



USC Meeting Minutes February 22, 2016

In attendance: Kevin Grubb, RaMonda Crosby, Liz Masucci, Meghan C. Smith, Jeff Schwarz, Kim Reilly, Kristin Barkdoll, Judy Mulrow, Annette Lucidi, Regina Sorgini, Emily Irving, Judy Mulrow, Lindsey Kriegel, Crispin May, Rob LeBlanc, Shawn Proctor, Liesel Schwarz, Katie Nadorlik, Erin Spina, Liz Masucci, Fr. Joe Calderone, Angela Heinbach, Alissa Perez, Guests: Bobby Roenitz (SGA), Annette Kane, Lauren Kleckner, Maggie Songer, Shayla McElroy, Aimee McStravog, Maureen Piotti, Provost Patrick Maggitti

Meeting Minutes:

Update on the Office of the Provost: Provost Patrick Maggitti

Office of the Provost

- All 6 Academic Colleges
- Faculty support for teaching and research
- Student support: Honors Program, Learning, Writing, Math, and Career centers
- Falvey Memorial Library
- Enrollment Management
- Planning and Institutional Research
- Academic support for athletics

Initial Items and Impressions

- Tremendous passion and belief in Villanova University
- Concerns about our ambitions vs. our support of these ambitions
- Backlog of dozens of faculty/staff position and other requests
- Existing Finance and Budget model issues
- Graduate and online program revenue status
- Academic facility issues and concerns
- Research: Direction, plan and processes
- Faculty compensation and other faculty items to address

Initial areas of focus

- *Carnegie and USNWR Rankings*
- Provost office organization and academic leader succession planning
- Academic strategy/research directional plan and state of current research practices
- Sort out, stabilize and grow academic revenue/budget
- Inventorying and prioritizing academic facility issues
- Base-lining faculty support and benchmark/address compensation
- External outreach, development and academic reputation-building

- Move toward more explicit student outcome focus

Villanova's Classification -The Carnegie Classification of Institutions of Higher Education

- Background on the Re-Classification
 - On February 1st, we moved from an M1 large Master's College and University to an R3 "Doctoral University"
 - For 23 years, we have been ranked #1 in the North Region in M1 schools by *US News & World Report*
 - This new ranking places us alongside schools with minimal and declining admissions overlap (e.g. Boston College)
 - Risk and downside of possible rankings anomaly within this list would be troublesome or problematic for future rankings
 - Schools focused on Northeast region are also suffering from unfavorable demographics – particularly problematic for Catholic Schools
 - Pennsylvania and New Jersey high school graduation rates are on the decline
- Why are we excited about this?
 - Explicitly places us amount our true competitive set
 - Formally institutionalizes Villanova as a national university
 - Decreases our reliance on the increasingly competitive Northeast
 - Extends our reach into the national and international market for students and faculty
 - Extends our reach into the national and international market of employers and graduate schools
- Elevated Classification and Ranking Timeline
 - This process was initiated in 2008, was sidelined by the financial crisis
 - 2014: Villanova graduates 20PhDs
 - 2015 Carnegie Foundation gathers data for reclassification
 - Feb. 2016 Villanova re-classified
- What does this mean for us?
 - Villanova will compete in the same ranking with Catholic universities such as Notre Dame, Georgetown, and Boston College
 - Where will we rank? Very likely scenario:
 - "Top 4 Catholic University"
 - "Top 100 National Universities"
- Next Steps
 - Next year's rankings will come out in the early Fall
 - Need to ensure Villanova recognizes this as an exciting issue
 - Much of the rankings criteria and data are already set
 - What isn't set? The "Peer" and "Guidance Counselor" Surveys which are sent out by USNWR in April and there will be one month for them to fill out th is survey
- Ongoing and Immediate Strategy
 - Influencing the influencers
 - Create more brand awareness nationally
 - Target survey takers:
 - Presidents/provosts/chief enrollment officers at peer institutions
 - Guidance counselors

AREA/COMMITTEE ANNOUNCEMENTS:

Office of the Provost – Kevin Grubb

- The ICE Institute hosted an IdeaBounce on February 22nd in the Idea Accelerator space in Falvey.
- The Career Center, ICE Institute and Beyond Ideas teams collaborated to host the Startup Opportunity Fair last week. 107 students connected with 17 startup organizations about open job, internship and project-based opportunities.

Administration & Finance – RaMonda Crosby

- No Update

Athletics – Liz Masucci

- The men's general locker room is closed down, and will be the first area to re-open in August. It will have all new lockers and a changing area. The women's showers are open, but they need to be accessed from the pool.

Auxiliary Services – Meghan C. Smith

- March is Nutrition Month - be on the lookout for more information in Campus Currents regarding Cooking Demos and Grains Week.
- Nutrition Tips will be featured on Dining Services' Social Media Sites.
- Veggie Mania Dinner is Thursday 3/10.
- Update in the Connelly Belle Air Terrace – We have updated the organic salad bar which now features 3 soups daily, a new grab and go case, and updated overhead signage. We are now out of the video business in Reel Devine but have expanded the convenience store products and layout.
- We received an A rating from PETA for our vegan program.
- Dining Services has rolled out its new “VEG” program
- All other information concerning Auxiliary services is available on the departments' respective websites: Connelly Center, Dining Services, Graphic Services, University Shop, and Conference Services

College of Engineering – Jeff Schwarz

- No update

College of Liberal Arts & Sciences – Kimberly Reilly

- No update

College of Nursing – Kristin Barkdoll

- Graduate and Adult Learner Open House –Tuesday, March 8, 2016 Connelly Center/Driscoll Hall 5:00 pm – 7:00 pm.
- College of Nursing Lecture – Addressing the Science and Facts of Vaccines – Thursday, March 10, 2016, Connelly Center Cinema, 5:30 pm – 7:00 pm.

- College of Nursing Annual Research Symposium – Building the Evidence Base for Nurses Work – Tuesday, March 22, 2016, Villanova Room @ Connelly Center, 4:00 pm – 7:00 pm .

College of Professional Studies – Katie Nadorlik/Angela Heinbach

- Graduate & Adult Learner Open House – March 8th from 5pm-7pm in the Connelly Center.

Enrollment Management – Erin Spina

- As of 2/22, VU has received 17,264 Admissions applications for the class of 2020. In Financial Aid, we started the process of reviewing incoming freshmen applications to go out with our initial awards by April 1st.
- The deadline to submit the FAFSA and CSS Profile was February 7th and our deadline to receive 2015 taxes and documents in March 1st. If a student does not submit tax documents before the initial award goes out, their award will remain tentative until we have all required documents.

Facilities Management – Liesel Schwarz

- SAC garage now open!
- Route 30 surface parking will open May 2016.
- East Pike lot is closed for new 5 level parking garage construction, scheduled finish Jan 2017.
- Bridge over Lancaster will start in the fall of 2016.
- West End Zone building scheduled for completion in late summer 2016.

Falvey Library – Rob LeBlanc

- New Director soon to be announced.

Human Resources – Annette Lucidi

- This year, the annual open enrollment period will be held from 4/18 through 4/29/16.
- The deadline for completing your online health assessment and health screening, in order to receive the discounted medical premium, is 3/31/16. Refer to the NovaFit portal for more information and the health screening form to take to your doctor.
- Effective 6/1/16, we will have new vendors for life insurance and short-term disability. MetLife has been selected for our life insurance coverage. Look for a home mailing with information on the reduced life rates and the option of increasing your coverage by one level without medical review. Liberty Mutual has been selected for the short-term disability administration.

University Advancement – Judy Mulrow

- **“For the Greater Great: The Villanova Campaign to Ignite Change” Update:** \$513 million, on our way to reaching \$600 million goal. For latest updates, visit forthegreatergreat.com.
- **Men’s Basketball Big East Tournament, March 8-12:** A series of events have been planned to take place during the Big East Tournament in New York City March 8–12. Individually, they are designed to reach specific groups of Villanova alumni and friends. Together, they represent the

Villanova University Big East Experience. For additional details, as well as Big East Tournament ticket request information, visit villanova.edu/bet. Be sure to download the Fan Guide [here](#).

Law School –

- No Update

Mission & Ministry – Fr. Joe Calderone

- Villanova conferred an Honorary Degree to Cardinal Peter Turkson, President of the Pontifical Council for Justice and Peace
- Cardinal Turkson was on campus February 24-25. For more information on his visit, click here: <http://www1.villanova.edu/villanova/media/pressreleases/2016/0223.html>

Office of the President – Regina Sorgini

- No Update

Office of University Communication – Shawn Proctor

- University Communication seeks story submissions from all areas that highlight individuals from the Villanova community. For more information or to submit, e-mail shawn.proctor@villanova.edu

Presidential Appointee - Chrissy Quisenberry

- No Update

Public Safety - Nunzio Bottino

- No Update

School of Business – Lindsey Kriegel

- No Update

Student Life –

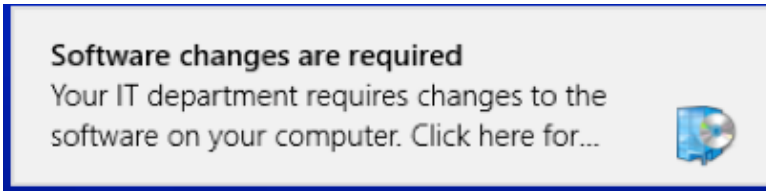
- No Update

UNIT – Crispin May

- Beginning in March 2016, UNIT will begin deploying critical security software updates for Villanova Windows computers through a new process. These deployments may impact your current business practice as “reboots” will be required to ensure a safe and secure computing environment. The major changes are new popups and icons will appear on your system and required reboots. Please be advised that the systems will have up to 6 days to install the updates and complete the required reboot. More information about deploying Windows Updates to campus, can be found at: http://www1.villanova.edu/villanova/unit/employee_services/WindowsUpdates.html.

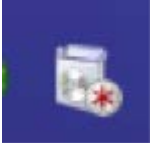
Below are the different popups you will see and their meaning:

When a “software update (required change)” is available, a pop-up will appear stating “Software Changes are required by your IT department”.

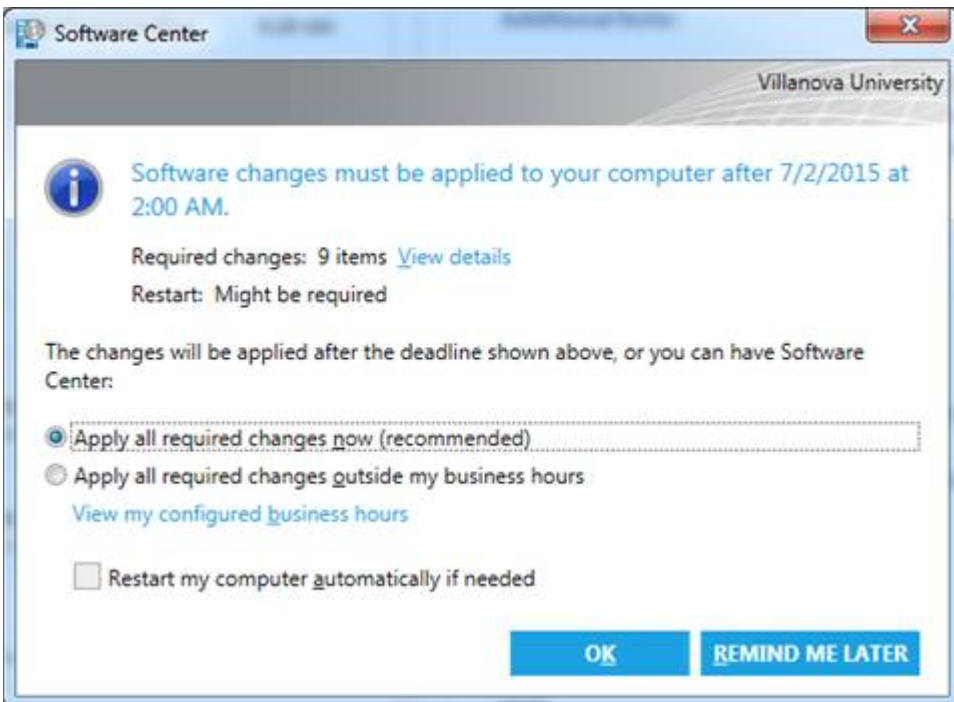


Clicking the pop-up will open the Software Center's "software changes" summary.

If you continue working, this pop-up will go away in about 15 seconds - once it's gone, you can access the updates by clicking this icon on your taskbar and select "View Required Software":

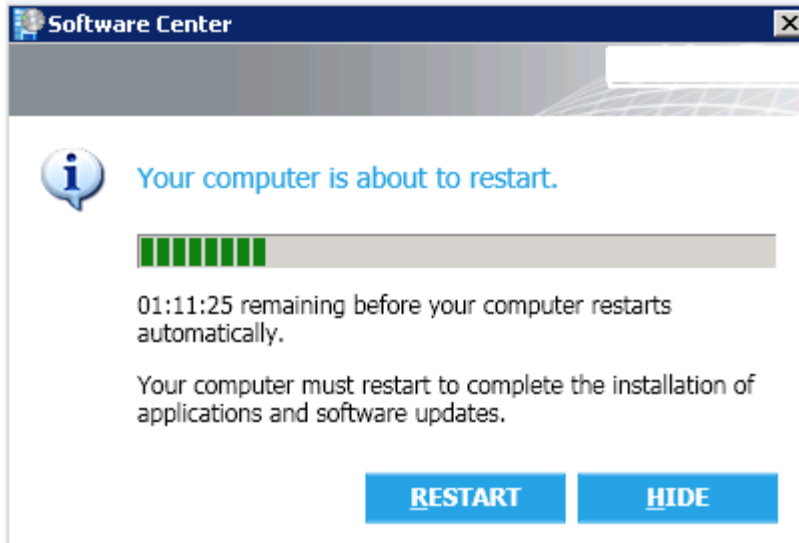


The Software Center "software changes" selection will appear, select the appropriate radio button.



It is recommended that you "apply all required changes now." You may choose to select "Remind me later" to have the same message appear at a later time. However, please be advised that the systems will have up to 6 days to install the updates and complete the required reboot.

The pop-up notification below is the final notification at the end of the 6 days. You may choose to Restart at any time, or wait until the 12 hour timer expires. This will be permanently placed on your machine until you restart. If a Restart is not performed and this time runs out, the computer will restart automatically.



- CAMPUS Events Calendar



The Web Services and Technology Group implemented an enterprise-wide solution that manages the multitude of events happening on campus. This enterprise-wide event and facility management solution creates an overall awareness for all members of the Villanova community of the events happening on campus. Check out the new look of our University Calendar on our website. For more information: <http://campusevents.Villanova.edu/vuevents>

- Law Clinic Recording System

UNIT's Instructional Technology department created and installed a recording system for the Clinical Program at the Charles Widger School of Law. The recording system allows the Clinical Program to record student simulations with actors as well as student interviews with actual clients. UNIT-Instructional Technology carefully worked with Clinical Program faculty and staff to understand how the clinic uniquely operates and the pedagogical value of the recordings. With the Clinical Program's needs and learning goals in mind, UNIT-Instructional Technology designed the recording system that allows students to self-start recordings anytime from within the room, live viewing of simulations/interviews, and provides Clinical Program faculty, staff, and students secure access to the recordings.

UNIT-Instructional Technology designed, installed, and supports the entire recording system, including the cameras, microphones, room recording controls, and the recording device. The recording system was completed at the end of the Fall 2015 semester, and the Clinical Programs started using the recording system with the start of the Spring 2016 semester.

- UNIT Hosted Yellow Dig Faculty Development Session: Increase Participation & Socially Engage Your Class



On February 24th at noon in the Falvey Library, please join UNIT in welcoming Prof. John Boland of Drexel University's Innovation, Creativity, and Entrepreneurship Institute as he presents on an innovative, socially engaging teaching and learning tool called Yellowdig. Yellowdig is a social pin-board for teams that lets you quickly share items of interest, assess student participation, and drive class discussions within your private community. For more info and to register, please go to the registration page via the following URL - <https://go.activecalendar.com/Villanova/event/yellowdig-presentation/>

- **Prospective Student Process Improvements**

During the Fall of 2015, UNIT Implemented improvements in the Password Reset process for Prospective Students via the MyNova portal. The improvements have allowed Prospective Students applying for admission, checking admission results and filing paperwork the ability to reset their own passwords online. This backend process change was a significant upgrade from a manual process used in previous years. This change resulted in an 85% decrease in related support call activity for the Early Admission period.

- **Grand Opening of UNIT's Video Production Studio in Falvey-1/15**

On January 15th the grand opening of UNIT's newest video production studio on the lower level of the Falvey Library, adjacent to the Idea Accelerator. This newest studio supports the recording of highly produced lectures for distance and on-campus courses and the production of marketing materials.

- **SkillSoft Online Training**

UNIT continues to offer SkillSoft Online Training for the Villanova community. SkillSoft is your 24x7 online training solution to learning resources for IT skills improvement, professional development, performance support, and more. Search or browse the course catalogs or videos to find your software training topics. If you don't have a SkillSoft e-Learning account, please contact the TechZone at 9-7777 or e-mail support@villanova.edu

Committee:

Elections – Emily Irving

- No Update

Communication –Judy Mulrow

- No Update

Staff Development – RaMonda Crosby

- Will be collaborating with HR to help staff complete the Sexual Harrasment Prevention Training over Spring Break, Bartley 1011, March 2nd 11:30am-1:00pm
 - Sexual Violence: A Community Responsibility, A Community Response

- All staff must complete this new course
 - Preventing Workplace Harassment: Refresher course of 2012 Training, All staff hired prior to Jan 1, 2015 must complete
- Must bring Wildcard to get credit. Will be serving refreshments

Staff Recognition – Liesel Schwarz

- 2nd Annual Awards Luncheon will be held April 28th
- Committee is considering creating a video to solicit more submissions

Suggestions – Crispin May

- No Update

Community – Regina Sorgini

- The Community Picnic will be held May 17th 11:30pm-2:00pm
- The picnic will be boardwalk themed

Executive Committee-

The Executive Committee proposes the formation of a Parental Leave Task Force

- Interested USC representatives: Kimberly Reilly, Kevin Grubb, Emily Irving, Megan Jacobs, Lindsey Kriegel, Shawn Proctor, Liesel Schwarz, Katie Nadorlik
- Proposed HR Liaison: Annette Lucidi
- Proposed Faculty members: Katherine Getek-Soltis, Seth Whidden, Jerusha Connor, Carol Anthony

**Next USC Meeting is Monday, March 21st, 2:30-4pm
All are welcome!**

List of University Staff Council Representatives:

Office of the Provost: Kevin Grubb

Administration and Finance: RaMonda Crosby

Athletics: Liz Masucci

Auxiliary Services: Meghan C. Smith

College of Engineering: Jeff Schwarz

College of Liberal Arts & Sciences: Kimberly Reilly

College of Nursing: Kristin Barkdoll

College of Professional Studies: Katie Nadorlik (Angela Heinbach, alternate)

Enrollment Management: Erin Spina

Facilities Management: Liesel Schwarz

Falvey Library: Rob LeBlanc

Human Resources: Annette Lucidi

University Advancement: Judy Mulrow; Emily Irving

Law School:

Mission & Ministry: Father Joe Calderone, O.S.A.

Office of the President: Regina Sorgini

University Communication: Vacant

Public Safety: Nunzio Bottino

School of Business: Lindsey Kriegel
Student Life: Vacant
UNIT: Crispin May
Presidential Appointee: Chrissy Quisenberry