The OIARA work plan contained seven carryover audit projects and eight special project requests that were ongoing at June 30, 2009, all of which are now concluded. The work plan defined audit projects within four categories to include (1) Pre-defined University Initiatives, (2) University Proposed Projects, (3) System Office Proposed Projects, and (4) System-wide Proposed Projects. In total, seventeen audit engagements and sixteen special project requests were completed during the fiscal year. An additional nine audit projects and two special projects remain ongoing and will carry forward to the department's 2011-12 work plan.

Furthermore, University-wide risk assessments were finalized at East Stroudsburg University of Pennsylvania, Edinboro University of Pennsylvania, and Kutztown University of Pennsylvania. A fourth risk assessment was initiated at California University of Pennsylvania with project completion carrying forward to fiscal year 2011-12. The risk assessments produced positive results, providing outcomes for use in process evaluation, enhancements to internal controls and operating procedures, and identification of best practices.

Two System-wide projects were accomplished consisting of (1) an analysis of student fees levied by each Pennsylvania State System of Higher Education (PASSHE) university and (2) a comparative salary analysis of all athletics administrators, including coaches, for Division II sports at all PASSHE universities. Overtime hours for coaches and revenue sources for the Athletics Department were also assessed. Analysis for these projects was inclusive of all fourteen PASSHE institutions.

Four Audit Committee meetings, two Audit Committee Workshops, and one individual meeting with the Audit Committee Chairman were held in compliance with Board of Governors Policy 1991-06-A, *State System Audit Policy*. The Office of Internal Audit and Risk Assessment Advisory Team added Associate Professor Norman Sigmond, Kutztown University, as a new member of the Team.

I believe work of the OIARA has contributed to the efficient and effective operation of the Pennsylvania State System of Higher Education and look forward to further enhancing the professionalism and internal audit efforts of the department. Our goal is to promote internal audit projects based on recognized levels of risk and advance implementation of appropriate internal controls necessary to support the System's mission.

For further information about the contents of this report or any audit engagement mentioned herein, please contact me. Thank you.

Respectfully submitted,

Dean A. Weber

Dean A. Weber, CIA
Director, Office of Internal Audit and Risk Assessment

Annual Report 2010-11

Pennsylvania State System of Higher Education Office of Internal Audit and Risk Assessment

Carryover Audit and Special Project Requests from 2009-10 Work Plan

The following projects were ongoing as of June 30, 2009 and carried forward to the Office of Internal Audit and Risk Assessment's 2010-11 Annual Work Plan.

Audit Projects Carried Forward From 2009-10				
PASSHE University	Project	Field Work in Process or Concluded	Draft Report Issued	Final Report Issued
East Stroudsburg	Affiliated Org./University Relations	✓	✓	2/04/11
Kutztown	Purchasing Card Transactions	<i>Cancelled*</i>		
Lock Haven	Student International Travel	✓	✓	2/14/11
Mansfield	Student Activity Fee Reporting	✓	✓	12/21/10
Shippensburg	College of Business	✓	✓	10/25/10
West Chester	Affiliated Org./University Relations	✓	✓	9/16/10
	University Payroll	✓	✓	6/14/11
Office of the Chancellor	Workforce Leadership Grant	✓	✓	7/13/10

* Planned audit cancelled at the University's request to focus internal audit resources on a higher priority project.

Special Project Requests Carried Forward From 2009-10				
PASSHE University	Project	Field Work in Process or Concluded	Draft Report Issued	Final Report Issued
Cheyney	Admissions Office	✓	✓	9/9/10
	University Scholarships	✓	✓	11/30/10
Clarion	President's Residence Inventory	✓	✓	8/24/10
Indiana	President's Residence Inventory	✓	✓	9/29/10
Lock Haven	Swimming Championship Report	✓	✓	11/10/10
	President's Residence Inventory	✓	✓	8/6/10
Slippery Rock	Women's Law Project	✓	✓	7/29/10
West Chester	Financial Aid Site Follow-up	✓	✓	6/17/11

BOG Approved 2010-11 Work Plan Audits and Special Project Requests

The subsequent charts identify audit and special project requests, the status of field work, issuance of draft reports, final project reports, and those carried forward to next fiscal year.

Work Plan – Audit Projects

Supporting individualized audit initiatives unique to the needs of each institution, university leaders were requested to identify internal audit projects for inclusion within the OIARA annual work plan. Based on proposed requests, prioritized planning resulted in eighteen audit projects and four risk assessments being conducted. University audit plans were developed for each of the identified projects.

Audit Project Status as of June 30, 2011					
PASSHE University	Audit	Field Work in Process or Concluded	Draft Report Issued	Final Report Issued	Carryover 2011/12 Plan
Bloomsburg	Sarbanes Oxley Best Practices	✓	✓		✓
	Athletics Department Analysis	✓	✓	3/17/11	
California	Accounts Payable/Procurement	✓			✓
	Risk Assessment	✓			✓
Clarion	International Study Abroad	✓	✓		✓
East Stroudsburg	Risk Assessment	✓	✓	6/24/11	
Edinboro	Presidential Transition	✓	✓		✓
	Risk Assessment	✓	✓	6/15/11	
Indiana	Sarbanes Oxley Best Practices	✓	✓		✓
Kutztown	Risk Assessment	✓	✓	3/30/11	
Lock Haven	Presidential Transition	✓			✓
	Student Data Base Review	✓			✓
	George Rhodes Student Life Fund	✓	✓	6/3/11	
Mansfield	Athletics Summer Camps	✓	✓	3/18/11	
Millersville	Sarbanes Oxley Review	✓	✓		✓
Shippensburg	NCAA Agreed Upon Procedures	✓	✓	11/30/10	
Slippery Rock	DCED Attestation	✓	✓	12/21/10	
	Art Department	✓			✓
Office of the Chancellor	Treasury	✓	✓	3/28/11	
	System-wide Student Fee Analysis	✓	✓	5/24/11	
	System-wide Athletics Salary Analysis	✓	✓	6/16/11	
	Work Force Leadership Grants <u>Two individual Audits:</u> Luzerne County Community College Harrisburg University	✓ ✓	✓ ✓	6/15/11 2/24/11	

Work Plan - Special Project Requests

During fiscal year 2010-11, ten new special project requests were undertaken by the OIARA of which nine have been completed. Audit field work is underway on the remaining project and will conclude during the first quarter of fiscal year 2010-11.

Special Project Request Status as of June 30, 2011					
PASSHE University	Special Project	Field Work in Process or Concluded	Draft Report Issued	Final Report Issued	Carryover 2011/12 Plan
Bloomsburg	Dept. of Ed. Financial Aid Response	✓	✓	9/7/10	
Cheyney	Center City Site Audit	✓	✓	4/11/11	
	Procurement Practices Complaint	✓	✓	6/7/11	
East Stroudsburg	Vendor Self Payments	✓	✓	3/25/11	
Indiana	Dining Services Bid Analysis	✓	✓	12/21/10	
Slippery Rock	Anonymous Complaint	✓	✓	6/1/11	
West Chester	Inappropriate use of University Assets	✓	✓	7/22/10	
	Steinway Piano Review	✓	✓	2/11/11	
	Financial Aid Packaging	✓			✓
	Employee Vendor Analysis	✓			✓

Audit Committee/Workshop Meetings

Following is a summary of meeting dates and agenda items addressed during the meetings:

July 22, 2010

Committee meeting agenda items included (1) Office of Internal Audit and Risk Assessment 2010-11 Annual Work Plan Approval (Action), (2) Departmental Budget and Staffing Level for 2010-11 (Action), and (3) 2009-10 Annual Report (Informational).

October 7, 2010

Committee Workshop meeting in accordance with requirements of Board Policy, the Audit Committee met to review PASSHE's audited financial statements for fiscal year ended June 30, 2010.

October 13, 2010

Committee meeting agenda items included (1) Office of Internal Audit and Risk Assessment Informational Update (Informational).

March 10, 2011

Meeting with incoming Audit Committee Chairman, Guido Pichini, to provide an update of OIARA activities.

April 7, 2011

Audit Committee meeting agenda items included (1) Office of Internal Audit and Risk Assessment Project Update (Information) and (2) Executive Contract Extension.

May 16, 2011

Committee Workshop meeting with ParenteBeard, LLC, planning for the 2010-11 year-end financial audit of the Pennsylvania State System of Higher Education.

Advisory Team Activity

The OIARA Advisory Team added Associate Professor Norman Sigmond, Kutztown University of Pennsylvania, as a new member of the Team.

Audit Committee Meeting

June 29, 2011

SUBJECT: Office of Internal Audit and Risk Assessment 2011-12 Annual Budget and Staffing Level (ACTION)

UNIVERSITIES AFFECTED: All

BACKGROUND: Board of Governors Policy 1991-06-A, *State System Audit Policy*, requires the Audit Committee review and recommend for approval the Office of Internal Audit and Risk Assessment's proposed budget and staffing level. It also specifies the division's cost is to be funded as a direct Board of Governors' expense to the legislative appropriation prior to allocation, based on the System's funding formula.

MOTION: That the Board of Governors approve the Office of Internal Audit and Risk Assessment's fiscal year 2011-12 proposed budget and staffing level (attached).

Supporting Documents Included: Budget Summary (Office of Internal Audit and Risk Assessment's 2011-12 Budget and Staffing Level)

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

Reviewed by: Guido M. Pichini, Audit Committee Chairman

Prepared by: Dean A. Weber

Telephone: (717) 720-4243

Pennsylvania State System of Higher Education Internal Audit and Risk Assessment Budget

Revenue/Sources	FY 2010/11	FY 2011/12	Change	%
Appropriations	\$880,452	\$830,296	(\$50,156)	-5.7%
Use of Carryforward Fund Balance	-	57,868	57,868	n/a
Total Revenue/Sources	\$880,452	\$888,164	\$7,712	0.9%
Expenditures and Transfers				
Compensation Summary**				
Salaries & Wages	\$527,583	\$516,579	(\$11,004)	-2.1%
Benefits	216,952	211,856	(5,096)	-2.3%
Subtotal, Compensation	\$744,535	\$728,435	(\$16,100)	-2.2%
Services and Supplies	135,917	159,729	23,812	17.5%
Total Expenditures and Transfer	\$880,452	\$888,164	\$7,712	0.9%
Revenue/Sources Less Expenditures/Transfers				
	\$0	\$0	\$0	0.0%

FTE Employees	FY 2010/11	FY 2011/12	Change	%
AFSCME	1.00	1.00	0.00	0%
Nonrepresented	6.00	6.00	0.00	0%
Total Employees	7.00	7.00	0.00	0%

Audit Committee Meeting

June 29, 2011

SUBJECT: Office of Internal Audit and Risk Assessment 2011-12 Annual Work Plan (ACTION)

UNIVERSITIES AFFECTED: All

BACKGROUND: Board of Governors Policy 1991-06-A, *State System Audit Policy*, requires the Audit Committee review and recommend for approval the Office of Internal Audit and Risk Assessment's Annual Work Plan.

The proposed fiscal year 2011-12 work plan was developed to meet the internal audit needs of each university and the Office of the Chancellor.

MOTION: That the Board of Governors approve the Office of Internal Audit and Risk Assessment's Annual Work Plan for fiscal year 2011-12.

Supporting Documents Included: OIARA 2011-12 Annual Work Plan

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

Reviewed by: Guido M. Pichini, Audit Committee Chairman

Prepared by: Dean A. Weber

Telephone: (717) 720-4243



PENNSYLVANIA STATE SYSTEM OF HIGHER EDUCATION OFFICE OF INTERNAL AUDIT and RISK ASSESSMENT 2011-12 ANNUAL WORK PLAN

Work Plan Process Development

The OIARA 2011-12 work plan contains ongoing carryover projects from the prior year, newly identified project initiatives, university risk assessments, and special project requests. The plan was developed to meet the internal audit needs of each university and the Office of the Chancellor.

Carryover 2010-11 Annual Work Plan Assignments - Ongoing

The prior year's work plan, approved at the July 2010 Board of Governors' meeting, covered the period spanning fiscal year 2010-11. The OIARA is presently completing work on twelve assignments (audits, risk assessment, and special projects) that are carrying forward for completion during fiscal year 2011-12.

New 2011-12 Work Plan Initiatives

Audit projects contained within the Department's proposed 2011-12 work plan support PASSHE's strategic planning and include completion of university-based risk assessments, National Collegiate Athletic Association (NCAA) Agreed Upon Procedure reviews, internal audit projects intended to assess internal controls, operational processes and compliance with existing policies and guidelines.

Completion of the NCAA Agreed Upon Procedures by the OIARA will provide an estimated \$130,000 overall cost savings this fiscal year by not outsourcing this required review for Division II institutions to an external public accounting firm.

University Proposed Audit Projects

University-based projects, contained within the 2011-12 fiscal year work plan, include the following:

- Affiliated Entities
- University Book Store
- Enrollment Management
- IT General Controls Review
- Presidential Transition
- Purchasing Cycle
- Cash Collection
- Fixed Assets
- National Collegiate Athletic Association – Agreed Upon Procedures Attestation

System Office Proposed Project

Within the Office of the Chancellor, the OIARA will complete a review of the performance funding model, verifying distribution of Board of Governors approved performance funding monies based upon program guidelines.

System-wide Proposed Project

From a System-wide perspective, the OIARA will perform an analysis of Dual Compensation payments to PASSHE employees, ensuring consistency in payment calculations, administration and application.

University Risk Assessment Exercise

University risk assessments, with an overarching goal affording for prioritized internal audit planning based on recognized levels of risk exposure and impact of potential liabilities, will be conducted at four selected universities during the plan year.

Special Projects

Board of Governors Policy 1991-09-A, *State System Audit Policy*, provides for the Office of Internal Audit and Risk Assessment to conduct special project audits and investigations as requested by the Board of Governors, the Chancellor and University Presidents, as well as outside entities, e.g., the Commonwealth's Auditor General or Inspector General. Projects of this nature will be considered as presented throughout the course of fiscal year 2011-12.

Office of Internal Audit and Risk Assessment

2011-2012 Work Plan

University	Carryover Project(s)	Project #1	Project #2	Project #3
Bloomsburg	Sarbanes Oxley Best Practices	Risk Assessment	NCAA	
California	(1) Risk Assessment (2) Accounts Payable	Affiliated Entities	NCAA	
Cheyney		Campus Book Store	Purchasing Cycle	
Clarion	International Study Abroad	Risk Assessment	Affiliated Entities	
East Stroudsburg		NCAA	Presidential Transition	
Edinboro	Presidential Transition	Affiliated Entities	NCAA	
Indiana	Sarbanes Oxley Best Practices	Affiliated Entities	NCAA	
Kutztown		Enrollment Management	NCAA	Affiliated Entities
Lock Haven	(1) Presidential Transition (2) Student Data Base Access	Affiliated Entities	NCAA	
Mansfield		IT General Review	Affiliated Entities	
Millersville	Sarbanes Oxley Best Practices	Risk Assessment	NCAA	
Shippensburg		Affiliated Entities	Cash Collection	
Slippery Rock	Art Department	Presidential Transition	NCAA	
West Chester	(1) Employee/Vendor Analysis (2) Financial Aid Packaging	Risk Assessment	NCAA	Fixed Assets
Office of the Chancellor		Performance Funding	Dual Compensation	

* Special Project Requests (as proposed) and follow-up review of prior year's audit findings will also be completed.





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, June 30, 2011
9:00 a.m.

Agenda

Call to Order and Roll Call of the Members

Pledge of Allegiance

Approval of the Minutes of the April 7, 2011 and April 18, 2011 Meetings

Remarks of the Chair Board Chair

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. Summary of Academic Program Actions: July 1, 2010 – June 30, 2011
 2. New Academic Programs Approved in the Past Five Years (2006-2011): Enrollment Report
 3. PASSHE's Professional Science Master's (PSM) Initiative
 4. Approval of a New Master of Science Degree Program in Integrated Scientific Applications at Millersville University of Pennsylvania

Academic and Student Affairs (continued)

5. Approval of New Master of Science Degree Program in Strategic Studies in Weapons of Mass Destruction at Indiana University of Pennsylvania
6. Approval of a New Bachelor of Arts Degree Program in Jurisprudence at California University of Pennsylvania
7. Requests for Exceptions to the 120-Credit Requirement in Board of Governors' Policy 1990-06-A: *Academic Degrees*

B. External Relations Chair

1. Legislative Update

C. Finance, Administration, and Facilities Mr. C.R. "Chuck" Pennoni

1. Fiscal Year 2011/12 Operating Budget Update
2. Fiscal Year 2011/12 Tuition and Technology Tuition Fee Rates
3. Fiscal Year 2011/12 Educational and General Appropriation Allocation
4. Fiscal Year 2011/12 Capital Spending Plan and Capital Budget Authorization Request
5. Demolition of Speech and Hearing Center, Edinboro University of Pennsylvania
6. Property Acquisition, Kutztown University of Pennsylvania

D. Human Resources Ms. Marie Conley Lammando

1. Presidential Evaluation

E. Audit Mr. Guido M. Pichini

1. 2010-11 Annual Report – Office of Internal Audit and Risk Assessment (OIARA)
2. Office of Internal Audit and Risk Assessment 2011-12 Annual Budget and Staffing Level
3. Office of Internal Audit and Risk Assessment 2011-12 Annual Work Plan

Board Action Board Chair

1. Resolutions:
 - Paul S. Dlugolecki
 - Thomas M. "Doc" Sweitzer
2. Approval of Meeting Dates

Other Business Board Chair

Announcements

Adjournment



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

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

Board Meeting

June 30, 2011

SUBJECT: Approval of Meeting Dates (ACTION)

UNIVERSITIES AFFECTED: All

BACKGROUND: Board of Governors' meeting calendar through 2014 is attached.

MOTION: That the Board of Governors approve the meeting dates in the attached Board of Governors' Meeting Calendar.

Supporting Documents Included: Board of Governors' Meeting Calendar

Other Supporting Documents Available: N/A

Reviewed by: N/A

Prepared by: Peter H. Garland

Telephone: (717) 720-4010



Board of Governors' Meeting Calendar 2011-2014

Unless otherwise noted, all meetings will be held in the Administration Building, Dixon University Center, 2986 North Second Street, Harrisburg, Pennsylvania.

2011	Wednesday and Thursday Wednesday and Thursday	July 20 and 21 June 29 and 30 October 5 and 6
2012	Wednesday and Thursday Wednesday and Thursday Wednesday and Thursday Wednesday and Thursday	January 18 and 19 April 4 and 5 July 11 and 12 June 27 and 28 October 10 and 11
2013	Wednesday and Thursday Wednesday and Thursday Wednesday and Thursday Wednesday and Thursday	January 23 and 24 April 10 and 11 July 10 and 11 June 26 and 27 October 16 and 17
2014	Wednesday and Thursday Wednesday and Thursday Wednesday and Thursday Wednesday and Thursday	January 22 and 23 April 9 and 10 June 25 and 26 October 8 and 9

Revised: June 30, 2011