

January 28, 2022

Dear Appropriations and Education Committee Chairs,

Attached you will find the quarterly report on our integrating universities' implementation progress todate. This report shows what we have accomplished in the last quarter and what we plan to achieve in the next quarter. It is a roadmap that you can expect to receive at each quarterly meeting as required by Act 50. You will also find high-level milestones, timeline revisions, and plan updates associated with our progress.

As outlined in July 2021, the final implementation plans are living documents that are being adjusted as the universities progress through the implementation process. Specifically, the West and Northeast have taken different approaches to supporting information technology systems based on the phased-in curriculum development, the rollout of the new universities' cabinet and organization structures, and their approach to marketing and branding.

The **West's** progress against the significant actions outlined for the second quarter of FY 21/22 is noted below:

- 1) Academic Establish the Interim Curriculum Committee and begin receiving, reviewing, and aligning the academic programs as specified by our phased-in academic array approach.
 - Status On track. The Interim Curriculum Committee (ICC) has been established and has developed adoption and review procedures for curriculum, per the program array announced in November. The committee achieved agreement at the local level for curriculum related actions and is currently in the state meet-and-discuss review and endorsement process. The current status is not anticipated to impact the timeline for the planned phase-in of the integrated curriculum.
 - As part of the Middle States Commission on Higher Education (MSCHE) accreditation process, additional information was submitted in response to the peer review team requests and other updates were provided as appropriate.
- 2) Communications Formally launch the integrated brand in October and provide the opportunity for stakeholder engagement/feedback on the new colors and logos. This action will be followed by the broader incorporation of the new brand within marketing and recruitment activities.
 - Status Completed the launch of the integrated brand PennWest. Determined new logo, wordmark and associated branding through student feedback and voting.
- 3) Finance and Administration Develop new budgeting and financial processes and plans tomerge purchasing processes and procedures to achieve financial benefit.
 - Status On track. End-to-end process flows for functions have been created. Created contract inventory and began review for consolidation/savings. Created financial accounting structure for consistent reporting and transition to the integrated university financial system.
- Technology Development, testing, and final preparations for launching the first phase of the Student Information System(SIS) and transitioning to a single Customer Relationship Management (CRM) in January of 2022.
 - Status On track, completed build and testing of the CRM and SIS for a phased launch in Q1 and Q2 of 2022.
- 5) Governance Begin transition planning for the new council of trustees.
 - Status On track. Initiated conversations with regional councils of trustees related to transition and integrated university council membership.

- 6) Online Finalize detailed plans and begin to onboard the PennWest team for the standup of the GlobalOnline division.
 - Status In Process. Revising financial projections and updating with options to pilot marketing to determine enrollment projections.

In addition, the integrating university continues to communicate with its key stakeholders, engaging them via multiple channels to provide updates and solicit feedback. This effort will continue as the teams are focused on ways to create a consistent and enhanced student experience as they design the integrated university.

The significant activities planned for the next quarter include:

- Academic Middle States peer-review team report was received January 7 and institutional response was submitted January 14. Commission accreditation decision scheduled for March 2022. Approve interim curriculum procedures and begin the curriculum synthesis process aligned with the integrated academic program array and phased curriculum implementation plan. Publish the integrated academic calendar for Fall 2022.
- Communications Develop internal brand awareness campaign and determine communication functions and needs. Execute a series of marketing initiatives to highlight the integrated university value.
- 3) Finance and Administration Develop and implement a singular budget methodology and planning process for the integrated university. Finalize the cutover plans to transition the HR, payroll, finance, budget and procurement activities from three (3) universities to the new university to close out financial activity for FY 21/22 and create the new university.
- 4) Technology Launch integrated CRM and SIS, begin course schedule development for Fall 2022. Initiate the OneSIS upgrade to align with System strategy and enable scalability.
- 5) Governance Continue transition of functional leadership to the integrated cabinet / leadership team. Communicate the new HR and IT organization(s) to support employees and system changes during the transition. Launch new technology platform for employees to work with the new HR organization.
- 6) Online Finalize business model for partner relationships for online university. Refine the program array for online delivery.
- Student experience Finalize the new student fee structure. Develop and provide recommendations for the new student governance structure and timeline for implementation. Establish common practices for behavioral intervention teams on all campuses.

Finally, as part of University Financial Sustainability and the Comprehensive Planning Process, the integrated university will be submitting updated financials in late February for review.

Since July of 2020, our students, faculty, staff and stakeholders have poured their hearts and souls into the work we are collectively undertaking. I believe that thoughtful effort is evident in the continued progress you continue to see as these plans move forward and evolve. There is still much to do, but they deserve much credit and appreciation for what we have achieved so far. We are also appreciative of your consideration of and attention to these plans. The partnership we have developed has made this redesign possible, and I look forward to continuing our collective work as we build a better future for Pennsylvania students and our commonwealth.

Thank You,

Dan Greenstein Chancellor

Act 50 Requirement	Appendix	January 2022 Updates	Timing for continued data transmissions
(1) An overview of the financial position of the respective universities at the time of plan approval and the time of the report.	Appendix V: Financial Sustainability Analysis	Updated	 Updated annually (Quarter 2) Audited financial statements available in November annually
(2) The operating budget and total budget for each university at the time of plan approval and at the time of the report.	Appendix V: Financial Sustainability Analysis	 No Updates 	 Updated annually (October)
(3) The estimated amount of expenditures needed to support plan implementation at the time of plan approval and the cumulative amount of expenditures made to support plan implementation at the time of the report.	Appendix X: Implementation Costs	• Updated	• Updated quarterly
(4) The applicable organizational charts at the time of plan approval and at the time of the report.	Appendix T: Organizational Charts	 No Updates 	 Updated based on organizational implementations
(5) Full-time enrollments at the time of plan approval and at the time of the report.	Appendix O: Act 50 Reporting on Student Metrics and Analysis	 No Updates 	 Updated in April and October
(6) Graduation outcomes at the time of plan approval and at the item of the report.	Appendix O: Act 50 Reporting on Student Metrics and Analysis	 No Updates 	 Updated annually (April)
(7) The cost of tuition, room and board and fees at the time of plan approval and at the time of the report.	Appendix O: Act 50 Reporting on Student Metrics and Analysis	 No Updates 	 Updated annually (October)
(8) The average cost of attendance at the time of plan approval and at the time of the report.	Appendix O: Act 50 Reporting on Student Metrics and Analysis	 No Updates 	 Updated annually (October)
(9) The number of faculty and non- faculty employees at the time of plan approval and at the time of the report.	Appendix P: Act 50 Reporting on Faculty Appendix Q: Act 50 Reporting on Staff	 Updated 	 Updated quarterly
(10) The number of faculty and non- faculty employees by location at the time of plan approval and at the time of the report.	Appendix P: Act 50 Reporting on Faculty Appendix Q: Act 50 Reporting on Staff	• Updated	 Updated quarterly
(11) Each impact to faculty and non- faculty employee staffing, including, but not limited to, separations, reductions in force, reclassifications of job responsibilities or roles or reassignments to other universities within the system. The notification under this paragraph shall include an estimated financial impact for the current and subsequent two fiscal years.	Appendix P: Act 50 Reporting on Faculty Appendix Q: Act 50 Reporting on Staff	• No Updates	• Updated annually (July)

(12) The faculty-to-student ratio and the faculty and non-faculty employee-to-student ratio at the time of plan approval and at the time of the report.	Appendix P: Act 50 Reporting on Faculty	• Updated	 Updated annually (January)
(13) A list of academic programs that have been terminated or consolidated and an explanation of the reasons for termination or consolidation.	Appendix L: Act 50 Reporting on Academic Programs	 Updated 	 Quarterly updates based on activity
(14) A list of new academic programs that have been approved and an explanation of the need for the programs.	Appendix L: Act 50 Reporting on Academic Programs	 No Updates 	 Quarterly updates based on activity
(15) The number of academic programs by location at the time of plan approval and at the time of the report.	Appendix L: Act 50 Reporting on Academic Programs	 Updated 	 Quarterly updates based on activity
(16) A list of property that is for sale or has been sold and the value of the proceeds from the sale.	Appendix J: Act 50 Reporting on Property for Sale	West only	 Quarterly updates based on activity
(17) A list of administrative service consolidations and the value of savings resulting from the consolidations.	Appendix V: Financial Sustainability Analysis	 No updates 	 Quarterly updates based on activity
(18) A list of outlining concerns related to the implementation of the plan on the community and affiliated organizations.	Appendix R: Act 50 Reporting on Affiliated Entities' and Communities' Concerns	 No updates 	 Quarterly report on affiliated and community organizations concerns and mitigations
(19) Any other information as requested by the chairpersons enumerated under this subsection.	N/A	 Spring enrollment data to be provided in April updates 	

Integration Pillars	Quarter 4 - 2021 (Oct, Nov, Dec)	Quarter 1 - 2022 (Jan, Feb, Mar)
Student Experience	 Ongoing development of marketing / recruiting strategy, plans, and calendar including social media (ongoing from Q3 '21) Ongoing alignment of marketing team and strategies for integrated university (ongoing from Q3 '21) Formal launch of integrated university branding Developed retention marketing campaign Provide equal access to Career Services across campuses (orig. Q2 '21) Developed a campus admissions process for student-athletes (orig. Q3 '21) 	 Develop a common timeline and editorial calendar (orig. Q2 '21) Develop internal brand awareness campaign and determine communication functions and needs (orig. Q3 '21) Determine student fees (including Student Activity Fee) Ensure testing resources and procedures are in place (standardized testing, CLEP/DSST) (orig. Q2 '22) Communicate unified academic array and publish academic catalog for Fall 2022 (orig. Q2 '22) Execute strategic marketing plan (orig. Q3 '21)
Academics	 Developed plans to satisfy / support service needs for online (orig. Q3 '21) Draft business model for partner relationships for online (orig. Q3 '21) Determined marketing and communications plan – online Developed job descriptions and hiring process for academic success coaches – online (orig. Q1 '22) Selected Academic leadership 	 Curriculum phase-in plan for synthesized graduate programs in fall 2022 developed, approved, and communicated (orig. Q4 '21) Curriculum committee approval and submit new graduate curriculum to accreditation bodies (orig. Q4 '21) Address ongoing faculty contractual committee, issues, and decisions (orig. Q4 '21) Launch marketing and communications plan - online (orig. Q4 '21) Finalize business model for partner relationships for online
Institutional Accreditation	Reviewed and responded to MSCHE 's legal requests for additional information, as needed Provided additional information to peer evaluators based on requests, as needed	 MSCHE approval of CSC request form Provide additional information to peer evaluators based on requests, if needed Institutional response to the Peer Evaluator findings report
Regional SIS & Enrollment	Developed integrated SIS and began system testing Implement technology to support the processing of student FAFSA data (orig. Q4 '21) Review FAFSA/financial aid applications and prepare package details (orig. Q1 '22)	 Launch integrated CRM and SIS, begin course schedule development for Fall 2022 Convert to one common academic, processing, and disbursement calendar (orig. Q2 '21) Determined PHEAA requirements/changes with programs for integrated university implementation (orig. Q1 '22) IT governance & policy alignment (data retention, email retention, equipment replacement plan, cloud service, information security) Create integrated recruitment strategy for the integrated university (orig. Q3 '21)
Finance and Infrastructure	 Created singular financial projections (CPP) and began predictive enrollment modeling for the integrated university Created vendor contract inventory and initiated assessment for potential savings opportunities for the integrated university (orig. Q2 '21) Initiated consolidation of merged purchasing processes and procedures (orig. Q2 '21) Finalized the merging of purchasing processes and procedures (orig. Q2 '21) 	 Recommend implementation of shared services models where possible (orig. Q2 '21) Determine the viability of adopting a structure whereby service(s) to the combined entity are provided by "service centers" (orig. Q4 '21) Refine financial and enrollment projections (orig. Q4 '21) Developed and implemented a singular budget methodology and planning process for the integrated university (orig. Q4 '21)
Human Resources	Determined recommended organizational structure (orig. Q2 '22) Communicated staff departmental assignments Initiated development of detailed job descriptions and roles and responsibilities and finalization of staff assignments Provided initial organization structure for SAP development	 Work with System LR and the Academic Affairs with collective bargaining unit items and support LR and negotiation teams Finalize recommended organizational structure, job descriptions, and placements (orig. Q2 '22)

January 1, 2022 updates to Appendix V: Financial Sustainability Analysis

The information below reflects the Act 50 reporting requirements related to financial position as of December 20, 2021.

• Links to university financial statements

California

California University FY 2020-21 Financial Statements

Clarion

Clarion University FY 2020-21 Financial Statements

Edinboro

Edinboro University FY 2020-21 Financial Statements

January 1, 2022 updates to Appendix X: Implementation Costs

The table below reflects the Act 50 reporting requirements related to estimated and cumulative expenditures as of December 20, 2021.

• Integration budget and cumulative expenditures

	Integration Budget and Cumulative Expenditures FY 2021/22 First Quarter Report West Integration								
			Budget by F	iscal Year				Less	
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	Total Budget	Cumulative Expenditures	Remaining Budget
Consulting/Personnel	\$202,000	\$732,600	\$87,500	\$87,500	\$0	\$0	\$1,109,600	(\$64,661)	\$1,044,939
IT – SIS	1,066,545	2,273,628	174,375	0	0	0	3,514,548	(1,737,586)	1,776,962
IT – Software	527,000	420,000	0	0	0	0	947,000	(157,937)	789,063
IT – Technology Upgrades	0	75,000	0	0	0	0	75,000	0	75,000
IT – ERP Upgrades	0	0	0	0	0	0	0	0	0
Professional Development	0	0	0	0	0	0	0	(7,737)	(7,737)
Middle States	120,000	0	0	0	0	0	120,000	(6,250)	113,750
Academic	0	2,000,000	2,000,000	2,000,000	0	0	6,000,000	(280,000)	5,720,000
Faculty	0 2,309,844 0 0 0 0					2,309,844	0	2,309,844	
Average	\$1,915,545	\$7,811,072	\$2,261,875	\$2,087,500	\$0	\$0	\$14,075,992	(\$2,254,171)	\$11,821,821

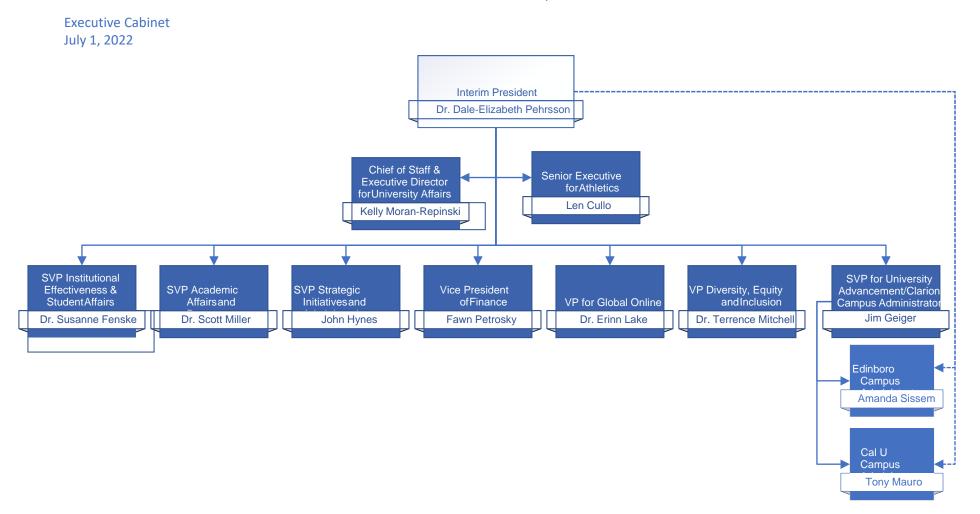
	Integration Budget and Cumulative Expenditures FY 2021/22 First Quarter Report Whole Integration								
			Budget by I	-iscal Year				Less	
	2020/21	2020/21 2021/22 2022/23 2023/24 2024/25 2025/26					Total Budget	Cumulative Expenditures	Remaining Budget
Northeast Integration	\$1,072,117	\$4,908,900	\$733,140	\$731,140	\$603,640	\$603,640	\$8,652,577	(\$890,293)	\$7,762,284
West Integration	1,915,545	7,811,072	2,261,875	2,087,500	0	0	14,075,992	(2,254,171)	11,821,821
Both Integrations	s 1,261,000 5,600,000 0 0 0 0 6,							(3,518,430)	3,342,570
Average	\$4,248,662								

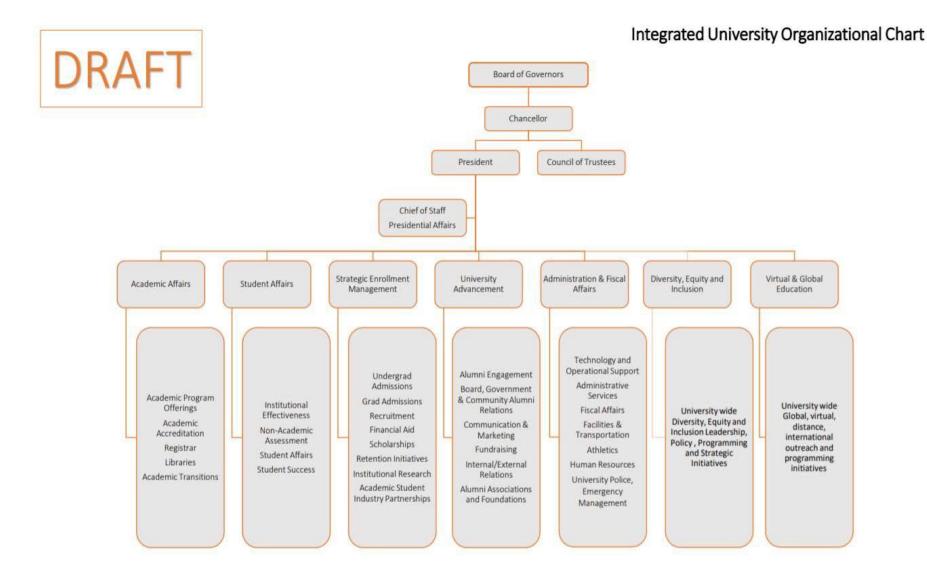
January 1, 2022 updates to Appendix T: Organizational Charts

The information below reflects Act 50 reporting requirements related to organizational structure.

• Organizational charts

As of December 20, 2021 -





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January 1, 2022 updates to Appendix P: Act 50 Reporting on Faculty; Appendix Q: Act 50 Reporting on Staff

The tables below reflect Act 50 reporting requirements related to staff as of December 20, 2021.

• Number of faculty and non-faculty employees by location – January 2022 Update

	Employee Headcount as of 12/20/2021							
	Total Employee Faculty Total AFSCM							
California	692	333	359	165				
Clarion	588	241	347	176				
Edinboro	518	263	255	124				
Integrations Result	1,798	837	961	465				

	Employee Headcount as of 12/20/2021							
	Nonrepresented SCUPA SPFPA & Coaches Cheer Adviser OPEIU PSSU Physicians							Physicians
California	82	58	15	33		6		
Clarion	69	46	9	26		9	12	
Edinboro 66 29 7 21 1 4 3							3	
Integrations Result	217	133	31	80	1	19	12	3

*See Footnotes on following page

January 1, 2022 updates to Appendix P: Act 50 Reporting on Faculty; Appendix Q: Act 50 Reporting on Staff, Continued

• Number of faculty and non-faculty employees by location – July 2021 Update (At plan approval)

Employee Headcount as of 04/01/2021								
	Total Employee HeadcountFacultyTotal NonfacultyAFSCME							
California	706	336	370	171				
Clarion	649	274	375	187				
Edinboro	569	300	269	128				
Integrations Result	1,924	910	1,014	486				

	Employee Headcount as of 04/01/2021							
	Nonrepresented SCUPA SPFPA & Coaches Cheer Adviser OPEIU PSSU Physicians							
California	85	58	16	32		8		
Clarion	79	49	8	25		16	11	
Edinboro	dinboro 73 25 11 23 6 3							
Integrations Result	237	132	35	80	0	30	11	3

FOOTNOTES:

- Includes total employee headcount for all active employees (will include those on various types of leave without pay, etc.)
- Excludes employees classified as Volunteers, Contractors or Other, as well as student employees
- Includes all groups (Permanent/Temporary, Full Time/Part Time/Hourly)
- Total Nonfaculty figures are the sum of all non-APSCUF units: AFSCME, Nonrepresented, SCUPA, SPFPA & POA, Coaches, Cheer Advisors, OPEIU, PSSU and Physicians
- Current Employee Complement for April 2021 and December 20, 2021 (will be subject to retro-activity)

January 1, 2022 updates to Appendix P: Act 50 Reporting on Faculty

The tables below reflect Act 50 reporting requirements related to staff as of December 20, 2021.

• The faculty-to-student ratio and the faculty and non-faculty employee-to-student ratio.

January 2022 Update

	Annualized 202	0-21 Student to Non	faculty FTE Ratio	Fall 2021 Student-to-Faculty Ratio			
	Annualized FTE Student	Nonfaculty Annualized FTE	Annualized FTE Student/Nonfaculty Ratio	Fall FTE Enrollment	Fall Faculty FTE**	Fall FTE Student to Faculty Ratio	
California	6,141	359.56	17.1	5,000	265.6	18.8	
Clarion	3,784	298.98	12.7	3,070	202.3	15.2	
Edinboro	3,854	272.97	14.1	3,308	229.2	14.4	
Integrations Result	13,779	931.52	14.8	11,378	697.1	16.3	

July 2021 Update (At plan approval)

	Annualized 201	9-20 Student to Non	faculty FTE Ratio	Fall 2020 Student-to-Faculty Ratio			
	Annualized FTE Student	Nonfaculty Annualized FTE	Annualized FTE Student/Nonfaculty Ratio	Fall FTE Enrollment	Fall Faculty FTE**	Fall FTE Student to Faculty Ratio	
California	6,215	388.22	16	5,336	285.9	18.7	
Clarion	3,988	318.2	12.5	3,573	229.5	15.6	
Edinboro	4,390	326.41	13.4	3,568	260.6	13.7	
Integrations Result	14,593	1,032.84	14.1	12,477	776	16.1	

*See Footnotes on following page

January 1, 2022 updates to Appendix P: Act 50 Reporting on Faculty, Continued

FOOTNOTES for Annualized Student to Nonfaculty and Faculty Ratios:

Annualized Student to Nonfaculty FTE Ratio

- Based on Fall and Spring Freeze and Winter and Summer End of Term Student Enrollment Submissions (Active Data)
- All Nonfaculty FTEs reflect those in non-APSCUF FTEs from UNRESTRICTED Funds, based on SAP Capacity Utilization (will not exceed 1.0), for employees in an active pay status
- Undergraduate FTE: UG Attempted Credits/30
- Graduate FTE: Grad Attempted Credits/24
- Annualized FTE Student to Nonfaculty Ratio: Annualized FTE Students/Nonfaculty Annualized FTE

Fall Student to Faculty Ratio

- Based on Fall Freeze Student Enrollment Submission (Active Data)
- All faculty FTEs reflect those in APSCUF only FTEs from UNRESTRICTED Funds, based on SAP Capacity Utilization (will not exceed 1.0), for employees in an active pay status
- Undergraduate FTE: UG Attempted Credits/15
- Graduate FTE: Grad Attempted Credits/12
- Fall FTE Student to Faculty Ratio: Fall FTE Students/Fall FTE Faculty

	Fall 2020 Faculty Sharing **	Fall 2021 Faculty Sharing
California	-0.25	-1.00
Clarion	0.25	1.00
Edinboro	-0.75	-0.75

As of 12/20/2021

**Faculty Sharing applied to Fall 2020: Negative FTE associated to service providing university, positive FTE associated to service purchasing university

*Source of Faculty Sharing FTE: Comprehensive Planning Process, Workforce tab (submitted by universities on 9/4/2020)

*Annualized FTE Student to Nonfaculty Ratio: Annualized FTE Students/Nonfaculty Annualized FTE

January 1, 2022 updates to Appendix L: Act 50 Reporting on Academic Programs

The tables below reflect Act 50 reporting requirements related to academic programs as of December 20, 2021.

• List of academic programs that have been terminated or consolidated and an explanation of the reasons for termination or consolidation.

Programs are put into moratorium primarily due to low-enrollments, lack of career relevancy, high cost, or a combination of all. Programs in moratorium for 5 years are terminated unless the university has specific plans to reorganize.

	- (J	nd Concentrations Put into Moratorium of uly 1, 2021 – December 20, 2021) pes not include minors and certificates	or Terminated
	Award	Program Name	Concentration
Clarion	BFA	Art	Art HistoryDrawing
	BSED	Library Science	K-12 Library Science
	BAS	Technology Leadership	Professional Pilot
	BS	Integrative Studies	Sport Management
Edinboro	MED	Early Childhood Education	
	BS	Applied Computing	Web and Mobile Application Development
F	Programs terminated as part o	of Office of the Chancellor Processes; In	moratorium five years.
	BA	Spanish	
	BSED	Spanish	Degree is terminated with termination of listed concentration: Secondary Education: Spanish
California	BSED	French	Degree is terminated with termination of listed concentration: Secondary Education: French
	BA	Philosophy	
	BA	English	Language and Literacy
	BA	Sociology	Applied Sociology

Degree Programs and Concentrations Put into Moratorium or Terminated (July 1, 2021 – December 20, 2021) *Does not include minors and certificates				
	Award	Program Name	Concentration	
California (Continued)	BSED	Middle Level Grades 4-8	Degree is terminated with termination of listed concentration: • Math, Language Arts & Reading • Math and Science • Math and Social Studies • Science, Language Arts & Reading • Science and Social Studies	
	MAT	Secondary Education	French	
	MED	School Counseling	Elementary and/or Secondary Guidance	
	MS	Sport Management Studies	Sports Counseling	
Clarion	BS	Chemistry	 Business 	
Edinboro	BS	Health and Physical Education	 Recreation Administration Sport Administration 	
	BSED	General Science-Secondary		
	MED	Special Education	Special Education – Math/Science	
	MED	Education	Middle/Secondary Instruction – Math/Science Teacher Certification	
	MSN	Nursing	Nurse Educator	

January 1, 2022 updates to Appendix L: Act 50 Reporting on Academic Programs, Continued

January 1, 2022 updates to Appendix L: Act 50 Reporting on Academic Programs, Continued

The tables below reflect Act 50 reporting requirements related to academic programs as of December 20, 2021.

• The number of academic programs by location.

January 2022 Update

Number of Degree Programs by Location December 20, 2021			
	Undergraduate	Graduate	Total
California	67	28	95
Clarion	53	10	63
Edinboro	40	15	55

July 2021 Update (At plan approval)

Number of Degree Programs by Location April 1, 2021			
	Undergraduate	Graduate	Total
California	82	28	110
Clarion	64	12	76
Edinboro	55	16	71

January 1, 2022 updates to Appendix J: Act 50 Reporting on Property for Sale

The tables below reflect Act 50 reporting requirements related to property for sale as of December 20, 2021.

• List of property that is for sale or has been sold and the value of the proceeds from the sale.

Property for Sale	Estimated Value	Property Sold	Value of Sale Proceeds	Notes
Edinboro University - Porreco Campus	\$2 - \$3 million	Ν	\$3,207,106	Closing occurred on July 28, 2021
Clarion University, 915 Corbett St and 177 Greenville Ave, Clarion, PA		Y	\$77,500	Sale closed on July 20, 2021
Clarion University, 957 Corbett St, Clarion, PA	\$56,350	Y	\$56,350	Sale closed on October 15, 2021
Clarion University, 963 Corbett St, Clarion, PA	\$70,000	Y	\$70,000	Sale closed on October 29, 2021
Clarion University, 961 Corbett St, Clarion, PA	\$66,000	Y	\$66,000	Sale closed on November 17, 2021
Clarion University, 959 Corbett St, Clarion, PA	\$56,650	Y	\$56,650	Sale closed on November 17, 2021