

**Board of Governors  
of the  
Pennsylvania State System of Higher Education**

**Meeting Minutes**

180th Meeting  
Wednesday, October 10, 2012  
Boardroom, First Floor  
Administration Building  
2986 North Second Street  
Harrisburg, PA 17110-1201

1:30 p.m.

**ATTENDING**

**Board of Governors:**

Mr. Mark S. Grochocki (designee for Senator John T. Yudichak)  
Mr. Ronald G. Henry  
Mr. Kenneth M. Jarin  
Mr. Jonathan B. Mack  
Mr. Joseph F. McGinn  
Mr. C.R. "Chuck" Pennoni  
Mr. Guido M. Pichini, Chairman  
Mr. Harold C. Shields  
Mr. Robert S. Taylor  
Secretary Ronald J. Tomalis  
Mr. Aaron A. Walton

Representative Matthew E. Baker, Ms. Jennifer G. Branstetter (designee for Governor Thomas W. Corbett), Ms. Marie Conley, Representative Michael K. Hanna, Ms. Bonnie L. Keener, Senator Jeffrey E. Piccola, and Senator John T. Yudichak were absent.

**Office of the Chancellor:**

Dr. John C. Cavanaugh (Chancellor)  
Mr. Gary K. Dent  
Dr. Peter H. Garland  
Mr. Leo Pandeladis

Also in attendance from the Office of the Chancellor: Audrey J. Guistwhite and Kenn D. Marshall.

Also in attendance were: Ms. Jan Greenwood and Ms. Shelley Sullivan, with Greenwood/Asher and Associates, Inc. and Mr. Ralph Meyer, Chair, Council of Trustees at Mansfield University.

Chairman Pichini called the meeting to order at 1:30 p.m.

Attendance taken at the direction of the Chairman established that a quorum of the Board was present.

### **REMARKS OF THE CHAIR**

Chairman Pichini said the board met in executive session for personnel and legal matters today from 8:00 a.m. to 11:05 a.m.

Executive Session convened at 1:30 p.m. to interview the three presidential candidates for Mansfield University of Pennsylvania.

Executive Session adjourned at 5:15 p.m.

The Board meeting reconvened at 5:16 p.m.

### **PUBLIC COMMENTS**

No public comments.

### **ADJOURNMENT**

There being no further items of business to come before the Board, the Chairman adjourned the meeting at 5:17 p.m.

ATTEST: \_\_\_\_\_  
Peter H. Garland  
Secretary to the Board



**Board of Governors  
of the  
Pennsylvania State System of Higher Education**

**Meeting Minutes**

181st Meeting  
Thursday, October 11, 2012  
Boardroom, First Floor  
Administration Building  
2986 North Second Street  
Harrisburg, PA 17110-1201

9:00 a.m.

**ATTENDING**

**Board of Governors:**

Ms. Jennifer G. Branstetter (designee for Governor Thomas W. Corbett)  
Ms. Marie Conley (via conference call)  
Mr. Mark S. Grochocki (designee for Senator Yudichak)  
Representative Michael K. Hanna (via conference call)  
Mr. Ronald G. Henry  
Mr. Kenneth M. Jarin  
Ms. Bonnie L. Keener (via conference call)  
Mr. Jonathan B. Mack  
Mr. Joseph F. McGinn  
Mr. C. R. "Chuck" Pennoni  
Mr. Guido M. Pichini (*Chair*)  
Mr. Harold C. Shields  
Mr. Robert S. Taylor  
Secretary Ronald J. Tomalis  
Mr. Aaron A. Walton  
Senator John T. Yudichak (via conference call)

Representative Matthew E. Baker and Senator Jeffrey E. Piccola were absent.

**Office of the Chancellor:**

Dr. John C. Cavanaugh (Chancellor)  
Ms. Karen S. Ball  
Mr. Gary K. Dent  
Mr. James S. Dillon  
Dr. Peter H. Garland  
Dr. James D. Moran  
Mr. Leo Pandeladis

Also in attendance for participation or in support of Committee and Board activities from the Office of the Chancellor: Ginger S. Coleman, Steve R. Dupes, Audrey J. Guistwhite, Kathleen M. Howley, Lois M. Johnson, Kenneth D. Marshall, Michael A. Mottola, Georgia K. Prell, Jennifer S. Scipioni, Jamie K. Shipe, Angela C. Smith-Aumen, Dean A. Weber, Marilyn J. Wells, and Eric J. Zeglen.

University Presidents in attendance: F. Javier Cevallos, Michael A. Driscoll, Michael Fiorentino, Jr., Allan J. Golden, Interim President, Michelle R. Howard-Vital, Geraldine M. Jones, Acting President, Francine G. McNairy, Cheryl J. Norton, William N. Ruud, David L. Soltz, Greg R. Weisenstein, Marcia G. Welsh, Karen M. Whitney, and Julie E. Wollman.

Chairman Pichini called the meeting to order at 9:00 a.m.

Attendance taken at the direction of the Chairman established that a quorum of the Board was present.

The Pledge of Allegiance was recited by those in attendance.

### **APPROVAL OF THE MINUTES OF THE MEETINGS**

Chairman Pichini noted that the minutes of the June 27, 2012, June 28, 2012, and July 9, 2012 meetings were distributed prior to the meeting. The Chairman moved **THAT THE MINUTES OF THE JUNE 27, 2012, JUNE 28, 2012, AND JULY 9, 2012 MEETINGS BE APPROVED.**

The motion passed unanimously.

### **REMARKS OF THE CHAIR**

Chairman Pichini welcomed everyone to the Dixon Center especially the faculty members. Chairman Pichini said we value the faculty's service to the System and thanked them for attending the meeting.

Chairman Pichini acknowledged PASSHE's two new presidents, both of whom began their tenures on July 1, 2012.

Dr. Marcia Welsh is the new president of East Stroudsburg University. She previously was provost and vice president for academic affairs at Towson University in Maryland. Welcome Dr. Welsh.

Dr. Michael Driscoll is the new president of Indiana University of Pennsylvania. Prior to coming to IUP, he was provost and executive vice chancellor of the University of Alaska Anchorage. Welcome Dr. Driscoll.

Chairman Pichini said he recently participated in the inauguration ceremony for Dr. Cheryl Norton at Slippery Rock University. It was a very enjoyable event and he appreciated the opportunity to be a part of it.

Chairman Pichini thanked Dr. Allen Golden, who soon will be completing his tenure as interim president of Mansfield University. Chairman Pichini told Dr. Golden his service during this time of transition has been very important to both the university and PASSHE.

Chairman Pichini recognized David Wolfe, student government president at Slippery Rock University, who has been nominated by Governor Corbett to serve on this Board. David is awaiting confirmation by the Senate.

Chairman Pichini said the Board met yesterday with the three candidates for the Mansfield presidency.

Chairman Pichini mentioned a few of the activities that have taken place since the last Board meeting. Last week, we held the first of three PASSHE Entrepreneurial Forums to provide information to our campus communities and local business leaders about changes in state law included in the Higher Education Modernization Act, which will open up new opportunities for our faculty, students and staff to commercialize the fruits of their research. The new law also will enable our universities to begin to offer applied doctoral degrees to help address some very critical workforce needs, while better serving our students, especially adult learners. The first forum was held at West Chester. Additional events will be held next Tuesday at Bloomsburg and October 23<sup>rd</sup> at IUP.

Chairman Pichini said Governor Corbett is expected to sign Senate Bill 367, which will enable our universities to receive royalties from the extraction of natural gas from any of the properties on which they operate. The proceeds of any such activity, should it occur, would be divided among all of the PASSHE universities and a portion also would fund student scholarships. Half of the funds would stay at the university where the drilling would occur, 35 percent would be distributed among the other universities to help pay for deferred maintenance, and 15 percent would be used for scholarships.

Chairman Pichini thanked Senator Don White for his sponsorship of this legislation, and Representatives Matthew Baker and Michael Hanna for their support, and the entire legislature for passing the bill.

Chairman Pichini said he and the chancellor, along with Jerry Eckert from Millersville, are continuing to serve on the Governor's Advisory Commission on Postsecondary Education. The commission's final report is due to the governor by next month.

Chairman Pichini mentioned the business today will include approval of PASSHE's 2013-14 appropriations request, the first formal step in the long, arduous budget process.

Chairman Pichini said we must continue to be responsible in our spending, while remaining strong advocates for the System, and the vital role it plays in the Commonwealth. Funding for PASSHE truly is an investment in Pennsylvania's future. We have a lot of work ahead of us.

The board met in executive session for personnel and legal matters yesterday from 8:00 a.m. to 11:05 a.m. and again from 1:30 p.m. to 5:15 p.m.

At this point, Chairman Pichini turned the meeting over to the Chancellor for his report.

## REPORT OF THE CHANCELLOR

Chancellor Cavanaugh welcomed everyone, particularly the faculty who are attending the meeting today. Chairman Cavanaugh acknowledged that the faculty is the heart of the institutions and their relationship with students really goes to the vital mission that we serve in providing a high quality education to all of our students. Chancellor Cavanaugh encouraged the faculty who are making their first trip to the Dixon Center, to look around and find out about the academic programs that are offered here in the evenings and on the weekends through eight PASSHE institutions and two other partners at the Dixon Center.

Chancellor Cavanaugh also extended best thoughts to Marie Conley, a Board member who is recuperating, and condolences to Kenn Marshall on the loss of his mother-in-law.

Chancellor Cavanaugh welcomed Marcia Welsh, President of East Stroudsburg University, and Michael Driscoll, President of Indiana University, who are attending their first Board meeting. Chancellor Cavanaugh thanked Allen Golden for his service as interim president at Mansfield University. Chancellor Cavanaugh said he hopes we can conclude the search for the next president of Mansfield University in a timely fashion and continue the great strides the institution is making.

Chancellor Cavanaugh said he looks forward to David Wolfe's confirmation by the Senate and was glad he could attend the Board meeting today.

Chancellor Cavanaugh mentioned that PASSHE is grateful to the general assembly and to Governor Corbett for all the support in the passage of the various aspects of the higher education modernization act as well as Senate Bill 367.

Chancellor Cavanaugh acknowledged that enrollment in the fall declined somewhat from last year. Chancellor Cavanaugh said it is particularly true at the graduate level in our graduate programs in education; but declines are found at the undergraduate level as well.

Chancellor Cavanaugh mentioned that in the next few weeks a program to fund some study abroad scholarships will be announced. Chancellor Cavanaugh said it's very important for students to have the opportunity to get international experiences, however, for many of those students, cost is a major barrier. Chancellor Cavanaugh said PASSHE has been looking at their ability to provide some support for that while we collectively engage in fundraising activities for creating endowments for study abroad scholarships. Chancellor Cavanaugh said PASSHE is working with the System-level International Education Council on that issue, as well as the international program directors, to do what we can to remove the financial barriers from students' ability to have those kinds of international experiences.

Chancellor Cavanaugh's full report to the Board was sent by e-mail. The report includes highlights of System and University Accomplishments and Other Noteworthy Activities; Fundraising, Grants, Gifts, and Other Awards; University and Community Partnerships; and Student and Faculty Recognition. (Attachment #1)

At this point, Chancellor Cavanaugh turned the meeting back over to the Chairman.

## **PUBLIC COMMENTS**

Dr. Steve Hicks, APSCUF President, spoke about negotiations. (Attachment #2)

Dr. Kevin Mahoney, Professor at Kutztown University of Pennsylvania, said the Chancellor can't have it both ways – you can't claim to want the highest faculty and thank them for their hard work and then turn around and offer a proposal that you turn the majority of the faculty to low pay part-time piece workers.

Dr. Paul Quinn, Professor at Kutztown University of Pennsylvania, urged the settlement of the strike for the sake of faculty and students.

Dr. Mary Popovich, Professor at California University of Pennsylvania, represented the temporary faculty and said limited pay for the temporary faculty is not justified.

## **COMMITTEE REPORTS WITH RELATED ACTIONS**

### **A. Academic and Student Affairs Committee**

Mr. Walton presented the report on behalf of the Academic and Student Affairs Committee. The Committee reviewed four information items: PASSHE Universities Enrollment for Fall 2012; LYME-AID Presentation, East Stroudsburg University of Pennsylvania; Dr. Marian Tzolov and Lock Haven University of Pennsylvania – U.S. Patent and Trademark Office; and Presentation of Veterans' Programs, Shippensburg University of Pennsylvania.

Mr. Walton noted that the Committee had three action items to recommend to the Board for approval.

Mr. Walton moved **THAT THE BOARD OF GOVERNORS APPROVE THE MASTER OF ARTS DEGREE IN PROFESSIONAL AND NEW MEDIA WRITING AT EAST STROUDSBURG UNIVERSITY OF PENNSYLVANIA.** (Attachment #3)

The motion passed unanimously.

Mr. Walton moved **THAT THE BOARD OF GOVERNORS APPROVE THE MASTER OF FINE ARTS DEGREE IN COMMUNICATION DESIGN AT KUTZTOWN UNIVERSITY OF PENNSYLVANIA.** (Attachment #4)

The motion passed unanimously.

Mr. Walton moved **THAT THE BOARD OF GOVERNORS APPROVE THE REVISED FIVE-YEAR BUDGET FOR THE BACHELOR OF SCIENCE DEGREE IN MECHATRONICS ENGINEERING TECHNOLOGY AT CALIFORNIA UNIVERSITY OF PENNSYLVANIA.** (Attachment #5)

The motion passed unanimously.



**B. External and Public Relations Committee**

Mr. Mack presented the report on behalf of the External Relations Committee. The Committee reviewed three information items: Advocacy Update, Legislative Update, and Higher Education Modernization Act (HEMA) Update.

There were no action items to report.

**Mr. Mack made a motion to rename the External Relations Committee to External and Public Relations Committee.**

The motion passed unanimously.

**C. Finance, Administration, and Facilities Committee**

Mr. Pennoni presented the report on behalf of the Finance, Administration, and Facilities Committee.

The Committee had no information items.

Mr. Pennoni noted that the Committee had five action items to recommend to the Board for approval.

Mr. Pennoni moved **THAT THE BOARD OF GOVERNORS APPROVE THE ATTACHED EDUCATIONAL AND GENERAL OPERATING BUDGETS FOR PASSHE ENTITIES FOR FISCAL YEAR 2012/13.** (Attachment #6)

The motion passed with three abstentions.

Mr. Pennoni moved **THAT THE BOARD OF GOVERNORS APPROVE A FISCAL YEAR 2013/14 EDUCATIONAL AND GENERAL APPROPRIATION REQUEST OF \$424,308,000.** (Attachment #7)

The motion passed with three abstentions.

Mr. Pennoni moved **THAT THE BOARD OF GOVERNORS APPROVE THE AMENDMENTS TO BOARD OF GOVERNORS' POLICY 1985-04-A, UNIVERSITY EXTERNAL FINANCIAL SUPPORT, AS ATTACHED.** Mr. Pennoni read a revision to the policy – under E. Procedures, Standards, and Guidelines – in consultation with the Council of Presidents was added. The policy should read: The chancellor, in consultation with the Council of Presidents, shall establish procedures, standards, and guidelines concerning the relationships between and among universities and their affiliated organizations. (Attachment #8)

The motion passed unanimously.

Mr. Pennoni moved **THAT THE BOARD OF GOVERNORS APPROVE EAST STROUDSBURG UNIVERSITY'S REQUEST TO BOND FINANCE APPROXIMATELY \$7.3 MILLION TO CONSTRUCT ADDITIONAL PARKING FOR STUDENTS.**

The motion passed unanimously.

Mr. Pennoni moved **THAT THE BOARD OF GOVERNORS APPROVE MANSFIELD UNIVERSITY'S REQUEST TO BOND FINANCE APPROXIMATELY \$1.15 MILLION FOR IMPROVEMENTS TO VAN NORMAN FIELD.**

The motion passed unanimously.

### **Human Resources**

Mr. Walton presented the report on behalf of the Human Resources Committee.

The Committee had no information items.

Mr. Walton noted that the Committee had two action items to recommend to the Board for approval.

This motion was tabled until the January 2013 meeting

Mr. Walton moved **THAT THE BOARD OF GOVERNORS APPROVE THE CHANGES TO BOARD OF GOVERNORS' POLICY 1983-14-A: APPOINTMENT OF INTERIM AND ACTING CHIEF EXECUTIVE OFFICERS.** There was some discussion on this policy and it was agreed to table the policy until the next Board meeting.

Mr. Walton moved **THAT THE BOARD OF GOVERNORS' RATIFY THE AGREEMENT WITH OPEIU AND AUTHORIZE THE CHANCELLOR AND THE CHAIRMAN TO SIGN THE APPROPRIATE DOCUMENTS.** (Attachment #9)

The motion passed unanimously.

### **D. Executive Committee**

Mr. Walton presented the report on behalf of the Executive Committee.

There was one information item to report: PASSHE Strategic Plan.

Mr. Walton said the Strategic Planning Committee has been divided into three subcommittees to explore each of the three core purposes:

1. Refine the role of a system of public universities in the 21<sup>st</sup> century.
2. Detail the benefits derived by the Commonwealth through the continuing work of PASSHE.
3. Be accountable to students, families, the Commonwealth, and each other for continued support and investment.

The subcommittees will complete a draft plan and will submit a report at the January Board meeting.

## BOARD ACTION

Chairman Pichini moved **THAT THE BOARD OF GOVERNORS APPROVE THE MEETING DATES FROM JUNE TO JULY FOR 2013, 2014, AND 2015 AS SHOWN IN THE ATTACHED BOARD OF GOVERNOR'S MEETING CALENDAR.** (Attachment #10)

The motion passed unanimously.

## Announcements

In response to a concern raised by Mr. Shields, Chairman Pichini confirmed that Mr. Lingenfelter reported that work on course acceptance continues within his committee, not just on standardization for veterans' groups but all entities with the System, in preparation for presentation to the Board for its approval.

Chairman Pichini said we need to have stronger relationships with the Presidents and the Board. As a result of discussions with the Presidents, Board members, the Chancellor, Chairman Pichini appointed the following Presidents to the Board Committees as a nonvoting liaison on the committee.

- **Academic and Student Affairs:** President Michelle Howard-Vital, Cheyney University
- **Audit:** President William N. Ruud, Shippensburg University
- **External and Public Relations:** President Greg R. Weisenstein, West Chester University
- **Finance, Administration, and Facilities:** President David I. Soltz, Bloomsburg University
- **Human Resources:** President F. Javier Cevallos, Kutztown University

## ADJOURNMENT

There being no further items of business to come before the Board, the Chairman adjourned the meeting at 11:30 a.m.

ATTEST:

\_\_\_\_\_  
Peter H. Garland  
Secretary to the Board



## Highlights from the Pennsylvania State System of Higher Education (PASSHE) October 11, 2012

### *System and University Accomplishments and Other Noteworthy Activities*

Eight **PASSHE** universities have been designated Military Friendly Schools by *G.I. Jobs* magazine. According to the magazine's editors, schools that are recognized represent "the 15 percent of colleges, universities and trade schools that are doing the most to embrace America's military service members, veterans and spouses as students." Making this year's list were **California, Cheyney, Clarion, Edinboro, Kutztown, Lock Haven, Shippensburg and Slippery Rock Universities of Pennsylvania**

The renovation and expansion of **PASSHE's** new Multi-University Center in Center City Philadelphia has begun. Modeled after the Dixon University Center in Harrisburg, which offers more than 30 undergraduate and graduate programs from nine universities, the Philadelphia center will provide access to undergraduate degree completion and graduate programs offered by PASSHE universities in one convenient location. New programs will be offered by Millersville and West Chester universities beginning next year, adding to those already offered by Cheyney and East Stroudsburg universities. Designed to meet the needs of working adults, current and future programming options include degree completion programs in liberal studies, health services administration, computer security, early childhood, social work, and business, as well as graduate programs in public administration, public health, special education and social work.

**Bloomsburg University of Pennsylvania's** bachelor's and master's programs in nursing have received full accreditation from the Commission on Collegiate Nursing Education's (CCNE) Board of Commissioners. The accreditations run through fall 2021. The CCNE evaluation team found BU's nursing program to be in full compliance with all four accreditation standards: mission and governance, institutional commitment and resources, curriculum and teaching-learning practices and student and faculty outcomes. The nursing program had a 98.7 percent pass rate on the National Council Licensure Examination (NCLEX) for the reporting year of October 2010 through September 2011. The national and Pennsylvania average for was 88 percent.

**California University of Pennsylvania** has been granted initial program approval by the state Department of Education to award an endorsement in Autism Spectrum Disorders to certified special education teachers who complete a 12-credit program online. Program endorsements are certifications added to Level I or Level II teaching certificates that acknowledge competence in

emerging areas of knowledge where formal PDE certification does not exist...**Cal U.** has been recognized for the third consecutive year as the No. 1 online school in the country by the *Guide to Online Schools*. Based on information from the National Center for Education Statistics, the rankings take into account accreditation status, tuition cost, retention and repayment rates, as well as student reviews...A national survey conducted for a nonpartisan Washington publication recognized **California University's** efforts to increase graduation rates among students of color. As part of its series *The Next America: How Demographics Shapes the National Agenda*, the *National Journal* examined "How Some Colleges are Improving Black Graduation Rates." Citing a comprehensive national survey conducted by The Education Trust, Cal U was ranked No. 1 among "top public universities that saw graduation rates increase." The report noted that graduation rates rose 33 percentage points, to 60.5 percent.

**Cheyney University of Pennsylvania** opened a new residence hall on campus, and has begun construction of a new science center. The new residence hall will house about 400 students, and is the first new building on campus in about 30 years. The new science center will support research on how the urban environment can impact the biology and culture of plants and animals as well as research in the fields of biotechnology, health-related discoveries, mathematic applications, and computer-based system development to support industries in the Mid-Atlantic region. It will house the Department of Natural and Applied Sciences, where coursework will be offered as part of the university's six existing majors – biology, marine biology, chemistry, general science, mathematics and computer science.

**Clarion University of Pennsylvania's** part-time, online Master of Business Administration program has been named a "Best Buy" by GetEducated.com, which did a cost comparison of 69 business schools at universities in the United States that offer distance MBA programs accredited by the Association to Advance Collegiate Schools of Business International... Venango College of **Clarion University's** School of Nursing and Allied Health Simulation Lab opened this fall. The \$1.3 million, state-of-the-art facility uses mannequins to simulate actual medical emergencies and prepare nurses to handle them. It is the only such facility between Edinboro and Pittsburgh.

**East Stroudsburg University of Pennsylvania** Graduate College has begun offering a Professional Science Master's degree program that will give students the tools to use the latest computer and satellite technology in the fast-growing field of environmental science. A PSM degree combines course work in the sciences with classes in business and professional skills such as finance, budgeting and communications... **ESU** President Dr. Marcia Welsh last month during the Council of Trustees meeting received the first check relative to ESU's licensing agreement with Garrett Hewitt International, LLC, for LYME-AID, a tick-testing kit that will soon be available in stores across the country. It marked the completion of the first commercial licensing agreement of faculty/student research at ESU and within PASSHE. LYME-AID was developed by ESU graduate Melissa Shaw and biology professor Dr. Jane Huffman based on Shaw's graduate research.

**Edinboro University of Pennsylvania** formally opened its newly renovated and expanded Cooper Science Center last month. The facility has served as Edinboro's main science building for more than four decades. The \$32 million renovation and expansion began in January 2010.

**Indiana University of Pennsylvania's** Speech-Language Pathology program has earned full reaccreditation from the Council on Academic Accreditation (CAA) in Audiology and Speech-Language Pathology. The CAA is the professional accrediting body for university programs that prepare speech-language pathologists and audiologists to work in various settings, including hospitals, schools, rehabilitation centers and clinics. The IUP Speech-Language Pathology program first received accreditation in 1991. The current reaccreditation will last through May 2020... **IUP's** eight newest student residential facilities have earned Leadership in Energy and Environmental Design (LEED) certification from the U.S. Green Building Certification Institute.

**Mansfield University of Pennsylvania** has been re-accredited by the Middle States Commission on Higher Education. The accreditation applies to all areas of the university, from the classroom to academic support to student activities and residential life. Self-study evaluations are conducted every 10 years. Committees composed of more than 70 faculty, staff, students and administrators worked for more than two years preparing a 115-page self-study report in advance of a three-day visit from a Middle States evaluation team last March.

**Millersville University of Pennsylvania's** teacher preparation programs received national recognition from the National Council for Accreditation of Teacher Education, which sets standards for both students in schools and candidates preparing to work in schools. This national recognition means that Millersville teacher preparation programs meet the highest standards possible within their fields... The Charles R. and Anita B. Winter Visual and Performing Arts Center at **Millersville University** will have its grand opening tomorrow. The newly renovated 84,000-square-foot center features a concert hall, recital hall, performance hall, classrooms, a recording studio, piano lab, a music library, faculty offices and more. The \$26 million renovation project, which was funded with public and private dollars, has been underway since March 2010.

Three **Shippensburg University of Pennsylvania** graduate counseling programs have been accredited through October 2019. The board of the Council for Accreditation of Counseling and Related Educational Programs (CACREP) extended accredited status to the university's clinical mental health counseling, school counseling and student affairs and college counseling programs... **Shippensburg University**, for the third consecutive year, is one of the best colleges in the nation to work for, according to a survey by *The Chronicle of Higher Education*. The number of categories for which the university was recognized increased to three: collaborative governance, work/life balance and supervisor/department chair relationship. *The Chronicle* surveyed more than 46,946 employees at 294 colleges and universities. Only 103 of the institutions achieved "Great College to Work For" recognition for specific best practices and policies... **Shippensburg University's** Off-Campus Bachelor of Social Work Degree Completion Cohort Program received the 2012 Program Development Award from the University Professional and Continuing Association. Dr. Jerry Fowler, associate professor of educational leadership and special education, received the Outstanding Faculty Service Award from the organization... **Shippensburg University** officially re-opened the Ceddia Union Building last month. Members of the university community, including student leaders and those involved in the design and construction, cut the ribbon to end the work that started in May 2010.

**Slippery Rock University of Pennsylvania** inaugurated Dr. Cheryl Norton as its 16<sup>th</sup> president on September 28<sup>th</sup>. She assumed her duties as president in June. An on-campus race, three academic symposia and a scholarship dinner were part of the week's activities... **SRU's** School of Business has been granted its initial 10-year accreditation by the Accreditation Council for Business Schools and Programs... The Association for the Advancement of Sustainability in Higher Education via its Sustainability Tracking, Assessment and Rating System, commonly known as "STARS," has rewarded **Slippery Rock University's** sustainability efforts with a Silver Star. SRU was elevated from Silver from Bronze in the latest rankings.

Representatives from the U.S. Department of Agriculture's Forest Service visited the Gordon Natural Area to see how **West Chester University of Pennsylvania** is monitoring evaluating and dealing with the impacts of deer and non-native invasive insects and plants, including the emerald ash borer and mile-a-minute vine. The GNA is recognized for its unique presentation of educational and research opportunities for its students and faculty as well as its efforts to enhance its biodiversity.

## ***Fundraising, Grants, Gifts and Other Awards***

**Bloomsburg University of Pennsylvania's** nursing program has received a more than \$638,000 grant to educate nurse practitioners who can provide primary care and preventive services within a 10-county rural region of Pennsylvania. The funding through the Advanced Education Nursing Traineeship (AENT) Program will provide tuition support to 40 nurses who wish to pursue an advanced degree as a primary care nurse practitioner during the 2012-2013 and 2013-2014 academic years... Steven Rier, associate professor of biology at **Bloomsburg University**, received two grants – \$10,000 from the Degenstein Foundation and \$15,000 from the Foundation for Pennsylvania Watersheds – to quantify the effects of “stream cleaning” that occurred following the September 2011 floods. Stream cleaning involves bulldozing and realigning the channels, creating dikes with bed materials and removing large woody debris in an effort to increase the capacity of stream channels to carry water... **Bloomsburg University's** College of Science and Technology and the Bloomsburg University Foundation received a \$15,000 grant from the Alcoa Foundation in support of next summer's science and engineering camps for middle and high school students. With the help of this grant, BU hopes to encourage students' interests in science, technology, engineering and math (STEM) while providing teaching experience for BU students... **BU's** college preparation program TRiO Upward Bound was recently funded for an additional five years by the U.S. Department of Education. The program helps future first-generation college students nationwide navigate the application process and supports them throughout high school. Since 1978, the program at BU has helped more than 1,100 students.

**California University of Pennsylvania** has received a \$25,000 grant from the Dominion Foundation that will enable geology students to continue environmental monitoring of Pike Run, a small waterway near campus. Students will conduct real-time monitoring of stream flow and water quality, extend an existing Geographic Information database; implement a plan for regular monitoring in the 29-square-mile Pike Run watershed; and experiment with small-scale remediation methods to improve water quality.

**Cheyney University of Pennsylvania** will receive \$1.7 million in funding from the U.S. Department of Education as part of a combined \$227.9 million award to the nation's 97 Historically Black Colleges and Universities. The grants are designed to financially assist HBCUs and their presidents as they seek to establish or strengthen their physical plants, financial management, academic resources and endowment-building capacity. They also will help fund other programs and initiatives, such as curriculum reform; enhanced counseling and other student services; establishing teacher education programs; acquiring real estate, and funding faculty and staff development.

**Clarion University of Pennsylvania** has received a \$353,530 grant from the National Science Foundation to purchase a scanning electron microscope, which can be used to examine subjects up to two million times what the unaided eye can see. Science faculty Dr. Chunfei Li, Dr. Shannon Nix, Karen Spuck and Dr. Susan Prezzano applied for the grant. The SEM is expected to arrive on campus in the spring and will be operational by next summer... Two initiatives, football's Dare to Dream II and wrestling's Double Eagle Campaign have resulted in more than \$125,000 in gifts and pledges.

**Indiana University of Pennsylvania's** Upward Bound Math and Science program received \$248,000 in funding, with projected funding over five years of \$1.24 million, from the U.S. Department of Education. IUP is one of only 109 programs nationally and two in Pennsylvania awarded funding. More than 600 programs applied. Upward Bound Math and Science is designed to strengthen the math and science skills of high school students who are economically disadvantaged and have the potential to be first-generation college students, and to encourage them to pursue postsecondary education programs that lead to careers in the science, technology, engineering, and mathematics (STEM) disciplines... **IUP's** departments of anthropology and history are going three dimensional. IUP faculty members recently obtained a \$234,439 grant from the National Science Foundation for

purchase of a three-dimensional scanner system and a multiple array ground penetrating radar. The equipment will be used to create digital documentation of the built environment and below-ground surveys of archaeological features... **IUP's** Office of Public Safety and Alcohol, Tobacco and Other Drugs program received a \$16,778 grant from the Pennsylvania Liquor Control Board to continue programming that raises awareness about alcohol.

**Mansfield University of Pennsylvania** has received a \$50,000 grant from State Farm to make improvements in technology and teaching capabilities in the Computer Information Science (CIS) Department. A state-of-the art laptop lecture classroom in Elliott Hall has been equipped with new computers and planned updates to a networking computer lab will allow MU students to learn software development for Apple IOS and Google Android mobile devices such as the iPhone, iPad, and Nexus 7. Instruction in mobile device programming will begin in the spring 2013 semester.

**Millersville University of Pennsylvania** employees contributed more than \$3.2 million toward the university's Soar to Greatness capital campaign, which is nearing its goal of \$85 million. The Soar to Greatness campaign reflects Millersville's ambition to support the goals of higher education, ensuring that opportunities are continued and improved.

**Shippensburg University of Pennsylvania** will use a \$586,500 National Science Foundation grant to provide scholarships to recruit and retain students in the science, engineering, technology and mathematics fields. The grant will support the Shippensburg University Scholarships for Educational Achievement in STEM (Ship-SEA- STEM) program through August 2017. Ship-SEA- STEM will recruit academically talented students from economically disadvantaged and under- represented populations, including first generation college students, students from rural populations and minority populations, retain those students and increase student diversity in STEM disciplines... **Shippensburg University** received a National Geographic Society subaward of \$100,000 as a pass-through of a \$1 million grant NGS received from the National Oceanic and Atmospheric Agency to educate junior-high and high school teachers about issues related to the Chesapeake Watershed.

**Slippery Rock University of Pennsylvania** professor Robert Arnhold has received a five-year, \$1.25 million renewable grant from the U.S. Department of Education to support certified physical education teachers expanding their skills in teaching children with disabilities. The grant, which will be paid in \$250,000 increments over the five years, will provide scholarship support for nine students annually to enroll fulltime in SRU's adapted physical activity graduate program... Major financial gifts recently received by **Slippery Rock University** include nearly \$100,000 from Reno and Margaret Cruz for creation of a scholarship in their name; more than \$50,000 from Barry and Rayanne Welsch to support the university's Performing Arts Center and the Barry Welsch Family Scholarship; and \$50,000 from First National Bank of Pennsylvania to support a scholarship named for the bank.

**West Chester University of Pennsylvania** received a \$770,000 grant from the U.S Department of Education to support the university's Student Support Services Program.

The **PASSHE Foundation** received philanthropic contributions totaling \$127,000 during the first quarter of the 2012-13 fiscal year – 37 percent of its goal for the year. The funds will be used predominantly to provide scholarship support to PASSHE students... The Pennsylvania State Employees Credit Union (PSECU) has made a three-year major gift commitment to the **PASSHE Foundation**. PSECU will annually fund 40 internship experiences at The Washington Center through the "PSECU Scholarship for Preparing PASSHE Students for Lives of Achievement and Civic Engagement." It also will provide new scholarships for international educational experiences and a new endowment and will help support several PASSHE events as well as the "The PASSHE Foundation Scholarship Appreciation Luncheon." ... Momentum Inc. has established the Momentum, Inc. Healthcare Scholarship, which will provide one PASSHE student who is pursuing a degree in a



healthcare related field with a \$1,000 scholarship in the spring semester. Momentum developed this scholarship with PASSHE and The PASSHE Foundation in order to provide financial help and guidance to a student planning to enter the healthcare field. It is available to juniors and seniors who meet all of the eligibility requirements... The **PASSHE Foundation** plans to award more than \$300,000 in scholarship and academic program support to PASSHE students and PASSHE universities in fiscal year 2013.

## ***University and Community Partnerships***

**Bloomsburg University of Pennsylvania** has expanded its partnership with Geisinger Medical Center that will result in its bachelor's and master's degree programs in nursing being offered at the GMC campus in Danville. The partnership will enable more students to enroll in BU's Bachelor of Nursing programs beginning in the fall 2013 and offer opportunities for further collaboration through research and practice. The goal is to meet the increasing demand for primary care providers.

Venango College of **Clarion University** is offering a phlebotomy course this fall in the Ellwood City Municipal Building. Thanks in part to the work of the Committee for Educational Opportunities, this class could be the start of many more college-level courses offered within Ellwood City. CEO's mission is to facilitate educational opportunities in meeting the diverse needs of the communities and markets it serves.

**East Stroudsburg University of Pennsylvania** has entered into a partnership with The Commonwealth Medical College in Scranton that will enable the two institutions to deliver a collaborative MD-MPH program. The collaborative is a result of a \$1.5 million, five-year federal grant received by TCMC from the Health Resources and Services Administration, with a subcontract for ESU to provide the funding for enhanced integration of public health and health care through a dual degree program and other health training programs between the two institutions. The program is scheduled to begin in June 2013... **ESU** in August officially opened its Extended Learning Center in the Lehigh Valley in Bethlehem. The center is intended to serve individuals seeking to complete undergraduate degree programs or pursue graduate education for professional or personal advancement. The new facility will initially offer undergraduate degree completion programs in the fields of computer security; hotel, restaurant and tourism management; and public health, with concentrations in health services administration or community health... **ESU** hosted its second International Sport and Coaching Summit where fifteen faculty, coaches and invited students from Chinese Culture University participated in a series of sessions with ESU faculty and coaches. The purpose of the summit was to exchange information with faculty and coaches from Chinese Culture University about sport science and coaching theory and methods in an effort to enhance performance of athletes.

**Edinboro University of Pennsylvania** is offering a new Associate of Applied Science in applied technology degree at its Erie and Meadville campuses. The program, in collaboration with the Erie Institute of Technology and Meadville's Precision Manufacturing Institute, transfers technical training credits earned at EIT and PMI and other vocational schools to the Edinboro's Porreco Center in Erie or the Parkside Commons facility in Meadville to create the Applied Technology program with an ultimate goal of a better-educated workforce in Northwestern Pennsylvania.

The Software Productization Center (SPC) at **Millersville University** collaborated with two local entrepreneurs during the summer for the center's fifth year of its Seed/Assistance Funding grant program. University students and professors from the departments of computer science, art & design, business and communication worked with local entrepreneurs Fran Gillott and Ryan Keener to develop their website and mobile application to get the project off the ground. That effort resulted in the launch of DeliveryCrowd at [www.deliverycrowd.com/](http://www.deliverycrowd.com/).

**West Chester University of Pennsylvania** has developed an exchange program with percussion students from the Centro Nacional De La Musica of Costa Rica as part of the Crossing Borders Program.

### ***Student, Faculty and Staff Recognition***

**California University of Pennsylvania** had 13 Capital One Academic All-Americans in 2011-12, the most of any NCAA Division II member institution. Academic All-Americans maintain a grade-point average of at least 3.3 while participating as starters or key reserve players. At Cal U, these exceptional student-athletes represented 12 of 16 varsity sports.

**East Stroudsburg University of Pennsylvania** head football coach Denny Douds became the first Division II coach, and 15th coach in college football history, to coach 400 games when his team played Cheyney University of Pennsylvania on September 22. Douds holds the Pennsylvania State Athletic Conference record for wins and ranks fifth in Division II history.

Four **Edinboro University of Pennsylvania** Master of Fine Art students displayed their ceramics work at a prestigious national juried exhibition at held in Philadelphia. Gratia Brown, Deric Ence, Kevin Rohde and Travis Winters had their work displayed, along with that of outstanding graduate art students from across the country, during *The Marge Brown Kalodner Graduate Student Exhibition* at the famed Clay Studio in July and August.

**Indiana University of Pennsylvania** student Katharine Uvick, a computer science major in the Robert E. Cook Honors College, is working as part of a team of interns across the country to design a mobile game app for the U.S. Department of Energy. The game, as yet unnamed, is meant to appeal to players who are interested or work in science, technology, engineering, and mathematics fields... Emily Weber of Souderton was one of five students in the nation selected for a scholarship from the International Foodservice Editorial Council. She is a journalism and English major and a student in the Robert E. Cook Honors College student at **IUP**.

**Kutztown University of Pennsylvania** senior physics major Bernard Yuhas of Nazareth will have his research on photometrics and binary stars published in *The Astronomical Journal*, an international journal on astronomy. The paper, titled "New Photometric Study of the Interacting Binary Star System Y Piscium," will be included in an upcoming issue... **KU's** director of government relations José A. Molina was appointed to the Governor's Advisory Commission on Latino Affairs (GACLA). The commission serves as an advocacy and support agency for Pennsylvania's Latino community...**KU's** Colleen Hayduk won the USA Cycling Collegiate Track National Championship during three days of competition held last month. The event included more than 100 competitors...

**Lock Haven University of Pennsylvania** Professor Walt Eisenhauer, program chair for the Master of Health Science: Physician Assistant program, has been elected a commissioner to the Accreditation Review Commission on Education for the Physician Assistant (ARC-PA). The commission is the accrediting agency that protects the interests of the public and physician assistant profession by defining the standards for physician assistant education. It also evaluates educational programs within the territorial U.S. to ensure their compliance with those standards.

**Mansfield University of Pennsylvania's** marching band, "The Spirit and the Pride of Pennsylvania," gave an impromptu performance at Team USA House in London during the Summer Olympics. The performance was picked up on the ESPN website ([espn.go.com](http://espn.go.com)) and is uploaded to YouTube at the Team USA site. The Team USA House is a place where athletes, families and certain VIPs spent time while at the 2012 London Olympics.

More than 650 **Millersville University** students participated in community service projects around Lancaster County as part of the United Way of Lancaster County's annual Day of Caring event, held

September 8. A record number of students took part in the event, with more than 400 freshmen, accompanied by students from the Honors College, as well as Millersville's Scholars Program.

**Shippensburg University of Pennsylvania's** Student-Athlete Advisory Committee (SAAC) raised \$10,593 for the Make-A-Wish Foundation last academic year, the third-highest total among 204 participating schools raising money for Division II's national charity. Schools from all 23 Division II conferences participated in the program, raising a total of \$468,569... Members of student-run **SUTV** received an Emmy award in the College Production-Sports Category for a story produced by Brandon "Bubba" Smith. The story, "Red Raider Goes For Gold," highlighted Shippensburg alumna Neely Spence's goal to compete in the Summer Olympics... SUTV also received an Emmy nomination in the College Student Production-Long Form: Fiction/Non-Fiction category for the program "Hidden Barriers," a 30-minute segment that looked into diversity on campus... **Shippensburg University's** Theta Gamma Chapter of Pi Sigma Alpha won the "Best Chapter" award for 2011-2012. The selection is based on chapters' annual reports to the national office and other evidence of extraordinary levels of activity, according to the national organization's website... **Shippensburg University's** software engineering team earned an award in the recent D2L (Desire2Learn) Edge Challenge. Team members were junior Corey Peregord, sophomores Nick Hydock, Joshua Beck and Stephen Bussey and freshman Tyler Dalious... A student program at **Shippensburg University** received a national award for its efforts to raise money for ASLAC/St. Jude, the fundraising arm of St. Jude Children's Research Hospital. The Ship Up 'til Dawn program earned the 2011-12 Outstanding Side Event for the "Pies for Kids" program. The award was presented recently at a leadership seminar in Memphis, Tenn.

All 23 graduates of **West Chester University of Pennsylvania's** respiratory care program recently took and passed on their first attempt the CRT exam required for certification. More than 96 percent were hired after receiving their degree... WCU political science graduate Takiva Pierce was selected to participate in the Coro Fellows Program, a highly selective and competitive service learning fellowship. Only 64 people are chosen nationally for this program.

**Dr. Steve Hicks', APSCUF President, comments**

I want to thank you for the opportunity to speak. Since you are about to hear from others, I will not be long.

On September 25<sup>th</sup>, I sent Chancellor Cavanaugh a letter, copying you Mr. Pichini, offering the state system binding interest arbitration as a means to resolve the outstanding issues on the negotiating table and the faculty. I am here today to ask the Board to accept that offer, giving peace to both faculty and our students as we end this semester and start the next.

We have been at the table officially since August of 2010, and more accurately since December of 2010. That's a long time. Faculty, coaches, and SCUPA have been without a contract since June 30, 2011, the longest in the 40 year history of the faculty union. Binding interest arbitration is a fair way to resolve our differences, so please accept our offer; it expires Monday, October 15<sup>th</sup>, so we can have some direction and maybe closure before the end of the year.

Thank you.

**Executive Summary of Program Proposal  
Master of Arts in Professional and New Media Writing  
East Stroudsburg University of PA**

October 11, 2012

**1. Appropriateness to Mission**

East Stroudsburg University of Pennsylvania (ESU) proposes a new graduate degree program, the Master of Arts (MA) in Professional and New Media Writing. This program is designed to offer advanced training and education in written and new media communication aimed at corporate, government, and nonprofit professional industries. A secondary aim of this graduate program is to further scholarship in the rapidly growing academic discipline of professional writing.

ESU's proximity to Philadelphia and New York City—the publishing capital of the world and site of the largest concentration of professional writing jobs—uniquely positions ESU to serve a rapidly growing regional population and a high demand for advanced education in professional writing and new media technologies. Utilizing a blended delivery format that is eighty percent (80%) online, the program is tailored to meet the needs of students who are balancing work and life.

The proposed program aligns with the Pennsylvania State System of Higher Education's (PASSHE) Strategic Initiatives, including "Transforming the Teaching and Learning Environment," with its curricular focus on emerging electronic technologies as well as its approach to teaching the program via distance education technologies. In addition, the graduate program supports PASSHE's goal of transforming the Commonwealth's future in the rapidly evolving technical communications arena. Finally, the Professional and New Media Writing program aligns with ESU's mission statement, creating a diversified learning community and offering "challenging and contemporary" graduate curricula opportunities for "leadership and service in the educational, cultural and economic development of the region."

**2. Need**

A majority of book and magazine publishers, as well as advertising and public relations firms, are concentrated in five major U.S. cities, including New York and Philadelphia, which are in close proximity to ESU. Furthermore, ESU is located in Monroe County, Pennsylvania, which is one of the fastest-growing counties in the United States. According to the County's comprehensive plan, *Monroe 2020*, economic development will capitalize on the region's unique identity as home to New York City commuters and telecommuters, small and diverse corporate-services businesses, and artists and artisans. The Monroe County planning office specifically recognizes professional writers as a body of potential employees that it wants to expand and retain.

Professional and new media writing positions are in demand in corporate, government, and nonprofit sectors, and across a wide range of industries in the Commonwealth, including: publishing, healthcare, pharmaceutical, mass media, information technology, business, financial services, and many others. Common position or job titles for professional writers with knowledge and competencies in emerging multimedia technologies and online (Web- based) media, are as follows:

- Senior Technical Writer – Technical Writer
- Web Content Writer – Web Writer – Web Content Specialist
- Web Journalist
- Digital Content Producer – Digital Writer
- E-commerce Content Writer
- Internet Technical Writer
- Scientific Writer – Subject Based Expert Content Writer
- Project-Based Content Writer
- Proposal Writer – Procedure Writer
- Writing and Editing Manager – Writer and Editor

Analysis of the leading online job search sites (Careerbuilder.com; Indeed.com; Careerjet.com; careers.DiversityInc.com; and other) for professional and new media writing jobs in Pennsylvania indicates an average of more than 100 job openings posted on each site in the last 30 days, for a current total of 607 full-time, permanent positions in the Commonwealth, including 156 openings in Philadelphia and 68 in Pittsburgh. Across these online job search sites, 143 (23%) of these jobs are listed as "urgent" or "in rapid demand". Additionally, nearly 300 long-term, high-paying contract positions for professional and technical writers, primarily in high-technology and healthcare fields are advertised. As online job search sites are continually updated, with new positions added and filled positions removed these numbers represent a consistent and growing trend in Pennsylvania. Nationally, demand for professional writers is projected to grow 8% by 2018 and employment of technical writers is expected to grow 18%, faster than the average for all occupations according to U.S. Bureau of Labor Statistics' *Occupational Outlook Handbook*.

To meet Commonwealth workforce demand for professional and new media writing jobs across sectors and industries, the proposed program will offer multiple pathways for prospective students to achieve the qualifications most in demand in job openings. Specifically, the core, required courses will lead to mastery of the discipline – advanced knowledge and skills in professional and new media writing – required for all positions. The specialty, elective courses will lead to competencies required for specific positions; and the capstone experience will contribute to types or length of experience required or preferred for positions.

For example, young professionals in entry level positions with bachelor's degree in English, Journalism, or Communications will be able to advance their professional and new media writing to qualify for senior-level writing positions (e.g., Senior Level Technical Writer, Writing and Editing Manager) or new media writing positions (e.g., Digital Content Producer, E-commerce Content Writer,

Internet Technical Writer). Young professionals with bachelor's degrees in fields such as Biology, Chemistry, Biotechnology, Computer Science, and other science fields will be able to gain a master's degree and professional writing skills required for high-demand, high-salary positions as Scientific Writers, Procedure Writers, Proposal Writers, or Subject Based Expert (SBE) Writers. These positions require a bachelor's degree in the science field, with a master's degree and professional/technical writing skills as required qualifications. Likewise, working professionals and new graduates in a wide range of disciplines – from Business to Political Science to the Liberal Arts – will be able to achieve graduate level writing competencies and choose specialty elective courses to achieve competencies and skills (listed as required qualifications) for high-demand, new media writing positions such as Web Writers, E-commerce Content Writers, and Digital Writers to meet the growing demand for Web-based information, online publications, and other multimedia technologies and applications.

### **3. Academic Integrity**

The curricular model for the MA program is based upon the principles of innovative instruction, student flexibility, and institutional coherence with Board of Governors' academic policies. Likewise, enormous changes in the labor market for professional writers and editors have prompted calls for both more-flexible and more-specialized graduate writing instruction. Therefore, the curriculum for the MA, Professional and New Media Writing comprises 30 credit hours of graduate coursework including required, core courses (12 credits); elective, specialty courses (15 credits); and a capstone project/thesis requirement (3 credits). In short, the program offers a solid foundation in core skills and knowledge bases common among senior-level professional writers, but also allows each student to explore specific areas of interest with maximum flexibility. Whether a student's interest lies in tourism-industry writing, the creation of software manuals, the writing of novels or screenplays, public relations campaigns or academic preparation for further graduate study, students will find a range of substantial and relevant electives. The capstone thesis will give students a chance to produce important concrete, and in some cases, saleable work, with which to augment their career profiles.

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

ESU plans coordination with PASSHE universities to pool faculty resources for specialized professional writing courses. Moreover, it is anticipated that a number of the required and elective courses in the proposed program will serve as "professional skills" courses for PASSHE's Professional Science Masters (PSM) Initiative, designed to meet workforce demand in high-technology sectors in the Commonwealth.

Within ESU, the English department designed the new MA, Professional and New Media Writing, to integrate expertise from across ESU academic departments. Communication Studies will offer expertise in media law and cross-cultural media ethics. Computer Science, Business Management, and Art will offer guest lectures, invited speakers, and courses in web programming languages and entrepreneurship. In developing the program, the English Department

collaborated with the *Greater Pocono Chamber of Commerce*, comprised of more than 1,500 members; *Sanofi-Pasteur*, the international biomedical company and Monroe County's largest corporate employer; and *Patch.com*, the growing hyper-local news organization based in New York City with presence in the Lehigh Valley. To continue this cooperation, an Advisory Council will be established to ensure that the program continually produces graduates with the kinds of skills required by employers for their corps of specialized and professional writers.

## **5. Assessment**

Assessment will be conducted on a continuous basis through course-embedded measures, alumni and stakeholder surveys, and advisory board interviews to provide regular feedback for improving program effectiveness and student performance. 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, in accordance with Board of Governors Policy 1986-04-A: *Program Review*. At present, there is no specialized accreditation for professional writing programs in the United States. However, relevant professional and scholarly organizations, such as the *Society for Technical Communication* and the *Association for Education in Journalism and Mass Communication newspaper and online news division*, will be regularly consulted to monitor pedagogical and curricular standards found in the best master's-level professional writing programs nationally.

## **6. Resource Sufficiency**

ESU's resource sufficiency, faculty, instructional, technological, and regional collaborations, combined with market demand and strategic direction for graduate education, are prime factors for ESU's support of the MA, in Professional and New Media Writing. Current faculty with expertise in professional and media writing and distance education are significant resources already in place. ESU has sufficient learning technologies to support the online component of the program. Tuition revenues are based upon projected student and market demand.

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

ESU's Graduate College has established a number of programs to enhance student diversity, including the Frederick Douglass Institute (FDI) Graduate Scholars. The program coordinator will actively recruit students from groups traditionally underrepresented in graduate education and professional writing, and ensure that coursework, projects, and speakers represent global perspectives. By emphasizing ESU's proximity to the rich cultural and enormous economic capital of New York City, the program will provide an important opportunity for students who wish to prepare at the graduate level and remain in Pennsylvania while increasing their opportunities in the professional writing workforce.

Prepared by: *Marilyn J. Wells, Ph.D. Vice Provost and Graduate Dean*

Approved by East Stroudsburg University Council of Trustees: September 16, 2012

Implementation date: Fall 2013



**FIVE-YEAR BUDGET PROJECTION**

UNIVERSITY: East Stroudsburg University of Pennsylvania

PROPOSED PROGRAM: Master of Arts (MA), Professional and New Media Writing

ESTIMATED REVENUES	Year 1 2013 – 2014		Year 2 2014 – 2015		Year 3 2015 - 2016		Year 4 2016 – 2017		Year 5 2017 – 2018	
	Existing	New	Existing	New	Existing	New	Existing	New	Existing	New
Projected University E&G <i>and/or</i> Tuition		77,133		154,267		192,833		208,260		208,260
External Grants and Contracts										
Other										
<b>TOTAL REVENUE</b>	<b>77,133</b>		<b>154,267</b>		<b>192,833</b>		<b>208,260</b>		<b>208,260</b>	
ESTIMATED EXPENSES	Year 1		Year 2		Year 3		Year 4		Year 5	
Salaries and/or benefits (Faculty and Staff, Grad Asst. Stipend/ Waiver)	72,375	15,454	76,787	15,454	84,793	15,454	96,513	15,454	96,513	15,454
Learning resources		1,500		3,000		3,750		4,050		4,050
Instructional Equipment		4,000		4,000		4,000		4,000		4,000
Facilities and/or modifications										
Other		1,500		3,000		3,000		3,000		3,000
<b>TOTAL EXPENSES</b>	<b>94,829</b>		<b>102,241</b>		<b>110,997</b>		<b>123,107</b>		<b>123,017</b>	
<b>DIFFERENCE (Rev.-Exp.)</b>	<b>17,696</b>		<b>52,026</b>		<b>81,836</b>		<b>85,253</b>		<b>85,253</b>	
ESTIMATED IMPACT OF NEW PROGRAM	Year 1		Year 2		Year 3		Year 4		Year 5	
Full-time Headcount Enrollment	0		0		0		0		0	
Part-time Headcount Enrollment	10		20		25		27		27	
Projected Annual Credits Generated	150		300		375		405		405	
<b>Tuition Generated</b>	<b>77,133</b>		<b>154,267</b>		<b>192,833</b>		<b>208,260</b>		<b>208,260</b>	

ESTIMATED REVENUES	NARRATIVE/ASSUMPTIONS
Projected University E&G <b>and/or</b> Tuition	The 2012-13 in-state tuition/fees are used for projection of revenue. As tuition for 2013-2014 and subsequent years is not set, no increase in tuition is projected. Fees include the tuition technology fee and instructional support fee.
External Grants & Contracts	
Other	
ESTIMATED EXPENSES	
Salaries and/or benefits (Faculty and Staff, Grad Asst Stipend/ Waiver)	All required courses will be taught by current faculty in the English Department. Selected elective courses will be taught by a faculty with particular expertise in a specialty area in professional writing. One 0.25 FTE temporary faculty will be hired per semester for Years 1 – 5. Additional salary assumptions include faculty summer load, distance education stipends, course development payments, and supervision of master's theses. 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 \$150 per headcount enrollment. Because of the large undergraduate program in the English Department, existing library and learning resources are sufficient.
Instructional Equipment	Instructional equipment is estimated at \$4,000 per year to cover the costs of technology to ensure faculty have access to and can maximize the Desire2Learn 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 graduate student travel support (field trips to publishing houses in New York/Philadelphia and professional conferences), is estimated at \$1500 for Year 1, increasing to \$3,000 for Years 2 – 5.
ENROLLMENT	
Full-time Headcount Enrollment	The program is designed as a two-year, part-time graduate program for working professionals, with a schedule of summer (3 credits), fall (6 credits), and spring (6 credits) for each of the two years. Thus, full-time enrollment is not projected.
Part-time Headcount Enrollment	Year 1 = 10, Year 2 = 20, Year 3 = 25, Year 4 = 27 and Year 5 = 27. Student retention rates are conservatively estimated at 80%, based upon retention rates for similar programs (80% online, discipline), but additional students will be admitted to ensure sustainability.
Projected Annual Credits Generated	For this calculation, assume 1 headcount enrollment equivalent to 15 credits per year.

**Executive Summary of Program Proposal  
Master of Fine Arts in Communication Design  
Kutztown University of Pennsylvania**

October 11, 2012

## **1. Appropriateness to Mission**

The Department of Communication Design at Kutztown University of Pennsylvania proposes a new Master of Fine Arts (MFA) in Communication Design (CD). This will be the first MFA in Communication Design program offered by the Pennsylvania State System of Higher Education (PASSHE) and the only such program available in the Lehigh Valley and Berks County. The MFA is the terminal degree in the Visual and Performing Arts and is required for employment in post-secondary education or career advancement. Citizens of the Commonwealth who have undergraduate degrees in the growing and rapidly changing field of Communication Design who wish to pursue graduate degrees in the field to advance their career or teach at the higher education level must either seek degrees at a higher cost private institution in Pennsylvania or leave the Commonwealth to attend an institution in another state.

The program will provide graduates to replace the high percentage of faculty who will be retiring within the next ten to twenty years across the Commonwealth. These include faculty positions in graphic design, web design, interactive design, and advertising design at professional schools, two-year colleges, four-year institutions in the Commonwealth as well as regionally and nationally. Graduates of the MFA in CD will assume the responsibility to train and inspire the next generation of visual information organizers for the technologies of the future. The National Center for Education Statistics' National Study of Postsecondary Faculty reported that "44.4% of all tenured faculty members were fifty-five and older in 1999."

Building upon Kutztown University's undergraduate Bachelor of Fine Arts program in Communication Design, the MFA program will also graduate Communication Design professionals with specialized technological competence who will meet the demands for career advancement in the workplace as creative directors, art directors, web designers, business principals, corporate account executives, and creative-business entrepreneurs.

The program aligns with the Pennsylvania State System of Higher Education's (PASSHE) goals of (1) advocating for the unique role of public higher education in contributing to the life of the Commonwealth and responding to Commonwealth needs; (2) promoting teaching and learning as well as creativity and scholarship; (3) responding to state, regional, and national needs through quality graduate and undergraduate programs; and, (4) promoting diversity as a key element in the intellectual and interpersonal development of members of the University and extended communities.

## **2. Need**

Resources consulted in the preparation of this proposal include data from Barnes Reports for Graphic Design Services Industry, the American Institute of Graphic Arts and Adobe Defining the Designer of 2015, the United States Department of Labor, the Bureau of Labor Statistics, Trendology Research and, U.S. Graphic Design Services Industry.

According to the U.S. Department of Labor, Bureau of Labor Statistics Occupational Outlook Handbook, 2010-2011 Edition, graphic designers—including web and interactive designers in the U.S.—will see an increase from 286,100 jobs in 2008 to 323,100 jobs by 2018. This is a 13 percent increase over the next several years. Similarly, commercial and industrial designers in the United States will see an increase from 44,300 jobs in 2008 to 48,300 jobs by 2018. This is a nine percent increase over the next several years. The Bureau of Labor Statistics also projects that postsecondary teachers in the U.S. will see an increase from 1,699,200 jobs in 2008 to 1,956,100 jobs by 2018. This 15 percent increase is equal to more than 250,000 jobs in the near future.

According to the Barnes Report Graphic Design Services Industry (2011 Edition), Graphic Service establishments in the Commonwealth were expected to grow from 466 in 2011 to 478 in 2012, representing a 2.5 percent increase in such businesses. The estimated amount of industry sales in graphic design services in the state were expected to rise from \$203.5 million in 2011 to \$213.2 million in 2012. This represents an increase of \$9.7 million, or a 4.8 percent increase in overall graphic design services industry sales over just a single year. The estimated number of graphic design service employees across the Commonwealth was expected to grow from 2,367 in 2011 to 2,435 in 2012, representing a 2.4 percent overall increase in employees in just one year.

## **3. Academic Integrity**

The MFA is structured to meet all National Association of Schools of Art and Design (NASAD) accrediting protocols. The curriculum is structured to be a two and one-half year program on campus with the last half year to be completed independently off campus with weekly meetings by Internet communication or online video conferencing to discuss the work and progress of the MFA candidate with the thesis advisor.

Students will graduate with a degree consisting of 64 to 70 credits, depending on which courses and how many credits were taken each semester. Graduate studio electives will be offered through the Art Education master's program and additional Communication Design courses will be developed for the studio electives. Electives will allow students to take advantage of the strong programs in Communication Design and Art Education and will broaden the skillset of the MFA program to include courses in product design, jewelry design, printmaking, painting, wood design, and fibers as well as drawing, sculpture, and photography.

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

The Communication Design Department follows applicable NASAD guidelines to ensure that the MFA will pass accreditation standards outlined for the terminal degree in a professional art program. To meet those guidelines, 12 graduate credits will be offered outside the studio and in related academic areas such as art education & crafts, professional studies, computer science, and English.

MFA students will be encouraged to join the primary professional organization related to their area of study, the American Institute of Graphic Arts (AIGA), and to join the primary professional organization related to education in the field, the University & College Designer's Association. Through those memberships, MFA candidates will be able to actively participate in regional and national events, meetings, juried competitions and conferences. MFA candidates will be required to submit thesis projects for presentations at conferences hosted by both organizations as well as other conferences related to the field of Communication Design or higher education in the arts.

The Communication Design Department will develop and enhance relationships with business, government agencies, and non-profit organizations as the MFA program develops and alumni of the program gain visibility in the marketplace. The program will actively recruit prospective graduate students from other PASSHE institutions (e.g., BFA Graphic Design). Maintaining an active presence in a variety of settings will help the MFA applicant pool strengthen the program.

#### **5. Assessment**

The Communication Design faculty will form an MFA Assessment Committee to assess the program. The Committee will ensure that assessments remain relevant to industry and NASAD standards and provide accurate representations of the program's strengths and weaknesses. The program will be deemed successful if learning outcomes are met, industry expectations are addressed, graduates meet their professional goals, and NASAD standards are met.

Assessment of the program will be based on (1) originality of design solutions and creativity of design solutions; (2) relevancy to industry technology and ability to communicate to a specific audience; (3) consideration of historic context and clarity of visual and personal "voice;" (4) professional presentation (i.e., writing, speaking, exhibition); and, (5) research and resource analysis in the major field of study.

#### **6. Resource Sufficiency**

The University has committed sufficient resources to initiate the program, and expenses will be minimized through attention to course sequencing and use of existing department faculty, budget, facilities, and equipment. One faculty member will be hired for the first year and a second faculty member will be hired for the

second year of the program. A graduate assistantship will be offered to one graduate student per year.

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

The MFA in Communication Design will serve diverse populations related to three primary factors. The first factor is location. Kutztown University is located 30 minutes (driving time) of the diverse metropolitan areas of Allentown/Bethlehem and Reading; within one hour of the Philadelphia metropolitan area; and two hours from New York City. The University, with the MFA, will serve as a regional design community, and MFA candidates will be able to take advantage of lectures, presentations, conferences, and shows in both New York City and Philadelphia.

Several of the courses in the MFA are sensitive to ethnic and cultural backgrounds and diverse experiences and encourage self-expression and research. One such course is Personal Exploration Seminar, which will allow each candidate to explore individual style, projects, visual techniques, academic, social, cultural interest, and intellectual content that has personal meaning to the student. Other courses incorporate enough flexibility to allow for different cultural backgrounds and experiences to become the focal point for the creative project.

Prepared by: *Carlos Vargas-Aburto, Ph.D., Provost and Vice President for Academic and Student Affairs*

Approved by Council of Trustees: September 20, 2012

Implementation date: Fall 2014

**FIVE-YEAR BUDGET PROJECTION**

UNIVERSITY: Kutztown University

PROPOSED PROGRAM: Master of Fine Arts in Communication Design

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>and/or</i> Tuition		92,665	72,087	120,144	146,350	104,536	168,827	99,310	175,860	97,700
External Grants and Contracts										
Other										
<b>TOTAL REVENUE</b>	92,665		192,231		250,886		268,137		273,560	
ESTIMATED EXPENSES	Year 1		Year 2		Year 3		Year 4		Year 5	
	Existing	New	Existing	New	Existing	New	Existing	New	Existing	New
Salaries and/or benefits (Faculty and Staff, Grad Asst Stipend/Waiver)		93,817	93,817	78,596	172,413		172,413		172,413	
Learning resources		1,000	1,000	1,500	2,500	2,500	2,500	5,000	7,500	
Instructional Equipment		300	300	300	600	400	1,000		1,000	
Facilities and/or modifications										
Other										
<b>TOTAL EXPENSES</b>	95,117		175,513		178,413		180,913		180,913	
<b>DIFFERENCE (Rev.-Exp.)</b>	2,452		16,718		72,473		87,225		92,647	
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
Full-time Headcount Enrollment	6		13		20		22		22	
Part-time Headcount Enrollment	2		3		4		5		6	
Projected Annual Credits Generated	188		390		509		544		555	
Tuition Generated	80,652		167,310		218,361		233,376		238,095	

ESTIMATED REVENUES	NARRATIVE/ASSUMPTIONS
Projected University E&G <i>and/or</i> Tuition	The 2012-2013 in-state tuition (\$429 per credit)/fees are used for the projection of revenue. As tuition for 2013-2014 and subsequent years is not set, no increase in tuition is projected. Fees are all mandatory fees including Instructional Service (\$42.90 per credit), and Instructional Technology (\$21.00 per credit).
External Grants & Contracts	No external grants and contracts are projected at this time.
Other	No other sources of funding are anticipated at this time.
ESTIMATED EXPENSES	
Salaries and/or benefits (Faculty and Staff, Grad Asst. Stipend/ Waiver)	The estimate includes one faculty member in Year 1 and an additional faculty to be hired in year 2. The cost is calculated at the average cost for the University for a new faculty member including benefits. Because salary/benefits in subsequent years are not set, no increase in salary/benefits is projected. Graduate Assistant Stipend \$7,500 and Waiver are included. The 2012-2013 in state tuition was used to project the Graduate Assistant waiver, and because subsequent years' tuition is not set no increase in the waiver was calculated.
Learning Resources	Learning resources are projected at \$1,000 initially increasing from year 2 to 3 (2,500 and 5,000) and projected to level at \$7,500. This would include costs of software licensing and other resources for the program.
Instructional Equipment	Instructional Equipment projections are for computers and equipment associated with the new faculty being hired. The amount increases in year 2 to 600; then increases to 1,000 in year 3 and maintains at that amount.
Facilities and/or modifications	No additional facilities needs are anticipated at this time. The College of Visual and Performing Arts plans to reallocate approximately 720 sq. ft. of existing space to serve the MFA in Communication Design as it becomes fully enrolled.
ENROLLMENT	
Full-time Headcount Enrollment	Enrollment projection includes one full time student not returning in subsequent years. The full-time year 1 to year 2 retention rate is projected at 87.5%, with all retained students graduating within three years. The projection is based on the undergraduate rate of 87% for this program.
Part-time Headcount Enrollment	Enrollment projection includes one part time student not returning in subsequent years. The part-time year 1 to year 2 retention rate is projected at 50%, with all retained part-time students graduating within five years. The projection is based on the undergraduate rate of 87% and adjusted for the smaller number of part time students.
Projected Annual Credits Generated	Credits generated are expected to increase from 188 in the initial year the program is offered, to 555 during the fifth (and subsequent) year the program is offered.



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

April 4, 2012

September 14, 2012 (budget update)

**1. Appropriateness to the Mission**

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

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

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

**2. Need**

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

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

defense; telecommunications and information services; life science and medical equipment; production support and industrial machinery, and advanced manufacturing. The proposed STEM program will position CAL U as a regional leader in mechatronics career development to meet STEM workforce needs across industries for Pennsylvania and the global society by graduating high tech multi-skilled mechatronics engineering technologists.

### **3. Academic Integrity**

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

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

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

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

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

## **5. Assessment and Accreditation**

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

## **6. Resource Sufficiency**

The Department of Applied Engineering and Technology has support faculty to teach the electrical engineering technology and computer engineering technology courses, which are part of the technical core within the mechatronics degree; but additional faculty members and a lab technician will be needed to adequately deliver the program. CAL U plans to hire at least two mechatronics engineering technology faculty members and share an electrical engineering technology faculty member to teach, recruit, conduct research in the field, and pursue accreditation and resource acquisitions for the program. A lab technician will be hired to maintain the facilities (labs), aid faculty in setup of demonstrations and activities, support recruitment, and perform other duties as contracted. The budget reflects faculty member #1 and the lab technician being employed in year one; and faculty member #2 starts in year three.

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

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

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

CAL U will target recruitment activities toward minority and female students for the Bachelor of Science degree program in Mechatronics with an initial marketing campaign prior to the start of the program and expand throughout the advertisement process. CAL U will seek grants such as National Science Foundation funds designated to increase minority student recruitment and retention in engineering and technology fields. The University will conduct national searches to hire engineers to teach in the mechatronics engineering technology program with particular attention to minority and women candidates.

By being the only Bachelor of Science in Mechatronics Engineering Technology program in Pennsylvania, Cal U will:

- a) provide students with opportunities offered nowhere else in Pennsylvania to earn a professional bachelor of science degree in mechatronics engineering technology that will lead to meaningful employment with better than family-sustaining wages;
- b) provide associate degree graduates from regional community colleges who are working in industry the opportunity to develop advanced skills/knowledge that will further their careers;
- c) provide existing employers in manufacturing-related industries with a steady pool of skilled and capable employees;
- d) provide a resource of education, training, research and development that regional economic development agencies can use to recruit additional corporations to the area; and
- e) provide a resource for new businesses to develop and incubate in collaboration with the Cal U Entrepreneurial Leadership Center.

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

Approved by: California University of Pennsylvania Council of Trustees, June 6, 2012.

Implementation Date: Fall 2013

**FIVE-YEAR BUDGET PROJECTION**

**UNIVERSITY: California University of Pennsylvania**

**PROPOSED PROGRAM: Bachelor of Science (B.S.) in Mechatronics Engineering Technology**

ESTIMATED REVENUES	2012-13 Rates	2013-14		2014-15		2015-16		2016-17		2017-18		5-Yr Total
		Year 1		Year 2		Year 3		Year 4		Year 5		
		Existing	New	Existing	New	Existing	New	Existing	New	Existing	New	
Projected Tuition or University E&G	\$7635	\$0	\$229,050	\$183,240	\$229,050	\$329,832	\$229,050	\$502,994	\$229,050	\$658,839	\$229,050	\$2,820,155
External Grants & Contracts		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL REVENUE</b>		<b>\$229,050</b>		<b>\$412,290</b>		<b>\$558,882</b>		<b>\$732,044</b>		<b>\$887,889</b>		<b>\$2,820,155</b>
ESTIMATED EXPENSES		Year 1		Year 2		Year 3		Year 4		Year 5		
Salaries and / or benefits (Faculty & Staff)		\$0	\$146,410	\$0	\$150,113	\$0	\$239,893	\$0	\$245,935	\$0	\$252,019	\$1,034,369
Learning resources		\$0	\$6,000	\$4,800	\$6,000	\$8,640	\$6,000	\$13,176	\$6,000	\$17,258	\$6,000	\$73,874
Instructional equipment		\$1,600,000		\$800,000		\$300,000		Annual refresh rollover \$85,000		Annual refresh rollover \$85,000		\$2,870,000
Facilities and / or modifications		\$460,000		\$230,000		\$230,000		\$0		\$0		\$920,000
Other-Faculty Professional Development		\$10,000		\$10,300		\$10,609		\$10,927		\$11,255		\$53,091
<b>Total Expenses</b>		<b>\$2,222,410</b>		<b>\$1,201,213</b>		<b>\$795,142</b>		<b>\$361,038</b>		<b>\$371,532</b>		<b>\$4,951,335</b>
<b>Difference (Rev.- Exp.)</b>		<b>(\$1,993,360)</b>		<b>(\$788,923)</b>		<b>(\$236,260)</b>		<b>\$371,006</b>		<b>\$516,357</b>		<b>(\$2,131,180)</b>
Estimated impact of new program		Year 1		Year 2		Year 3		Year 4		Year 5		
FTE Enrollment	Full-time	30		54		73		96		96		
FTE Enrollment	Part-time	*See narrative / assumptions										
Projected annual credits generated		900		1620		2196		2876		2876		
<b>Tuition Generated</b>		<b>\$192,840</b>		<b>\$347,112</b>		<b>\$469,244</b>		<b>\$617,088</b>		<b>\$617,088</b>		

ESTIMATED REVENUES	NARRATIVE / ASSUMPTIONS
Projected University E&G <b>and/or</b> Tuition	Used the 2012-13 tuition rates—\$6,428 Tuition Technology Fee—\$358 University Service Fee—\$179 Academic Support Fee—\$679 TOTAL Yearly tuition and Fees per student—\$7,635 Student retention rates of 80% in Years two (2) and three (3), and 90% in Years four (4) and five (5) are used for Existing students—calculated from the Department of Applied Engineering and Technology (AET) retention rates for the last four (4) years.
External Grants & Contracts	No External Grants and Contracts are projected at this time, but the faculty does plan to seek external funding.
Other	none
<b>ESTIMATED EXPENSES</b>	Estimated total of \$5,138,789
Salaries and/or benefits (Faculty and Staff, Grad Asst Stipend/ Waiver) — <i>Two (2) faculty positions and one (1) lab technician.</i>	Salaries include two (2) new full-time tenure-track faculty at base salaries of \$66,183 (Assistant Professor, Step 7 on CBA Faculty Pay Schedule Effective October 1, 2010) and one (1) Laboratory Technician at \$45,000 (AFSCME). Benefits are calculated at 30% of Salaries. AFSCME annual increases are calculated at 1.32% for 2013-14, 2.57% for 2014-15 and thereafter at 2.57%. The budget reflects faculty member number #1 and the lab technician being employed in year one and faculty member #2 starts in year three.
Learning Resources	Learning resources for this high-cost program are calculated at \$200/student per year with student retention calculations, existing and new.
Instructional Equipment	Instructional Equipment, including instrumentation, lab equipment, and instructional technology; is estimated at \$800,000 per lab for three labs (two in Year one (1) and one in Year two (2) and \$300,000 for a fourth lab (Year three (3)). Starting in Year four (4), an annual rollover budget allocation of \$85,000 is included to start a reserve fund for periodic refreshing of instrumentation and technology.
Facilities and/or modifications	Costs are projected for four new labs: Materials Testing, Fluids, Automated Controls, and Senior Projects. Renovation costs are calculated at \$150,000 per lab plus \$80,000 for furnishings (i.e., tables, chairs, other furniture, storage, etc.). Costs for two labs are entered for Year 1 and one lab each in Years 2 and 3.
Other – Faculty Professional Development	Faculty Professional Development funds of \$5,000 per faculty member per year; increasing 3% annually, are calculated. These are based on the FPD required by other ABET accredited programs.
<b>ENROLLMENT</b>	A total conservative number of 30 with retention rates of 80 and 90 percent.
Full-time Headcount Enrollment	We used a “conservative” number of 30 students per year, with student retention rates of 80% in Years two (2) and three (3), and 90% in Years four (4) and five (5)—calculated from the Department of Applied Engineering and Technology (AET) retention rates for the last four (4) years.
*Part-time Headcount Enrollment	<u>We plan to initiate</u> incumbent worker-workforce development training and an enrollment model where students could enroll at a Community College and / or California University in any semester.
Projected Annual Credits Generated	To generate the projected number of annual credits, we used a conservative number of 30 students per year, multiplied by the Full-time Headcount Enrollment—(student retention rates of 80% in Years two (2) and three (3), and 90% in Years four (4) and five (5)).

## **Educational and General Operating Budget Summaries for Pennsylvania State System of Higher Education Entities**

Act 188 of 1982 requires PASSHE's budget request to be developed based upon university needs. PASSHE universities were provided with instructions to develop their 2013/14 Educational and General (E&G) budget requests, which include anticipated changes in salaries, benefits, and other cost categories. E&G budgets support ongoing general academic, administrative, and physical operations; restricted (sponsored programs and most financial aid) and auxiliary (dining, housing, recreation and student centers) activities are excluded. Universities provide budget estimates for the current year (2012/13) and request year (2013/14).

While state appropriations are a diminishing portion of PASSHE's revenue, most PASSHE universities are experiencing enrollment declines with a corresponding adverse effect on tuition and fee revenues. At the same time, much of PASSHE's compensation expenditure requirements for 2012/13 and 2013/14 remain unknown due to ongoing negotiations with the Association of Pennsylvania State College and University Faculties (APSCUF) for both faculty and coaches, and the State College and University Professional Association (SCUPA). In the midst of these uncertain fiscal circumstances, PASSHE's emphasis continues to be on addressing the structural gap between revenues and expenses through strategic changes to its business models to ensure financial sustainability.

University budgets vary from one another due to the unique nature of each university's enrollment, employee complement, instructional offerings, physical plant, and strategic direction. Expenditure estimates and projections for university-based revenue sources are used to determine PASSHE's budget request parameters. Below are explanations of the revenue and expenditure expectations for PASSHE universities and the Office of the Chancellor for 2012/13 and 2013/14, as submitted by the universities and reviewed by the Office of the Chancellor. A summary for each entity is provided in the following pages.

### **Fiscal Year 2012/13 Highlights Revenue/Sources**

**Tuition**—The Board of Governors approved a 3.0% tuition rate increase for fiscal year 2012/13. After 14 straight years of increasing enrollments, some universities experienced reductions in academic year 2011/12 enrollment, resulting in a 2% decline in PASSHE's annualized full-time equivalent (FTE) enrollment. Preliminary fall 2012 enrollment statistics indicate a continuing headcount enrollment decline at all but three PASSHE universities, totaling 3.2%. The 2012/13 budget projections were built upon an overall reduction of almost 3,000 FTE students, or 2.7%. Contributing factors are the general economic environment and declining numbers of high school graduates. In addition, changes in state and local policies regarding advanced degrees for teachers contributed to an overall decline in graduate enrollment. University-specific FTE

enrollment projections vary, ranging from a 10.4% decrease at California University to a 2.4% increase at West Chester University.

**Fees**—The universities' councils of trustees set institution-based student fee rates. Student fees include mandatory fees charged to all students, such as instructional support fees and health center fees, as well as optional fees charged to students for specific services or privileges, such as parking fees. Also included in this revenue category is the Technology Tuition Fee, set by the Board of Governors, which is expected to generate \$43.0 million in revenue for instructional technology purposes. Changes in university mandatory fees range from a 10.4% reduction at California University to a 12.7% increase at East Stroudsburg University.

**State Appropriation**—PASSHE's 2012/13 E&G appropriation of \$412.8 million represents level funding from the prior year. The state appropriation is allocated to universities through two methods: approximately \$36 million is distributed based upon performance; the remaining is distributed through PASSHE's allocation formula, which is highly enrollment driven. Performance funding awards for 2012/13 have been made and are reflected in each university's state appropriations. State appropriations reflected in 2013/14 are estimated as the same received by each university in 2012/13.

**All Other Revenue**—Included in this category are unrestricted gifts, contracts and grants, investment income, educational fees for noncredit activity, parking and library fines, corrections from prior years, and other miscellaneous revenue sources. Activities generating these revenues vary widely by university and tend to be nonrecurring. Most universities do not anticipate increases and/or continuation of certain miscellaneous revenue sources until these revenues are received, but also limit expenditures supported by these specific revenue streams in their budget estimates.

**Use of Carryforward Fund Balance**—From time to time, some universities may have the opportunity, either through greater than anticipated enrollment/revenue growth or through disciplined multiyear planning, to set aside revenues for future year activities. This is represented by a negative number in Use of Carryforward Fund Balance. When a university is using funds carried forward from a previous year, a positive number will appear on this line. This practice is a management tool allowing universities to anticipate and fund large one-time purchases and multiyear projects. Typical initiatives funded in this manner include new academic programs, major equipment purchases and upgrades, facilities improvements, and transitions through demographic changes. Since Carryforward funds are one-time in nature, a corresponding one-time expenditure is associated with the use of these funds. Most universities reflect a use of Carryforward funds in 2012/13 either to partially replace revenues lost from enrollment declines or for specific capital projects and new academic initiatives.

### **Expenditures/Transfers**

**Compensation**—In 2011/12, PASSHE employed over 500 fewer headcount employees than in 2008/09. Given the Commonwealth budget challenges throughout most of 2011/12, most positions vacated during 2011/12 were either frozen or eliminated. As a result, about half of PASSHE's universities are planning to fill certain key positions in



2012/13. Even with these limited complement increases, in total there are fewer E&G FTE positions budgeted in 2012/13 than in the prior year.

For approximately 56% of PASSHE's E&G employees, salary and wage rates are unknown since collective bargaining agreements have ended and successor agreements are currently under negotiation. No wage adjustments have been made for unions without existing agreements; this is not to be viewed as a bargaining position. Only adjustments required by ratified contracts are budgeted for 2012/13. Employee benefits allow multiple choices for health care and retirement programs. Each university's mix of employees among bargaining units, the benefits choices they make, and their years of service result in varying increases in personnel costs. Universities budget compensation expenses based upon anticipated filled positions, taking into consideration retirements, vacancies, and regular annual turnover in employee complement.

**Salaries and Wages**—Compensation for 2012/13 includes general pay and increment increases for workers in the following unions: American Federation of State, County and Municipal Employees (AFSCME); Pennsylvania Doctors' Alliance (PDA); Office of Professional Employees International Union Healthcare Pennsylvania (OPEIU, for nurses); Security, Police, and Fire Professionals of America (SPFPA); and Pennsylvania Social Services Union (PSSU). The fiscal impact of these increases ranges from 0.9% to 1.8% by bargaining unit.

**Benefits**—The vast majority of PASSHE's employees are enrolled in either the System's PPO health care plan or the Commonwealth's Pennsylvania Employees Benefit Trust Fund (PEBTF) program for health benefits. PASSHE's PPO costs increased 4.3%, while the PEBTF employer costs reflected in the new AFSCME agreement increased 0.1%. PASSHE's retiree health care costs decreased 5.8%, while the Commonwealth's retiree health care costs increased 6.3%. The most common rates for the State Employees' Retirement System (SERS) and Public School Employees' Retirement System (PSERS), in which almost half of PASSHE employees participate, increased approximately 50% and 43%, respectively. In total, employee benefits expenses are projected to increase 9%.

**Utilities**—Each university's utilities costs vary widely, depending on mix of utilities (gas, coal, oil, electricity), local providers, contractual obligations, usage, energy savings projects, and changes in space. Fiscal year 2011/12 included an unusually mild winter and a corresponding reduction in utilities usage. Fiscal year 2012/13 utilities costs reflect more typical usage levels and a return to normal rate increases since electric deregulation has been fully implemented. In total, utilities are estimated to increase an average of 8.6%.

**Services and Supplies**—Expenditures in this category support all the day-to-day university operations, including professional services; teaching, office, and custodial supplies; travel; subscriptions and memberships; postage; student aid expenditures; and leases. Costs in several commodity areas were contained through System-wide strategically sourced procurements. In addition, universities routinely purchase products and services under Commonwealth contracts to reduce costs. During 2012/13, service

and supply expenditures are expected to increase on average 6.1%. Most of these increases are one-time activities associated with designated one-time fund sources; university experiences vary.

**Capital Expenditures and Transfers**—Capital expenditures and transfers represent PASSHE's investment in its physical resources from the E&G budget. Included in this category are purchases of items, such as equipment, furniture, and library materials, as well as land and building improvements that have a useful life that is depreciated over time. PASSHE budgets these expenditures on a cash basis, rather than budgeting depreciation. University transfers generally fund physical plant expenditures and debt. Some transfers may reflect a commitment for future projects. University capital expenditures and transfers can vary widely from year to year.

### **Fiscal Year 2013/14 Highlights Revenue/Sources**

PASSHE university 2013/14 expenditure estimates and projections for university-based revenue sources are used to determine the System's budget request parameters. The universities are instructed to submit unbalanced budgets for the request year to allow for a candid assessment of resources and expenditure requirements. Only essential cost increases are incorporated in 2013/14 expenditure estimates; universities continue to incorporate reallocations to align their budgets with the strategic direction and today's fiscal realities of limited resources and improved efficiencies. Based upon this review, an appropriation request will be developed. No attempt has been made to balance each university's budget, as they reflect no change in tuition rates or appropriations.

**Tuition**—Changes in tuition revenue reflect the impact of projected changes in annualized FTE enrollment. PASSHE's 2013/14 annualized FTE enrollment is anticipated to remain level or increase slightly; six universities project enrollment increases. Changes in student mix (e.g., full-time versus part-time, residency, and student level) also affect tuition estimates for 2013/14. No assumptions are made concerning tuition rate increases at this time; however, a tuition increase of approximately 4.1% would be necessary to balance PASSHE's proposed 2013/14 budget with no change in appropriations.

**Fees**—Included in this category are the Technology Tuition Fee, which is established by the Board of Governors, and all university-based student fees. Since the universities' Councils of Trustees set student fee rates each spring, changes in mandatory fees typically reflect only adjustments due to anticipated enrollment. Instructional support and Technology Tuition Fee increases occur in concert with the general tuition rate.

**State Appropriation**—The 2013/14 state appropriation for each university reflects its current year (2012/13) allocation of the E&G appropriation through the allocation formula and performance funding. Although each university's allocation of the appropriations will change based upon the allocation formula and performance funding results, no adjustments have been made to anticipate the impact of those changes. The state appropriation reflects continued funding of the E&G appropriation

at its current level. The Finance, Administration, and Facilities Committee of the Board of Governors will make a recommendation for consideration of an appropriation request that may differ from this appropriation assumption.

**All Other Revenue**—As in 2012/13, most universities do not anticipate increases and/or continuation of certain miscellaneous revenue sources until these revenues are received. In addition, they limit expenditures supported by these specific revenue streams in their budget estimates.

**Use of Carryforward Fund Balance**—Some universities have identified Carryforward funds to support their continued transition to changing enrollment, one-time purchases, and multiyear projects. Typical initiatives funded in this manner include new academic programs, major equipment purchases and upgrades, facilities improvements, and transitions through demographic changes.

### **Expenditures/Transfers**

**Compensation**—In general, universities are anticipating a slight decrease in employee complement in 2013/14. This marks five straight years of overall reductions in budgeted positions in light of ongoing financial challenges and work force planning efforts. Many of these reductions were the result of retirements; 487 employees retired in the 2011 calendar year.

**Salaries and Wages**—Compensation requirements for approximately 56% of PASSHE's E&G employees are established in collective bargaining agreements that ended June 30, 2011, for which successor agreements are currently being negotiated. Therefore, no changes in pay requirements for unknown contracts have been incorporated in these estimates; this is not to be viewed as a bargaining position. The 2013/14 wage requirements for AFSCME average 1.6% for July 2013 and January 2014 general pay increases of 0.5% each and an April 2014 increment. A similar salary increase is also included for nonrepresented employees. Overall, a 0.6% increase in salaries and wages is anticipated.

**Benefits**—Preliminary health care rate changes for 2013/14 include increases in PASSHE's various health care options of 7% for faculty, coaches, and management. The Commonwealth's PEBTF health care costs will increase 9% in accordance with the AFSCME contract, while the Commonwealth's health care costs for retirees are anticipated to increase 15%. The most common pension contribution rates for SERS and PSERS are projected to increase 45% and 36%, respectively, as specified by the Commonwealth's budget instructions. Retirement rates associated with the alternative retirement programs remain constant, although retirement and social security costs increase as salaries and wages increase. Overall, a 9% increase in benefits costs is anticipated based on these rate assumptions. University experiences vary significantly based upon the benefits programs their employees choose and changes in complement.

**Utilities**—Each university's utilities costs vary, depending on mix of utilities (gas, coal, oil, electricity), local providers, usage, energy savings projects, and changes in space.

Utilities cost increases reflect normal rate increases, since electric deregulation is fully implemented, and continued energy savings initiatives. PASSHE's combined utilities costs are anticipated to increase 2.3%.

**Services and Supplies**—For 2013/14, universities estimate relatively constant expenditures in services, supplies, and materials, with an overall increase of 0.2%. University experiences vary significantly, ranging from a 6.0% reduction at Bloomsburg University to a 5.4% increase at Clarion University. Significant fluctuations tend to be associated with those universities that reflect a use of Carryforward for one-time initiatives.

**Capital Expenditures and Transfers**—Capital Expenditures may increase or decrease, depending upon the level of one-time facilities improvements and equipment purchases in each year. Most universities using Carryforward funds in 2012/13 for investments in specific capital projects show a reduction of capital expenditures and transfers in 2013/14. Most other institutions are continuing their current level of commitment to major physical plant, equipment, and library expenditures into 2013/14. Overall, PASSHE's 2013/14 capital expenditures and transfers are projected to increase 1.7%, though university experiences vary significantly.

**Revenue/Sources Less Expenditures/Transfers**—As previously mentioned, universities submit unbalanced budgets for 2013/14. No attempt was made to balance each university's budget, as no assumptions have been made regarding potential changes to appropriations and/or tuition rates. Based upon these submissions, a proposed appropriation request and corresponding tuition rate assumptions will be developed by the Finance, Administration, and Facilities Committee of the Board of Governors at its meeting on October 11, 2012. The shortfall reflected in each university's 2013/14 budget presentation on the following pages reflects each university's funding requirements, given the assumptions discussed in this overview.

Board of Governors Budget Request Summary  
 Bloomsburg University of Pennsylvania

Educational & General Budget			Dollar	Percent
Revenue/Sources	FY 2012/13	FY 2013/14	Change	Change
Tuition	\$78,095,707	\$79,148,582	\$1,052,875	1.3%
Fees	14,306,396	14,425,346	118,950	0.8%
State Appropriation	33,525,055	33,525,055	0	0.0%
All Other Revenue	4,213,713	4,213,713	0	0.0%
Use of Carryforward Fund Balance	5,599,023	1,666,725	(3,932,298)	-70.2%
<b>Total Revenue/Sources</b>	<b>\$135,739,894</b>	<b>\$132,979,421</b>	<b>(\$2,760,473)</b>	<b>-2.0%</b>
<b>Expenditures and Transfers</b>				
<u>Compensation Summary:</u>				
Salaries & Wages	\$64,924,433	\$65,842,652	\$918,219	1.4%
Benefits	28,581,184	31,310,064	2,728,880	9.5%
Subtotal, Compensation	\$93,505,617	\$97,152,716	\$3,647,099	3.9%
<u>Noncompensation Summary:</u>				
Utilities	\$2,911,040	\$2,970,061	\$59,021	2.0%
Services & Supplies	25,824,999	24,269,455	(1,555,544)	-6.0%
Capital Expenditures & Transfers	13,498,238	10,783,506	(2,714,732)	-20.1%
Subtotal, Noncompensation	\$42,234,277	\$38,023,022	(\$4,211,255)	-10.0%
<b>Total Expenditures and Transfers</b>	<b>\$135,739,894</b>	<b>\$135,175,738</b>	<b>(\$564,156)</b>	<b>-0.4%</b>
<b>Revenue/Sources less Expenditures/Transfers</b>				
	\$0	(\$2,196,317)		

Annualized FTE Enrollment				Percent
	FY 2012/13	FY 2013/14	Change	change
Resident Undergraduate	7,795.72	7,820.97	25.25	0.3%
Nonresident Undergraduate	1,162.58	1,197.02	34.44	3.0%
Resident Graduate	630.54	630.53	(0.01)	0.0%
Nonresident Graduate	76.66	76.66	0.00	0.0%
<b>Total FTE Enrollment</b>	<b>9,665.50</b>	<b>9,725.18</b>	<b>59.68</b>	<b>0.6%</b>

E&G FTE Employees				Percent
	FY 2012/13	FY 2013/14	Change	Change
Faculty	498.50	498.50	0.00	0.0%
AFSCME	327.38	327.38	0.00	0.0%
Nonrepresented	91.08	91.08	0.00	0.0%
SCUPA	43.00	43.00	0.00	0.0%
All Other	54.64	54.64	0.00	0.0%
<b>Total Budgeted FTE Employees</b>	<b>1,014.60</b>	<b>1,014.60</b>	<b>0.00</b>	<b>0.0%</b>

Board of Governors Budget Request Summary  
California University of Pennsylvania

Educational & General Budget		Dollar	Percent	
Revenue/Sources	FY 2012/13	FY 2013/14	Change	Change
Tuition	\$62,432,500	\$59,916,474	(\$2,516,026)	-4.0%
Fees	11,467,036	11,004,915	(462,121)	-4.0%
State Appropriation	30,478,134	30,478,134	0	0.0%
All Other Revenue	4,152,000	4,152,000	0	0.0%
Use of Carryforward Fund Balance	2,501,879	2,401,197	(100,682)	-4.0%
<b>Total Revenue/Sources</b>	<b>\$111,031,549</b>	<b>\$107,952,720</b>	<b>(\$3,078,829)</b>	<b>-2.8%</b>
<b>Expenditures and Transfers</b>				
<u>Compensation Summary:</u>				
Salaries & Wages	\$54,250,073	\$52,613,263	(\$1,636,810)	-3.0%
Benefits	22,206,804	24,233,405	2,026,601	9.1%
Subtotal, Compensation	\$76,456,877	\$76,846,668	\$389,791	0.5%
<u>Noncompensation Summary:</u>				
Utilities	\$2,879,825	\$2,935,425	\$55,600	1.9%
Services & Supplies	24,140,000	24,140,000	0	0.0%
Capital Expenditures & Transfers	7,554,847	7,557,185	2,338	0.0%
Subtotal, Noncompensation	\$34,574,672	\$34,632,610	\$57,938	0.2%
<b>Total Expenditures and Transfers</b>	<b>\$111,031,549</b>	<b>\$111,479,278</b>	<b>\$447,729</b>	<b>0.4%</b>
<b>Revenue/Sources less Expenditures/Transfers</b>				
	\$0	(\$3,526,558)		

Annualized FTE Enrollment		Percent		
	FY 2012/13	FY 2013/14	Change	Change
Resident Undergraduate	5,716.00	5,486.00	(230.00)	-4.0%
Nonresident Undergraduate	483.00	463.00	(20.00)	-4.1%
Resident Graduate	1,318.00	1,265.00	(53.00)	-4.0%
Nonresident Graduate	514.00	493.00	(21.00)	-4.1%
<b>Total FTE Enrollment</b>	<b>8,031.00</b>	<b>7,707.00</b>	<b>(324.00)</b>	<b>-4.0%</b>

E&G FTE Employees		Percent		
	FY 2012/13	FY 2013/14	Change	Change
Faculty	308.00	301.00	(7.00)	-2.3%
AFSCME	216.00	216.00	0.00	0.0%
Nonrepresented	95.00	93.00	(2.00)	-2.1%
SCUPA	66.00	66.00	0.00	0.0%
All Other	49.00	49.00	0.00	0.0%
<b>Total Budgeted FTE Employees</b>	<b>734.00</b>	<b>725.00</b>	<b>(9.00)</b>	<b>-1.2%</b>

Board of Governors Budget Request Summary  
 Cheyney University of Pennsylvania

Educational & General Budget			Dollar	Percent
Revenue/Sources	FY 2012/13	FY 2013/14	Change	Change
Tuition	\$9,373,872	\$9,759,465	\$385,593	4.1%
Fees	2,151,674	2,278,270	126,596	5.9%
State Appropriation	12,842,370	12,842,370	0	0.0%
All Other Revenue	408,500	609,406	200,906	49.2%
Use of Carryforward Fund Balance	0	0	0	n/a
<b>Total Revenue/Sources</b>	<b>\$24,776,416</b>	<b>\$25,489,511</b>	<b>\$713,095</b>	<b>2.9%</b>
<b>Expenditures and Transfers</b>				
<u>Compensation Summary:</u>				
Salaries & Wages	\$12,778,255	\$12,862,750	\$84,495	0.7%
Benefits	5,921,251	6,307,280	386,029	6.5%
Subtotal, Compensation	\$18,699,506	\$19,170,030	\$470,524	2.5%
<u>Noncompensation Summary:</u>				
Utilities	\$1,030,144	\$1,050,747	\$20,603	2.0%
Services & Supplies	7,024,876	7,158,374	133,498	1.9%
Capital Expenditures & Transfers	1,507,681	1,529,354	21,673	1.4%
Subtotal, Noncompensation	\$9,562,701	\$9,738,474	\$175,773	1.8%
<b>Total Expenditures and Transfers</b>	<b>\$28,262,207</b>	<b>\$28,908,504</b>	<b>\$646,297</b>	<b>2.3%</b>
<b>Revenue/Sources less Expenditures/Transfers</b>	<b>(\$3,485,791)</b>	<b>(\$3,418,993)</b>		

Annualized FTE Enrollment				Percent
	FY 2012/13	FY 2013/14	Change	change
Resident Undergraduate	997.00	1,025.00	28.00	2.8%
Nonresident Undergraduate	251.00	258.00	7.00	2.8%
Resident Graduate	30.00	33.00	3.00	10.0%
Nonresident Graduate	4.00	6.00	2.00	50.0%
<b>Total FTE Enrollment</b>	<b>1,282.00</b>	<b>1,322.00</b>	<b>40.00</b>	<b>3.1%</b>

E&G FTE Employees				Percent
	FY 2012/13	FY 2013/14	Change	Change
Faculty	81.72	81.72	0.00	0.0%
AFSCME	59.00	59.00	0.00	0.0%
Nonrepresented	34.80	34.80	0.00	0.0%
SCUPA	8.00	8.00	0.00	0.0%
All Other	19.49	19.49	0.00	0.0%
<b>Total Budgeted FTE Employees</b>	<b>203.01</b>	<b>203.01</b>	<b>0.00</b>	<b>0.0%</b>

Board of Governors Budget Request Summary  
Clarion University of Pennsylvania

<b>Educational &amp; General Budget</b>			<b>Dollar</b>	<b>Percent</b>
<b>Revenue/Sources</b>	<b>FY 2012/13</b>	<b>FY 2013/14</b>	<b>Change</b>	<b>Change</b>
Tuition	\$41,052,680	\$41,873,734	\$821,054	2.0%
Fees	11,838,576	12,063,626	225,050	1.9%
State Appropriation	22,596,328	22,596,328	0	0.0%
All Other Revenue	3,377,532	3,377,532	0	0.0%
Use of Carryforward Fund Balance	0	0	0	n/a
<b>Total Revenue/Sources</b>	<b>\$78,865,116</b>	<b>\$79,911,220</b>	<b>\$1,046,104</b>	<b>1.3%</b>
<b>Expenditures and Transfers</b>				
<u>Compensation Summary:</u>				
Salaries & Wages	\$43,488,960	\$44,482,595	\$993,635	2.3%
Benefits	18,381,612	20,015,474	1,633,862	8.9%
Subtotal, Compensation	\$61,870,572	\$64,498,069	\$2,627,497	4.2%
<u>Noncompensation Summary:</u>				
Utilities	\$1,992,112	\$2,031,954	\$39,842	2.0%
Services & Supplies	12,667,872	13,349,358	681,486	5.4%
Capital Expenditures & Transfers	2,334,560	2,347,547	12,987	0.6%
Subtotal, Noncompensation	\$16,994,544	\$17,728,859	\$734,315	4.3%
<b>Total Expenditures and Transfers</b>	<b>\$78,865,116</b>	<b>\$82,226,928</b>	<b>\$3,361,812</b>	<b>4.3%</b>
<b>Revenue/Sources less Expenditures/Transfers</b>				
	\$0	(\$2,315,708)		

<b>Annualized FTE Enrollment</b>				<b>Percent</b>
	<b>FY 2012/13</b>	<b>FY 2013/14</b>	<b>Change</b>	<b>change</b>
Resident Undergraduate	4,774.45	4,870.00	95.55	2.0%
Nonresident Undergraduate	269.22	275.00	5.78	2.1%
Resident Graduate	455.59	465.00	9.41	2.1%
Nonresident Graduate	248.12	253.00	4.88	2.0%
<b>Total FTE Enrollment</b>	<b>5,747.38</b>	<b>5,863.00</b>	<b>115.62</b>	<b>2.0%</b>

<b>E&amp;G FTE Employees</b>				<b>Percent</b>
	<b>FY 2012/13</b>	<b>FY 2013/14</b>	<b>Change</b>	<b>Change</b>
Faculty	290.95	290.95	0.00	0.0%
AFSCME	191.78	191.78	0.00	0.0%
Nonrepresented	73.15	73.15	0.00	0.0%
SCUPA	21.20	21.20	0.00	0.0%
All Other	36.90	36.90	0.00	0.0%
<b>Total Budgeted FTE Employees</b>	<b>613.98</b>	<b>613.98</b>	<b>0.00</b>	<b>0.0%</b>



## Board of Governors Budget Request Summary

### East Stroudsburg University of Pennsylvania

Educational & General Budget Revenue/Sources	FY 2012/13	FY 2013/14	Dollar Change	Percent Change
Tuition	\$60,806,228	\$61,414,290	\$608,062	1.0%
Fees	10,915,724	11,074,461	158,737	1.5%
State Appropriation	20,806,735	20,806,735	0	0.0%
All Other Revenue	3,598,958	3,670,911	71,953	2.0%
Use of Carryforward Fund Balance	1,042,126	0	(1,042,126)	-100.0%
<b>Total Revenue/Sources</b>	<b>\$97,169,772</b>	<b>\$96,966,398</b>	<b>(\$203,374)</b>	<b>-0.2%</b>
<b>Expenditures and Transfers</b>				
<u>Compensation Summary:</u>				
Salaries & Wages	\$47,293,454	\$47,743,898	\$450,444	1.0%
Benefits	19,123,306	20,763,045	1,639,739	8.6%
Subtotal, Compensation	\$66,416,760	\$68,506,943	\$2,090,183	3.1%
<u>Noncompensation Summary:</u>				
Utilities	\$2,310,040	\$2,348,387	\$38,347	1.7%
Services & Supplies	16,729,224	17,015,876	286,652	1.7%
Capital Expenditures & Transfers	11,713,748	11,852,372	138,624	1.2%
Subtotal, Noncompensation	\$30,753,012	\$31,216,634	\$463,622	1.5%
<b>Total Expenditures and Transfers</b>	<b>\$97,169,772</b>	<b>\$99,723,577</b>	<b>\$2,553,805</b>	<b>2.6%</b>
<b>Revenue/Sources less Expenditures/Transfers</b>	<b>\$0</b>	<b>(\$2,757,179)</b>		

Annualized FTE Enrollment	FY 2012/13	FY 2013/14	Change	Percent change
Resident Undergraduate	4,451.37	4,495.89	44.52	1.0%
Nonresident Undergraduate	1,554.55	1,570.09	15.54	1.0%
Resident Graduate	426.51	430.77	4.26	1.0%
Nonresident Graduate	105.11	106.16	1.05	1.0%
<b>Total FTE Enrollment</b>	<b>6,537.54</b>	<b>6,602.91</b>	<b>65.37</b>	<b>1.0%</b>

E&G FTE Employees	FY 2012/13	FY 2013/14	Change	Percent Change
Faculty	319.12	319.12	0.00	0.0%
AFSCME	185.71	185.71	0.00	0.0%
Nonrepresented	86.79	86.79	0.00	0.0%
SCUPA	29.75	29.75	0.00	0.0%
All Other	36.95	36.95	0.00	0.0%
<b>Total Budgeted FTE Employees</b>	<b>658.32</b>	<b>658.32</b>	<b>0.00</b>	<b>0.0%</b>

Board of Governors Budget Request Summary  
 Edinboro University of Pennsylvania

Educational & General Budget			Dollar	Percent
Revenue/Sources	FY 2012/13	FY 2013/14	Change	Change
Tuition	\$51,244,759	\$51,244,759	\$0	0.0%
Fees	11,249,617	11,249,617	0	0.0%
State Appropriation	25,571,584	25,571,584	0	0.0%
All Other Revenue	4,569,781	4,569,781	0	0.0%
Use of Carryforward Fund Balance	1,906,356	1,906,356	0	0.0%
<b>Total Revenue/Sources</b>	<b>\$94,542,097</b>	<b>\$94,542,097</b>	<b>\$0</b>	<b>0.0%</b>
<b>Expenditures and Transfers</b>				
<u>Compensation Summary:</u>				
Salaries & Wages	\$49,679,512	\$49,884,399	\$204,887	0.4%
Benefits	21,849,460	23,656,782	1,807,322	8.3%
Subtotal, Compensation	\$71,528,972	\$73,541,181	\$2,012,209	2.8%
<u>Noncompensation Summary:</u>				
Utilities	\$2,610,213	\$2,752,417	\$142,204	5.4%
Services & Supplies	15,460,195	15,834,053	373,858	2.4%
Capital Expenditures & Transfers	4,942,717	4,942,879	162	0.0%
Subtotal, Noncompensation	\$23,013,125	\$23,529,349	\$516,224	2.2%
<b>Total Expenditures and Transfers</b>	<b>\$94,542,097</b>	<b>\$97,070,530</b>	<b>\$2,528,433</b>	<b>2.7%</b>
<b>Revenue/Sources less Expenditures/Transfers</b>				
	\$0	(\$2,528,433)		

Annualized FTE Enrollment			Change	Percent change
	FY 2012/13	FY 2013/14		
Resident Undergraduate	5,037.36	5,037.36	0.00	0.0%
Nonresident Undergraduate	765.38	765.38	0.00	0.0%
Resident Graduate	675.97	675.97	0.00	0.0%
Nonresident Graduate	72.89	72.89	0.00	0.0%
<b>Total FTE Enrollment</b>	<b>6,551.60</b>	<b>6,551.60</b>	<b>0.00</b>	<b>0.0%</b>

E&G FTE Employees			Change	Percent Change
	FY 2012/13	FY 2013/14		
Faculty	375.62	375.62	0.00	0.0%
AFSCME	181.21	181.21	0.00	0.0%
Nonrepresented	70.50	70.50	0.00	0.0%
SCUPA	25.00	25.00	0.00	0.0%
All Other	39.69	39.69	0.00	0.0%
<b>Total Budgeted FTE Employees</b>	<b>692.02</b>	<b>692.02</b>	<b>0.00</b>	<b>0.0%</b>

Board of Governors Budget Request Summary  
Indiana University of Pennsylvania

Educational & General Budget			Dollar	Percent
Revenue/Sources	FY 2012/13	FY 2013/14	Change	Change
Tuition	\$105,788,033	\$105,788,033	\$0	0.0%
Fees	31,741,000	31,791,000	50,000	0.2%
State Appropriation	52,981,220	52,981,220	0	0.0%
All Other Revenue	11,997,351	12,032,598	35,247	0.3%
Use of Carryforward Fund Balance	5,560,043	14,965,956	9,405,913	169.2%
<b>Total Revenue/Sources</b>	<b>\$208,067,647</b>	<b>\$217,558,807</b>	<b>\$9,491,160</b>	<b>4.6%</b>
<b>Expenditures and Transfers</b>				
<u>Compensation Summary:</u>				
Salaries & Wages	\$100,724,939	\$101,165,340	\$440,401	0.4%
Benefits	43,470,448	46,994,007	3,523,559	8.1%
Subtotal, Compensation	\$144,195,387	\$148,159,347	\$3,963,960	2.7%
<u>Noncompensation Summary:</u>				
Utilities	\$5,644,585	\$5,757,476	\$112,891	2.0%
Services & Supplies	34,480,660	35,296,691	816,031	2.4%
Capital Expenditures & Transfers	23,747,015	29,954,083	6,207,068	26.1%
Subtotal, Noncompensation	\$63,872,260	\$71,008,250	\$7,135,990	11.2%
<b>Total Expenditures and Transfers</b>	<b>\$208,067,647</b>	<b>\$219,167,597</b>	<b>\$11,099,950</b>	<b>5.3%</b>
<b>Revenue/Sources less Expenditures/Transfers</b>				
	\$0	(\$1,608,790)		

Annualized FTE Enrollment			Change	Percent Change
	FY 2012/13	FY 2013/14		
Resident Undergraduate	11,488.75	11,488.75	0.00	0.0%
Nonresident Undergraduate	1,137.13	1,137.13	0.00	0.0%
Resident Graduate	1,129.82	1,129.82	0.00	0.0%
Nonresident Graduate	436.80	436.80	0.00	0.0%
<b>Total FTE Enrollment</b>	<b>14,192.50</b>	<b>14,192.50</b>	<b>0.00</b>	<b>0.0%</b>

E&G FTE Employees			Change	Percent Change
	FY 2012/13	FY 2013/14		
Faculty	668.97	668.97	0.00	0.0%
AFSCME	396.53	396.53	0.00	0.0%
Nonrepresented	175.37	175.37	0.00	0.0%
SCUPA	43.85	43.85	0.00	0.0%
All Other	72.41	72.41	0.00	0.0%
<b>Total Budgeted FTE Employees</b>	<b>1,357.13</b>	<b>1,357.13</b>	<b>0.00</b>	<b>0.0%</b>

Board of Governors Budget Request Summary  
Kutztown University of Pennsylvania

Educational & General Budget			Dollar	Percent
Revenue/Sources	FY 2012/13	FY 2013/14	Change	Change
Tuition	\$70,376,972	\$70,376,972	\$0	0.0%
Fees	12,583,026	12,660,337	77,311	0.6%
State Appropriation	33,787,934	33,787,934	0	0.0%
All Other Revenue	5,058,387	5,109,529	51,142	1.0%
Use of Carryforward Fund Balance	4,841,409	2,566,500	(2,274,909)	-47.0%
<b>Total Revenue/Sources</b>	<b>\$126,647,728</b>	<b>\$124,501,272</b>	<b>(\$2,146,456)</b>	<b>-1.7%</b>
<b>Expenditures and Transfers</b>				
<u>Compensation Summary:</u>				
Salaries & Wages	\$60,206,275	\$60,466,350	\$260,075	0.4%
Benefits	26,075,765	28,186,043	2,110,278	8.1%
Subtotal, Compensation	<u>\$86,282,040</u>	<u>\$88,652,393</u>	<u>\$2,370,353</u>	<u>2.7%</u>
<u>Noncompensation Summary:</u>				
Utilities	\$2,791,849	\$2,842,186	\$50,337	1.8%
Services & Supplies	23,451,080	23,728,463	277,383	1.2%
Capital Expenditures & Transfers	14,122,759	12,464,269	(1,658,490)	-11.7%
Subtotal, Noncompensation	<u>\$40,365,688</u>	<u>\$39,034,918</u>	<u>(\$1,330,770)</u>	<u>-3.3%</u>
<b>Total Expenditures and Transfers</b>	<b>\$126,647,728</b>	<b>\$127,687,311</b>	<b>\$1,039,583</b>	<b>0.8%</b>
<b>Revenue/Sources less Expenditures/Transfers</b>				
	\$0	(\$3,186,039)		

Annualized FTE Enrollment			Change	Percent Change
	FY 2012/13	FY 2013/14		
Resident Undergraduate	7,600.70	7,600.70	0.00	0.0%
Nonresident Undergraduate	1,009.18	1,009.18	0.00	0.0%
Resident Graduate	396.51	396.51	0.00	0.0%
Nonresident Graduate	21.14	21.14	0.00	0.0%
<b>Total FTE Enrollment</b>	<b>9,027.53</b>	<b>9,027.53</b>	<b>0.00</b>	<b>0.0%</b>

E&G FTE Employees			Change	Percent Change
	FY 2012/13	FY 2013/14		
Faculty	477.70	477.70	0.00	0.0%
AFSCME	256.25	256.25	0.00	0.0%
Nonrepresented	119.00	119.00	0.00	0.0%
SCUPA	36.33	36.33	0.00	0.0%
All Other	51.24	51.24	0.00	0.0%
<b>Total Budgeted FTE Employees</b>	<b>940.52</b>	<b>940.52</b>	<b>0.00</b>	<b>0.0%</b>

Board of Governors Budget Request Summary  
 Lock Haven University of Pennsylvania

Educational & General Budget			Dollar	Percent
Revenue/Sources	FY 2012/13	FY 2013/14	Change	Change
Tuition	\$38,564,703	\$38,564,703	\$0	0.0%
Fees	7,229,392	7,229,392	0	0.0%
State Appropriation	19,571,752	19,571,752	0	0.0%
All Other Revenue	1,517,764	1,517,764	0	0.0%
Use of Carryforward Fund Balance	447,040	470,559	23,519	5.3%
<b>Total Revenue/Sources</b>	<b>\$67,330,651</b>	<b>\$67,354,170</b>	<b>\$23,519</b>	<b>0.0%</b>
<b>Expenditures and Transfers</b>				
<u>Compensation Summary:</u>				
Salaries & Wages	\$35,559,822	\$36,054,552	\$494,730	1.4%
Benefits	15,588,126	17,203,179	1,615,053	10.4%
Subtotal, Compensation	\$51,147,948	\$53,257,731	\$2,109,783	4.1%
<u>Noncompensation Summary:</u>				
Utilities	\$1,377,090	\$1,423,782	\$46,692	3.4%
Services & Supplies	9,509,917	9,528,568	18,651	0.2%
Capital Expenditures & Transfers	5,295,696	4,956,498	(339,198)	-6.4%
Subtotal, Noncompensation	\$16,182,703	\$15,908,848	(\$273,855)	-1.7%
<b>Total Expenditures and Transfers</b>	<b>\$67,330,651</b>	<b>\$69,166,579</b>	<b>\$1,835,928</b>	<b>2.7%</b>
<b>Revenue/Sources less Expenditures/Transfers</b>	<b>\$0</b>	<b>(\$1,812,409)</b>		

Annualized FTE Enrollment			Change	Percent
	FY 2012/13	FY 2013/14		Change
Resident Undergraduate	4,239.30	4,239.30	0.00	0.0%
Nonresident Undergraduate	371.81	371.81	0.00	0.0%
Resident Graduate	241.81	241.81	0.00	0.0%
Nonresident Graduate	50.92	50.92	0.00	0.0%
<b>Total FTE Enrollment</b>	<b>4,903.84</b>	<b>4,903.84</b>	<b>0.00</b>	<b>0.0%</b>

E&G FTE Employees			Change	Percent
	FY 2012/13	FY 2013/14		Change
Faculty	264.25	264.25	0.00	0.0%
AFSCME	161.60	162.10	0.50	0.3%
Nonrepresented	50.70	51.70	1.00	2.0%
SCUPA	19.50	19.50	0.00	0.0%
All Other	38.80	38.80	0.00	0.0%
<b>Total Budgeted FTE Employees</b>	<b>534.85</b>	<b>536.35</b>	<b>1.50</b>	<b>0.3%</b>

Board of Governors Budget Request Summary  
Mansfield University of Pennsylvania

<b>Educational &amp; General Budget</b>			<b>Dollar</b>	<b>Percent</b>
<b>Revenue/Sources</b>	<b>FY 2012/13</b>	<b>FY 2013/14</b>	<b>Change</b>	<b>Change</b>
Tuition	\$21,850,000	\$22,820,866	\$970,866	4.4%
Fees	3,945,000	4,115,000	170,000	4.3%
State Appropriation	16,949,857	16,949,857	0	0.0%
All Other Revenue	2,023,850	2,328,850	305,000	15.1%
Use of Carryforward Fund Balance	1,162,138	0	(1,162,138)	-100.0%
<b>Total Revenue/Sources</b>	<b>\$45,930,845</b>	<b>\$46,214,573</b>	<b>\$283,728</b>	<b>0.6%</b>
<b>Expenditures and Transfers</b>				
<u>Compensation Summary:</u>				
Salaries & Wages	\$25,489,968	\$25,920,444	\$430,476	1.7%
Benefits	10,832,146	11,950,124	1,117,978	10.3%
Subtotal, Compensation	\$36,322,114	\$37,870,568	\$1,548,454	4.3%
<u>Noncompensation Summary:</u>				
Utilities	\$1,000,000	\$1,020,000	\$20,000	2.0%
Services & Supplies	6,689,400	6,799,000	109,600	1.6%
Capital Expenditures & Transfers	1,919,331	1,917,707	(1,624)	-0.1%
Subtotal, Noncompensation	\$9,608,731	\$9,736,707	\$127,976	1.3%
<b>Total Expenditures and Transfers</b>	<b>\$45,930,845</b>	<b>\$47,607,275</b>	<b>\$1,676,430</b>	<b>3.6%</b>
<b>Revenue/Sources less Expenditures/Transfers</b>				
	\$0	(\$1,392,702)		

<b>Annualized FTE Enrollment</b>			<b>Change</b>	<b>Percent Change</b>
	<b>FY 2012/13</b>	<b>FY 2013/14</b>		
Resident Undergraduate	2,104.00	2,238.00	134.00	6.4%
Nonresident Undergraduate	554.45	562.95	8.50	1.5%
Resident Graduate	97.62	97.62	0.00	0.0%
Nonresident Graduate	51.93	51.93	0.00	0.0%
<b>Total FTE Enrollment</b>	<b>2,807.99</b>	<b>2,950.49</b>	<b>142.50</b>	<b>5.1%</b>

<b>E&amp;G FTE Employees</b>			<b>Change</b>	<b>Change</b>
	<b>FY 2012/13</b>	<b>FY 2013/14</b>		
Faculty	173.00	173.00	0.00	0.0%
AFSCME	126.86	126.86	0.00	0.0%
Nonrepresented	50.35	51.00	0.65	1.3%
SCUPA	13.74	13.74	0.00	0.0%
All Other	26.00	26.00	0.00	0.0%
<b>Total Budgeted FTE Employees</b>	<b>389.95</b>	<b>390.60</b>	<b>0.65</b>	<b>0.2%</b>

Board of Governors Budget Request Summary  
 Millersville University of Pennsylvania

Educational & General Budget			Dollar	Percent
Revenue/Sources	FY 2012/13	FY 2013/14	Change	Change
Tuition	\$59,741,423	\$59,771,336	\$29,913	0.1%
Fees	13,556,966	13,622,322	65,356	0.5%
State Appropriation	30,277,192	30,277,192	0	0.0%
All Other Revenue	4,225,614	4,207,020	(18,594)	-0.4%
Use of Carryforward Fund Balance	5,695,430	4,262,167	(1,433,263)	-25.2%
<b>Total Revenue/Sources</b>	<b>\$113,496,625</b>	<b>\$112,140,037</b>	<b>(\$1,356,588)</b>	<b>-1.2%</b>
<b>Expenditures and Transfers</b>				
<u>Compensation Summary:</u>				
Salaries & Wages	\$57,457,949	\$57,863,348	\$405,399	0.7%
Benefits	24,390,165	26,690,308	2,300,143	9.4%
Subtotal, Compensation	<b>\$81,848,114</b>	<b>\$84,553,656</b>	<b>\$2,705,542</b>	<b>3.3%</b>
<u>Noncompensation Summary:</u>				
Utilities	\$2,541,485	\$2,592,562	\$51,077	2.0%
Services & Supplies	21,550,285	20,346,081	(1,204,204)	-5.6%
Capital Expenditures & Transfers	7,556,741	7,943,502	386,761	5.1%
Subtotal, Noncompensation	<b>\$31,648,511</b>	<b>\$30,882,145</b>	<b>(\$766,366)</b>	<b>-2.4%</b>
<b>Total Expenditures and Transfers</b>	<b>\$113,496,625</b>	<b>\$115,435,801</b>	<b>\$1,939,176</b>	<b>1.7%</b>
<b>Revenue/Sources less Expenditures/Transfers</b>				
	\$0	(\$3,295,764)		

Annualized FTE Enrollment			Percent
	FY 2012/13	FY 2013/14	Change
Resident Undergraduate	6,893.40	6,893.40	0.00
Nonresident Undergraduate	317.00	317.00	0.00
Resident Graduate	711.60	711.60	0.00
Nonresident Graduate	22.10	22.10	0.00
<b>Total FTE Enrollment</b>	<b>7,944.10</b>	<b>7,944.10</b>	<b>0.00</b>

E&G FTE Employees			Percent
	FY 2012/13	FY 2013/14	Change
Faculty	394.56	394.56	0.00
AFSCME	273.66	272.66	(1.00)
Nonrepresented	109.88	107.88	(2.00)
SCUPA	26.00	26.00	0.00
All Other	45.70	45.70	0.00
<b>Total Budgeted FTE Employees</b>	<b>849.80</b>	<b>846.80</b>	<b>(3.00)</b>

Board of Governors Budget Request Summary  
Shippensburg University of Pennsylvania

Educational & General Budget			Dollar	Percent
Revenue/Sources	FY 2012/13	FY 2013/14	Change	Change
Tuition	\$53,126,211	\$53,162,241	\$36,030	0.1%
Fees	11,478,502	11,520,977	42,475	0.4%
State Appropriation	28,013,306	28,013,306	0	0.0%
All Other Revenue	4,630,300	4,642,990	12,690	0.3%
Use of Carryforward Fund Balance	1,288,278	1,222,833	(65,445)	-5.1%
<b>Total Revenue/Sources</b>	<b>\$98,536,597</b>	<b>\$98,562,347</b>	<b>\$25,750</b>	<b>0.0%</b>
<b>Expenditures and Transfers</b>				
<u>Compensation Summary:</u>				
Salaries & Wages	\$54,223,134	\$54,615,962	\$392,828	0.7%
Benefits	23,227,506	25,137,002	1,909,496	8.2%
Subtotal, Compensation	\$77,450,640	\$79,752,964	\$2,302,324	3.0%
<u>Noncompensation Summary:</u>				
Utilities	\$1,830,234	\$1,866,839	\$36,605	2.0%
Services & Supplies	13,652,058	13,830,473	178,415	1.3%
Capital Expenditures & Transfers	5,603,665	5,662,386	58,721	1.0%
Subtotal, Noncompensation	\$21,085,957	\$21,359,698	\$273,741	1.3%
<b>Total Expenditures and Transfers</b>	<b>\$98,536,597</b>	<b>\$101,112,662</b>	<b>\$2,576,065</b>	<b>2.6%</b>
<b>Revenue/Sources less Expenditures/Transfers</b>	<b>\$0</b>	<b>(\$2,550,315)</b>		

Annualized FTE Enrollment			Change	Percent
	FY 2012/13	FY 2013/14		Change
Resident Undergraduate	6,026.59	6,026.59	0.00	0.0%
Nonresident Undergraduate	422.34	422.34	0.00	0.0%
Resident Graduate	555.43	555.43	0.00	0.0%
Nonresident Graduate	74.82	74.82	0.00	0.0%
<b>Total FTE Enrollment</b>	<b>7,079.18</b>	<b>7,079.18</b>	<b>0.00</b>	<b>0.0%</b>

E&G FTE Employees			Change	Change
	FY 2012/13	FY 2013/14		Change
Faculty	342.12	342.12	0.00	0.0%
AFSCME	233.00	233.00	0.00	0.0%
Nonrepresented	90.00	90.00	0.00	0.0%
SCUPA	29.71	29.71	0.00	0.0%
All Other	36.45	36.45	0.00	0.0%
<b>Total Budgeted FTE Employees</b>	<b>731.28</b>	<b>731.28</b>	<b>0.00</b>	<b>0.0%</b>



Board of Governors Budget Request Summary  
Slippery Rock University of Pennsylvania

<b>Educational &amp; General Budget</b>			<b>Dollar</b>	<b>Percent</b>
<b>Revenue/Sources</b>	<b>FY 2012/13</b>	<b>FY 2013/14</b>	<b>Change</b>	<b>Change</b>
Tuition	\$61,110,086	\$61,110,086	\$0	0.0%
Fees	13,451,032	13,451,032	0	0.0%
State Appropriation	32,012,491	32,012,491	0	0.0%
All Other Revenue	3,531,704	3,531,704	0	0.0%
Use of Carryforward Fund Balance	0	0	0	n/a
<b>Total Revenue/Sources</b>	<b>\$110,105,313</b>	<b>\$110,105,313</b>	<b>\$0</b>	<b>0.0%</b>
<b>Expenditures and Transfers</b>				
<u>Compensation Summary:</u>				
Salaries & Wages	\$60,546,824	\$61,081,732	\$534,908	0.9%
Benefits	26,376,549	28,868,017	2,491,468	9.4%
Subtotal, Compensation	\$86,923,373	\$89,949,749	\$3,026,376	3.5%
<u>Noncompensation Summary:</u>				
Utilities	\$2,666,532	\$2,720,000	\$53,468	2.0%
Services & Supplies	17,009,265	17,298,704	289,439	1.7%
Capital Expenditures & Transfers	3,506,143	3,526,335	20,192	0.6%
Subtotal, Noncompensation	\$23,181,940	\$23,545,039	\$363,099	1.6%
<b>Total Expenditures and Transfers</b>	<b>\$110,105,313</b>	<b>\$113,494,788</b>	<b>\$3,389,475</b>	<b>3.1%</b>
<b>Revenue/Sources less Expenditures/Transfers</b>				
	\$0	(\$3,389,475)		

<b>Annualized FTE Enrollment</b>			<b>Change</b>	<b>Percent change</b>
	<b>FY 2012/13</b>	<b>FY 2013/14</b>		
Resident Undergraduate	7,050.00	7,050.00	0.00	0.0%
Nonresident Undergraduate	898.50	898.50	0.00	0.0%
Resident Graduate	645.00	645.00	0.00	0.0%
Nonresident Graduate	105.50	105.50	0.00	0.0%
<b>Total FTE Enrollment</b>	<b>8,699.00</b>	<b>8,699.00</b>	<b>0.00</b>	<b>0.0%</b>

<b>E&amp;G FTE Employees</b>			<b>Change</b>	<b>Percent Change</b>
	<b>FY 2012/13</b>	<b>FY 2013/14</b>		
Faculty	417.73	417.73	0.00	0.0%
AFSCME	291.50	291.50	0.00	0.0%
Nonrepresented	100.53	100.53	0.00	0.0%
SCUPA	32.83	32.83	0.00	0.0%
All Other	57.92	57.92	0.00	0.0%
<b>Total Budgeted FTE Employees</b>	<b>900.51</b>	<b>900.51</b>	<b>0.00</b>	<b>0.0%</b>

Board of Governors Budget Request Summary  
West Chester University of Pennsylvania

Educational & General Budget			Dollar	Percent
Revenue/Sources	FY 2012/13	FY 2013/14	Change	Change
Tuition	\$117,094,164	\$118,658,459	\$1,564,295	1.3%
Fees	22,352,733	22,611,993	259,260	1.2%
State Appropriation	48,935,460	48,935,460	0	0.0%
All Other Revenue	6,867,637	6,867,637	0	0.0%
Use of Carryforward Fund Balance	0	0	0	n/a
<b>Total Revenue/Sources</b>	<b>\$195,249,994</b>	<b>\$197,073,549</b>	<b>\$1,823,555</b>	<b>0.9%</b>
<b>Expenditures and Transfers</b>				
<u>Compensation Summary:</u>				
Salaries & Wages	\$96,894,678	\$97,880,887	\$986,209	1.0%
Benefits	38,274,506	41,151,188	2,876,682	7.5%
Subtotal, Compensation	\$135,169,184	\$139,032,075	\$3,862,891	2.9%
<u>Noncompensation Summary:</u>				
Utilities	\$3,094,377	\$3,152,241	\$57,864	1.9%
Services & Supplies	24,077,993	24,385,348	307,355	1.3%
Capital Expenditures & Transfers	32,908,440	33,341,196	432,756	1.3%
Subtotal, Noncompensation	\$60,080,810	\$60,878,785	\$797,975	1.3%
<b>Total Expenditures and Transfers</b>	<b>\$195,249,994</b>	<b>\$199,910,860</b>	<b>\$4,660,866</b>	<b>2.4%</b>
<b>Revenue/Sources less Expenditures/Transfers</b>				
	\$0	(\$2,837,311)		

Annualized FTE Enrollment				Percent
	FY 2012/13	FY 2013/14	Change	Change
Resident Undergraduate	11,203.00	11,335.22	132.22	1.2%
Nonresident Undergraduate	1,630.90	1,677.90	47.00	2.9%
Resident Graduate	1,314.38	1,308.75	(5.63)	-0.4%
Nonresident Graduate	196.26	203.75	7.49	3.8%
<b>Total FTE Enrollment</b>	<b>14,344.54</b>	<b>14,525.62</b>	<b>181.08</b>	<b>1.3%</b>

E&G FTE Employees				Percent
	FY 2012/13	FY 2013/14	Change	Change
Faculty	765.10	765.10	0.00	0.0%
AFSCME	354.92	354.92	0.00	0.0%
Nonrepresented	163.30	163.30	0.00	0.0%
SCUPA	51.09	51.09	0.00	0.0%
All Other	55.13	55.13	0.00	0.0%
<b>Total Budgeted FTE Employees</b>	<b>1,389.54</b>	<b>1,389.54</b>	<b>0.00</b>	<b>0.0%</b>

Board of Governors Budget Request Summary  
Office of the Chancellor (1/2 of 1%)

Educational & General Budget			Dollar	Percent
Revenue/Sources	FY 2012/13	FY 2013/14	Change	Change
Tuition	\$0	\$0	\$0	n/a
Fees	0	0	0	n/a
State Appropriation	2,059,535	2,059,535	0	0.0%
All Other Revenue	6,025,885	6,051,834	25,949	0.4%
Use of Carryforward Fund Balance	1,145,582	634,023	(511,559)	-44.7%
<b>Total Revenue/Sources</b>	<b>\$9,231,002</b>	<b>\$8,745,392</b>	<b>(\$485,610)</b>	<b>-5.3%</b>
<b>Expenditures and Transfers</b>				
<u>Compensation Summary:</u>				
Salaries & Wages	\$4,120,981	\$4,035,897	(\$85,084)	-2.1%
Benefits	1,448,174	1,547,781	99,607	6.9%
Subtotal, Compensation	\$5,569,155	\$5,583,678	\$14,523	0.3%
<u>Noncompensation Summary:</u>				
Utilities	\$5,065	\$5,166	\$101	2.0%
Services & Supplies	2,899,282	2,899,181	(101)	0.0%
Capital Expenditures & Transfers	757,500	507,500	(250,000)	-33.0%
Subtotal, Noncompensation	\$3,661,847	\$3,411,847	(\$250,000)	-6.8%
<b>Total Expenditures and Transfers</b>	<b>\$9,231,002</b>	<b>\$8,995,525</b>	<b>(\$235,477)</b>	<b>-2.6%</b>
<b>Revenue/Sources less Expenditures/Transfers</b>	<b>\$0</b>	<b>(\$250,133)</b>		

Annualized FTE Enrollment			Change	Percent
	FY 2012/13	FY 2013/14		Change
Resident Undergraduate	0.00	0.00	0.00	n/a
Nonresident Undergraduate	0.00	0.00	0.00	n/a
Resident Graduate	0.00	0.00	0.00	n/a
Nonresident Graduate	0.00	0.00	0.00	n/a
<b>Total FTE Enrollment</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>n/a</b>

Unrestricted FTE Employees			Change	Percent
	FY 2012/13	FY 2013/14		Change
Faculty	0.00	0.00	0.00	0.0%
AFSCME	4.24	4.24	0.00	0.0%
Nonrepresented	37.96	36.57	(1.39)	-3.7%
SCUPA	0.65	0.65	0.00	0.0%
All Other	0.00	0.00	0.00	0.0%
<b>Total Budgeted FTE Employees</b>	<b>42.85</b>	<b>41.46</b>	<b>(1.39)</b>	<b>-3.2%</b>

# Board of Governors' Budget Request Summary

## Other Programs Administered by the Office of the Chancellor in FY 2011/12 and 2012/13

<b>Programs Funded from the Educational &amp; General Appropriation</b>	<b>2011/12 Appropriation</b>	<b>2012/13 Appropriation</b>
System Reserve	\$562,815	\$350,000
Dixon University Center Academic Programs (5.31 FTE Employees)	\$1,148,000	\$1,148,000
Office of Internal Audit and Risk Assessment (7.00 FTE Employees)	\$830,296	\$844,047

### **Gaining Early Awareness and Readiness for Undergraduate Programs (GEAR UP) (3.84 FTE Employees)**

*The mission of GEAR UP is "to significantly increase the number of low-income students who are prepared to enter and succeed in post-secondary education." Currently, the program is providing services for the 11th grade cohort in both high schools in the Harrisburg and Allentown School Districts and in four high schools in the School District of Philadelphia. GEAR UP is an \$18 million, six-year grant. The program receives \$3 million per year.*

### **Site Support Functions (16.46 FTE Employees)**

*In addition, the Office of the Chancellor manages 16.46 FTE employees for site management and administrative services that support all programs administered by the Office of the Chancellor.*

### **Collaborative Services**

#### **Consolidated University Operations (37.60 FTE Employees)**

*Also administered by the Office of the Chancellor are the following operations located in Harrisburg and funded by the universities and the Office of the Chancellor: Office of Human Capital Management, Payroll Accounting, Office of System Human Resources, Labor Relations, Construction Support Office, University Legal Office, Treasury Accounting, Keystone Library Network, Distance Education, The Harrisburg Internship Semester, SSHEnet, and Right to Know. The costs associated with these services are reflected within the university budgets.*

#### **Shared Administrative System (43.17 FTE Employees)**

*The Shared Administrative System provides for the hardware, software, implementation, and maintenance of PASSHE's financial, budget, human resources, payroll, and materials management systems, and business warehouse for reporting.*

**Pennsylvania State System of Higher Education**  
**2013/14 Educational and General Budget Overview**  
*October 11, 2012*

PASSHE's 2013/14 proposed Educational and General (E&G) budget recognizes the significant economic challenges that continue to inhibit Pennsylvania's economy and revenue outlook. The state's fiscal recovery is closely tied to national economic activity; historically, state revenues lag behind the national economic recovery. Limited Commonwealth resources, mandatory cost increases that exceed revenue projections, and continued pressures on state retirement programs all indicate the potential for a challenging Commonwealth budget for fiscal year 2013/14.

PASSHE continues to operate in a recession recovery mode, limiting growth in operating costs through strategic redirection of resources; embracing efficiency initiatives; and aggressively managing its physical, financial, and human resources. The 2013/14 operating budget builds upon this cost control climate and provides for limited increases in basic operating costs. The System's budget is developed based upon university budgets submitted in adherence to specific guidelines, as articulated in Agenda Item #1.

The following basic adjustments are reflected in the 2013/14 E&G budget, as presented in Table 1.

**Enrollment**—After 14 years of increasing enrollments, some universities experienced reductions in academic year 2011/12 enrollment, resulting in a 2% decline in PASSHE's annualized full-time equivalent (FTE) enrollment. The general economic environment and declining numbers of high school graduates are contributing factors. In addition, changes in state and local policies regarding advanced degrees for teachers contributed to an overall decline in graduate enrollment. Preliminary fall 2012 enrollment statistics indicate a continuing enrollment decline at all but three PASSHE universities, resulting in an overall reduction of approximately 3,000 FTE students, or 3%. Eight universities anticipate no growth or continued reductions in enrollment for fiscal year 2013/14, resulting in budget estimates based on a slight overall enrollment increase of 0.3%. However, enrollment projections vary significantly by university.

PASSHE has increased efforts that may improve enrollment management results, which include the following initiatives.

- PASSHE is conducting a pricing elasticity and brand value study. It is anticipated that the results of this study will provide guidance for improving institutional brand strength and optimizing the relationship between market demand and net price.
- PASSHE is creating a System-wide, multiuniversity electronic admissions application. Anticipated to be available for use by the fall 2014 entering

class, this web-based tool should result in increased admissions applications and better showcasing of PASSHE offerings to prospective students.

- Initiatives designed for nontraditional and returning adult students are underway and include program-to-program articulation agreements in 25 areas of study with Pennsylvania's 14 community colleges, as well as a collaboration with the Center for Adult and Experiential Learning that provides a mechanism to assist students in developing prior learning portfolios for college credit.
- Universities have increased recruitment and retention efforts. Several PASSHE universities have created senior leadership positions in enrollment management.
- PASSHE continues to align academic offerings with work force needs and student expectations, as evidenced by the following program actions taken by the Board of Governors in 2011/12 alone: 18 new programs were created, 29 programs were placed in moratorium, 4 programs were discontinued, and 20 programs were reorganized.

**Employee Complement**—PASSHE has worked diligently in recent years to manage its human resources, filling only essential positions as they become vacant. With annual work force cost increases outpacing anticipated revenue increases, PASSHE continues to ensure the proper alignment of human and fiscal resources with the strategic directions and operational responsibilities of the System through work force planning. Through a combination of retirements, voluntary separations, and furloughs, PASSHE has 367 fewer FTE positions funded in today's E&G budget than were funded in 2008/09. Throughout the System, nearly 200 funded positions (full-time and part-time) have been either held vacant or eliminated in 2011/12 and/or 2012/13.

**Salaries**—Compensation requirements for approximately 56% of PASSHE's E&G employees are established in collective bargaining agreements that ended June 30, 2011, for which successor agreements are currently under negotiation. Therefore, most 2012/13 and 2013/14 wage requirements are unknown at this time. No pay adjustments have been made in these budget estimates for the following bargaining units for which there are no existing collective bargaining agreements: the Association of Pennsylvania State College and University Faculties (APSCUF), which represents about 6,300 faculty and coaches at the 14 state-owned universities; and the State College and University Professional Association (SCUPA), which represents the campus admissions, financial aid, residence life, and career services officers. This is not to be viewed as a bargaining position. However, 2012/13 and 2013/14 compensation incorporates pay increases for the American Federation of State, County and Municipal Employees (AFSCME); Security, Police, and Fire Professionals of America (SPFPA); Pennsylvania Social Services Union (PSSU); Office of Professional Employees International Union Healthcare Pennsylvania (OPEIU, for nurses); Pennsylvania Doctors' Alliance (PDA); and nonrepresented employees. These increases, combined with projected complement adjustments, will generate an estimated increase in employee salaries and wages of \$4.8 million, or 0.6%.

**Employee Benefits**—Of those employees who receive health benefits, approximately 62% are enrolled in PASSHE's health care program. PASSHE continues to experience record enrollment in Healthy U, the System's wellness program. Employees who do not participate in the wellness program pay a larger portion of their health care premiums. PASSHE projects the employer share of health care costs for active and annuitant employees within the System-managed programs to increase an average of 7% next year based upon a combination of national trends, PASSHE's health care experience, and participation in the wellness program. These estimates also include additional costs required by federal health care reform. The remaining 38% of PASSHE's employees receive health care through the Pennsylvania Employees Benefit Trust Fund (PEBTF). These rates are established in the AFSCME collective bargaining agreement, which reflects an employer cost increase of 9% for 2013/14. In addition, the Commonwealth's retiree health care costs are anticipated to increase 15%, according to the Commonwealth budget guidelines. Combined health care costs are anticipated to increase \$14.0 million, or nearly 8%.

The two primary Commonwealth retirement programs, State Employees' Retirement System (SERS) and Public School Employees' Retirement System (PSERS), continue to experience financial stress that is resulting in significant rate increases. Approximately half of PASSHE's employees have chosen SERS or PSERS as their retirement vehicle. In accordance with Commonwealth budget guidelines, the most common SERS employer contribution rate is projected to increase from 10.51% of salaries to 15.22% of salaries, or an increase of 45%. PSERS rates are expected to increase 36%. Retirement rates associated with the alternative retirement programs remain the same. Combined retirement costs are expected to increase in 2013/14 by \$13.7 million, or 19%.

This growth in health care and retirement costs is partially offset by small increases in social security expenditures, since future pay increases are not anticipated for most employees at this time in the 2013/14 budget. Overall, employee benefits expenditures are expected to increase \$28.3 million, or 9%.

**Utilities**—In recent years, PASSHE universities experienced higher than normal electricity rate increases due to the phased implementation of electric deregulation. Now fully deregulated, PASSHE's 2013/14 utilities costs are anticipated to increase at a more reasonable rate of \$0.8 million, or just over 2%, to address anticipated rate adjustments and additions to university square footage. Rate increases are partially offset by energy conservation efforts derived, in part, through the use of energy savings corporations (ESCOs). University utilities cost increases vary significantly, depending on the mix of utilities, changes in space, and status of ESCO projects.

**All Other Basic Operating Expenditures**—Given the current fiscal environment, universities continue to limit all nonmandatory spending. Therefore, anticipated expenditures for services, supplies, and materials are projected to increase \$0.6 million, or 0.2%. This is made possible partially through the use of strategic sourcing contracts, which combine the purchasing power of PASSHE's universities

to obtain optimal pricing on services, supplies, and equipment. Capital expenditures and transfers, which represent PASSHE's investment in its physical resources from the E&G budget, are projected to decrease at some universities that experienced higher capital expenditures in 2012/13 due to the availability of one-time resources that were dedicated to specific projects. In total, noncompensation expenditures are estimated to increase \$3.7 million, or 0.9%.

These combined adjustments result in an overall 2013/14 E&G expenditure requirement of \$1.56 billion, an increase of \$36.8 million, or 2.4%. Assuming no change in PASSHE's E&G appropriation, university revenue and sources reveal a \$1.2 million reduction in one-time resources. This change partially offsets the \$4.5 million increased revenue primarily attributed to modest enrollment increases at six universities. An additional factor is the 2012/13 overall budgetary shortfall that is reflected, due to budget projections for Cheyney University (for more detail, see page 50 of the Finance, Administration, and Facilities Committee Agenda, Item #1). The net loss in revenue, combined with PASSHE's expenditure requirements, results in an overall new revenue requirement of \$37.1 million.

On October 11, 2012, the Board of Governors' Finance, Administration, and Facilities Committee will develop recommendations for an E&G appropriation request. Although no decision will be made concerning tuition rate increases at that time, a tuition assumption will be necessary to balance the budget request. The Board will consider addressing the remaining budgetary requirements in the spring through a tuition increase or other means.



**Table 1**  
**Pennsylvania State System of Higher Education**  
**FY 2013/14 Educational and General Budget Summary**

<b>Educational &amp; General Budget</b>	<b>Current Year</b>	<b>Budget Request</b>	<b>Dollar Change</b>	<b>Percent Change</b>
<b>Revenue/Sources</b>	<b>FY 2012/13</b>	<b>FY 2013/14</b>		
Tuition	\$830,657,338	\$833,610,000	\$2,952,662	0.4%
Fees	178,266,673	179,098,288	831,615	0.5%
State Appropriation	412,751,000	412,751,000	0	0.0%
All Other Revenue	66,313,936	67,001,678	687,742	1.0%
Use of Carryforward Fund Balance	31,336,399	30,096,316	(1,240,083)	-4.0%
<b>Total Revenue/Sources</b>	<b>\$1,519,325,346</b>	<b>\$1,522,557,283</b>	<b>\$3,231,937</b>	<b>0.2%</b>
<b>Expenditures and Transfers</b>				
<u>Compensation Summary:</u>				
Salaries & Wages	\$768,509,513	\$773,286,624	\$4,777,111	0.6%
Benefits	326,147,956	354,452,009	28,304,053	8.7%
Subtotal, Compensation	\$1,094,657,469	\$1,127,738,633	\$33,081,164	3.0%
<u>Noncompensation Summary:</u>				
Utilities	\$34,684,591	\$35,469,243	\$784,652	2.3%
Services & Supplies	256,392,495	257,016,340	623,845	0.2%
Capital Expenditures & Transfers	137,076,582	139,399,193	2,322,611	1.7%
Subtotal, Noncompensation	\$428,153,668	\$431,884,777	\$3,731,109	0.9%
<b>Total Expenditures and Transfers</b>	<b>\$1,522,811,137</b>	<b>\$1,559,623,410</b>	<b>\$36,812,273</b>	<b>2.4%</b>
<b>Revenue/Sources less Expenditures/Transfers</b>	<b>(\$3,485,791)</b>	<b>(\$37,066,127)</b>		

<b>Annualized FTE Enrollment</b>	<b>FY 2012/13</b>	<b>FY 2013/14</b>	<b>Change</b>	<b>Percent Change</b>
Resident Undergraduate	85,377.64	85,607.18	229.54	0.3%
Nonresident Undergraduate	10,827.04	10,925.30	98.26	0.9%
Resident Graduate	8,628.78	8,586.81	(41.97)	-0.5%
Nonresident Graduate	1,980.25	1,974.67	(5.58)	-0.3%
<b>Total FTE Enrollment</b>	<b>106,813.70</b>	<b>107,093.95</b>	<b>280.25</b>	<b>0.3%</b>

<b>E&amp;G FTE Employees</b>	<b>FY 2012/13</b>	<b>FY 2013/14</b>	<b>Change</b>	<b>Percent Change</b>
Faculty	5,377.34	5,371.34	(6.00)	-0.1%
AFSCME	3,259.64	3,259.14	(0.50)	0.0%
Management	1,348.41	1,344.67	(3.74)	-0.3%
SCUPA	446.65	446.65	0.00	0.0%
All Other	620.32	620.32	0.00	0.0%
<b>Total Budgeted FTE Employees</b>	<b>11,052.36</b>	<b>11,042.12</b>	<b>(10.24)</b>	<b>-0.1%</b>



Attachment #8  
with track changes

**PA State System of Higher Education  
Board of Governors**

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Effective: April 16, 1985

***POLICY 1985-04-A: UNIVERSITY EXTERNAL FINANCIAL SUPPORT***

See Also:

Adopted: April 16, 1985  
Amended: October 9, 1997; ~~and~~ January 8, 2004; and October 11, 2012

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**A. Policy**

The development of independent sources of financial support by each university to augment Commonwealth funding is hereby declared a policy of the Board of Governors. Each university, in conformity with this policy statement, is hereby directed to develop sources of independent support at levels sufficient to facilitate the enhancement of the university.

**B. Purposes**

1. To create an environment for the support of individual university development efforts.
2. To define the relationships between a university and independent but affiliated organizations, which exist solely for the benefit of the university.
3. To facilitate implementation of the powers granted to the State System and universities through §2003-A (b)(3) of Act 188 of 1982, relating to the right to receive and retain all manner of gifts which are “necessary or desirable for carrying out the purposes of the State System.”
4. To enhance university and State System quality.

**C. Collections, Retention, and Disposition of Funds and Endowments**

1. The Board of Governors reaffirms its commitment to the implementation of Act 188 of 1982 and shall not “take or receive any monies, goods, or other property, real or personal, which is given or granted to specific institutions.” See §2003-A (b)(3).

2. The Board of Governors advocates the university's roles and responsibilities in the process of external fund-raising, including the active participation in such efforts by university leadership.

**D. University and Office of the Chancellor Relations with Affiliated Organizations**

1. A university may affiliate with any private organization that exists solely for the benefit of the university, including foundations and alumni associations, if the organization:
  - a. Makes a financial contribution to the university or provides similar benefits to the university on a regular basis satisfactory to the president and council of trustees.
  - b. Requires an annual external audit of its funds and provides copies of its audit reports to the university fiscal vice president and to the vice chancellor for administration and finance at the Office of the Chancellor on or before the predetermined date necessary to meet the Commonwealth's reporting timeline. Any organization that is not determined to be a component unit of the university under Governmental Accounting Standards Board (GASB) Statement No. 14, *The Financial Reporting Entity*, as amended by GASB Statement No. 39, *Determining whether Certain Organizations are Component Units*, is exempt from this requirement.
2. No university shall authorize the use of its name by any private organization except with the permission of the chancellor and unless the organization formally agrees to the foregoing conditions.
3. A university, pursuant to a written memorandum of understanding, may provide support services, staff, and facilities to an affiliated organization. No university employee who provides support or staff services to an affiliated organization, such as a foundation, may vote, govern, or otherwise risk adverse interest through such service.

If services, staff, and facilities are provided to an affiliated organization on a contracted basis, then no university employee shall serve as a member of the board of the organization.

The memorandum of understanding is required to:

- a. Define the mission and role of the affiliated organization, and make clear its dependence or independence.
- b. Establish a reporting framework through which university compliance with this policy can be accomplished, including the right to review university or Commonwealth resources used to support the operation.

- c. Include hold harmless language to protect the university from potential legal and financial liability.
  - d. Describe the levels and categories of liability insurance to be carried by affiliated organizations.
  - e. Be reviewed and approved by university legal counsel.
4. A university may enter into fiduciary agreements with any qualified affiliated organization to:
- a. ~~retain~~ Administer university gifts and grants, subject to the approval of the chancellor; and/or
  - b. Manage the investment of certain limited long-term funds, in accordance with Board of Governors' Policy 1986-02-A, *Investment*.
5. Affiliated organizations shall not be authorized by the university to undertake programs or activities that are properly part of the university's academic mission.
6. Universities are required to provide the State System's chief counsel with an annual certification of compliance with this policy. The annual certification provided for herein should include the following documents, if applicable.
- a. The resolution of the council of trustees certifying compliance of all affiliated organizations with Board of Governors' Policy 1985-04-A, including a statement by the university's chief financial officer summarizing both the direct university support provided to the affiliated organizations and the contributions made by the affiliated organizations to the university covered in the certification.
  - b. Memoranda of understanding.
  - c. Fiduciary agreements (per Board of Governors' Policy 1986-02-A, *Investment*), if applicable.
  - d. Articles of incorporation and bylaws. Following the initial submission, it is only necessary to submit additional copies in the event that a revision, amendment, or other change is made to the original documents.
  - e. Lists of the board of directors of all affiliated organizations.

The items referred to in this section shall not include any items, such as board of directors minutes or other privileged matters, provided that said privilege shall not be invoked merely as a pretext for avoiding the requirements of this policy as promulgated by the Board of Governors in line with its lawful authority.

**E. Procedures, Standards, and Guidelines**

The chancellor shall establish procedures, standards, and guidelines concerning the relationships between and among universities and their affiliated organizations.



## PA State System of Higher Education Board of Governors

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**Effective:** April 16, 1985

Page 67 of 73

### ***POLICY 1985-04-A: UNIVERSITY EXTERNAL FINANCIAL SUPPORT***

**See Also:**

**Adopted:** April 16, 1985

**Amended:** October 9, 1997; January 8, 2004; and October 11, 2012

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  - a. Makes a financial contribution to the university or provides similar benefits to the university on a regular basis satisfactory to the president and council of trustees.
  - b. Requires an annual external audit of its funds and provides copies of its audit reports to the university fiscal vice president and to the vice chancellor for administration and finance at the Office of the Chancellor on or before the predetermined date necessary to meet the Commonwealth's reporting timeline. Any organization that is not determined to be a component unit of the university under Governmental Accounting Standards Board (GASB) Statement No. 14, *The Financial Reporting Entity*, as amended by GASB Statement No. 39, *Determining whether Certain Organizations are Component Units*, is exempt from this requirement.
2. No university shall authorize the use of its name by any private organization except with the permission of the chancellor and unless the organization formally agrees to the foregoing conditions.
3. A university, pursuant to a written memorandum of understanding, may provide support services, staff, and facilities to an affiliated organization. No university employee who provides support or staff services to an affiliated organization, such as a foundation, may vote, govern, or otherwise risk adverse interest through such service.

If services, staff, and facilities are provided to an affiliated organization on a contracted basis, then no university employee shall serve as a member of the board of the organization.

The memorandum of understanding is required to:

- a. Define the mission and role of the affiliated organization, and make clear its dependence or independence.

- b. Establish a reporting framework through which university compliance with this policy can be accomplished, including the right to review university or Commonwealth resources used to support the operation.
  - c. Include hold harmless language to protect the university from potential legal and financial liability.
  - d. Describe the levels and categories of liability insurance to be carried by affiliated organizations.
  - e. Be reviewed and approved by university legal counsel.
4. A university may enter into fiduciary agreements with any qualified affiliated organization to:
- c. Administer university gifts and grants, subject to the approval of the chancellor; and/or
  - d. Manage the investment of certain limited long-term funds, in accordance with Board of Governors' Policy 1986-02-A, *Investment*.
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  - d. Articles of incorporation and bylaws. Following the initial submission, it is only necessary to submit additional copies in the event that a revision, amendment, or other change is made to the original documents.



- e. Lists of the board of directors of all affiliated organizations.

The items referred to in this section shall not include any items, such as board of directors minutes or other privileged matters, provided that said privilege shall not be invoked merely as a pretext for avoiding the requirements of this policy as promulgated by the Board of Governors in line with its lawful authority.

**F. Procedures, Standards, and Guidelines**

The chancellor, in consultation with the Council of Presidents, shall establish procedures, standards, and guidelines concerning the relationships between and among universities and their affiliated organizations.

## OPEIU Healthcare Pennsylvania and PASSHE Tentative Agreement Summary

### Term of Agreement

July 1, 2012 through June 30, 2015

### Salary

**Estimated Cost Increase \$689,291**

July 2012	\$700 lump sum cash payment to permanent full-time and part-time employees* \$500 maximum lump sum cash payment to substitute nurses**
January 2013	\$700 lump sum cash payment to permanent full-time and part-time employees* \$500 maximum lump sum cash payment to substitute nurses**
July 2013	Increment of 2.25%
July 2014	Increment of 2.25%
January 2015	\$700 lump sum cash payment to permanent full-time and part-time employees*

\*Part-time employees receive \$350 lump sum cash payment if 50% FTE or greater

\*\* Substitute nurses who earned \$5,000 or more in the prior year shall receive 2% of gross earnings up to maximum of \$500

### Overtime

**Estimated Cost Savings \$13,551**

- Eliminate double time payment as of July 1, 2012

### Professional Development Education Program

**Estimated Cost Savings \$85,000**

- Reduced and combined tuition reimbursement, out service training, and certification payment yearly from \$3,000 to \$2,000

### Sick Leave

**Estimated Cost Savings \*\*\***

- Reduce sick leave earned per year from 13 days to 12 days effective July 1, 2012

**Annual Leave**

**Estimated Cost Savings \*\*\***

- Reduce annual leave earned for employees hired after July 1, 2012

Up to 1 year of service	10.4 days to 7 days
1 year to 3 years of service	15.6 days to 10 days
3 years or more of service	26 days to 15 days

**Health Care**

**Estimated Cost Savings \$338,664**

- Eliminate HMO plans for employees hired July 1, 2012 or after
- Eliminate HMO plans effective December 31, 2012 for current employees
- Acceptance of “me too” language of health care for active employees, future annuitants, and annuitants to coverage provided to management. Coverage does not include domestic partners

**Estimated Total Cost Impact \$252,076**

\*\*\*Unable to calculate a cost saving for this concession



## Board of Governors' Meeting Calendar 2013-2015

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

<b>2013</b>	Wednesday and Thursday Wednesday and Thursday <b>Monday and Tuesday</b> Wednesday and Thursday	January 23 and 24 April 10 and 11 <del>June 26 and 27</del> <b>July 8 and 9</b> October 16 and 17
<b>2014</b>	Wednesday and Thursday Wednesday and Thursday <b>Monday and Tuesday</b> Wednesday and Thursday	January 22 and 23 April 9 and 10 <del>June 25 and 26</del> <b>July 7 and 8</b> October 8 and 9
<b>2015</b>	Wednesday and Thursday Wednesday and Thursday <b>Monday and Tuesday</b> Wednesday and Thursday	January 21 and 22 April 8 and 9 <del>June 24 and 25</del> <b>July 6 and 7</b> October 7 and 8

Revised: October 11, 2012