**Attendees:** General Hendricks, Mr. John Adams, Dr. Christopher Bridges, Ms. Dia Carleton, Dr. David Stinebeck  
**Guest:** Ms. Anne Lavancher

<table>
<thead>
<tr>
<th>Topic</th>
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<tr>
<td>Approval of Minutes</td>
<td>The minutes of August 12, 2014 were reviewed and discussed.</td>
<td>The minutes of August 12, 2014 were approved with minor changes.</td>
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| Divisional Updates                         | - Laurel Hall is currently being used for students as “overflow” to new residence hall housing  
- 101st pilot program kicks off today in the Student Affairs division  
- Correction to Alumni Hall Student Center open house – scheduled for October 16, 11:00 am-1:00 pm  
- China initiative through PASSHE is moving forward with good contacts and impressive planning tools from the coordinator | Additional review is required. Ms. Carleton will update documents and share with Cabinet for next meeting.                                  |
| Professional Development                   | Cabinet reviewed revised documents related to the process for applying for allocated institutional professional development funds.                                                                         | Dr. Stinebeck will provide more detailed targets to Cabinet           |
| Application/Funding Process                |                                                                                                                                                                                                           |                                                                       |
| Strategic Plan Timeline and Targets        | Strategic Plan action items will be assigned start dates and end dates.                                                                                                                                     |                                                                       |
| 50-Mile Radius                             | Cabinet reviewed data regarding students who live outside a 50-mile radius of the campus. No changes will be made.                                                                                           | No further discussion required                                        |
| Closing the Loop                           | - HR will provide a model for modified 360 evaluations  
- General Hendricks will send an email to employees thanking those who utilize MAP-Works and encouraging others to participate  
- Drs. Sechrist and Bridges will continue to monitor SRT progress on Cabinet’s behalf and will provide a follow up.  
- Draft non-student housing policy  
- Premier Student Housing Timeline – Cabinet will continue to discuss  
- All policies are to be reviewed by Cabinet by December 1, 2014 and returned to Mr. Adams  
- Cabinet will provide a five-day workweek flexible schedule pilot program for managers for the academic year. Offices must be fully covered each day | Continuing – 9/23/14  
Continuing – 8/20/14  
Continuing – 10/21/14  
Continuing – 9/16/14  
Continuing – 9/23/14  
Continuing – 12/1/14  
Continuing – 9/16/14                                                                                         |
- As April is a difficult month for students, Cabinet will review all end of year activities for appropriateness and timing.
- Cabinet’s Strategic Plan Goals will be shared with the campus community in the next email from the President. Mr. Adams will manage the goals in TracDat for ’14-’15 vs. 18 credits – tabled for further discussion until further information (re: the impact upon students and the possible financial gain) is available.
- Ms. Carleton will provide a revised draft process for applying for Professional Development funding for Cabinet’s review.
- Mr. Adams will continue to track completion of the PASSHE Risk Assessment report.
- Ms. Sikorski will work with Public Relations to publicize First Responders scholarships through “Into the Northern Tier”. She will also research students enrolled in the identified degree programs.
- Dr. Stinebeck will develop COPLAC talking points to be shared with the campus community.
- December commencement will be moved from 1 pm to 10 am.
- Cabinet will write a short TracDat narrative as to how their division is achieving each initiative.
- Dr. Wright will run a subsequent TracDat report on September 1 for Cabinet’s review. Cabinet will review, each month, TracDat entries for the various divisions across campus.
- Cabinet will continue to work on the 2015-2016 budget report submission and provide Ms. Felondis detailed information by August 21.
- Cabinet opted to not move forward with Fullbridge but to explore similar in-house opportunities for our students.

9/16/14
9/4/14
Continuing – 8/26/14
Continuing
Continuing
Continuing
Suspended until December 2015
Continuing
Continuing
Continuing
Continuing

Minutes approved by Cabinet: August 26, 2014
Minutes prepared by: Ms. Anne Lavancher