



Board of Governors' Quarterly Meeting Agenda

Wednesday, June 27, 2012

1:30 p.m.

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

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

Thursday, June 28, 2012

9:00 a.m.

Meeting of the Board of Governors (Boardroom)

Adjournment



Board of Governors' Quarterly Meeting Agenda

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

Agenda Summary

Wednesday, June 27, 2012
1:30 p.m.

- **Board of Governors' Meeting**
 - Resolutions: (ACTION)
 - Robert J. Dillman, President of East Stroudsburg University of Pennsylvania
 - David J. Werner, Interim President of Indiana University of Pennsylvania
- **Academic and Student Affairs**
 - Summary of Academic Program Actions: July 1, 2011 – June 30, 2012 (INFORMATION)
 - New Academic Programs Approved in the Past Five Years (2007-2012): Enrollment Report (INFORMATION)
 - Approval of an Associate of Applied Science Degree in Applied Technology at Edinboro University of Pennsylvania (ACTION)
 - Approval of an Associate of Applied Science Degree in Natural Gas Production and Services at Mansfield University of Pennsylvania (ACTION)
 - Approval of a Bachelor of Science Degree in Safety Management at Mansfield University of Pennsylvania (ACTION)
 - Approval of a Master of Science Degree in Clinical Mental Health Counseling at Lock Haven University of Pennsylvania (ACTION)
 - Approval of a Master of Science Degree in Sport Science at Lock Haven University of Pennsylvania (ACTION)

- **Audit**
 - 2011-12 Annual Report – Office of Internal Audit and Risk Assessment (OIARA) (INFORMATION)
 - Office of Internal Audit and Risk Assessment 2012/13 Annual Budget and Staffing Level (ACTION)
 - Office of Internal Audit and Risk Assessment 2012/13 Annual Work Plan (ACTION)
- **External Relations**
 - Advocacy Update (INFORMATION)
 - Legislative Update (INFORMATION)
 - PASSHE Foundation Update (INFORMATION)
- **Finance, Administration, and Facilities**
 - Fiscal Year 2012/13 Operating Budget Update (INFORMATION)
 - Fiscal Year 2012/13 Tuition and Technology Tuition Fee Rates (ACTION)
 - Fiscal Year 2012/13 Educational and General Appropriation Allocation (ACTION)
 - Fiscal Year 2012/13 Capital Spending Plan and Capital Budget Authorization Request (ACTION)
 - Property Acquisition, Bloomsburg University of Pennsylvania (ACTION)
 - Demolition of Kieffer, Lackhove, McCune, and Seavers Halls, Shippensburg University of Pennsylvania (INFORMATION)
- **Human Resources**
 - Committee Update (INFORMATION)
- **Executive**
 - PASSHE Strategic Plan (INFORMATION)

Board of Governors' Meeting
Thursday, June 28, 2012
9:00 a.m.

- **Board**
 - Recognition of NCAA Division 2 Champions – West Chester University of Pennsylvania
 - Men's Baseball
 - Women's Field Hockey
 - Approval of Meeting Dates (ACTION)
 - Election of Board Officers (ACTION)



Board of Governors' Quarterly Meeting Agenda

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

Wednesday, June 27, 2012
1:30 p.m.

Agenda

Call to Order and Roll Call of the Members

Remarks of the Chair Chairman Guido M. Pichini

Remarks of the Chancellor Dr. John C. Cavanaugh

Action Items

- Resolutions:
 - Robert J. Dillman, President of East Stroudsburg University of Pennsylvania
 - David J. Werner, Interim President of Indiana University of Pennsylvania

Adjournment



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

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



Academic and Student Affairs Committee Meeting

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

Wednesday, June 27, 2012

Agenda

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

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

Academic and Student Affairs Committee Meeting

June 27, 2012

SUBJECT: Summary of Academic Program Actions: July 1, 2011–June 30, 2012
(INFORMATION)

UNIVERSITIES AFFECTED: All

BACKGROUND: During the 2011-12 academic year, with the approval of the Board of Governors and/or the Office of the Chancellor, PASSHE Universities added four graduate and six undergraduate programs, six minors, and two graduate certificates to their curricular offerings. During the same period, twenty-nine programs were placed in moratorium, four programs were discontinued, twenty programs were reorganized, and one program was reinstated from moratorium.

A complete list of program actions for the academic year is provided, and includes reorganized programs at PASSHE Universities.

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.

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

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

Supporting Documents Included: Academic Program Actions, June 30, 2011–June 8, 2012

Other Supporting Documents Available: N/A

Reviewed by: Chief Academic Officers

Prepared by: James D. Moran

Telephone: (717) 720-4200

**PENNSYLVANIA STATE SYSTEM OF HIGHER EDUCATION
ACADEMIC PROGRAM ACTIONS
June 30, 2011—June 8, 2012**

NEW PROGRAMS

University	Program Name	Degree	Approved
Bloomsburg	Technical Leadership	B.A.S.	1/19/2012
Bloomsburg	Middle East Studies	Minor	5/29/2012
California	Jurisprudence	B.A.	6/30/2011
California	Mechatronics Engineering Technology	B.S.	4/5/2012
Clarion	Allied Health Leadership	B.S.	1/19/2012
Clarion	Technology Leadership	B.A.S.	4/5/2012
Clarion	Marketing	Minor	5/31/2012
Indiana	Safety Sciences	Ph.D.	10/6/2011
Indiana	Strategic Studies in Weapons of Mass Destruction	M.S.	6/30/2011
East Stroudsburg	Chinese Language and Culture	Minor	4/24/2012
East Stroudsburg	Public Health	Graduate Certificate	9/16/11
East Stroudsburg	Reading Supervisor	Graduate Certificate	9/16/11
Edinboro	Business Administration	Minor	3/29/2012
Kutztown	Art History	Minor	4/24/2012
Millersville	Entrepreneurship	Minor	4/10/2012
Millersville	Integrated Scientific Applications	M.S.	6/30/2011
Shippensburg	Science Education	M.A.T	1/19/2012
Shippensburg	Software Engineering	B.S.	4/5/2012

PROGRAMS PLACED IN MORATORIUM

University	Program Name	Degree
Bloomsburg	Special Education	PDE Certification Program
California	Special Education	PDE Certification Program
California	Secondary French Education	PDE Certification Program
California	French	M.A.T
Clarion	Education/Library Science	B.S.L.S
Edinboro	Social Science	B.A.
Edinboro	Spanish	B.A.
Edinboro	Spanish	B.S.Ed.
Edinboro	German	B.S.Ed.
Edinboro	Industrial and Trade Leadership	B.S.
Edinboro	Public Accounting	Certificate
Edinboro	Information Technology	M.S.
Edinboro	Theatre Arts *	B.A.
Indiana	Applied Physics	B.S.
Indiana	Business Technology Support	B.S.
Indiana	Mathematics	M.Ed.
Indiana	Chemistry	M.A.
Kutztown	Electronic Media	M.S.
Kutztown	Sociology with Paralegal Studies	B.A
Kutztown	Human Resource Management	B.A.
Kutztown	School Nurse Education	PDE Certification Program
Kutztown	Industrial Organizational Psychology	Minor
Lock Haven	Special Education	B.S.
West Chester	Leadership for Women *	M.S.A.
West Chester	Leadership for Women *	Certificate
West Chester	Latin *	B.A.
West Chester	Biochemistry *	B.S.
West Chester	Comparative Literature *	Minor
West Chester	School Nurse Education *	PDE Certification Program

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.

*These programs were placed into moratorium prior to June 30, 2011; however, they were omitted in the 2010-11 Summary of Program Actions.

DISCONTINUED PROGRAMS

University	Program Name	Degree
California	Early Childhood Education	M.Ed.
California	Public School Nursing	PDE Certification Program
Indiana	German	B.A.
Indiana	Secondary German Education	B.S.Ed.

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

REORGANIZED PROGRAMS

University	Program Name	Degree	Change
Bloomsburg	Languages and Cultures	B.A.	The B.A. programs in French, German, and Spanish were reorganized as concentrations under this new B.A.
California	Technology Management	B.S.	Reorganized from the B.S., Industrial Technology
Cheyney	Fine Arts	B.A.	The B.A. programs in Art, Music, and Theater Arts were reorganized as concentrations under this new B.A.
East Stroudsburg	Public Health	B.S.	Reorganized from the B.S. in Health Services Administration program.
East Stroudsburg	Criminal Justice	B.S.	Reorganized from the B.A. in Sociology
East Stroudsburg	Social Work	B.S.	Reorganized from the B.A. in Sociology
Edinboro	School Psychology	Ed.S.	Reorganized from the M.S. in School Psychology
Edinboro	Psychology	B.S.	Reorganized from the B.A., Psychology program
Indiana	Clinical Mental Health Counseling	M.A.	Renamed from Community Counseling and revised to meet licensure and accreditation standards
Indiana	Counseling	M.Ed.	Revised to allow candidates to receive K-12 certification
Indiana	Safety, Health and Environmental Applied Science	B.S.	Renamed from Safety Science and revised to meet accreditation standards by ASAC
Lock Haven	B.A. Foreign Language	B.A.	The B.A. programs in French and Spanish were reorganized as concentrations under this new B.A.

Lock Haven	Disability and Community Services	B.S.	Reorganized from the B.S., Special Education program.
Lock Haven	Interdisciplinary Studies	B.S.	Reorganized from the B.S. General Studies program
West Chester	Clinical Mental Health	Letter of Completion	The award was changed from a post-master certificate to the post-master letter of completion
West Chester	Professional Counselor Licensure Preparation	Letter of Completion	The award was changed from a post-master certificate to the post-master letter of completion
West Chester	Latin American and Latino Studies	Minor	Renamed from Latin American Studies
West Chester	Environmental Health	B.S.	Renamed from Public Heath/Environmental Health
West Chester	Health Care Management	Graduate Certificate	Renamed from Heath Care Administration
West Chester	Geographic Information Systems	Graduate Certificate	Reorganized from the Geographic Technology graduate certificate

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

REINSTATED PROGRAMS

University	Program Name	Degree
East Stroudsburg	General Sciences	M.S.

The M.S. in General Sciences was reinstated from moratorium. The program was reorganized and a new Professional Science Masters track was added. The new track is titled 'Application of Geographic Information Systems (GIS)/Remote Sensing (RI) to Environmental Science.'

Academic and Student Affairs Committee Meeting

June 27, 2012

SUBJECT: New Academic Programs Approved in the Past Five Years (2007–2012): Enrollment Report (INFORMATION)

UNIVERSITIES AFFECTED: All

BACKGROUND: An annual report on student enrollment data in new academic programs approved in the past five years (2007 – 2012) is presented, as requested by the Board. The report presents actual and projected enrollments for all new academic programs approved, 2007 – 2012. For “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. For “Projected Enrollments,” data are based upon enrollment projections, as presented in the new program proposal.

A pilot will be conducted to review new academic programs in the past five years based on an analysis of student credit hours and revenue generated compared to revenue projected, to present a financial picture of approved programs. The results of the review will be presented at the October Board of Governors' meeting.

Supporting Documents Included: New Academic Programs Approved in the Past Five Years (2007 – 2012): Enrollment Report

Other Supporting Documents Available:

Reviewed by: Chief Academic Officers

Prepared by: James D. Moran

Telephone: (717) 720-4200

**New Academic Programs Approved in the Past Five Years (2007 – 2012):
Enrollment Report ***
June 27, 2011

Bloomsburg University

M.Ed. Guidance Counseling and Student Affairs (Approved January 2007 for Fall 2007 implementation)

	2007-08	2008-09	2009-10	2010-11	2011-12
Actual Enrollments	7	35	67	70	93
Projected FTE Enrollments	69	119	119	119	119

M.S. Clinical Athletic Training (Approved October 2007 for Fall 2008 implementation)

	2007-08	2008-09	2009-10	2010-11	2011-12
Actual Enrollments		2	10	10	7
Projected FTE Enrollments		25	44	54	61

M.Ed. School-Based Speech Language Pathology (Approved April 2009 for Fall 2009 implementation)

	2007-08	2008-09	2009-10	2010-11	2011-12
Actual Enrollments			26	43	35
Projected FTE Enrollments			63	88	88

M.A. Public Policy and International Affairs (Approved July 2010 for Fall 2011 implementation)

	2007-08	2008-09	2009-10	2010-11	2011-12
Actual Enrollments					8
Projected FTE Enrollments					20

California University

B.S. Commercial Music Technology (Approved January 2009 for Fall 2009 implementation)

	2007-08	2008-09	2009-10	2010-11	2011-12
Actual Enrollments				42	64
Projected FTE Enrollments				16	32

M.S.N., Nursing Administration and Leadership (online) (Approved July 2009 for Fall 2010 implementation)

	2007-08	2008-09	2009-10	2010-11	2011-12
Actual Enrollments				27	30
Projected FTE Enrollments				35	70

B.A. Arabic Language and Culture (Approved April 2011 for Fall 2011 implementation)

	2007-08	2008-09	2009-10	2010-11	2011-12
Actual Enrollments					9
Projected FTE Enrollments					30

Cheyney University

B.S. Graphic Design (Approved April 2009 for Fall 2009 implementation) – delayed initiation

	2007-08	2008-09	2009-10	2010-11	2011-12
Actual Enrollments				18	21
Projected FTE Enrollments				10	18

B.A. Liberal Studies (Approved July 2009 for Fall 2009 implementation) – delayed initiation

	2007-08	2008-09	2009-10	2010-11	2011-12
Actual Enrollments				11	22
Projected FTE Enrollments				15	29

East Stroudsburg University

M.S. Athletic Training (Approved October 2007 for Spring 2008 implementation)

	2007-08	2008-09	2009-10	2010-11	2011-12
Actual Enrollments		25	44	43	41
Projected FTE Enrollments		25	35	35	35

M.S. Information Security (Approved July 2009 for Fall 2010 implementation)

	2007-08	2008-09	2009-10	2010-11	2011-12
Actual Enrollments			4	8	8
Projected FTE Enrollments			6	6	10

Edinboro University

B.S. Industrial and Engineering Administration (Approved April 2011 for Fall 2011 implementation)

	2007-08	2008-09	2009-10	2010-11	2011-12
Actual Enrollments					5
Projected FTE Enrollments					10

Indiana University

B.A. Asian Studies (Approved October 2007 for Spring 2008 implementation)

	2007-08	2008-09	2009-10	2010-11	2011-12
Actual Enrollments		21	38	44	40
Projected FTE Enrollments		3	6	10	15

Ph.D. Nursing (Approved January 2008 for Spring 2008 implementation)

	2007-08	2008-09	2009-10	2010-11	2011-12
Actual Enrollments		17	14	26	21
Projected FTE Enrollments		9	13	24	20

M.A. Applied Archaeology (Approved April 2008 for Fall 2008 implementation)

	2007-08	2008-09	2009-10	2010-11	2011-12
Actual Enrollments			17	33	28
Projected FTE Enrollments			11	22	22

Ph.D. Communications Media and Instructional Technology (Approved April 2008 for Fall 2008 implementation)

	2007-08	2008-09	2009-10	2010-11	2011-12
Actual Enrollments		21	40	51	60
Projected FTE Enrollments		11	25	36	42

Lock Haven University**M.Ed. Educational Leadership (Approved April 2008 for Fall 2008 implementation) – delayed admission until Fall 2012**

	2007-08	2008-09	2009-10	2010-11	2011-12
Actual Enrollments					12
Projected FTE Enrollments					20

B.S.N. Nursing (online) (Approved July 2009 for Fall 2009 implementation)

	2007-08	2008-09	2009-10	2010-11	2011-12
Actual Enrollments			13	26	47
Projected FTE Enrollments			23	44	47

Mansfield University**M.A. Organizational Leadership (Approved October 2008 for Spring 2009 implementation)**

	2007-08	2008-09	2009-10	2010-11	2011-12
Actual Enrollments			32	41	31
Projected FTE Enrollments			8	21	29

B.S. Graphic Design (Approved January 2008 for Fall 2008 implementation)

	2007-08	2008-09	2009-10	2010-11	2011-12
Actual Enrollments			46	60	69
Projected FTE Enrollments			10	25	47

Millersville University**B.S. Allied Health Technologies (Approved October 2008 for Spring 2009 implementation)**

	2007-08	2008-09	2009-10	2010-11	2011-12
Actual Enrollments			3	24	50
Projected FTE Enrollments			90	100	110

Shippensburg University

B.S. Computer Engineering (Approved April 2011 for Fall 2011 implementation)

	2007-08	2008-09	2009-10	2010-11	2011-12
Actual Enrollments					13
Projected FTE Enrollments					7

Slippery Rock University

M.S. Adapted Physical Activity (Approved April 2008 for Fall 2008 implementation)

	2007-08	2008-09	2009-10	2010-11	2011-12
Actual Enrollments				22	16
Projected FTE Enrollments				14	16

M.A. Criminology and Criminal Justice (Approved April 2009 for Fall 2009 implementation)

	2007-08	2008-09	2009-10	2010-11	2011-12
Actual Enrollments				24	32
Projected FTE Enrollments				16	32

West Chester University

M.S. Exercise and Sport Physiology (Approved July 2010 for Fall 2010 implementation) – delayed initiation until Spring 2011

	2007-08	2008-09	2009-10	2010-11	2011-12
Actual Enrollments					4
Projected FTE Enrollments					23

Notes:

Actual Enrollments:

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

Projected FTE Enrollments:

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

Programs approved by the Board of Governors but not yet implemented:

- Bloomsburg
 - B.A.S. Technical Leadership (Approved January 2012 for Fall 2012 implementation)

- California
 - B.A. Jurisprudence (Approved June 2011 for Fall 2012 implementation)
 - B.S. Mechatronics Engineering Technology (Approved April 2012 for Fall 2013 implementation)
- Clarion
 - B.S. Allied Health Leadership (Approved January 2012 for Fall 2012 implementation)
 - B.A.S. Technology Leadership (Approved April 2012 for Fall 2012 implementation)
- Indiana
 - Ph.D. Safety Sciences (Approved October 2011 for Fall 2012 implementation)
 - M.A. Spanish (Approved October 2010 for Fall 2011 implementation)
 - M.S. Strategic Studies in Weapons of Mass Destruction (Approved June 2011 for Fall 2011 implementation)
- Millersville
 - M.S. Integrated Scientific Applications (Approved June 2011 for Fall 2011 implementation)
- Shippensburg
 - M.A.T. Science Education (Approved January 2012 for Summer 2012 implementation)
 - B.S. Software Engineering (Approved April 2012 for Fall 2012 implementation)

Programs approved by the Board of Governors currently in moratorium for purposes of reorganization:

- Indiana
 - M.S. Health Services Administration (approved January 2007 for Fall 2007 implementation)

Academic and Student Affairs Committee Meeting

June 27, 2012

SUBJECT: Approval of an Associate of Applied Science Degree in Applied Technology at Edinboro University of Pennsylvania (ACTION)

UNIVERSITIES AFFECTED: Edinboro University of Pennsylvania

BACKGROUND: Edinboro University of Pennsylvania proposes an Associate of Applied Science Degree in Applied Technology. The Applied Technology program is designed to produce graduates with an applied multidisciplinary skill set and knowledge that integrates technical training and business acumen to enable career progression in technical fields. The Associate of Applied Science program provides an opportunity for those with technical certification or training from other accredited institutions to complete a relevant associate degree. Multiple tracks from which students can choose in accordance with their career progression goals include: Heating, Ventilation, and Air Conditioning Technology; Industrial Engineering Technology; Environmental Engineering Technology; and Civil Engineering Technology.

Edinboro University of Pennsylvania's Associate of Applied Science in Applied Technology addresses a critical need in a region of the Commonwealth that is heavily reliant on a competitive manufacturing base. This program will prepare students for occupations such as engineering technicians, industry team leaders, quality coordinators, new product development coordinators, and sales specialists, among others.

MOTION: That the Board of Governors approve the Associate of Applied Science Degree in Applied Technology at Edinboro University of Pennsylvania.

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

Other Supporting Documents Available: Degree Proposal

Reviewed by: N/A

Prepared by: James D. Moran

Telephone: (717) 720-4200

**Executive Summary of New Degree Program Proposal
Associate of Applied Science Degree in Applied Technology
Edinboro University of Pennsylvania**

June 27, 2012

1. Appropriateness to Mission

Edinboro University proposes to offer a new interdisciplinary degree program, the Associate of Applied Science (A.A.S) in Applied Technology, in support of our mission to provide educational opportunity with practical application. The program is designed to prepare graduates with an applied multidisciplinary skillset and knowledge that integrates technical training and business acumen to enable career progression in technical fields.

The A.A.S. program provides an opportunity for those with technical certification or training from other accredited institutions to complete a relevant associate degree. This program will prepare students for occupations such as engineering technicians, industry team leaders, quality coordinators, new product development coordinators and sales specialists among others. The A.A.S. program will be attractive to students currently working in the manufacturing sector and to those pursuing, or who had previously completed, certificate-level training in engineering technology at a university or other specialized training at community colleges or technical schools, or who have completed an apprenticeship.

Edinboro University is located in a region of the Commonwealth that remains heavily reliant on a competitive manufacturing base. With the lack of a community college in the region, the proposed program aligns with the Pennsylvania State System of Higher Education's Strategic Directions as well as Edinboro's mission and strategic goals through the development of a Science, Technology, Engineering, and Mathematics (STEM) applied associate degree that is designed to meet the current and emerging workforce of the region and Commonwealth.

The program would be delivered at Edinboro University's off-campus locations in Erie and Meadville, both of which are the epicenters of industry and manufacturing in the region. It will be convenient for students, many of whom are balancing work and life.

2. Need

The Pennsylvania Career Guide 2010-2011(Pennsylvania Department of Labor) indicated that jobs in Advanced Material and Diversified Manufacturing (AMDM) include, "high-paying positions such as welders, machinists, electrical engineers, tool and die makers, and many more." Several of the key occupations in this cluster are those in which students will receive credit for training or work experience upon their enrollment in the A.A.S. in Applied Technology. The PA Career Guide states that traditionally AMDM jobs needed only on-the-job training, but continual technological advancements require a workforce with higher skills and more postsecondary education.

Erie County is the largest urban area in the northwest tier. Erie County ranked fourth when compared to peer communities in Michigan, Texas, and Ohio with a 4.8 percent increase year-to-year in manufacturing jobs, rising from 20,500 to 21,500 jobs. Manufacturing is the second largest job-providing industry in the county. (Erie Times-News, April 13, 2012)

3. Academic Integrity

The curriculum is based on benchmark programs that are accredited by the Association of Technology, Management, and Applied Engineering (ATMAE) and is comprised of four sections: General Education, Applied Practice, Applied Technical Field Training, and Electives. Multiple tracks from which students can choose in accordance with their career progression goals include: Heating, Ventilation, and Air Conditioning Technology; Industrial Engineering Technology; Environmental Engineering Technology; and Civil Engineering Technology.

The program design not only allows students to build upon previously earned credits and experiences but also provides a progression into Edinboro University's Bachelor of Science in Industrial and Engineering Administration.

The 60-credit hour multidisciplinary program has clearly identified program objectives and articulated student learning outcomes and is compliant with academic degree related Board of Governors policies.

4. Coordination/Cooperation/Partnerships

While the proposed program is housed at Edinboro University, the Applied Technical Field Training portion may be completed through coursework at Precision Manufacturing Institute (PMI), community colleges, technical schools, or other PASSHE institutions. The University may subcontract with licensed and accredited proprietary educational institutions for educational experiences that are targeted and appropriate. An Edinboro faculty member will serve as the instructor of record to ensure a quality experience in meeting educational objectives. Future partnership initiatives include collaborating with Clarion University so that students have the option to take their General Education courses online through Clarion's virtual university to supplement online courses offered by Edinboro University.

The program was collaboratively developed by the Department of Physics and Technology, with support from the Department of Business and Economics, and the Department of Communications and Media Studies.

An advisory board of industry leaders will be developed to provide a source of practitioner input for continuous improvement. The department will also work with professional trade organizations for input and to market the program and its benefits.

5. Assessment

Assessment will be conducted on a continuous basis through course-embedded measures, student exit and stakeholder surveys, and an advisory board to provide regular input on changing workforce needs.

Compliance with the Board of Governors Policy 1997-01: *Assessing Student Learning Outcomes*, in conjunction with the five-year program review cycle (Board of Governors Policy 1986-04-A: *Program Review*) will ensure continued effectiveness. The program will be reviewed within three years of its approval by the Board of Governors, and on a regular five-year cycle following its initial review.

6. Resource Sufficiency

The proposed Associate of Applied Science in Applied Technology program leverages the resources from existing degree programs at the university to create an interdisciplinary offering to meet industry needs for this combination of skills.

All courses in the physics, business, communication, and general education portion of the program are developed and have been offered by the departments in support of existing programs. New salary expenses for this program are estimated as .25 FTE for a masters-qualified faculty member to be hired for the Erie location and .50 FTE for the Meadville location, to assist in providing instruction in the engineering technology area.

The business coursework is offered on a regular basis by existing faculty from the Business & Economics Department in support of their associate and baccalaureate degree programs in business administration.

7. Impact on Educational Opportunity

Technical, manufacturing-related programs do not typically attract underrepresented students, and it is unlikely that this program will be a major driver toward achievement of diversity objectives, but will be featured by Admissions diversity recruiters as a new interdisciplinary, practical program of study. Edinboro University will include targeted recruitment activities toward minority and female students currently employed in the field who desire advancement opportunities. This program may be initially attractive to lower income individuals interested in middle-level skill training. In this sense, diversity may be enhanced in terms of income distribution.

Prepared by: Dr. Denise Ohler, Assistant Dean, College of Arts & Sciences

Implementation date: Fall 2012

FIVE-YEAR BUDGET PROJECTION

UNIVERSITY: Edinboro University of PA: Erie (E) & Meadville (M) campuses

PROPOSED PROGRAM: Associate of Applied Science in Applied Technology (AAS)

ESTIMATED REVENUES	Year 1 2012-13		Year 2 2013-14		Year 3 2014-15		Year 4 2015-16		Year 5 2016-17	
	Existing	New	Existing	New	Existing	New	Existing	New	Existing	New
Tuition*		\$101,458		\$304,374		\$355,103		\$311,621		\$268,139
External Grants and Contracts										
Other = Fees+										
TOTAL REVENUE++	\$101,458		\$304,374		\$355,103		\$311,621		\$268,139	
EST EXPENSES	Year 1		Year 2		Year 3		Year 4		Year 5	
	Existing	New	Existing	New	Existing	New	Existing	New	Existing	New
Salaries &/or benefits (Faculty/Staff)	\$55,435	\$11,200 E 22,400 M	\$55,435	\$11,200E 22,400 M	\$55,435	\$11,200E 22,400M	\$55,435	\$11,200E 22,400M	\$55,435	\$11,200E 22,400M
Learning resources		0		\$2,500		\$2,500		\$2,500		\$2,500
Instructional equipment		\$16,000		0		0		0		0
Facilities and/or modifications		0		0		0		0		0
Other		\$4,000		\$2,500		0		0		0
TOTAL EXPENSES	\$109,035		\$94,035		\$91,535		\$91,535		\$91,535	
DIFFERENCE Rev.-Exp.	-\$7,577		\$210,339		\$263,568		\$220,086		\$176,604	
ESTIMATED IMPACT OF NEW PROGRAM	Year 1		Year 2		Year 3		Year 4		Year 5	
	FTE Enrollment		FTE Enrollment		FTE Enrollment		FTE Enrollment		FTE Enrollment	
	14 (new)		42 (32 new)		49 (25 new)		43 (25 new)		37 (19 new)	
Projected Annual Credits Generated	420		1260		1470		1290		1110	

ESTIMATED REVENUES	NARRATIVE/ASSUMPTIONS
Tuition & Fees	Projected tuition, instructional and technology fees assumes \$7247/FTE student per year. Projected FTE student enrollment is included at the bottom of the table.
External Grants & Contracts	A current funding source has not been identified since finding opportunities and RFPs/SGAs are unknown at this time, but options include the PA Department of Education (technical training program support area). We have submitted a PASSHE consortial grant proposal for TAACCCT funds which could augment personnel and specialized instructional equipment.
ESTIMATED EXPENSES	
Salary/Benefits	Existing: With regard to the business education portion of the program, existing capacity exists to absorb anticipated student in the AAS program without the need to expand faculty in this area. For this reason and since this program is not housed in the Business & Economics department, existing faculty salary cost is estimated as .25 FTE of the average salary cost of a Business & Economics faculty member. Additionally, the cost of existing faculty from Physics & Technology is estimated as .50 FTE for the principal engineering technology professor in that area; the support staff cost is estimated at .10 FTE of department secretary time. New: New salary expenses for this program are estimated as .25 FTE for the regular part-time (RPT) masters-qualified faculty member to be hired for the Porreco Center and .50 FTE for the Meadville location to assist in providing course coverage. The cost for this faculty member is based on the current salary cost for an Instructor, Step 1, plus benefits (.25) with an assumption of no salary increases.
Learning Resources	Learning resource costs include the following: Year 2: \$2,500 for professional development of one engineering technology faculty member; Year 3: \$2,500 for professional development for a second engineering technology faculty member; Year 4: \$2,500 for faculty professional development; Year 5: \$2,500 for faculty professional development. Library resources for this program will already be sufficient from the AET and BSIdEA program investments.
Instructional Equipment	Expenditures in Year 1 will be for a 15-station mobile wireless computer lab to provide instruction in Meadville.
Facilities and/or modifications	
Other	The marginal cost of marketing/recruitment for this program will be minimal as information regarding this program can be cointegrated with existing marketing and admissions programs. However, initial unique advertisements and the development of promotional materials will be needed and are budgeted principally in the first 2 years of the program, respectively \$4,000 and \$2,500. Beyond those years, program promotions will be among existing university marketing activities including low-cost web promotion.
ENROLLMENT	
FTE PROJECTIONS	Projected FTE student enrollment is based on anticipated interest to be generated by planned AAS programs in technical areas within the next two years, and strong support afforded the program by regional manufacturing leaders as appropriate for their employees, particularly for the first year as there is a backlog of potential students and employers interested in this program. Retention rates of .74 from first to second year were used with graduation assumed after Year 2.
Projected Annual Credits Generated	Credit projections assume each FTE student taking 30 credits per academic year.

Academic and Student Affairs Committee Meeting

June 27, 2012

SUBJECT: Approval of an Associate of Applied Science Degree in Natural Gas Production and Services at Mansfield University of Pennsylvania (ACTION)

UNIVERSITIES AFFECTED: Mansfield University of Pennsylvania

BACKGROUND: Mansfield University of Pennsylvania proposes an Associate of Applied Science Degree in Natural Gas Production and Services. The Natural Gas Production and Services program is designed to prepare graduates for various career paths in the Marcellus natural gas industry. The five concentrations within the program—permitting and inspection specialist, mud logging/geology specialist, environmental specialist, geographic information systems specialist, and safety management specialist—have been identified by industry employers as well as major corporations in the Northern Tier of the Commonwealth as meeting a critical need.

Mansfield University of Pennsylvania's Associate of Applied Science in Natural Gas Production and Services is closely aligned with the emerging and growing careers in the drilling industry as outlined by the Pennsylvania Independent Oil and Gas Association

MOTION: That the Board of Governors approve the Associate of Applied Science Degree in Natural Gas Production and Services at Mansfield University of Pennsylvania.

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

Other Supporting Documents Available: Degree Proposal

Reviewed by: N/A

Prepared by: James D. Moran

Telephone: (717) 720-4200

Executive Summary of New Degree Program Proposal
Associate of Applied Science Degree in Natural Gas Production and Services
Mansfield University of Pennsylvania

June 27, 2012

1. Appropriateness to Mission

The Department of Geography and Geology at Mansfield University of Pennsylvania proposes a new Associate of Applied Science Degree in Natural Gas Production and Services. Using a model that includes five related concentrations, the program is intended to prepare students for various career paths in the Marcellus natural gas industry. The areas of study range from well site mud logging and environmental technician roles, to safety management. Success in these positions requires the opportunity to collect and assess data in outdoor field locations, the ability to communicate technical data to associates in both oral and written form, and a familiarity with the structure and organization of natural gas production and service industries and personnel. Acquiring these skills requires the development of applied, technical knowledge and experience that is not available in high school or typical industrial or technical schools.

The program aligns with the Pennsylvania State System of Higher Education (PASSHE) 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. The impetus for development of this program grows directly from well-defined regional and state needs of the Marcellus natural gas industry. The proposed program also aligns closely with Mansfield's mission and strategic goals that focus on a liberal arts foundation for every student; student success; financial stability; and building community relations. The University's role is critical in supporting the natural gas industry, which has rapidly become central to community and economic development in northern Pennsylvania.

2. Need

A convincing need for an AAS Program in Natural Gas Production and Services is affirmed by five primary sources: (a) the U.S. Department of Labor Statistics *Occupational Outlook Handbook*; (b) statewide and regional data on Marcellus Shale gas drilling activity prepared by the Pennsylvania Department of Environmental Protection; (c) a comprehensive [Pennsylvania Statewide Marcellus Shale Workforce Needs Assessment](#) (June 2011) prepared by the Marcellus Shale Education and Training Center; (d) data on specific workforce needs prepared by the Marcellus Shale Coalition and the Pennsylvania Independent Oil and Gas Association; and (e) conversations between Mansfield University faculty, administrators, and key natural gas industry representatives.

The University is situated in Tioga County near the border with Bradford County in the Northern Tier of Pennsylvania. County-level data available from [MarcellusGas.org](#) and

the [Pennsylvania Department of Environmental Protection](#) indicate that Bradford County has the largest number of Marcellus gas wells in Pennsylvania, followed by Tioga County, which has the second highest number of wells. Two corporations—[Shell Appalachia](#) and [Chesapeake Energy](#)—are among the most active energy companies in the region, and Mansfield has established relationships with both organizations. A meeting of Marcellus Shale drilling industry representatives convened by Representative Matthew Baker in conjunction with senior members of the Mansfield University leadership team in late November 2011 identified various needs for academically prepared natural gas production specialists. The input from these discussions was matched against the experience of the Mansfield Department of Geography and Geology in placing approximately 40 graduates from their programs in positions related to Marcellus development over the past 3 years. The [Pennsylvania Independent Oil and Gas Association \(PIOGA\)](#) describes the varied [career opportunities](#) in the drilling industry. Four of the concentrations in the proposed Mansfield AAS degree program align closely with the careers listed in the PIOGA summary.

Beginning with the second year, we conservatively project 25 new students entering the two-year program on an annual basis. Close planning relationships with area school districts and a summer Marcellus camp that introduces high school students to Marcellus career opportunities will enhance recruitment to the program. The budget projection demonstrates that sufficient revenue will be generated to support the program by its third year of operation.

3. Academic Integrity

The program will be positioned in the Mansfield Department of Geography and Geology. This department was selected for its relevant faculty expertise, excellence in program leadership, and capacity to manage multiple programs effectively. One of the five concentrations in the program, Safety Management, is offered in collaboration with a proposed new BS Program in Safety Management, which is located in the Department of Health Sciences.

The learning outcomes for the 60 credit-hour curriculum are well defined and organized at two levels: (a) for the core curriculum that students in all concentrations must complete and (b) at the level of each of five concentrations. Each of the five concentrations—permitting and inspection specialist, mud logging/geology specialist, environmental specialist, geographic information systems specialist, and safety management specialist—is guided by more focused learning outcomes at both the program and course levels.

At the level of the core, students who complete the program will be able to:

- Collect accurate geologic and environmental data using techniques and practices that follow industry guidelines;
- Communicate technical data and assessments clearly in written and oral reports,
- Demonstrate an understanding of industry safety practices and awareness of common safety issues on natural gas production sites; and,

- Explain the general system of exploration, production, and distribution and the role of specific service providers in the natural gas industry.

The program is compliant with academic degrees related Board of Governors Policies.

The Department of Geography and Geology, in which the AAS Program in Natural Gas Production and Services is situated, currently includes four faculty. All regular faculty in the Department hold a doctoral degree in their area of specialization. Two additional faculty will be appointed to support the program as it is introduced over the next two years.

4. Coordination/Cooperation/Partnerships

Mansfield University consulted with the Marcellus Shale Education and Training Center at the Pennsylvania College of Technology as the proposed program was developed. The curricula of Mansfield's Marcellus-related programs are distinct from those of the Pennsylvania College of Technology, which are focused on more basic aspects of workforce development. Within the System, only [Clarion University](#) offers an academic program directly related to the Marcellus natural gas industry. Its program is focused on natural gas technology and, as such, the curriculum is quite different from that proposed by Mansfield. Both Clarion and Mansfield's programs are critical to meeting the Commonwealth's needs in the Marcellus gas industry. Three PASSHE universities have programs in safety management or science, but none have an AAS program in this area of study.

A BS Program in Safety Management is also being proposed by the Mansfield Department of Health Sciences in close collaboration with the Mansfield Department of Geography and Geology. The proposed BS and AAS programs share five Safety Management courses. Coordinating courses in this manner provides considerable efficiency of program delivery while offering students more career options.

The University has shared information about the program with representatives from Shell Appalachia and Chesapeake Energy. We have also received feedback from two safety organizations—Seatrax and Safety Management Systems—working in the Marcellus industry. Mansfield University has had contact with both the Marcellus Shale Coalition (MSC) and the Pennsylvania Independent Oil and Gas Association (PIOGA) to assist in identifying program needs in the Marcellus industry. Comments on the proposal have been uniformly positive.

5. Assessment

Assessment of learning outcomes will be an integral part of a continuous program improvement process for the AAS Program in Natural Gas Production and Services. Student learning outcomes are well defined at both the program, concentration, and course levels. Relevant data will be collected from course assignments, including examinations, field experiences, specific written assignments and reporting activities, papers, and presentations embedded in courses. Well-designed rubrics will be used by faculty to assess the evidence related to each learning outcome. The collected

evidence will be aggregated within the *TracDat* process used by all Mansfield University programs to support an assessment, planning, and continuous improvement process. The program will complete a more intensive five-year program review process per Board of Governors Policy 1986-04-A: *Program Review*, that includes an external review by a consultant from a similar program outside the System. In addition, the program will comply with Board of Governors Policy 1997-01: *Assessing Student Learning Outcomes*, in conjunction with the five-year program review cycle.

6. Resource Sufficiency

Resource needs for this program have been budgeted. Because there is considerable fieldwork in the Marcellus region associated with the proposed program, the University will need to acquire an additional 15-person van, a portable survey station for collection of GPS data used in CAD, and specialized GIS- compatible tablet computers for field work, petrographic microscopes, water flow probes and velocity meters, and other specialized research equipment and consumables for field activities. Office space will need to be allocated for two new faculty as the program opens. Revenue for the program is expected to exceed costs by the third year of implementation.

7. Impact on Educational Opportunity

This program will substantially increase opportunities for both the region's rural students and the growing number of minority students being attracted to Mansfield University. While the campus location is rural, there have been relatively few opportunities for minority students to find careers in the region aside from the hospitality and tourism industry, basic education, healthcare, and human services. The introduction of opportunity in Marcellus natural gas development will significantly expand career possibilities in industry and add diversity to the region.

Prepared by: Peter A. Keller, Ph.D., Provost and Senior Vice President for Academic Affairs

Implementation Date: August 27, 2012

UNIVERSITY: Mansfield University
PROPOSED PROGRAM: AAS in Natural Gas Production and Services

ESTIMATED REVENUES	Year 1		Year 2		Year 3		Year 4		Year 5	
	Existing	New	Existing	New	Existing	New	Existing	New	Existing	New
Tuition	-	\$31,200	\$24,960	\$156,000	\$112,320	\$156,000	\$112,320	\$156,000	\$112,320	\$156,000
Fees	-	\$12,070	\$9,656	\$60,350	\$43,452	\$60,350	\$43,452	\$60,350	\$43,452	\$60,350
External Grants & Contracts	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	\$43,270		\$250,966		\$372,122		\$372,122		\$372,122	
ESTIMATED EXPENSES	Year 1		Year 2		Year 3		Year 4		Year 5	
Salary and Benefits	\$90,199		\$250,398		\$250,398		\$250,398		\$250,398	
Learning Resources	\$1,000		\$5,800		\$8,600		\$8,600		\$8,600	
Instructional Equipment	\$44,500		\$44,500		\$10,000		\$10,000		\$10,000	
Facilities and/or modifications	\$18,750		\$18,750		-		-		-	
Other	\$10,000		\$10,350		\$10,712		\$11,087		\$11,475	
TOTAL EXPENSES	\$164,449		\$329,798		\$279,710		\$280,085		\$280,473	
DIFFERENCE (Rev. - Exp.)	(\$121,179)		(\$78,832)		\$92,412		\$92,037		\$91,649	
ESTIMATED IMPACT OF NEW PROGRAM	Year 1		Year 2		Year 3		Year 4		Year 5	
FTE Enrollment	0	5	4	25	18	25	18	25	18	25
Projected Annual Credits Generated	150		870		1,290		1,290		1,290	
Tuition Generated	\$31,200		\$180,960		\$268,320		\$268,320		\$268,320	

ESTIMATED REVENUES	NARRATIVE/ASSUMPTIONS
Tuition & Fees	The 2011-12 in-state tuition/fees are used for projection of revenue. As tuition for 2012-2013 and subsequent years is not set, no increase in tuition is projected. Fees include all mandatory fees including Activity Fee and Fitness Center Fee; while these are not E&G fees they provide additional resources to the university as a whole and allow the university to redirect E&G revenue that would not have been available without these funds.
External Grants & Contracts	No external grants and contracts are projected at this time, but the faculty are actively seeking external foundation funding which may assist with the purchase of essential equipment.
ESTIMATED EXPENSES	
Salary/Benefits	Many of the core courses in the program will be taught by current faculty in Geography and Geology. One additional FTE faculty member will be hired for fall 2012, and a second FTE faculty member will be hired for fall 2013 (budgeted at Asst. Step 4). One additional FTE in 2013 to cover anticipated need for additional section in lower division general education classes in English, Communications, Math and Science (Inst. step 1). No additional support staff necessary. As salary/benefits in subsequent years is not set, no increase in salary/benefits is projected.
Learning Resources	Learning resources for this program are calculated at \$200/student per year. This program is more lab intensive than the average AAS program therefore the Learning resources need is projected at \$200 vs. the typical \$100/student.
Instructional Equipment	Instructional Equipment for this technology-centered program is anticipated to cost \$121,500 invested across 2 years as students and courses in the program are introduced. Additional instructional equipment, including instrumentation, lab equipment, and instructional technology annually is estimated to cost \$10,000 per year. New CAD Equipment cost \$32,500 (included in \$121,500 above) will be shared 50% with other current programs; reduce \$131,500 by \$16,250.
Facilities and/or modifications	Costs for office and classroom/lab renovations are estimated at \$25,000 per year for two years. Assume 25% of use will be for existing courses.
Other	Faculty professional development funds of \$2,000 per for each of five faculty members, increasing at 3.5% per year to ensure that instructors remain current in Marcellus development technologies
ENROLLMENT	
FTE PROJECTIONS	5 Additional FTE for Fall 2012. 25 additional FTE in subsequent years. Student retention rates of 72.4% in Year 2.
Projected Annual Credits Generated	Full time range = 12-18; for this calculation assume 1 annual FTE equivalent to 30

Academic and Student Affairs Committee Meeting

June 27, 2012

SUBJECT: Approval of a Bachelor of Science Degree in Safety Management at Mansfield University of Pennsylvania (ACTION)

UNIVERSITIES AFFECTED: Mansfield University of Pennsylvania

BACKGROUND: Mansfield University of Pennsylvania proposes a Bachelor of Science in Safety Management. The Safety Management program is designed to prepare graduates for the expanding Marcellus Shale industry and associated energy businesses that have an immediate need for safety professionals in Pennsylvania. It also prepares graduates for a range of occupational health and safety positions in other industries regionally, and even globally, as safety expectations rise within the energy industry.

A compelling case for the need for Mansfield University's Bachelor of Science in Safety Management was been made by the Pennsylvania Department of Environmental Protection as well as the Pennsylvania Statewide Marcellus Workforce Needs Assessment.

MOTION: That the Board of Governors approve the Bachelor of Science Degree in Safety Management at Mansfield University of Pennsylvania.

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

Other Supporting Documents Available: Degree Proposal

Reviewed by: N/A

Prepared by: James D. Moran

Telephone: (717) 720-4200

**Executive Summary of New Degree Program Proposal
Bachelor of Science Degree in Safety Management
Mansfield University of Pennsylvania**

May 30, 2012

1. Appropriateness to Mission

The Department of Health Sciences at Mansfield University of Pennsylvania proposes a new Bachelor of Science degree in Safety Management. The program aligns with the Pennsylvania State System of Higher Education (PASSHE) 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. The impetus for development of this program grows directly from well-defined regional and state needs of the Marcellus natural gas industry, which emphasizes a high level of safety consciousness. The proposed program also aligns closely with Mansfield's mission and strategic goals that focus on a liberal arts foundation for every student; student success; financial stability; and building community relations. The University's role is critical in supporting the natural gas industry, which has rapidly become central to community and economic development in northern Pennsylvania.

The program will integrate the health and social sciences perspectives with the technical and applied sciences appropriate to the safety management discipline. Although the program is tailored particularly to the needs of the expanding Marcellus Shale industry and associated energy businesses that have an immediate need for safety professionals in Pennsylvania, it will also prepare students for a range of occupational health and safety positions that would serve other industries regionally and even globally as safety expectations rise within the energy industry. The program was prepared in alignment with the relevant program criteria developed by the [American Society of Safety Engineers](#) for bachelor's-level programs in safety, occupational safety, industrial safety, and similar applied science programs.

2. Need

A compelling need for the development of the BS Safety Management program is affirmed by five primary sources: (a) the U.S. Department of Labor Statistics *Occupational Outlook Handbook*; (b) statewide and regional data on Marcellus Shale gas drilling activity prepared by the Pennsylvania Department of Environmental Protection; (c) a comprehensive [Pennsylvania Statewide Marcellus Shale Workforce Needs Assessment](#) (June 2011) prepared by the Marcellus Shale Education and Training Center; (d) data on specific workforce needs prepared by the Marcellus Shale Coalition; and (e) conversations between Mansfield University faculty, administrators, and key industry representatives.

The University is situated in Tioga County near the border with Bradford County along Pennsylvania's Northern Tier. County-level data available from [MarcellusGas.org](#) and

the [Pennsylvania Department of Environmental Protection](#) indicate that Bradford County has the largest number of Marcellus gas wells in Pennsylvania, followed by Tioga County, which has the second highest number of wells. Two drilling companies—[Shell Appalachia](#) and [Chesapeake Energy](#)—are among the most active companies in the region. Mansfield has established relationships with these companies as well as with Safety Management Systems and Seatrax, both of which provide safety management training to the Marcellus industry. From a student perspective, the program will provide significant new career opportunities to students in the region. The established success of safety science or management programs at three sister PASSHE institutions, all of which are more than three hours' drive from Mansfield, affirm the potential of the proposed program to serve the region.

3. Academic Integrity

The BS in Safety Management program will be positioned in the Department of Health Sciences, which has a demonstrated capacity to manage multiple high quality programs. A first step in launching the program will be the appointment of a doctorally-prepared, tenure-track, safety management faculty member who will direct the program. An additional faculty member who is similarly credentialed will be added as a tenure-track position in the second year of program operation.

There will be close collaboration between the Safety Management faculty and a proposed Mansfield AAS program in Natural Gas Production and Services, where there will be a two-year concentration in Safety Management. There will be overlap in safety courses that serve both the BS and AAS programs. Additional faculty will be added in subsequent years in relation to defined need and program growth. Working with The Marcellus Institute at Mansfield University, we will establish an advisory board for gas industry-related curricula.

The 120 credit-hour program has well-defined program and student learning outcomes and is compliant with all academic degree-related Board of Governors Policies. The curriculum design ensures that all students have an opportunity to obtain the necessary knowledge and learn to demonstrate the skills that are explicit in the program learning outcomes described above. Assessment of the outcomes is integrated appropriately at the course level and through specific learning experiences as part of an internship and a capstone senior seminar. Students who complete Mansfield's proposed BS Program in Safety Management will be prepared to assume the roles and responsibilities of professional safety managers in a variety of industries and worksites.

4. Coordination/Cooperation/Partnerships

Mansfield University has consulted with the Marcellus Shale Education and Training Center at the Pennsylvania College of Technology in development of the proposed program. The curricula of Mansfield's Marcellus related programs are quite distinct from those of the Pennsylvania College of Technology, which are focused on complementary aspects of workforce development for the industry.

Three PASSHE universities—Indiana, Millersville, and Slippery Rock—currently offer successful programs in safety science or management. All are beyond a three-hour drive from the Marcellus gas development activities of Mansfield University's location in the Northern Tier. Each has indicated in communications between Mansfield Provost Dr. Peter Keller and their chief academic officers that they do not see conflicting interests. Mansfield University would direct program graduates interested in advanced study to Indiana University. In adjoining upstate New York there is only one nearby institution involved in this field of study—the Rochester Institute of Technology—which offers BS programs in Safety Technology and Environmental Management and Technology. Thus, from a broad regional perspective, there is a wide area without direct access to programs in safety science, safety management, or safety technology. It is noteworthy that safety professionals' roles and responsibilities differ somewhat from industry to industry. The gas development industry and associated businesses require a distinctive subset of skills on which the Mansfield program will focus. This does not mean that our graduates will never seek employment in other industries or institutions. In fact, our proposal recognizes a growing need for safety managers in a variety of work settings, and we anticipate that program graduates will at times seek appropriate employment in construction, manufacturing, and other organizations.

The Safety Management Program has been developed in close collaboration with the Mansfield Department of Geography and Geology. This department has already placed approximately 40 graduates into positions related to Marcellus natural gas development. There will be overlap between the proposed AAS concentration and the BS program in Safety Management.

5. Assessment

Assessment of learning outcomes will be an integral part of a continuous program improvement process for the BS Program in Safety Management. Student learning outcomes are well defined at both the program and course levels. Relevant data will be collected from course assignments, including examinations, analysis of case studies, performance on simulations, specific written assignments, papers, and presentations embedded in courses. Well-designed rubrics will be used by faculty to assess the evidence related to each learning outcome. The collected evidence will be aggregated within the *TracDat* process used by all Mansfield University programs to support an assessment, planning, and continuous improvement process. In addition to the annual assessment, planning, and improvement process, the program will complete a more intensive five-year program review process that includes an external review by a consultant from a similar program outside the System. The program will complete a more intensive five-year program review process per Board of Governors Policy 1986-04-A: *Program Review*, that includes an external review by a consultant from a similar program outside the System. In addition, the program will comply with Board of Governors Policy 1997-01: *Assessing Student Learning Outcomes*, in conjunction with the five-year program review cycle. A longer term objective will be to attain specialty accreditation for the program.

6. Resource Sufficiency

Resource needs for this program are relatively modest. Classrooms and computer labs that will be utilized by the students and faculty are well equipped with appropriate technology for classroom presentations and learning activities. Per consultation with library faculty, \$5000 will be allocated in library funding to ensure access to appropriate journals and texts. Office space will need to be allocated for two new faculty as the program opens, and funds have been set aside for renovation of classroom and office space. The budget and related narrative identify amounts for faculty development and educational equipment and supplies. The focus of this program on Safety Management rather than Safety Science means that equipment needs are generally limited.

7. Impact on Educational Opportunity

This program will substantially increase opportunities for both the region's rural students and the growing number of minority students being attracted to Mansfield University. Over the past five years the number of first-year African American and Hispanic students has grown on the Mansfield campus from 8.6% to 13.7%. While the campus location is rural, there have been relatively few opportunities for minority students to find careers in the region aside from the hospitality industry, basic education, healthcare, and human services. The introduction of opportunity in Marcellus natural gas development will significantly expand career possibilities in industry and add diversity to the region.

Prepared by: Peter A. Keller, Ph.D., Provost and Senior Vice President for Academic Affairs

Implementation Date: August 27, 2012

UNIVERSITY: Mansfield University
PROPOSED PROGRAM: BS Safety Management

ESTIMATED REVENUES	Year 1		Year 2		Year 3		Year 4		Year 5	
	Existing	New	Existing	New	Existing	New	Existing	New	Existing	New
Projected University E&G or Tuition	-	\$31,200	\$24,960	\$156,000	\$131,040	\$156,000	\$218,400	\$156,000	\$287,040	\$156,000
Fees	-	\$12,070	\$9,656	\$60,350	\$50,694	\$60,350	\$84,490	\$60,350	\$111,044	\$60,350
Other	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	\$43,270		\$250,966		\$398,084		\$519,240		\$614,434	
ESTIMATED EXPENSES	Year 1		Year 2		Year 3		Year 4		Year 5	
	Existing	New	Existing	New	Existing	New	Existing	New	Existing	New
Salary and Benefits	\$90,199		\$259,398		\$259,398		\$259,398		\$259,398	
Learning Resources	\$500		\$2,900		\$4,600		\$6,000		\$7,100	
Instructional Equipment	-		\$5,000		\$2,500		\$2,500		\$2,500	
Facilities and/or modifications	\$50,000		-		-		-		-	
Other	\$6,000		\$4,140		\$4,285		\$4,435		\$4,590	
TOTAL EXPENSES	\$146,699		\$271,438		\$270,783		\$272,333		\$273,588	
DIFFERENCE (Rev. - Exp.) before appropriation	(\$103,429)		(\$20,472)		\$127,301		\$246,907		\$340,846	
ESTIMATED IMPACT OF NEW PROGRAM	Year 1		Year 2		Year 3		Year 4		Year 5	
	Existing	New	Existing	New	Existing	New	Existing	New	Existing	New
FTE Enrollment	0	5	4	25	21	25	35	25	46	25
Projected Annual Credits Generated	150		870		1,380		1,800		2,130	
Tuition Generated	\$31,200		\$180,960		\$287,040		\$374,400		\$443,040	

ESTIMATED REVENUES	NARRATIVE/ASSUMPTIONS
Tuition & Fees	The 2011-12 in-state tuition/fees are used for projection of revenue. As tuition for 2012-2013 and subsequent years is not set, no increase in tuition is projected. Fees include all mandatory fees including Activity Fee and Fitness Center Fee; while these are not E&G fees they provide additional resources to the university as a whole and allow the university to redirect E&G revenue that would not have been available without these funds.
External Grants & Contracts	No external grants and contracts are projected at this time, but the faculty are actively seeking external foundation funding which may assist with the purchase of essential equipment.
ESTIMATED EXPENSES	
Salary/Benefits	Many of the first-year courses in the program are in general education or related areas and will be taught by current faculty in Health Sciences, Geography and Geology, Chemistry, or other programs. There is marginal additional cost because students will be enrolling in courses with available capacity. One additional FTE Safety Management faculty member will be hired for spring 2012 (Asst step 4). A second FTE faculty member will be hired for fall 2013 (Asst. Step 4) to support the Safety Management Course. One additional FTE in 2013 to cover anticipated need for additional section in lower division general education classes in English, Communications, Math and Science (Asst. step 1). Unless enrollments exceed projections, two faculty should be sufficient to sustain the four-year program. Additional faculty will be added if enrollments exceed expectation or an online cohort is added in the future
Learning Resources	Learning resources for this program are calculated at \$100/student per year.
Instructional Equipment	Instructional equipment for this program should be modest as it does not include lab courses as presently designed. \$5000 is allocated for demonstration equipment and technology in the second year and \$2500 each year thereafter.
Facilities and/or modifications	Costs are projected for office and classroom renovations needed to accommodate faculty and modestly renovate learning space are estimated at \$50,000 total, which is included in the first year budget.
Other	Faculty professional development funds of \$2,000 per year for each of two faculty members, increasing at 3.5% per year to ensure that instructors remain current in safety management technology. An additional \$2000 is included in the first year to support faculty participation in the training offered by two partner industry safety organizations.
ENROLLMENT	
FTE PROJECTIONS	Anticipate 5 FTE for Fall 2012 because there has been little opportunity to market the new curriculum; 25 additional FTE in subsequent years. Student retention rates of 72.4% between the first & 2nd year, 80% in year 2 and 95% in yr. 4 with all students graduating in 4 years.
Projected Annual Credits Generated	Full time range = 12-18; for this calculation assume 1 annual FTE equivalent to 30 credits per AY

Academic and Student Affairs Committee Meeting

June 27, 2012

SUBJECT: Approval of a Master of Science Degree in Clinical Mental Health Counseling at Lock Haven University of Pennsylvania (ACTION)

UNIVERSITIES AFFECTED: Lock Haven University of Pennsylvania

BACKGROUND: Lock Haven University of Pennsylvania proposes a Master of Science in Clinical Mental Health Counseling. The Clinical Mental Health Counseling program is designed to prepare graduates for professional success in a career path that is projected to experience significant growth in the Commonwealth and nationwide. The uniqueness of this particular program is the two primary concentrations that will produce graduates with Rural expertise to meet the shortage of clinical mental health counselors in rural areas as well as Military/Veterans and post-traumatic stress syndrome expertise to meet the mental health needs of veterans.

The flexible online and interactive (ITV) delivery methods of the program will meet the needs of graduate students, many of whom work full-time.

Lock Haven University of Pennsylvania's proposed Master of Science in Clinical Mental Health Counseling will prepare Mental Health Counselors to work in rural areas and with military personnel where demand for those respective areas of expertise is expected to increase rapidly throughout the next decade.

MOTION: That the Board of Governors approve the Master of Science Degree in Clinical Mental Health Counseling at Lock Haven University of Pennsylvania.

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

Other Supporting Documents Available: Degree Proposal

Reviewed by: N/A

Prepared by: James D. Moran

Telephone: (717) 720-4200

**Executive Summary of New Degree Program Proposal
Master of Science Degree in Clinical Mental Health Counseling
Lock Haven University of Pennsylvania**

June 27, 2012

1. Appropriateness to Mission

The proposed master's program in clinical mental health counseling is consistent with the core mission, values, and goals outlined for the Pennsylvania State System of Higher Education (PASSHE) in that it will prepare students for professional success in a career path that is projected to experience significant growth in the Commonwealth and nationwide. The strategic direction of the State System recognizes that attention to the development and support of graduate programs will be increasingly important if the System is to serve student interests and the needs of the Commonwealth. A stated System goal is to increase the number of graduates from professional and applied programs in high-need academic programs, including health care programs. The demand for mental health counselors in the Commonwealth and the nation is expected to grow rapidly over the next decade and the proposed clinical mental health counseling program will help fill an important need in the profession and in the community.

Currently, Lock Haven University (LHU) has an emerging priority identified in the new strategic plan to enhance program offerings in high-need and high-demand fields by developing new, professionally oriented academic programs. The need for Mental Health Counselors trained to work in rural areas and with military personnel is expected to increase rapidly throughout the next decade. Based on data and qualitative comments obtained from a recent market analysis, undergraduate students at Lock Haven University in majors such as psychology, sociology, education and social work will want to enroll in this advanced program upon receiving their bachelor's degree in order to obtain education and training in counseling. Another important area of growth addressed by the proposal is serving non-traditional students who need flexible scheduling of coursework.

The program will prepare graduates to function as independently licensed professional counselors in a variety of settings. The uniqueness of this particular program is the two primary concentrations that will produce graduates with rural expertise to meet the shortage of clinical mental health counselors in rural areas as well as military/veterans expertise to meet the mental health needs of veterans.

2. Need

A market analysis survey designed to assess student demand for the proposed program was completed by 122 current LHU students and 210 alumni majoring in psychology, social work, sociology, and education. More than 75% of current students and approximately 50% of alumni indicated that they would enroll in the program were LHU to offer it. In addition, the nationwide mean acceptance rate to master's programs in counseling was 65.5% (total acceptances divided by total applications) and the mean

enrollment rate was 51.8% (number of students enrolled in a program divided by number of applications). Clearly, the number of students desiring to obtain a master's degree in counseling is substantially greater than the number of available placements. In addition, there are many college graduates now working who need a flexible schedule of course offerings.

A five-year projected budget (see attachment) was completed in conjunction with the LHU Budget Manager. Based on enrollment data from other PASSHE schools, anticipated resources at LHU, and responses to the marketing survey, we project enrolling 10 part-time and 20 full-time students in year one, increasing to 20 part-time and 40 full-time students in year two with subsequent increases in part-time student enrollment up to full capacity of 40 part-time and 40 full-time students by year four. Based on enrollment projections and assuming flat tuition revenues and salary/benefit expenses, the program is expected to generate \$195,974 in year one, \$518,172 in year two, and stabilizing at \$686,915 annually.

According to the Occupational Outlook Handbook, 2010-11 Edition, employment of mental health counselors is expected to grow by 24 percent from 2008-2018, which is "much faster than average for all occupations." In Pennsylvania, future employment prospects are equally positive. According to the Center for Workplace Information and Analysis of the Pennsylvania Department of Labor and Industry, employment of mental health counselors is expected to grow by 22.5 percent from 2006-2016. In September 2010, the Department of Veterans Affairs recognized licensed counselors as specialists within the Veterans Health Administration. Projections underscore present and future needs to deliver mental health services to military/veterans and their families. Under managed care systems, insurance companies increasingly are providing for reimbursement of master's level counselors as a less costly alternative to psychiatrists and psychologists. Job opportunities should be favorable because job openings are expected to exceed the number of graduates from counseling programs, particularly in rural areas, which make up 90% of the landmass and contain approximately 25% of the U.S. population (U.S. Census, 2001).

A 2006 report from the National Association of Rural Mental Health identified a lack of trained staff members, providers, and clinicians, a lack of continuing educational opportunities, and significant distances to service providers as critical barriers to mental and behavioral health service delivery in rural America. Given that Lock Haven University lies within a county designated as a Mental Health Professional Shortage Area (and proximate to many other such counties), it is in a unique position to address the mental health needs of rural central Pennsylvania and areas to the north and west through a Clinical Mental Health Counseling degree program.

3. Academic Integrity

The Master of Science in Clinical Mental Health Counseling is comprised of a combination of online learning and/or ITV coursework and supervised experiences in the field. As required by The Council for Accreditation of Counseling and Related Educational Programs (CACREP), there will be face-to-face supervision at the internship sites. The Master of Science in Clinical Mental Health Counseling will require 60 semester

credit-hours of instruction. Additionally, supervised practicum experience(s) totaling a minimum of 100 hours and a supervised internship totaling 600 hours will be required. Core courses are aligned with the requirements of CACREP and Pennsylvania Codes pertaining to licensing of professional counselors. Core course content will include history and philosophy of counseling; theories of human growth and development; diversity and advocacy; principles and practices of counseling; helping relationships for individuals, families, and groups; assessment and diagnosis; research and evaluation; career development; and professional issues in counseling. A significant amount of elective coursework related to working with veterans and their families, including a special course in post-traumatic stress disorder and treatment in rural areas, will be offered.

4. Coordination/Cooperation/Partnerships

System universities offering CACREP accredited master's degree programs in mental health counseling, community counseling, or clinical mental health counseling are Shippensburg, Edinboro, California, Indiana, and Slippery Rock Universities. However, the proposed program is unique in offering the high-need Rural and Military/Veterans specialty tracks and also in having its curricular offerings available entirely online or through ITV. Because of the unique, high-demand nature of the specialty track offerings in the proposed program and the highly anticipated demand based on survey data and enrollment trends, we anticipate enrollment to be at capacity.

Directors of all PASSHE counseling programs were contacted to offer a sharing of courses in specific concentration areas. There have been preliminary discussions with three programs about sharing specialty courses and allowing students to transfer shared courses back into their respective programs. This will allow students in counseling programs across the System the flexibility to create individualized specialty tracks reflecting their interests. For example, students in other PASSHE counseling programs could take the LHU tracks in working in rural areas or working with veterans and their families to enhance their training. Alternatively, students enrolled in the LHU program could take coursework in the Gerontology track at another PASSHE school to create an individualized specialty. The online nature of the LHU program provides an outstanding opportunity for collaboration and sharing courses with other PASSHE schools.

Important collaborations with the Williamsport Veteran's Center, U.S. Department of Veterans Affairs, and with the Pennsylvania Office of Rural Health in State College already are underway (see letters of support in the full proposal). We expect these partnerships to be important sources of support for both the program itself and for our students seeking internships and career opportunities.

5. Assessment

Lock Haven University requires all programs to define, assess, and report annually on achievement of program learning outcomes. Learning outcomes are articulated clearly for all courses, practicum opportunities, and internships within the curriculum and assessed at both the course and program level. Program recognition by CACREP will be sought, and once granted, the program will be assessed by this accrediting body on an

ongoing basis. As currently written, student learning outcomes reflect the requirements of CACREP. These student learning outcomes will be further refined and articulated in more measurable terms to meet the assessment standards of LHU and PASSHE. In fact, this refinement of student learning outcomes already is reflected on the master syllabi for several courses that have passed through the LHU curricular process.

Compliance with the Board of Governors Policy 1997-01: *Assessing Student Learning Outcomes*, in conjunction with the five-year program review cycle (Board of Governors Policy 1986-04-A: *Program Review*), will ensure continued effectiveness. The program will be reviewed within three years of its approval by the Board of Governors, and on a regular five-year cycle following its initial review.

6. Resource Sufficiency

While the present faculty in various departments within Lock Haven University can offer quality graduate courses in mental health counseling and serve as two of three designated full-time core faculty required by CACREP for accreditation, one additional full-time core faculty member, with expertise in counseling victims of trauma, will be hired to allow the proposed program to be accredited. There is adequate existing support for on-line course development and implementation. Library resources are adequate to start the program but additional resources are requested for growth in the areas of psychopathology and assessment. Supervised practicum experiences will be offered through the Lock Haven Counseling Service and other internship and practicum sites will be developed to meet individual student needs. It is proposed that one of the core faculty be housed at the Dixon University Center, thereby allowing more counseling field work in Harrisburg. Relationships with area service providers and agencies will be pursued to provide a diversity of potential practicum and internship sites.

7. Impact on Educational Opportunity

Lock Haven University is highly committed to promoting diversity and creating educational opportunity for all students and to offering degree programs that fill important needs within the Commonwealth. In light of that commitment, coursework will be offered in an online and/or ITV format allowing academically qualified students with varied work schedules to participate in this program. This will benefit students who must work to support their postgraduate education and/or students who are the head of single parent households. It is expected that this program will create an important educational opportunity for students throughout the central and western portions of the Commonwealth to obtain a professional degree and credentialing that will allow them to fill a critical need in their home communities while engaging in a challenging and satisfying career.

Prepared by: Dr. David White, Interim Provost and Vice President for Academic Affairs,
Lock Haven University of Pennsylvania

Implementation Date: Fall 2012

UNIVERSITY: Lock Haven University
PROPOSED PROGRAM: MS in Clinical Mental Health Counseling

ESTIMATED REVENUES	Year 1		Year 2		Year 3		Year 4		Year 5	
	Existing	New	Existing	New	Existing	New	Existing	New	Existing	New
Projected University E&G or Tuition	-	392,400	-	784,800	-	863,280	-	941,760	-	941,760
External Grants and Contracts	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	392,400		784,800		863,280		941,760		941,760	
ESTIMATED EXPENSES	Year 1		Year 2		Year 3		Year 4		Year 5	
Salaries and/or benefits (Faculty and Staff, Grad Asst Stipend/ Waiver)	-	163,926	-	244,425	-	221,577	-	242,692	-	242,692
Learning resources	-	10,000	-	-	-	-	-	-	-	-
Instructional Equipment	-	5,000	-	-	-	-	-	-	-	-
Facilities and/or modifications	-	-	-	-	-	-	-	-	-	-
Other	-	17,500	-	22,203	-	12,153	-	12,153	-	12,153
TOTAL EXPENSES	196,426		266,628		233,730		254,845		254,845	
DIFFERENCE (Rev.-Exp.)	195,974		518,172		629,550		686,915		686,915	
ESTIMATED IMPACT OF NEW PROGRAM	Year 1		Year 2		Year 3		Year 4		Year 5	
FTE Enrollment	30		60		66		72		72	
Projected Annual Credits Generated	900		1800		1980		2160		2160	
Tuition Generated	392,400		784,800		863,280		941,760		941,760	

ESTIMATED REVENUES	NARRATIVE/ASSUMPTIONS
Tuition & Fees	The 2011-12 in-state tuition/fees are used for projection of revenue. As tuition for 2012-2013 and subsequent years is not set, no increase in tuition is projected. Fees include the tuition technology fee. The 60 hour program is over a 2.5 year cycle.
External Grants & Contracts	No external grants and contracts are projected at this time.
ESTIMATED EXPENSES	
Salary/Benefits	Many of the core courses in the program will be taught by current faculty in Academic Development and Counseling and Psychology. A .5 FTE faculty will be hired in Fall of 2012. A second FTE faculty member will be hired in 2013 to serve as the third core faculty member in the program. This second FTE position is budgeted at the Assistant Professor, Step 2 level. One FTE graduate assistant stipend and waiver is included. Additional salary assumptions include faculty overload, faculty summer load, distance education stipends, and course development payments in years one and two. Because salary/benefits in subsequent years is not set, no increase in salary/benefits is projected. Graduate Assistant Stipend and Waiver.
Learning Resources	Learning resources for this program are calculated at \$10,000 in the first year of the program. This outlay is intended to supplement existing library holdings (particularly in the areas of psychopathology and assessment) and to purchase psychological testing materials.
Instructional Equipment	Instructional equipment is estimated at \$5,000 in the first year of the program. Because LHU has contracted for the D2L learning platform (which allows for high level online education to occur), program faculty will need to have access to D2L technology at all times. This instructional equipment outlay is designated to cover the costs of laptops/IPADS or related technology to ensure that faculty have this access.
Facilities and/or modifications	None are anticipated at this time.
Other	Accreditation expenses include a \$2500 application fee in year one, and a \$2153 annual maintenance fee thereafter. An additional \$10,000 in accreditation expenses has been budgeted for year two in order to cover the costs of the required site visitation (\$2,000 per visitor for 2-5 visitors). Annual operating expenses are estimated at \$15,000 in year one and \$10,000 annually thereafter.
ENROLLMENT	
FTE PROJECTIONS	30 FTE in year one and an additional 30 FTE year two. An additional 6 FTE are anticipated in year three and year four with the enrollment of additional part-time students and remaining at that level thereafter. Student retention rates are estimated at 80%, but additional students will be admitted as necessary to maintain full capacity.
Projected Annual Credits Generated	Full time = 12; for this calculation assume 1 annual FTE equivalent to 30

Academic and Student Affairs Committee Meeting

June 27, 2012

SUBJECT: Approval of a Master of Science Degree in Sport Science at Lock Haven University of Pennsylvania (ACTION)

UNIVERSITIES AFFECTED: Lock Haven University of Pennsylvania

BACKGROUND: Lock Haven University of Pennsylvania proposes a Master of Science in Sport Science. Lock Haven's proposed Master of Science in Sport Science will prepare students for professional success in a career path that is projected to experience significant growth in the Commonwealth with one of two tracks: Sport Administration or Sport Exercise Psychology.

The Sport Science program's Sport Administration track is designed to prepare graduates to pursue careers in the sport industry including marketing, administration, public relations, financial management, and coaching. The Sport Science program's Sport Psychology track will prepare graduates to become Association for Applied Sport Psychologists (AASP) Certified Consultants where they educate coaches, athletes, officials, and parents about sport and exercise psychology (SEP) and performance enhancement techniques. They may also work as professionals employed in—or the liaison to—a university athletic department; professionals employed by the Army Center for Performance Enhancement; academic advisors working with student-athletes; fitness consultants; or lifestyle coaches.

The flexible online delivery method of the program will meet the needs of graduate students many of whom work fulltime. Additionally, the success of Lock Haven's undergraduate programs in sport and physical education will contribute to the success of this proposed graduate program.

MOTION: That the Board of Governors approve the Master of Science Degree in Sport Science at Lock Haven University of Pennsylvania.

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

Other Supporting Documents Available: Degree Proposal

Reviewed by: N/A

Prepared by: James D. Moran

Telephone: (717) 720-4200

**Executive Summary of New Degree Program Proposal
Master of Science Degree in Sport Science
Lock Haven University of Pennsylvania**

June 27, 2012

1. Appropriateness to the Mission

The Pennsylvania State System of Higher Education (PASSHE) and Lock Haven University (LHU) are committed to modest enrollment growth through the introduction of new online, graduate programs in areas of high need and high demand. The proposed Master of Science Degree in Sport Science (SPRT) is a 30-credit, fully online graduate degree through the Sport Studies Department (SS) with two tracks: Sport Administration and Sport and Exercise Psychology.

The Sport Administration track prepares graduates to pursue careers in the sport industry, including marketing, administration, public relations, financial management, and coaching. Specific positions include general manager, public relations personnel, marketing director, athletic director, corporate sales manager, ticket sales personnel, facility manager, event manager, and media relations personnel for corporations/sport organizations and all of their respective subsidiaries, arenas, and stadiums.

The Sport and Exercise Psychology track prepares graduates to become Association for Applied Sport Psychologists (AASP) Certified Consultants where they educate coaches, athletes, officials, and parents about sport and exercise psychology (SEP) and performance enhancement techniques. They may also work as professionals employed in or as liaison to a university athletic department; professionals employed by the Army Center for Performance Enhancement; academic advisors working with student-athletes; fitness consultants; or lifestyle coaches. With continued study, they could become clinical psychologists working with athletes in private practice; Clinical Psychology, Counseling Psychology, Social Work and/or Counselor Education faculty that have an opportunity for sport psychology application; or Exercise Science, Kinesiology or Physical Education faculty. The application of SEP principles in settings other than sport and exercise has also been growing steadily. Graduates, therefore, may also work in non-sport settings including medicine, health/wellness and business.

Sport and physical education has a long history at LHU. The Sport Administration undergraduate major is already the seventh largest on campus and one of two fastest growing (136% since 2001). Current enrollment exceeds 260 students and the incoming freshman class is the fourth largest. The success of the undergraduate program will contribute to the success of this proposed graduate program.

2. Need

When surveyed as part of our initial market analysis, 72 percent of our local and state corporate partners, including athletic and assistant athletic directors, program directors, coaches and other sport professionals who responded, indicated their businesses/organizations would need to hire individuals with graduate degrees in Sport Administration and Sport and Exercise Psychology over the next five years.

The Center for Workforce Information and Analysis identified high priority occupations from 2006 through 2016 for the Central Workforce Investment Area (central Pennsylvania). These occupations include General and Operations Managers, Management Analysts, Advertising Sales Agents, Sales Representatives, and postsecondary education administrators (athletic director).

In addition, a market analysis of both current students and alumni indicated that 57 percent and 66 percent of current students would consider pursuing a master's degree in one of the two tracks: Sport Administration (SA) or Sport and Exercise Psychology (SEP), if Lock Haven University offered them; 57 percent and 41 percent of alumni have considered attending graduate school in SA or SEP, respectively, of whom 53 percent and 48 percent would do so in SA and SEP, respectively, at LHU were we to offer them; and notably, 55 percent of survey respondents had already completed graduate degrees demonstrating a strong interest in masters programs among our alumni.

Data from the two leading online sport related job posting sites indicate there are significant openings for qualified applicants in the northeast region of the United States.

Source: Jobs in Sports (jobsinsports.com)

Sports Marketing/Events/Promotions	225
Sport Management Administration	283
Sports Media	172
Sports Sales	138
Coaching/Health/Fitness	126
TOTAL	944

Source: Work in Sports (workinsports.com)

Sports Marketing and Sales	397
Sports Media/PR/Broadcasting	262
Sports Admin/Finance/Support	366
Sports Promotions/Events/Facilities	242
Sports Online/Graphics/IT	196
Sports Management/Operations	106
Sports Coaching/Scouting/Fitness	802
TOTAL	2371

The SEP track is unique within PASSHE. California University of Pennsylvania's Sport Psychology track in their Master of Science in Exercise Science and Health Promotion focuses on health promotion (i.e. wellness, nutrition) and exercise science (i.e. exercise physiology, movement analysis) rather than SEP. Its track is designed specifically to enhance current practice behavior of healthcare providers and focuses very narrowly on injury rehabilitation and recovery, whereas graduates of the LHU program will be prepared to work as sport psychology professionals. The LHU curriculum was based on the academic requirements for certification through the Association for Applied Sport Psychology (AASP). AASP is the leading professional organization in applied sport and

exercise psychology and certifies individuals as Certified Consultants. LHU's curriculum was based on a review by the chair of their certification committee, Dr. Bart Lerner.

There are four PAASHE schools that offer graduate degrees in Sport Administration/Management. LHU proposed track is unique in significant ways. Students who are employed can complete the program; it is a fully online degree; it is not cohort-based so students may begin classes at any time; the program allows for part-time students; and the program was designed to meet accreditation requirements of the Commission on Sport Management Accreditation (COSMA).

3. Academic Integrity

Students in both tracks would be required to complete nine credits of a shared core representing the overarching sport science discipline. Students in the Sport Administration (SA) track would complete additional 15-18 credits of required coursework that includes a three credit capstone project or six credit field experience and three to six credits of electives. Students in the Sport Exercise Psychology (SEP) track would complete an additional 15 credits of SEP required coursework including a three credit capstone project and six elective credits. The course requirements are in alignment with the North American Society for Sport Management (NASSM) and the National Association for Sport and Physical Education's (NASPE) joint accrediting body, the Commission on Sport Management Accreditation (COSMA), and the academic requirements to become a Certified Consultant through the Association for Applied Sport Psychology (AASP).

The 30 credit-hour proposed program has clearly identified program objectives and articulated student learning outcomes and is compliant with academic degree related Board of Governor policies.

Currently, four faculty members with terminal degrees in the critical content areas of Sport Administration and Sport and Exercise Psychology from highly respected institutions (University of Toronto, University of Las Vegas Nevada Temple University and Penn State University) have committed to teach graduate courses.

4. Coordination/Cooperation/Partnerships

This program is a collaborative effort between faculty from the Sport Science and Health Science Departments at Lock Haven University.

Lock Haven University has reached out to faculty at other PASSHE universities who have related undergraduate programs to create opportunities to teach and/or supervise field experiences in the LHU graduate program in Sport Science. Specifically, communications between Kutztown University faculty and LHU faculty have occurred and are ongoing.

Collaborative efforts for the benefit of students are in place and will continue to expand. Guaranteed Admission Agreements have been established with Kutztown University for graduates of its Bachelor of Science in Leisure and Sport Studies program and with Bloomsburg University for graduates of its Bachelor of Science in Exercise Science program.

In addition, Lock Haven University has identified graduate courses offered across four PASSHE universities in which courses could transfer into the program or LHU courses could transfer into a related graduate program at the other PASSHE University.

5. Assessment and Accreditation

Lock Haven University requires all programs to define, assess, and report annually on achievement of program and student learning outcomes. Learning outcomes have been identified for all courses, capstone, and field experiences within the curriculum at both the course and program level. Student learning outcomes are in alignment with the requirements of COSMA. In addition to student learning outcomes, a comprehensive assessment plan with both formative and summative evaluations based upon course completion, program completion, and post-graduation survey has been developed.

The program will complete an intensive five-year program review process per Board of Governors Policy 1986-04-A: *Program Review*. In addition, the program will comply with Board of Governors Policy 1997-01: *Assessing Student Learning Outcomes*, in conjunction with the five-year program review cycle.

Program accreditation through COSMA will be sought, and once granted, the program will be assessed by this accrediting body on an ongoing basis.

6. Resource Sufficiency

A significant strength of the Master of Science Degree in Sport Science is that faculty with expertise in Sport and Exercise Psychology and Sport Administration are currently employed at Lock Haven University. Therefore, both faculty and start-up costs are minimal. Existing faculty will be used to teach the graduate classes and vacancies left in their undergraduate loads will be filled by hiring one FTE in Year 1 and .5 FTE in Year 4. Expenses were further minimized through careful attention to course sequencing, use of mixed faculty loads, summer sessions, and existing graduate offerings.

7. Impact on Educational Opportunity

Lock Haven University is highly committed to promoting diversity and creating educational opportunity for all students and to offering degree programs that fill important needs within the Commonwealth. In light of that commitment, coursework will be offered in an online format allowing academically qualified students with varied work schedules to participate in this program. This will benefit students who must work to support their postgraduate education and/or students who are the heads of single parent households.

Sport and exercise participants tend to be gender and racially diverse. This diversity disappears, however, when we consider administrative, professional, and other key decision-making positions in sport. In its 20th consecutive annual survey, the National Association of Collegiate Women Athletics Administrators reported a slight increase in diversity in individuals holding management positions, yet there continues to be a dearth of women in head coach, assistant coach, athletic director, head athletic trainer, and sport information director positions. In 2008, The Institute for Diversity and

Ethics in Sport reported that most professional, amateur and NCAA member institutions lost ground with both gender and racial hiring practices. It is expected that graduates of this program will be prepared to pursue careers in these areas, and as such, will improve both the gender and racial diversity of administrative, professional and other key decision-making positions in sport. The population of the current LHU undergraduate program in sport administration is 28 percent female. Since the undergraduate program will likely matriculate students into the graduate program, this is creating opportunities for this underrepresented population.

Prepared by: Dr. David White, Interim Provost and Vice President for Academic Affairs,
Lock Haven University of Pennsylvania

Implementation Date: Fall 2012

UNIVERSITY: Lock Haven University
PROPOSED PROGRAM: MS in Sport Science

ESTIMATED REVENUES	Year 1		Year 2		Year 3		Year 4		Year 5	
	Existing	New	Existing	New	Existing	New	Existing	New	Existing	New
Projected University E&G <i>or</i> Tuition	-	294,412	-	377,748	-	486,632	-	639,920	-	767,660
External Grants and Contracts	-	5,000	-	5,000	-	5,000	-	5,000	-	5,000
Other	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE										
ESTIMATED EXPENSES	Year 1		Year 2		Year 3		Year 4		Year 5	
Salaries and/or benefits (Faculty and Staff)	-	164,580	-	146,165	-	151,038	-	193,889	-	200,724
Learning resources	-	1,000	-	-	-	-	-	-	-	-
Instructional Equipment	-	2,500	-	2,500	-	2,500	-	2,500	-	2,500
Facilities and/or modifications	-	-	-	-	-	-	-	-	-	-
Other	-	3,500	-	3,500	-	7,500	-	3,500	-	3,500
TOTAL EXPENSES	171,580		152,165		161,038		199,889		206,724	
DIFFERENCE (Rev.-Exp.)	127,832		230,583		330,594		445,031		565,936	
ESTIMATED IMPACT OF NEW PROGRAM	Year 1		Year 2		Year 3		Year 4		Year 5	
FTE Enrollment	18.4		23.6		30.4		40		48	
Projected Annual Credits Generated	552		708		912		1200		1440	
Tuition Generated	294,412		377,748		486,632		639,920		767,660	

ESTIMATED REVENUES	NARRATIVE/ASSUMPTIONS
Tuition & Fees	The 2011-12 in-state tuition/fees are used for projection of revenue. As tuition for 2012-2013 and subsequent years is not set, no increase in tuition is projected. Fees include the tuition technology fee.
External Grants & Contracts	\$5000 in external grants and contracts are projected at this time.
ESTIMATED EXPENSES	
Salary/Benefits	All courses but one will be taught by current faculty in the Sport Studies Department. The remaining course will be taught by a faculty member with particular expertise in the Health Science Department. One FTE faculty member will be hired for Year 1 and .5 FTE faculty member will be hired for Year 4 (budgeted at the Assistant Professor, Step 2 level). Two FTE graduate assistant stipends and waivers are included. Additional salary assumptions include faculty overload, faculty summer load, distance education stipends, and course development payments in Year 1. Because salary/benefits in subsequent years are not set, no increase in salary/benefits is projected.
Learning Resources	Learning resources for this program are calculated at \$1000 in Year 1 for website development. Because of the large undergraduate program in the Sport Studies Department, existing library and faculty resources are sufficient.
Instructional Equipment	Instructional equipment is estimated at \$2500 per year to cover the costs of technology to ensure faculty have access to and can maximize the Desire 2 Learn online learning platform, as well as discipline specific resources and technology.
Facilities and/or modifications	None anticipated at this time.
Other	Operating budget including faculty professional development and field experience supervision travel is estimated at \$3500 per year. Accreditation expenses of \$4000 are included in Year 3.
ENROLLMENT	
FTE PROJECTIONS	Year 1 = 18.4, Year 2 = 23.6, Year 3 = 30.4, Year 4 = 40 and Year 5 = 48. Student retention rates are estimated at 80%, but additional students will be admitted as necessary to maintain full capacity.
Projected Annual Credits Generated	Full time = 12; for this calculation assume 1 annual FTE equivalent to 30



Audit Committee Meeting

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

Wednesday, June 27, 2012

Agenda

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

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

Audit Committee Meeting

June 27, 2012

SUBJECT: 2011-12 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.

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 2011-12.

Supporting Documents Included: Office of Internal Audit and Risk Assessment 2011-12 Annual Report

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

Reviewed by: Ronald G. Henry, 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 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 2011-12 Work Plan. The OIARA provides Audit Committee members with notification of concluded projects as they occur. Local Council of Trustee Chairpersons are notified of OIARA completed projects relative to their respective institution.

The Office of Internal Audit and Risk Assessment accomplished significant progress in meeting defined initiatives supporting our department's 2011/12 annual Work Plan. The OIARA carried out project assignments at all fourteen PASSHE universities and the Office of the Chancellor. The Work Plan defined 44 projects, comprised of 12 carryover obligations ongoing from the prior fiscal year, 28 new audit initiatives, and 4 university risk assessments. Additionally, the OIARA received 21 Special Project requests beyond approved Work Plan engagements, some requiring significant time commitment of OIARA staff.

As of June 20, 2012, all carryover assignments, 13 audit initiatives, 1 risk assessment, and 11 Special Projects have been completed. Two audit initiatives, 3 risk assessments, and 10 Special Projects are in process and will carry forward into the department's 2012-13 fiscal year Work Plan.

Three Audit Committee meetings/workshops were held in compliance with Board of Governors Policy 1991-06-A, *State System Audit Policy*. Additionally, as-needed discussions occurred between the OIARA Director and Audit Committee Chairman.

Work of the OIARA has contributed to the efficient and effective operation of the Pennsylvania State System of Higher Education and I 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 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, CIA
Director, Office of Internal Audit and Risk Assessment

Audit Committee Meeting

June 27, 2012

SUBJECT: Office of Internal Audit and Risk Assessment 2012/13 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. 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 2012/13 proposed budget of \$895,625 and staffing level of seven FTE (attached).

Supporting Documents Included: Budget Summary (Office of Internal Audit and Risk Assessment's 2012/13 Budget and Staffing Level)

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

Reviewed by: Ronald G. Henry, 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 2011/12	FY 2012/13	Change	%
Appropriations	\$830,296	\$844,047	\$13,751	1.7%
Use of Carryforward Fund Balance	57,868	51,578	(6,290)	-10.9%
Total Revenue/Sources	\$888,164	\$895,625	\$7,461	0.8%
Expenditures and Transfers				
Compensation Summary				
Salaries & Wages	\$516,579	\$520,228	\$3,649	0.7%
Benefits	211,856	217,685	5,829	2.8%
Subtotal, Compensation	\$728,435	\$737,913	\$9,478	1.3%
Services and Supplies	159,729	157,712	(2,017)	-1.3%
Total Expenditures and Transfer	\$888,164	\$895,625	\$7,461	0.8%
Revenue/Sources Less Expenditures/Transfer	\$0	\$0	\$0	0%

FTE Employees	FY 2011/12	FY 2012/13	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 27, 2012

SUBJECT: Office of Internal Audit and Risk Assessment 2012/13 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 2012/13 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 2012/13 (attached).

Supporting Documents Included: OIARA 2012/13 Annual Work Plan

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

Reviewed by: Ronald H. Henry, 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 2012/13 ANNUAL WORK PLAN

Work Plan Process Development

The OIARA 2012/13 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 2012/13 Annual Work Plan Assignments - Ongoing

The prior year's Work Plan, approved at the June 2011 Board of Governors' meeting, covered fiscal year 2011/12. The OIARA is presently completing work on fifteen assignments (audits, risk assessments, and special projects) that are carrying forward for completion during fiscal year 2012/13.

New 2012/13 Work Plan Initiatives

Audit projects contained within the department's proposed 2012/13 Work Plan support PASSHE's strategic planning and include completion of university-based risk assessments and internal audit projects intended to assess internal controls, operational processes and compliance with existing policies and guidelines.

University Proposed Projects

University-based projects, contained within the 2012/13 fiscal year Work Plan, include the following:

- Presidential Transition
- Clery Act Compliance
- National Collegiate Athletic Association – Agreed Upon Procedures Attestation
- National Collegiate Athletic Association Compliance
- Student Exchange Program
- Distance Education
- Campus Security
- Information Technology General Controls
- Facilities Inventory
- Outsourced Marketing Vendors
- Enrollment Management
- Cash Management
- Purchasing Card Transactions

System Office Proposed Project

Within the Office of the Chancellor, the OIARA will complete a risk assessment of its operations. Additionally, a System-wide analysis will be conducted benchmarking counseling services operations among the 14 PASSHE institutions.

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, 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 2012/13.

Office of Internal Audit and Risk Assessment 2012-2013 Work Plan

University	Carryover Project(s)	Project #1	Project #2
Bloomsburg		NCAA Agreed Upon Procedures	Student Exchange
California	Presidential Transition	Clery Act Compliance	NCAA Compliance
Cheyney		Risk Assessment	NCAA Compliance
Clarion	Risk Assessment	Distance Education	Campus Security
East Stroudsburg	(1) Presidential Transition (2) Research & Economic Development	IT General Controls	Clery Act Compliance
Edinboro	Presidential Transition	Facilities Inventory	Outsourced Marketing Vendors
Indiana	Presidential Transition	Risk Assessment	NCAA Compliance
Kutztown		Enrollment Management	Clery Act Compliance
Lock Haven	Title IX Review	Risk Assessment	
Mansfield		Risk Assessment	NCAA Agreed Upon Procedures
Millersville	Risk Assessment	Cash Management	Presidential Transition
Shippensburg	Affiliated Entities	P-Card Transactions	NCAA Compliance
Slippery Rock	(1) Goal Ball (2) Presidential Transition	Risk Assessment	NCAA Compliance
West Chester	(1) Financial Aid Process Audit (2) Foundation Audit Follow-up (3) Risk Assessment	Cash Management	
Office of the Chancellor	(1) Privatized Housing & Foundation Arrangements	Risk Assessment	Counseling Services (System-wide Analysis)

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



External Relations Committee Meeting

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

Wednesday, June 27, 2012

Agenda

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

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

External Relations Committee Meeting

June 27, 2012

SUBJECT: Advocacy Update (INFORMATION)

UNIVERSITIES AFFECTED: All

BACKGROUND: A report on advocacy 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

External Relations Committee Meeting

June 27, 2012

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

External Relations Committee Meeting

June 27, 2012

SUBJECT: PASSHE Foundation Update (INFORMATION)

UNIVERSITIES AFFECTED: All

BACKGROUND: A report on the PASSHE Foundation will be provided at the Board meeting.

Supporting Documents Included: N/A

Other Supporting Documents Available: N/A

Reviewed by: N/A

Prepared by: Jennifer S. Scipioni

Telephone: (717) 720-4056



Finance, Administration, and Facilities Committee Meeting

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

June 27, 2012

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, Kenneth M. Jarin, Harold C. Shields, and Guido M. Pichini (*ex officio*).

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

Finance, Administration, and Facilities Committee Meeting

June 27, 2012

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

UNIVERSITIES AFFECTED: All

BACKGROUND: At its meeting on October 6, 2011, the Board of Governors approved a 2012/13 Educational and General (E&G) appropriation request of \$421.4 million, reflecting an \$8.6 million or 2.1% increase to partially fund a \$1.5 billion E&G budget.

At the time this item is developed, the Commonwealth's fiscal year 2012/13 general fund budget has not been finalized, and PASSHE's E&G appropriation is unknown. Proposed appropriations for PASSHE range from \$330.2 million, a reduction of \$82.6 million (20%), to \$412.8 million, or level funding.

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:

- Fiscal Year 2012/13 Tuition and Technology Tuition Fee Rates
- Fiscal Year 2012/13 Educational and General Appropriation Allocation

Supporting Documents Included: N/A

Other Supporting Documents Available: Fiscal Year 2012/13 Appropriations Request; Commonwealth's Fiscal Year 2012/13 Budget, when enacted

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

Finance, Administration, and Facilities Committee Meeting

June 27, 2012

SUBJECT: Fiscal Year 2012/13 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 2012/13 Tuition Schedule (Attachment 1) and the Fiscal Year 2012/13 Technology Tuition Fee Schedule (Attachment 2).

MOTION: That the Board of Governors approve the fiscal year 2012/13 tuition and technology tuition fee rates, as attached.

Supporting Documents Included: Fiscal Year 2012/13 Tuition Schedule (Attachment 1); Fiscal Year 2012/13 Technology Tuition Fee Schedule (Attachment 2)

Other Supporting Documents Available: Fiscal Year 2012/13 Appropriations Request; Board of Governors' Policy 1999-02-A, *Tuition*; University Nonresident Tuition Plans, as approved by the Board of Governors on April 5, 2012

Reviewed by: N/A

Prepared by: James S. Dillon

Telephone: (717) 720-4100

**Pennsylvania State System of Higher Education
Fiscal Year 2012/13 Tuition Schedule**

Attachment 1

Student Classification	2011/12	2012/13	Change
Full-Time Academic Year			
Resident Undergraduate	\$6,240		
Nonresident Undergraduate:			
150% (Minimum) (CL*, EA*, ED, SH*, SL*, MSC*)	\$9,360		
160% (CA)	\$9,984		
165% (MA*)	\$10,296		
200% (CH*, CL*, SL*)	\$12,480		
\$2,000 less than 250% rate (LO)	\$13,600		
225% (SH*)	\$14,040		
250% (BL, CA*, CH*, CL*, EA*, IN*, KU, LO*, MA* MI, SH*, WE)	\$15,600		
Full-Time Semester			
Resident Undergraduate	\$3,120		
Nonresident Undergraduate:			
150% (Minimum) (CL*, EA*, ED, SH*, SL*, MSC*)	\$4,680		
160% (CA)	\$4,992		
165% (MA*)	\$5,148		
200% (CH*, CL*, SL*)	\$6,240		
\$2,000 less than 250% rate (LO)	\$6,800		
225% (SH*)	\$7,020		
250% (BL, CA*, CH*, CL*, EA*, IN*, KU, LO*, MA* MI, SH*, WE)	\$7,800		
Per Student Credit Hour**			
Resident Undergraduate	\$260		
Resident Graduate	\$416		
Nonresident Undergraduate:			
150% (Minimum) (CL*, EA*, ED, SH*, SL*, MSC*)	\$390		
160% (CA)	\$416		
165% (MA*)	\$429		
200% (CH*, CL*, SL*)	\$520		
\$2,000 less than 250% rate (LO)	\$567		
225% (SH*)	\$585		
250% (BL, CA*, CH*, CL*, EA*, IN*, KU, LO*, MA* MI, SH*, WE)	\$650		
Nonresident Graduate	\$624		
Nonresident Undergraduate Distance Education, Minimum	\$265		
Nonresident Graduate Distance Education, Minimum	\$424		

Note: Final 2012/13 tuition recommendations will be developed at the Board of Governors' Finance, Administration, and Facilities Committee meeting on June 27, 2012.

MSC = Marine Science Consortium

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 2012/13 Technology Tuition Fee Schedule**

Student Classification	2011/12	2012/13	Change
Full-Time Academic Year		Note: Final 2012/13 technology tuition fee recommendations will be developed at the Board of Governors' Finance, Administration, and Facilities Committee meeting on June 27, 2012.	
Resident Undergraduate	\$348		
Nonresident Undergraduate	\$526		
Full-Time Semester			
Resident Undergraduate	\$174		
Nonresident Undergraduate	\$263		
Per Credit (part-time and graduate students)*			
Resident Undergraduate (less than 12 credits)	\$15		
Nonresident Undergraduate (less than 12 credits)	\$23		
Resident Graduate (less than 9 credits)	\$20		
Nonresident Graduate (less than 9 credits)	\$30		

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

Finance, Administration, and Facilities Committee Meeting

June 27, 2012

SUBJECT: Fiscal Year 2012/13 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 2012/13 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 2012/13 funding levels are described in Attachment 1.

MOTION: That the Board of Governors approve the following allocation of funds from PASSHE's fiscal year 2012/13 E&G appropriation.

Item	Amount
Performance Funding	To be determined*
Dixon University Center Academic Programs	To be determined*
Office of Internal Audit and Risk Assessment	\$844,047
System Reserve	\$350,000
McKeever Environmental Learning Center	To be determined*

*Actual dollar amounts will be determined after the Commonwealth's fiscal year 2012/13 budget is finalized.

Supporting Documents Included: Funding of System-Wide Initiatives from the Fiscal Year 2012/13 E&G Appropriation (Attachment 1); Report of Expenditures from the System Reserve (Attachment 2)

Other Supporting Documents Available: Fiscal Year 2012/13 Appropriations Request; Commonwealth's Fiscal Year 2012/13 Budget when enacted; Board of Governors' Policy 1984-06-A, *Allocation Formula*

Reviewed by: N/A

Prepared by: James S. Dillon

Telephone: (717) 720-4100

**Pennsylvania State System of Higher Education
Funding of System-Wide Initiatives from the Fiscal Year 2012/13 E&G Appropriation**

Performance Funding To be determined

Consistent with the performance funding program revisions adopted by the Board of Governors at its January 2011 meeting, the performance funding pool is to be established at 2.4% of the System's estimated 2012/13 E&G budget. The actual dollar amount will be established once the Commonwealth's fiscal year 2012/13 budget is known and 2012/13 tuition rates have been approved by the Board of Governors.

Dixon University Center Academic Program To be determined

The academic programming performed at Dixon University Center has been partially funded through the E&G appropriation for many years. The appropriation provided for continuation of these academic services and associated maintenance of the Dixon University Center site for the current year was \$1,148,000. It is recommended that the allocation for the Dixon University Center be adjusted proportionately to any change in PASSHE's E&G appropriation.

Office of Internal Audit and Risk Assessment \$844,047

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 2012/13 budget of \$895,625 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 \$844,047 as it has \$51,578 remaining from the previous year's allocation.

Replenishment of the System Reserve \$350,000

The total recommended allocation to the System Reserve for fiscal year 2012/13 is \$350,000, 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 2011/12 and a list of projected expenditures for fiscal year 2012/13. The amount to be replenished differs from total expenditures as previous year's estimates are adjusted for actual expenditures.

McKeever Environmental Learning Center To be determined

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 is funded through a portion of PASSHE's E&G appropriation and user fees. The appropriation provided for the Center in the current fiscal year was \$302,032. It is recommended that the allocation for the McKeever Environmental Learning Center be adjusted proportionately to any change in PASSHE's E&G appropriation.

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

Actual 2011/12 Expenditures

Presidential Searches (East Stroudsburg, Edinboro, Indiana, and Slippery Rock)	\$165,509
System Financial Audit (Fiscal Year 2010/11)	82,183
Property Appraisals (Bloomsburg, Shippensburg, and West Chester)	<u>12,450</u>
Total Actual Fiscal Year 2011/12 Expenditures	\$260,142

Anticipated 2012/13 Expenditures

Presidential Searches (Mansfield, Millersville, and California)	\$126,000
System Financial Audit (Fiscal Year 2011/12)	<u>83,975</u>
Total Anticipated Fiscal Year 2012/13 Expenditures	\$209,975

Finance, Administration, and Facilities Committee Meeting

June 27, 2012

SUBJECT: Fiscal Year 2012/13 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*. Over 100 projects were submitted with an estimated cost of \$1.0 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 2012/13 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, June 14, 2012

Prepared by: James S. Dillon

Telephone: (717) 720-4100

Capital Spending Plan
Fiscal Years 2012/13 Through 2016/17
As Presented to the Board of Governors, June 27, 2012

Financial Summary in Current Year Dollars (\$000)							Historical Funding Analysis						
							Including Cheyney				Not Including Cheyney		
University	FY 2012/13	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	Five-Year Total	Total Capital Funding from FY 1996/97 to FY 2011/12 (\$000)	Over- or Underfunded Considering Total Funding from FY 1996/97 to FY 2016/17	Current Plant Portion of the Allocation Formula Distribution (FY 2011/12)	Over- or Underfunded Considering Total Funding from FY 1996/97 to FY 2011/12	Over- or Underfunded Considering Total Funding from FY 1996/97 to FY 2016/17	Current Plant Portion of the Allocation Formula Distribution (FY 2011/12)	Over- or Underfunded Considering Total Funding from FY 1996/97 to FY 2011/12
Bloomsburg		\$25,000		\$2,000		\$27,000	\$68,074	(\$11,877)	7.5%	(\$14,897)	(\$4,256)	7.8%	(\$6,921)
California			\$6,400			6,400	65,157	(13,430)	6.0%	(774)	(7,374)	6.2%	5,563
Cheyney	\$500				\$7,000	7,500	143,270	97,184	3.8%	101,699			
Clarion		33,200	2,900			36,100	71,021	25,089	5.8%	7,382	30,935	6.0%	13,499
East Stroudsburg	29,600	7,800	31,000	2,500		70,900	44,134	26,577	6.2%	(24,489)	32,881	6.5%	(17,893)
Edinboro				3,420		3,420	80,805	(7,065)	6.4%	9,984	(560)	6.7%	16,791
Indiana	31,700		1,722	15,700	22,600	71,722	66,339	(42,090)	12.7%	(73,418)	(29,253)	13.2%	(59,985)
Kutztown			17,535		14,368	31,903	68,923	(14,008)	8.1%	(20,163)	(5,826)	8.4%	(11,600)
Lock Haven				3,720		3,720	58,095	(13,613)	5.3%	(421)	(8,239)	5.5%	5,204
Mansfield		500				500	54,066	(6,727)	4.3%	6,517	(2,359)	4.5%	11,087
Millersville	1,600					1,600	92,595	(7,075)	7.1%	14,032	141	7.4%	21,583
Shippensburg			5,800		14,175	19,975	82,644	(5,576)	7.6%	(1,291)	2,134	7.9%	6,776
Slippery Rock	1,000			12,375		13,375	77,374	(18,993)	7.7%	(7,762)	(11,173)	8.0%	422
West Chester	3,700			20,000		23,700	127,109	(8,395)	11.2%	3,602	2,949	11.7%	15,473
Five-Year Total	\$68,100	\$66,500	\$65,357	\$59,715	\$58,143	\$317,815	\$1,099,605	\$0	100%	(\$0)	\$0	100%	\$0

(Parentheses indicate underfunded amounts.)

Note: Numbers may not add due to rounding.

Financial Summary (\$000) Allowing for Inflation at 2% Annually						
University	FY 2012/13	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	Five-Year Total
Bloomsburg		\$25,500		\$2,200		\$27,700
California			\$6,700			6,700
Cheyney	\$500				\$7,900	8,400
Clarion		33,900	3,000			36,900
East Stroudsburg	29,600	8,000	32,300	2,700		72,600
Edinboro				3,700		3,700
Indiana	31,700		1,800	17,200	25,400	76,100
Kutztown			18,200		16,200	34,400
Lock Haven				4,100		4,100
Mansfield		500				500
Millersville	1,600					1,600
Shippensburg			6,000		16,000	22,000
Slippery Rock	1,000			13,500		14,500
West Chester	3,700			21,900		25,600
Five-Year Total	\$68,100	\$67,900	\$68,000	\$65,300	\$65,500	\$334,800

Project Execution Schedule
Fiscal Years 2012/13 Through Fiscal Years 2016/17
As Presented to the Board of Governors, June 27, 2012

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 (\$000)
2012/13	Cheyney	Browne Hall Renovation	OF&E	83/06	500	Housing		\$500
	East Stroudsburg	Information Commons Construction, Phase 1 (Construction)		82/10	36,000	Mixed Usage	30,000	29,600
	Indiana	Keith and Leonard Halls Renovation (Construction)		83/06, 131/02, 41/08, 82/10	39,065	General Education		28,400
		Keith and Leonard Halls Renovation	OF&E	131/02, 82/10	5,917	General Education		3,300
	Millersville	Ganser Library Renovation	OF&E	131/02, 82/10	1,600	Libraries		1,600
	Slippery Rock	Miller Auditorium Renovation and Addition	OF&E	83/06	3,000	Performing Arts		1,000
	West Chester	Mitchell Hall Renovation	OF&E	82/10	1,500	General Education		1,200
		Academic Classroom and Office Complex Construction	OF&E	131/02, 82/10	3,522	Business Education		2,500
2012/13 Total								\$68,100
2013/14	Bloomsburg	Waller Administration Building Renovation		40/04, 41/08, 82/10	27,500	Mixed Usage		\$25,500
	Clarion	Tippin Gymnasium Renovation and Expansion (Construction)		41/08, 82/10	34,500	Athletics		33,900
	East Stroudsburg	Information Commons Construction, Phase 2 (Design)		82/10	40,000	Mixed Usage		5,100
		Information Commons Construction, Phase I	OF&E	82/10	3,600	Mixed Usage		2,900
	Mansfield	Straughn Auditorium Renovation	OF&E	82/10	1,000	Performing Arts		500
2013/14 Total								\$67,900
2014/15	California	Pedestrian and Vehicular Enhancements, Phase I		131/02, 41/08, 82/10	7,592	Utilities Infrastructure		\$6,700
	Clarion	Tippin Gymnasium Renovation and Expansion	OF&E	131/02, 82/100	3,095	Athletics		3,000
	East Stroudsburg	Information Commons Construction, Phase 2 (Construction)		82/10	40,000	Mixed Usage		32,300
	Indiana	Leonard Halls Renovation (Demolition)		83/06, 131/02, 41/08, 82/10	39,065	General Education		1,800
	Kutztown	Educational Building (Lytle Hall) Demolition and Replacement/Expansion		41/08	30,000	General Education		18,200
	Shippensburg	Electrical Distribution System Renovation		40/04	8,730	Utilities Infrastructure		6,000
2014/15 Total								\$68,000
2015/16	Bloomsburg	Waller Administration Building Renovation	OF&E	82/10	2,200	Mixed Usage		\$2,200
	East Stroudsburg	Information Commons Construction, Phase 2	OF&E			Mixed Usage		2,700
	Edinboro	Mold Tooling/Mold Design Classrooms Construction		40/04	3,420	Science and Technology		3,700
	Indiana	Weyandt/Walsh Hall Renovation or Replacement (Design)		82/10	90,000	Science and Technology		17,200
	Lock Haven	Fiber-Optic Infrastructure Upgrade		131/02, 82/10	5,720	IT Backbone		4,100
	Slippery Rock	McKay Building Renovation/Addition		22/00, 82/10	13,360	General Education		13,500
	West Chester	Sturzebecker Health Science Center Addition				Science and Technology		21,900
2015/16 Total								\$65,300
2016/17	Cheyney	Cope Hall Renovation/Addition (Design)		82/10	8,500	Athletics		\$7,900
	Indiana	Weyandt/Walsh Hall Renovation or Replacement, Phase 1 (Addition Construction)		82/10	90,000	Science and Technology	25,400	25,400
	Kutztown	DeFrancesco Education Building Renovation		82/10	13,000	Business Education		14,300
		Educational Building (Lytle Hall) Demolition and Replacement/Expansion	OF&E	131/02	50	General Education		1,900
	Shippensburg	Franklin Science Center Renovation		82/100	15,000	Science and Technology		16,000
2016/17 Total								\$65,500
Grand Total								\$334,800

Board of Governor's Meeting Agenda – Page 76

Agency:		Pennsylvania State System of Higher Education			
Capital Budget Authorization Request					
Departmental Summary of Requests (Dollars in Thousands)					
Original Furniture and Equipment					
		Source of Funds	Agency Request	OB Recommended	Difference
		Bond.....	\$2,000	\$0	\$0
		Current.....	0	0	0
		Federal.....	0	0	0
		Local.....	0	0	0
		Other.....	0	0	0
		Total.....	\$2,000	\$0	\$0
Priority No.	Project Title/Comments	Location	Source of Funds	Agency Request	OB Recommended
(1)	(2)		(3)	(4)	(5)
1	Weyandt/Walsh Hall Renovation or Replacement (Additional Funds)	Indiana	B	\$2,000	
			TOTAL	\$2,000	\$0

Finance, Administration, and Facilities Committee Meeting

June 27, 2012

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

UNIVERSITIES AFFECTED: Bloomsburg University of Pennsylvania

BACKGROUND: Bloomsburg University requests approval to acquire 64 acres of vacant land adjacent to the Upper Campus. The property is located between Lightstreet Road and Arbutus Park Road in Scott Township.

The University plans to relocate athletic fields, which are currently located on leased property next to the Lower Campus, to this 64-acre site. The property is adjacent to the University's Upper Campus in close proximity to other University athletic fields and Nelson Field House. The site will also allow for future expansion needs such as student housing, parking, or other operations. The estimated cost of the land is \$1.65 million.

MOTION: That the Board of Governors approve Bloomsburg University's acquisition of 64 acres of land next to the Upper Campus in Scott Township, Pennsylvania.

Supporting Documents Included: Property Map and Photo

Other Supporting Documents Available: Real Property Acquisition Planning Data

Reviewed by: Bloomsburg University's Council of Trustees, June 6, 2012

Prepared by: James S. Dillon

Telephone: (717) 720-4100

Bloomsburg University of Pennsylvania



64 Acres Adjacent to Upper Campus



View of Property Facing East, Scott Township, Pennsylvania

Finance, Administration, and Facilities Committee Meeting

June 27, 2012

SUBJECT: Demolition of Kieffer, Lackhove, McCune, and Seavers Halls, Shippensburg University of Pennsylvania (INFORMATION)

UNIVERSITIES AFFECTED: Shippensburg University of Pennsylvania

BACKGROUND: Shippensburg University intends to demolish several buildings to make way for Phases 2 and 3 construction of the on-campus student housing replacement program. Phase 1 is expected to be completed in December 2012, and Phase 2 will start in January 2013.

The buildings planned for demolition in this phase of construction include:

Building	Total Square Feet	Year Constructed
Kieffer Hall	52,498	1964
Lackhove Hall	52,961	1964
McCune Hall	33,697	1959
Seavers Hall	115,603	1976

These are basic flat-roofed, concrete and brick, box-shaped structures with central rest room and shower facilities, typical of institutional dormitories constructed during that time period. The existing student housing has exceeded its useful life, is programmatically obsolete, and is not economical to renovate or operate. Kieffer, Lackhove, and McCune Halls must be demolished for Phase 2 construction to proceed; the Seavers Hall site will be used for future Phase 3 construction.

This plan is consistent with the University's Master Plan completed in 2008. Demolition of the buildings will require approval from the Department of General Services and the Pennsylvania Historical and Museum Commission.

Supporting Documents Included: Campus Map and Photos

Other Supporting Documents Available: Project Planning Documentation

Reviewed by: Shippensburg University's Council of Trustees, March 30, 2012



Prepared by: James S. Dillon

Telephone: (717) 720-4100



Campus Map

Visitor Parking located between
Old Main (1) and Horton Hall (2)

-  Emergency Phones
-  Disability Parking



Numerical Key

- | | | | |
|----------------------------|----------------------------------|---|--|
| 1. Old Main | 16. Kieffer Hall | 28. Anthony F. Ceddia Union Building (CUB) | 39. Cora I. Grove Spiritual Center |
| 2. Horton Hall | 17. Lackhove Hall | 29. Mowrey Hall | 40. Warehouse |
| 3. Gilbert Hall | 18. Wright Hall | 30. Heiges Field House | 41. Stone Ridge Commons |
| 4. Stewart Hall | 19. Naugle Hall | 31. Seth Grove Stadium | 42. Little Red Schoolhouse |
| 5. Henderson Gymnasium | 20. McLean Hall | 33. Seavers Complex | 43. Davis House |
| 6. Shearer Hall | 21. Reinsner Dining Hall | 34. Erter Health Center | 44. Robb Sports Complex |
| 7. Rowland Hall | 22. Ezra Lehman Memorial Library | 35. Mathematics and Computing Technologies Center | 45. Eckels Field |
| 8. Memorial Auditorium | 23. Martin House | 36. John L. Grove Hall | 46. Reed Annex |
| 9. Shippens Hall | 24. Reisinger House | 37. Richard D. Rife Alumni House | 47. Student Recreation Complex |
| 10. Huber Art Center | 25. Steam Plant | 38. Grace B. Luhrs University Elementary School | 48. H. Ric Luhrs Performing Arts Center |
| 12. Kriner Dining Hall | 26. Franklin Science Center | | 49. Conference Center/Shippensburg University Foundation |
| 13. Reed Operations Center | 27. Dauphin Humanities Center | | 50. ShipRec |
| 14. Harley Hall | | | 51. Fairchild Field |
| 15. McCune Hall | | | |

Shippensburg University of Pennsylvania



Kieffer Hall



Lackhove Hall

Shippensburg University of Pennsylvania



McCune Hall



Seavers Hall



Human Resources Committee Meeting

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

Wednesday, June 27, 2012

Agenda

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1. Committee Update (INFORMATION)	85



Committee Members: Marie A. Conley (*Chair*), Jennifer G. Branstetter (designee for Governor Thomas W. Corbett), Ronald G. Henry, Kenneth M. Jarin, Harold C. Shields, Aaron A. Walton, and Guido M. Pichini (*ex officio*).

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

Human Resources Committee Meeting

June 27, 2012

SUBJECT: Committee Update (INFORMATION)

UNIVERSITIES AFFECTED: All

BACKGROUND: A report of committee work will be provided at the Board meeting.

Supporting Documents Included: N/A

Other Supporting Documents Available: N/A

Reviewed by: N/A

Prepared by: Gary K. Dent

Telephone: (717) 720-4158



Executive Committee Meeting

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

June 27, 2012

Agenda

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1. PASSHE Strategic Plan (INFORMATION)	87



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

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

Executive Committee Meeting

June 27, 2012

SUBJECT: PASSHE Strategic Plan (INFORMATION)

UNIVERSITIES AFFECTED: All

BACKGROUND: An update of the work of the Strategic Planning Committee will be provided at the Board meeting.

Supporting Documents Included: N/A

Other Supporting Documents Available: N/A

Reviewed by: N/A

Prepared by: Peter H. Garland

Telephone: (717) 720-4010



Board of Governors

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

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

Thursday, June 28, 2012
9:00 a.m.

Agenda

Call to Order and Roll Call of the Members

Pledge of Allegiance

Approval of the Minutes of the April 5, 2012, May 9, 2012, and May 25, 2012 Meetings

Remarks of the Chair Chairman Guido M. Pichini

Report of the Chancellor Dr. John C. Cavanaugh

Public Comments

Committee Reports with Related Actions

- A. Academic and Student Affairs** Mr. Aaron A. Walton
1. Summary of Academic Program Actions: July 1, 2011 – June 30, 2012
 2. New Academic Programs Approved in the Past Five Years (2007-2012): Enrollment Report
 3. Approval of an Associate of Applied Science Degree in Applied Technology at Edinboro University of Pennsylvania
 4. Approval of an Associate of Applied Science Degree in Natural Gas Production and Services at Mansfield University of Pennsylvania

Academic and Student Affairs (continued)

5. Approval of a Bachelor of Science Degree in Safety Management at Mansfield University of Pennsylvania
6. Approval of a Master of Science Degree in Clinical Mental Health Counseling at Lock Haven University of Pennsylvania
7. Approval of a Master of Science Degree in Sport Science at Lock Haven University of Pennsylvania

B. Audit Mr. Ronald G. Henry

1. 2011-12 Annual Report – Office of Internal Audit and Risk Assessment (OIARA)
2. Office of Internal Audit and Risk Assessment 2012/13 Annual Budget and Staffing Level
3. Office of Internal Audit and Risk Assessment 2012/13 Annual Work Plan

C. External Relations Mr. Jonathan B. Mack

1. Advocacy Update
2. Legislative Update
3. PASSHE Foundation Update

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

1. Fiscal Year 2012/13 Operating Budget Update
2. Fiscal Year 2012/13 Tuition and Technology Tuition Fee Rates
3. Fiscal Year 2012/13 Educational and General Appropriation Allocation
4. Fiscal Year 2012/13 Capital Spending Plan and Capital Budget Authorization Request
5. Property Acquisition, Bloomsburg University of Pennsylvania
6. Demolition of Kieffer, Lackhove, McCune, and Seavers Halls, Shippensburg University of Pennsylvania

E. Human Resources Ms. Marie A. Conley

1. Committee Update

F. Executive Chairman Guido M. Pichini

1. PASSHE Strategic Plan

Board Action Chairman Guido M. Pichini

1. Recognition of NCAA Division 2 Champions – West Chester University of Pennsylvania
 - Men's Baseball
 - Women's Field Hockey
2. Approval of Meeting Dates
3. Election of Board Officers

Other Business Chairman Guido M. Pichini

Announcements

Adjournment



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

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

Board of Governors' Meeting

June 28, 2012

SUBJECT: Approval of Meeting Dates (ACTION)

UNIVERSITIES AFFECTED: All

BACKGROUND: Board of Governors' meeting calendar through 2015 is attached.

MOTION: That the Board of Governors approve the meeting dates in the attached Board of Governors' Meeting Calendar 2012-2015.

Supporting Documents Included: Board of Governors' Meeting Calendar 2012-2015

Other Supporting Documents Available: N/A

Reviewed by: N/A

Prepared by: Peter H. Garland

Telephone: (717) 720-4010



Board of Governors' Meeting Calendar 2012-2015

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

2012	Wednesday and Thursday Wednesday and Thursday	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
2015	Wednesday and Thursday Wednesday and Thursday Wednesday and Thursday Wednesday and Thursday	January 21 and 22 April 8 and 9 June 24 and 25 October 7 and 8

Revised: June 28, 2012

Board of Governors' Meeting

June 28, 2012

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

Telephone: (717) 720-4010