COUNCIL OF TRUSTEES

March 2021

CAL U | CALIFORNIA UNIVERSITY OF PENNSYLVANIA

Zoom Meeting Guidelines

The meeting agenda will still be run by Chairman Davis. Board Liaison, Anna Stewart, will run the virtual aspects of the meeting (display presentation, give speakers the ability to speak, and manage the chat, etc.), take attendance, record the meeting minutes, and record the roll call votes.

Joining the Meeting

- The Zoom meeting will open 30 minutes before the scheduled meeting time to give Trustees an opportunity to test technology.
- All Trustees must change their participant name to their full name, if it is already not showing. This will ensure we know who is present and who is voting.
    - To change your name, scroll the mouse over the microphone and camera icons and two buttons will appear the say "mute" and "more". Click on "more" and select "rename". A window will open and you will be able to edit your name.

Audio

- Ensure that sound and video (if wanted) are enabled on your device. A roll call will be done at the beginning of the meeting to ensure everyone can hear one another.
- Your microphone will be muted by the meeting moderator, unless you "**raise your hand"** to speak. When you are finished speaking, "**lower your hand**".

Questions + Motion

- Via Zoom Video Conference: To ask a question or make a motion click the "**raise your hand**" in your Zoom session to request to speak. You will then be unmuted and allowed to ask your question or begin a motion. Instruction on how to "**raise your hand"** in Zoom is available at: https://support.zoom.us/hc/en-us/articles/205566129
- Via Phone Conference: To ask a question or make a motion, you will be promoted to "**raise your hand**" by pressing "*9" to request to speak. You will then be unmuted and allowed to ask your question or begin a motion. Instruction on how to "**raise your hand**" by phone is available here: https://support.zoom.us/hc/en-us/articles/201362663

Voting

- A roll call vote will be taken for each motion. All trustees will be unmuted for each vote.

Additional Zoom Resources

https://www.zoom.us/resources

COUNCIL OF TRUSTEES QUARTERLY MEETING
WEDNESDAY, MARCH 3, 2021 | 6:00 PM

Virtual Meeting Via Zoom: https://calu.zoom.us/j/5707474045
Phone Option: 646-558-8656 | Meeting ID: 570 747 4045

AGENDA

I.	**CALL TO ORDER**	James Davis
II.	**RECORDING ATTENDANCE**	Anna Stewart
III.	**APPROVAL OF MINUTES**	
	A. December 2, 2020 – Regular Meeting	
IV.	**PUBLIC COMMENTS**	
V.	**APSCUF COMMENTS**	Craig Smith
VI.	**CHAIRMAN'S REPORT**	James Davis
	A. Nominating Committee	
VII.	**PACT UPDATE**	Stephen DeFrank
VIII.	**UNIVERSITY PRESIDENT'S REPORT**	Robert J. Thorn
IX.	**COMMITTEE REPORTS**	
	A. Academic Affairs 1. Quarterly Update	Sandra Guthrie
	B. Enrollment Management 1. Quarterly Update	Tony Amadio
	C. Administration and Finance 1. Quarterly Contracts and Purchases (Action Item) 2. Capital Projects Spending Plan (Action Item) 3. University Budget Update 4. Quarterly Update	Larry Maggi
	D. Student Affairs 1. Quarterly Update	Justin Nwokeji
	E. Communications and Marketing 1. Quarterly Update	Robin Betza
	F. University Development and Alumni Relations 1. Quarterly Update	Stephen DeFrank
X.	**EXECUTIVE SESSION (IF NEEDED)**	
XI.	**ADJOURNMENT**	

MEETING MINUTES

California University of Pennsylvania
Council of Trustees Regular Quarterly Meeting
Wednesday, December 2, 2020

Note: Meeting held via Zoom.

Meeting Minutes

I. Call to Order

The Council of Council of Trustees at California University of Pennsylvania met in regular session on Wednesday, December 2, 2020, via Zoom. Chair Davis called the meeting to order at 6:01 p.m.

II. Recording Attendance

Roll call indicated the following were in attendance:

Present:
Tony Amadio, Robin Betza, Jim Davis, Stephen DeFrank, Maria Dovshek, Sandra Guthrie, James Harris, Sean Logue, Barry Niccolai, and Justin Nwokeji.

Absent:
Larry Maggi.

Geraldine Jones, University President; Dan Engstrom, Interim Provost and Vice President for Academic Affairs; Dave Garcia, Vice President for Enrollment Management; Bob Thorn, Vice President for Administration & Finance; Nancy Pinardi, Vice President for Student Affairs; Christine Kindl, Vice President for Communications and Marketing; Tony Mauro, Vice President for University Development & Alumni Relations; and Kelly Moran, Chief of Staff to the President.

III. Approval of Minutes

A motion was made by Trustee Niccolai, and seconded by Trustee Guthrie, to approve the minutes from the September 16, 2020, regular quarterly meeting.

Note: Trustee Amadio abstained.

Yeas: All
Nays: None
Motion Passed

IV. Public Comments

State Representatives Austin Davis and Ed Gainey attended the meeting to deliver an official proclamation from the Pennsylvania House of Representatives in honor of University President Geraldine M. Jones, who will officially retire on January 29, 2021. The proclamation was signed by Davis, Gainey and Representative Bud Cook and Speaker of the House Bryan Cutler.

V. APSCUF Comments

Craig Smith, Local APSCUF President, provided remarks on behalf of ASPCUF.

VI. Chairman's Report

Chairman Davis congratulated President Jones on her upcoming retirement. On behalf of the Council of Trustees, he thanked her for her many years of exemplary service to the University and to the students we serve.

VII. PACT Update

Trustee DeFrank provided a PACT update.

VIII. University President's Report

President Jones gave a report which included updates on the following:

- Fall Opening
- Western Integration
- VP Thorn appointed Interim University President
- Spring Opening
- Personal Reflections

IX. Committee Reports

A. Academic Affairs

1. Quarterly Update

Interim Provost Engstrom introduced Dr. Brenda Fredette, dean of the Eberly College of Science and Technology. Fredette updated trustees on the innovations that allowed labs and other hands-on learning activities to take place during the fall semester. Fredette also reported on a five-year, $2.1 million grant from the U.S. Department of Education's Title III Strengthening Institutions program, which helps institutions of higher education become self-sufficient and expand their capacity to serve low-income students.

B. Enrollment Management

1. Quarterly Update

Vice President Garcia reported a 9% enrollment increase for Winter College, a five-week online session that begins December 14. Spring enrollment also is trending ahead of last year. Garcia noted gains under the leadership of Ben Brudnock, director of Graduate Admissions, and the success of virtual information sessions for those interested in pursuing advanced degrees at Cal U. Other successes include the development of Educational Alliances, a new program that provides a 20% tuition discount for employees of businesses and organizations that become Educational Alliance partners.

C. Administration and Finance

1. Review of Annual Financial Statements (Action Item)

Vice President Thorn introduced representatives of CliftonLarsonAllen accounting firm to report on the annual examination of the University's budget process and financial controls. The auditors found no issues with the University's financial management practices.

A motion was made by Trustee DeFrank, and seconded by Trustee Guthrie, to approve the annual financial statements. A roll call vote was taken.

Yeas: All
Nays: None
Motion Passed

2. **Quarterly Contracts and Purchases (Action Item)**
   A motion was made by Trustee Niccolai, and seconded by Trustee Amadio, to approve the contracts and purchases for the period of July 21, 2020 through October 20, 2020, negotiated and/or awarded by the President or her designee, as well as all contracts for consultative services. A roll call vote was taken.

   Yeas: All
   Nays: None
   Motion Passed

3. **2020-2021 University Budget Review**
   VP Thorn reviewed the 2020-2021 university budget.

4. **Quarterly Update**
   Vice President Thorn reported the renovation and construction projects remain on track. He also included updates to Eberly Hall to accommodate Cal U's associate and bachelor's degree programs in veterinary technology. An architect has been hired for the Manderino Library project that consolidates student success operations, and renovations to convert Residence Hall B to an administrative building beginning in 2021.

D. Student Affairs

1. **Quarterly Update**
   Vice President Pinardi introduced Rachel Michaels, director of Student Wellness Support Services. Michaels updated trustees on a variety of programs offered virtually this fall to help students address issues related to remote learning and the pandemic. Trustees congratulated Pinardi on her upcoming retirement. Larry Sebek will become interim Vice President for Student Affairs when Pinardi steps down in mid-January.

E. Communications and Marketing

1. **Quarterly Update**
   Vice President Kindl aired Cal U's new "Unlock Your Story" television spot, which was seen by more than 3 million viewers this fall. In addition to traditional broadcast and cable outlets, the TV spot aired on streaming services and reached a targeted audience of about 600,000 viewers who tuned in to local high school football broadcasts this fall.

F. University Development and Alumni Relations

1. **Quarterly Update**
   Vice President Mauro reported on a successful fund-raising period through November 2020. More than $750,000 in cash donations represents an increase of 30% over the division's 9-year average. The third annual Athletics Day of Giving on September 22, 2020, resulted in 350 donors who contributed more than $42,000 for athletics scholarships, doubled the numbers of donors and twice the fundraising total from last year.

X. Executive Session

None

XI. Adjournment

A motion was made by Trustee Amadio, and seconded by Trustee Betza, to adjourn the meeting. The meeting adjourned at 7:56 p.m.

ACADEMIC AFFAIRS

ACADEMIC AFFAIRS

COUNCIL OF TRUSTEES REPORT, March 2021

WELCOME FROM PROVOST ENGSTROM

The spring 2021 semester started but not quite "business as usual." On-campus faculty have prepared for all classes as if students are attending in- person AND remotely.

Cal U is working with Washington County healthcare and emergency management agencies as plans for vaccine distribution develop. Departments have been allotted boxes of disposable masks and other PPE as requested. Faculty bring these extra masks to class each day to distribute to students who may come to class without one. Microphone covers and face shields alsoare available.

Classes are assigned to rooms that can accommodate all enrolled students with proper social distancing. Seating charts, attendance logs, and virtual office hours arein effect and faculty are accommodating students who need to move to remote learning.

Custodial Services is working hard cleaning classrooms as often as possible. There are 80 sanitizing stations in buildings around campus for students to use the hand sanitizer and a cleansing wipe upon entering and exiting a classroom.

The Office of Students with Disabilities is performing its usual functions this semester, including proctoring exams and providing accommodations. Faculty and students have been encouraged to hold all meetingsin a virtual modalities. The pass/no credit option is NOT available this semester.

Finally, we expect to see more wintry weather before spring arrives. The Cal U TextAlert system is advising of delays and closures via mobile devices. From now on, when the University declares that either the campus is closed or there is a delayed opening, faculty are expected either to hold class using remote learning or to provide instructional materials on D2L.

Faculty are working hard to get to know their students, asking them how they are doing, discussing future career plans. We'veall come to have a deeper appreciation forone another in these unprecedented times.

Sincerely,

Dan

ACADEMIC AFFAIRS

INTEGRATION UPDATE

At its most recent quarterly meeting, the Board of Governors for Pennsylvania's StateSystem of Higher Education received an update on the effort to integrate Cal U, Clarion, and Edinboro universities into a single entity in western Pennsylvania. A second entity is also being created by integrating Bloomsburg, Lock Haven, and Mansfield in the northeast.

Plans are taking shape to create powerhouse universities that will expand academic opportunities for students of allbackgrounds, support student success, foster enrollment growth and strengthen financial sustainability. Each integrated university would have a single academic program array, faculty cohort, enrollmentmanagement strategy, budget, and leadership team.

Under the plan, Cal U would retain its local identity, student housing, athletics, and unique campus experience. The Western Integration also has been charged with developing a "virtual campus" to offer fullyonline programs and degrees.

More than 1,000 students, faculty, staff, and volunteers have been directly involved with integration planning, serving on 29 working groups and 215 subgroups across the two regions.

Cal U is well represented. Individuals from our campus are filling 287 roles, including many leadership positions to share their time, energy and expertise in support of thisfar-reaching project. Student leaders are also making their voices heard through the Western Integration's Student Advisory

Board and as members of working groups focused on student government, student associations and other important topics.

More information is contained in the State System news release issued after the Board of Governors' meeting. The detailed integration update presented to the Board also is available on the System Redesign website, *www.passhe.edu/redesign.* Integration FAQ is also available on our Cal U website.Momentum for integration is building – and with it, the promise of a more vibrant and secure future for our campus.

MEET DEAN MAJOCHA

Kristen L. Majocha, PhD started at Cal Uin July 2018. As the Dean of Education and Liberal Arts, sheco-leads the Academic

Structure integration subcommittee of the Academic Affairs working group. Aside from her responsibilities as Dean, Majocha is active with student life. She sings with the Cal U Singers acapella group and she had apart in "Elf" with the Cal U theatre program.

She also maintains her national scholarly reputation. As Editor of the Iowa Journal of Communication, she worked with Graduate Assistant Lyricc King to submit – and win – journal of the year with Central States Communication Association this year. She publishes regularly with CHOICE Magazine and she is working on a book regarding ethical editorship.

Majocha is very active in the local community.

She volunteers with Amedisys,a hospice organization based in Washington County, and provides leadership on many local boards. She also offers volunteer sign language interpreting.

Majocha lives in Denbo, PA just south of Cal U'scampus. She has four children and raises laying hens. She says she looks forward to safely attending Vulcan sporting events as soon as possible.

BLACK HISTORY MONTH AT CAL U

Each year, Black History Month celebrates those historic events and Black leaders past and present that have worked to move our society closer to the ideals of diversity, equity, and inclusion. Among those leadersare dedicated members of our faculty, staff,and student body whose contributions make the Cal U experience richer for us all.

In February, our Cal U is host to a series of virtual events that invite us to think deeply about social justice and the role that each of us can play in fostering diversity, equity and inclusion on our campus and in our lives.

Criminal justice associate professor Dr. Mathilda Spencer moderated "Policing in Dichotomous Worlds': Black Law Enforcers/Black Lives Matter," a panel discussion among members of NOBLE, the Organization of Black Law Enforcement Executives. Psychologist and Cal U faculty member Dr. Darla Timbo presented "Lean on Me: Supporting Our Diverse Student Population." Also, Sociologist and Cal U faculty member Dr. Codie Stone presented "Stand by Me: Being and Advocate and Accomplice for Students of Color."

Upcoming Black History Month events, and others throughout the year, provide opportunities to examine our own cultural identities and learn to appreciate the identities and perspectives of others.

A link on our Cal U homepage takes you toa list of our 2021 Black History Month programs. Together, we can listen, learn and grow in understanding.

PRESIDENTS HALL

Old Main's Grand Hall has an updated look,a new name, and a fresh purpose. The spacious entrance to the University President's office suite has been transformed into a portrait gallery dedicated to California's former leaders.

Renamed Presidents Hall, it showcases paintings of the principals who led South-Western Normal College – the forerunner ofCal U – and the presidents of California State Teachers College, California State College and California University of Pennsylvania. A small plaque summarizes the career of each leader.

Most of the paintings previously were displayed in the Grand Hall and the adjoining Dome Room, a reception areaoutside the University president's conference room and private office.

During the spring and summer months, painters from the Facilities Management Department removed outdated wallpaper and repainted the room's walls and stately columns. Carpenters took down the paintedmoldings that surrounded the hall's unique stained-glass windows and replaced them with custom-crafted wood trim.

The four tall windows, created by former CalU art professor Leslie Parkinson, depict Pennsylvania wildflowers. Like the portraits, they shine more brightly in the refreshed setting. A recent addition to the art collection is a portrait of Dr. Angelo Armenti Jr., who served as University President from 1992-2012.

Presidents Hall is one of the oldest rooms on campus, in use since Old Main was completed in 1871. The high-ceilinged hall has served as the school's library, a lecture hall and, most recently, a place for meetings, banquets and receptions.

President Jones's portrait has been added to the collection as well. As the first woman and the first person of color to hold Cal U's top leadership post, her image speaksvolumes about how the institution haschanged over the decades.

SOCIAL WORK PROFESSOR PROVIDES TRAINING

Dr. Azadeh Block, associate professor of social work at Cal U, recently provided cultural humility training to employees at Jefferson Hospital, part of the Allegheny Health Network. The training is part of thehospital's Front Door Initiative for Social Emergency Medicine, which received a four-year grant from the Jefferson RegionalFoundation.

Block presented face-to-face training to employees in the hospital's Emergency Department, and work is underway to develop online training modules that will beavailable to all employees at Jefferson and,potentially, at other Allegheny Health Network locations.

Cultural humility training is meant to foster an understanding about how personal life experiences shape the way people view others. Understanding the unique circumstances and needs of the significant population of refugees and immigrants from

Bhutan and Nepal who live in the South Hillsof Pittsburgh, an area served by Jefferson Hospital, is critical.

Sixty members of Jefferson's Emergency Department took the training. A pre- andpost-training assessment indicated the presentation was a success.

ACADEMIC AFFAIRS

PROFESSOR EARNS ATHLETIC TRAINING HONOR

Dr. Linda Platt Meyer, a professor in Cal U's Department of Exercise Science and Sport Studies, began the new year with a distinguished honor as a new member of the Eastern Athletic Trainers' Association '49 Club. She received the honor at the 72nd annual EATA Conference, which was held Jan. 10-13 in Mashantucket, Conn.

Formed in 1949, the EATA consists of more than 8,000 athletic trainers and athletic training students from Maine to Delaware. EATA provides educational sessions, scholarships and research grants to athletictrainers in Districts 1 and 2 of the National Athletic Trainers' Association.

The '49 Club recognizes EATA members who demonstrate sustained leadership and reflect positively on the EATA and their home districts. Their work advances the profession of athletic training as a result oftheir exceptional accomplishments and dedication to sustained service and leadership.

Meyer teaches in the online master's degree program in exercise science and health promotion. She was a member of the state Board of Osteopathic Medicine and is involved with the Pennsylvania Athletic Trainers' Society. For the past 30 years, Meyer has volunteered as an athletic trainerfor Special Olympics Pennsylvania (SOPA).

Her vision was to create an interdisciplinary sports medicine team, where physicians, athletic trainers, nurses, and emergency medical services personnel work together to provide coverage for Special Olympics events. Today, all SOPA state level events have interdisciplinary healthcare teams providing coverage at competitions.

Since 1990, Meyer has served as the medical coordinator for Special OlympicsPennsylvania's State Winter Games. Overthe decades, she recruited hundreds of athletic trainers and athletic training students to volunteer for the Special Olympics Winter Games at Seven Springs Mountain Resort, Champion, Pa.

She has presented at international, national, district and state levels on topics related to athletic training, Special Olympics, and leadership. Some of her work on leadership, athletic training and Special Olympics topics have appeared in the *Journal of Athletic Training* and *Athletic Therapy Today.*

STUDENT'S VOLUNTEER EFFORT GAINS NATIONAL ATTENTION

Senior Cristy Bearden gained national attention in January for creating a Facebook page to help service workers in Washington County impacted by the coronavirus pandemic. Her page was featured at Today.com as one of many on the social media platform that attempt to connect unemployed workers in the restaurant industry with those who can lenda hand.

"Nobody has asked for money," she said recently. "Mostly, they want advice: How tofind childcare, how to sign up for unemployment, leads on jobs that fit their schedules. People are looking to make connections." Bearden, a sociology majorwith a concentration in social deviance, said she wanted to help others maintain those social ties in a time of isolation.

ACADEMIC AFFAIRS

"I didn't create it thinking that anybody would notice, but I just wanted people to know that everybody can make a change,that everybody can do something for someone," Bearden told Today.com.

"Anything can make a difference, becausethat can put a person in the mood to do something for someone else, and that action can really just be the pebble throwninto a pond that creates the ripple."

Last semester, she participated in Cal U's letter-writing project, where volunteers reached out to those who were homebound or in care homes. Over 90 Cal U students signed up to each send betweenfive and 20 cards. Through the project, almost 100 people were each showered with at least 10 cards.

"I have a few people who have stayed in touch," Bearden said. "They're so sweet. I loved sending the cards out, and I loved getting letters back. It doesn't take much to brighten someone's day."

The 47-year-old has been accepted to graduate school and is both thrilled to have nearly achieved her undergraduate degreeand weighing what comes next.

"It's something I always wanted to do," she said of graduating from college, "somethingI should have done before but couldn't. I have a better appreciation for it now, though. I've taken it more seriously than Iwould have before, and I can dedicate more of myself to it, too."

ENROLLMENT MANAGEMENT

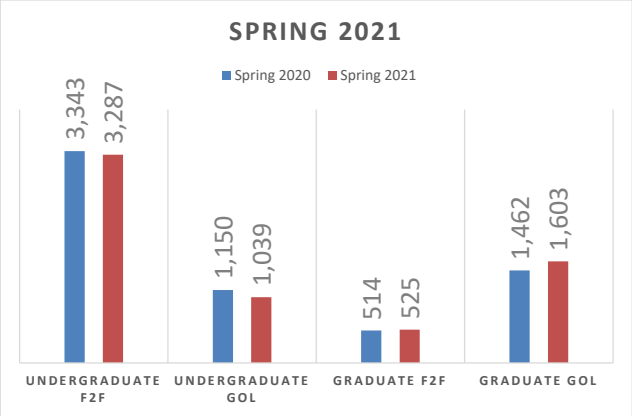
ENROLLMENT MANAGEMENT

COUNCIL OF TRUSTEES REPORT, March 2021

ENROLLMENT UPDATE

Spring 2021 enrollment remains flat while fall 2021 has potential for growth.

Total overall spring 2021 enrollment was flat compared to spring 2020. Undergraduate enrollment experienced a decrease of 167 students while graduate enrollment experienced an increase of 152. Although student FTE is down 3.15%, annualized total enrollment is still on target to meet the projected enrollment goal set in the Comprehensive Planning Process (CPP).



Quick Facts:

- Count for new freshmen/first-year students for spring has never been this high (88). Most of this gain is in face to face students, lending evidence that these are deferrals from fall due to COVID-19.
- Students continue to trend towards lighter schedules or increased part-time attendance for both undergraduates and graduate populations.
- Graduate admissions continue to grow enrollments by increasing enrollments by 8.15% year to year.
- RN to BSN program is down 23 new registrations and down 79 total registrations.
- Fall to spring retention rate of Federal cohort: 80.8% (compared to 2019-20 fall to spring retention of 86.9%). Most of the decrease is due to COVID-19 related challenges.

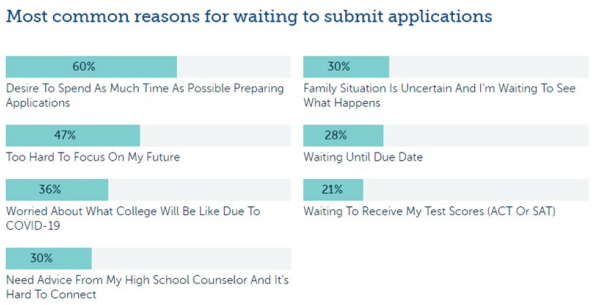
LOOKING AHEAD TO FALL 2021

Significant challenges facing higher education.

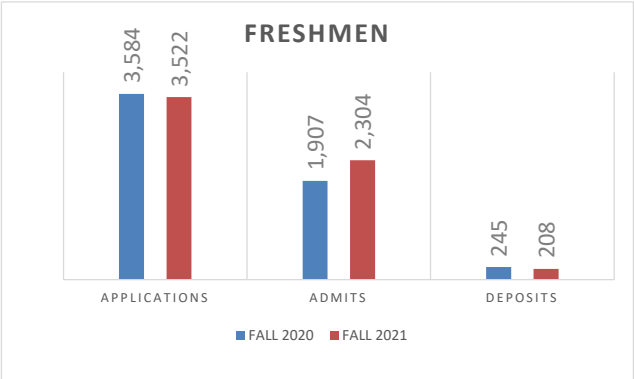
Fall 2021 is setting up to be a very challenging time for enrollment management. High school seniors have mainly been taking courses via virtual setting. This has led to frustration and burnout with online learning. In addition, the lack of face to face contact with teachers and school counselors have contributed to lateness of applications submission and completing the Free Application for Federal Student Aid (FAFSA). Not being able to visit college campuses or having limited on-campus exposure have delayed enrollment deposits.

ENROLLMENT MANAGEMENT

Most common reasons for waiting to submit applications, first, the desire to spend as much time as possible preparing applications; second, too hard to focus on my future; third, worried about what college will be like due to COVID 19; fourth, need advice from my high school counselor and it's hard to connect, fifth, family situation is uncertain and I'm waiting to see what happens; sixth, waiting until the due date; and finally, waiting to receive my test score (ACT or SAT).



Currently, new freshmen applications are slightly down by 2% whereas admits are up by 21%. This increase with admits is primarily due to eliminating the ACT/SAT requirement and connecting with students and parents via phone, text, or chat. Deposits are down 15% but it is still too early to place any concerns at this time.



Action steps to convert admits to deposits are set. The number of admission events both on-campus and virtual online have been significantly increased. High school seniors are given first priority for limited on-campus recruitment events. Collaboration among various departments and faculty participation will enhance the campus visit experience.

SIGNIFICANT DECREASE IN FREE APPLICATION FOR FEDERAL STUDENT AID (FAFSA) FILERS

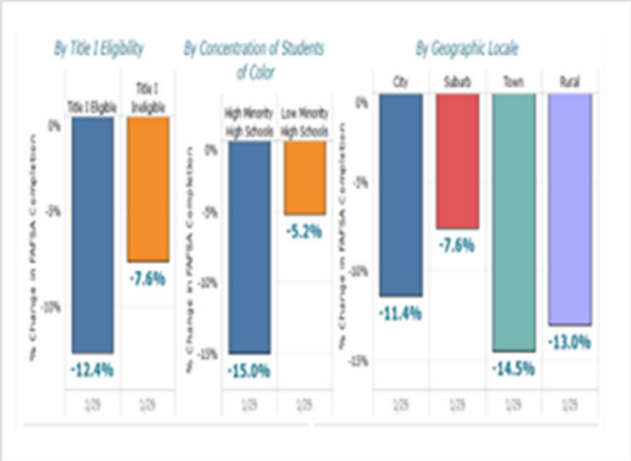
Nationally, high school seniors and families have fallen behind in completing the FAFSA for fall 2021-2022.

A concerning trend occurring nationally and regionally have sounded an alarm to higher education. Families and students have fallen behind in submitting a FAFSA application for fall 2021-22 by 4.4%. The impact of not providing a FAFSA to institutions of higher education means that students will not be able to receive Pell grants, Work-Study, or Stafford Student Loans. In addition, students from Pennsylvania will not be eligible to receive any PHEEA State grants.

Several reasons given for this drop of FAFSA filers are the lack of access to school administrators who normally work one on one with students and families regarding the completion process for the FAFSA. In addition, many students are dis-interested in going to college due to the high school online experience. Also, families are still struggling with financial challenges during the pandemic.

Most students being impacted are Title IV eligible, underrepresented students, and geographical location. Title IV students are down 12.4% whiles underrepresented students are down 15%. Towns, cities, and rural areas are being negatively impacted the most.
Cal U admissions and financial aid offices will be conducting outreach efforts to close the gap of FAFSA applications.

ENROLLMENT MANAGEMENT



FINANCIAL AID UPDATE

Disbursing CARES Act II funding to 3,283 students.

In March of 2021, Student Financial Aid office disbursed more than $2.2 million to approximately 3,283 students. Students who were Pell eligible received $700. This includes both undergraduate and graduate students. Students with an Expected Family Contribution (EFC) of up to 15,000 received $590. By using this model of awarding, Cal U is addressing the need aspect for students who demonstrate higher financial challenges.

CARES Act II included online students this time around as the CARES Act I did not include students enrolled in online programs. In total, more than $4.4 million in CARES Act funding has been directly awarded to students in 2020 and 2021.

CAREER AND PROFESSIONAL DEVELOPMENT CENTER AND INTERNSHIP CENTER HELPS STUDENTS WITH INTERNSHIP PLACEMENTS

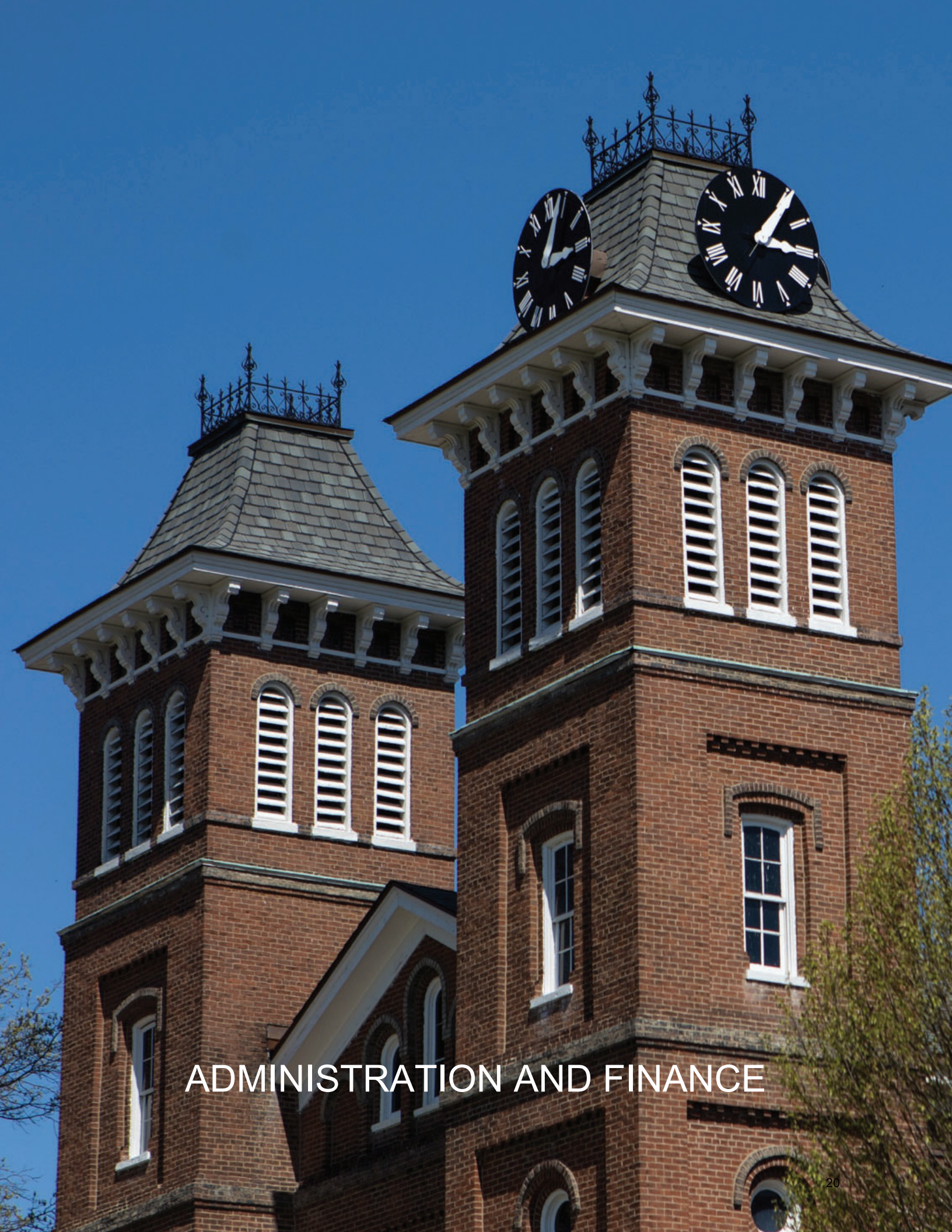
Helping students gain practical work experience through internships.

More than 240 students completed internships during the fall and spring semesters at organizations including the National Security Agency, Department of Homeland Security, Utah Jazz, Pittsburgh Penguins Foundation, Clearwater Marine Aquarium, Carnegie Science Center, and BMW Manufacturing. In addition, students were able to complete an internship via remote work with various companies. State Farm recently presented a donation of $2,500 for career related events that educate students on career opportunities related to the insurance industry.

CAL U RECOGNIZED AS A 2021-2022 MILITARY FRIENDLY SCHOOL

Cal U receives the recognition of Military Friendly designation for excellence in supporting our military and veteran students.

Cal U has placed an increase of support for military and student veterans this past year. Because of the efforts and support provided by Cal U, the designation of Military Friendly was granted to Cal U for 2021-2022. This designation is truly an honor and a point of pride for the office of military and veteran affairs and Cal U.



ADMINISTRATION AND FINANCE

ADMINISTRATION AND FINANCE

COUNCIL OF TRUSTEES REPORT, March 2021

QUARTERLY CONTRACTS AND PURCHASES

Action Item

Each year, California University consciously expends funds for the betterment of faculty, staff, students and the University.

As called for by Act 188 of 1982, the Council of Trustees shall "review and approve all contracts and purchases negotiated or awarded by the president with or without competitive bidding and all contracts for consultative services entered by the president".

For the period of October 21, 2020 through January 20, 2021, a total of $1,451,880.41 was recorded for the third quarter. Purchases and contracts with a value over $10,000 totaled $941,906.06; purchases and contracts $10,000 and under totaled $509,974.35. Enclosed with this report is an overview that provides insight into each purchase and/or contract, with an explanation detailing each expense over $10,000.

Approval of the quarterly contracts and purchases is required from the Council of Trustees.

CAPITAL PROJECTS SPENDING PLAN

Action Item

Submitted for Council of Trustee review is the Capital Projects Spending Plan, proposed for fiscal years 2021-2022 through 2025-2026. This plan is not year specific, but prioritizes each project by greatest need.

The Capital Projects Spending Plan is a rolling five-year plan wherein the Board of Governors approves execution of projects. To prioritize projects in the spending plan, consideration is given to the university's project priority order; the relative ranking from previous years; academic benefit; space, ADA, safety and code compliance deficiencies; new revenue or matching fund potential; cost savings potential; and impact on the deferred maintenance backlog.

The University's proposed Capital Projects Spending Plan is as follows:

Priority	Project	Amount
1	Science Building	$44,318,670
2	Utility Plant Boiler Upgrade	$1,680,000

Approval of the Capital Projects Spending Plan is requested from the Council of Trustees.

For additional detail, enclosed with this quarterly report is the Capital Project Justification for the projects outlined on the Capital Projects Spending Plan.

2020-2021 BUDGET REVIEW

Enclosed for review purposes is California's Educational and General budget update for fiscal year 2020-2021.

ADMINISTRATION AND FINANCE

The information provided details the Original Budget approved for fiscal year 2020-2021 and the current year-end projections, which include adjustments to student enrollment, fees and other revenues, as well as operational expenses.

ENCLOSURES

1. Contracts and Purchases
    a. Over $10,000
    b. $10,000 and Under
2. Explanation for Selected Contracts and Purchases
3. Capital Spending Plan
4. 2020-2021 Budget Update

THE ADMINISTRATION AND FINANCE DIVISION IS COMPRISED OF THE FOLLOWING DEPARTMENTS:

Accounting, Keith Curran, *Comptroller*
Administrative Services, Thomas Taylor, *Director of Administrative Services*
Environmental Health and Safety
Facilities Management, Michael Kanalis*, Director of Facilities Management*
Human Resources, Eric Guiser, *Director of Human Resources*
Parking and Transportation, Chris Johnston, *Director of Parking and Transportation*
Payroll, James Ahearn, *Director of Payroll*
Student Accounts, Jack Rogers, *Director of* Student Accounts
University Police, Edward McSheffery, *Chief of Police*
University Technology Services, Paul Allison, *Associate Vice President and Chief Information Officer*

Fawn Petrosky, *Interim Vice President for Administration and Finance*

ADMINISTRATION AND FINANCE

CONTRACTS AND PURCHASES OVER $10,000

PO Number	Cost Center	Vendor	Description	Amount
4500636161	1511210001	CAEP	Accreditation Fees	$15,750.00
4500635661	1511220043	MWI Veterinary Supply Co.	Vet Tech Supplies	$13,423.02
4500633195	1511230032	NASE	Certifications	$19,734.00
4500633463	1511230032	NASM	Certifications	$55,000.00
4000061755	1511310001	Tetra Tech, Inc.	Health and Safety Services	$25,000.00
4000061725	1511310001	Scott Electric Co.	Recycling Services/Electrical	$14,000.00
4000061834	1511310001	Virus Geeks, Inc.	Campus COVID-19 Testing	$229,500.00
4000060549	1511311003	O.Z. Enterprises, Inc.	Energy Management Services	$18,532.00
4000060319	1511400017	Brownsville Ambulance Service	Emergency Ambulance Svc.	$60,000.00
4500634415	1511510003	Herrmann Unlimited	Printing/Mailing	$45,350.00
4500636209	1511510005	OmniUpdate, Inc.	Support	$12,000.00
4500635099	1511510007	Knepper Press Corp.	Printing	$23,845.00
4500636366	1511510104	Carnegie Dartlet, LLC.	Recruiting	$14,900.00
4500633828	1511800003	Civitas Learning, Inc.	Subscription Fees	$18,500.00
4000061566	1511800003	911Cellular, LLC.	Software License	$10,400.00
4500635752	1511800003	Ellucian Support, Inc.	Software License Renewal	$20,800.00
4500635579	1511900001	Virus Geeks, Inc.	Athletic COVID-19 Testing	$153,000.00
4500635739	1511901007	BSN Sports	Athletic Apparel	$12,762.10
4000061471	1513701002	Verity Consulting, Inc.	Speaker	$31,000.00
4500634957	1521030001	Adirondack Solutions, Inc.	Software	$14,600.00
4500634535	1521030003	Cummins Sales and Services	Generator Maintenance	$10,946.04
4500633942	1525010003	Pepper Hamilton, LLP.	Legal Services	$14,162.16
4500634065	1561100111.1	Intertech Ci	Security	$16,222.00
4500634979	1561100111.2	Diversified Storage Solutions, Inc.	Furniture	$77,189.74
4500634981	1561100111.2	Westmoreland Contract Furniture	Furniture	$15,290.00
			Total	**$941,906.06**

CONTRACTS AND PURCHASES $10,000 AND UNDER

PO Number	Cost Center	Vendor	Description	Amount
4500633505	1511101001	Pittsburgh Business Times	Subscription Fees	$125.00
4500634430	1511101001	Timothy Kelly	Zoom Speaker	$500.00
4500634813	1511101001	84 Sign Shop	Signs	$5,935.50
4500634802	1511101001	KDC	Printing/Mailing	$641.00
4500634879	1511101001	T&T Printing	Office Supplies	$82.00
4500633629	1511102001	NADOHE	Membership Fees	$900.00
4500634417	1511104001	Mon Valley Independent	Legal Advertisement	$68.75
4500634421	1511104001	Uniontown Herald Standard	Legal Advertisement	$67.60
4500634419	1511104001	Washington Observer-Reporter	Legal Advertisement	$117.20
4500633240	1511201008	National Collegiate Honors	Membership Fees	$850.00
4500633594	1511201008	amazon.com	Computer Hardware	$93.99
4500633705	1511201008	Apple, Inc.	Computer Equipment	$1,712.00
4500634197	1511201008	amazon.com	Promotional Items	$24.96
4500633634	1511201013	NEAIR	Membership Fees	$240.00
4500633642	1511201013	NEAIR	Membership Fees	$85.00
4500633940	1511201013	NEAIR	Registration/Virtual Conference	$200.00

ADMINISTRATION AND FINANCE

4500634768	1511201020	W.W. Grainger, Inc.	Carpentry Supplies	$2,120.95
4500634770	1511201020	W.W. Grainger, Inc.	Electrical Supplies	$211.27
4500635230	1511201020	ABCO Fire Protection, Inc.	Repair Parts	$1,950.00
4500636434	1511201020	W.W. Grainger, Inc.	Maintenance Supplies	$12.84
4500633618	1511201026	Cal U Book Store	Honor Cords	$4,340.00
4500633592	1511201026	Fotorecord Print Center	Printing	$7,754.40
4500633688	1511201026	Uline	Office Supplies	$3,319.01
4500633374	1511201027	Amanda Lake	Externship Supervisor	$150.00
4500633377	1511201027	Christy DeCarlo	Externship Supervisor	$150.00
4500633383	1511201027	Deanna Basile	Externship Supervisor	$150.00
4500633324	1511201027	Janice Sonson	Internship Supervisor	$150.00
4500633376	1511201027	Jennifer Gregor	Externship Supervisor	$150.00
4500633332	1511201027	Keri Griffith	Internship Supervisor	$150.00
4500633384	1511201027	Kerry Pringle	Externship Supervisor	$150.00
4500633339	1511201027	Leah Berry	Externship Supervisor	$150.00
4500633373	1511201027	Leslie Sunder	Externship Supervisor	$150.00
4500633329	1511201027	Lisa McCready	Internship Supervisor	$150.00
4500633380	1511201027	Melissa Santoro	Externship Supervisor	$150.00
4500633326	1511201027	Michele Pinto	Internship Supervisor	$150.00
4500633327	1511201027	Paula Novobilsky	Internship Supervisor	$150.00
4500633335	1511201027	Shannon Eberly	Externship Supervisor	$150.00
4500633338	1511201027	Shelley Dean	Externship Supervisor	$150.00
4500633320	1511201027	Nicole Szerensci	Externship Supervisor	$150.00
4500633337	1511201027	Tracey Delo	Externship Supervisor	$150.00
4500633336	1511201027	Tracy Dulemba	Externship Supervisor	$150.00
4500633388	1511201027	Carianne Kunich	Externship Supervisor	$150.00
4500633389	1511201027	Jacquelyn Humes	Externship Supervisor	$150.00
4500633399	1511201027	Jennifer Dinardo	Externship Supervisor	$150.00
4500633412	1511201027	Kimberly Glinka	Externship Supervisor	$150.00
4500633391	1511201027	Lauren Gagatko	Externship Supervisor	$150.00
4500633387	1511201027	Amy McLaughlin	Externship Supervisor	$150.00
4500633417	1511201027	Melanie Dudak	Externship Supervisor	$150.00
4500633386	1511201027	Jennifer Nick	Externship Supervisor	$150.00
4500633400	1511201027	Nicole Davis	Externship Supervisor	$150.00
4500633420	1511201027	V. Elizabeth Burns	Externship Supervisor	$150.00
4500633466	1511201027	Kris Foley Scheller	Externship Supervisor	$150.00
4500634319	1511201027	Amber Villella	Externship Supervisor	$150.00
4500635983	1511201030	LinkedIn Corporation	Software License	$2,100.00
4500633587	1511201035	W.W. Grainger, Inc.	Paint/Carpentry Supplies	$444.71
4500634069	1511201035	Faris Carpet, Inc.	Carpet/Supplies	$2,571.00
4500636503	1511201036	amazon.com	Office Supplies	$11.92
4500636520	1511201037	KDC	Printing	$144.00
4500635291	1511202003	University of Oklahoma	Webinar	$129.00
4500633936	1511203004	International Mentoring Association	Registration/Virtual Conference	$55.00
4000061816	1511207090	Clairvoyant, LLC.	Software Upgrade	$9,000.00
4500636183	1511207090	Sweetwater Sound, Inc.	Computer Hardware	$4,923.00
4500635982	1511207146	Tyler Technologies, Inc.	Software	$2,560.00
4500635163	1511210001	Watermark Insights, LLC.	Software	$3,500.00
4500633661	1511210003	Standard Ceramic Supply Co.	Classroom Supplies	$292.50
4500633922	1511210006	B&H Photo-Video	Classroom Supplies	$118.99

ADMINISTRATION AND FINANCE

4000061752	1511210006	Alexandra Wilson	Assistant Choreographer	$600.00
4000061753	1511210006	Michael Meketa	Musical Assistant	$1,000.00
4000061754	1511210006	Dominic Carolla	Production Assistant	$250.00
4500635939	1511210006	John Paul Staszel	Reimbursement	$495.00
4500633667	1511210010	Anthony Carlisle	Consultant	$234.00
4500634625	1511210012	NASAD	Membership Fees	$1,771.00
4500636267	1511210017	Michael Baranski	Reimbursement	$165.00
4500634862	1511210020	ETS Higher Ed Assessment	Assessment Test	$800.00
4500635154	1511210020	Academy of Criminal Justice	Membership Fees	$135.00
4500635148	1511210020	Noble	Membership Fees	$100.00
4500635413	1511210020	Academy of Criminal Justice	Membership Fees	$105.00
4500635412	1511210020	High Technology Crime Assoc.	Membership Fees	$75.00
4500636163	1511210020	AFCC	Membership Fees	$160.00
4500636154	1511210020	ASIS International	Membership Fees	$195.00
4500636454	1511210020	Robin Wolfson Agency, LLC.	Speaker	$5,000.00
4500634609	1511210022	Pearson Education	Assessment Test	$150.36
4500635779	1511210022	NCS Pearson	Assessment Test	$200.00
4500633648	1511220007	Applied Petrographic Srvs., Inc.	Lab Supplies	$240.00
4500633745	1511220007	Martin's Flowers & Shrubs, Inc.	Lab Supplies	$99.98
4500635290	1511220007	Rodent Pro	Lab Supplies	$300.00
4500635368	1511220007	Carolina Biological Supply Co.	Classroom Supplies	$259.65
4500635387	1511220007	Hach Co.	Lab Supplies	$90.19
4500635645	1511220007	Fisher Scientific Company	Lab Supplies	$51.59
4500636292	1511220007	Carolina Biological Supply Co.	Lab Supplies	$1,785.00
4500636395	1511220007	Carolina Biological Supply Co.	Lab Supplies	$381.60
4500636359	1511220007	Foldscope Instruments, Inc.	Lab Supplies	$129.00
4500636435	1511220007	Bio-Rad Laboratories, Inc.	Lab Supplies	$784.00
4500636527	1511220007	Carolina Biological Supply Co.	Lab Supplies	$1,210.76
4500636566	1511220007	ADInstruments, Inc.	Software	$1,125.00
4500633631	1511220009	ACBSP	Registration/Virtual Conference	$100.00
4500635917	1511220009	PA Council on Financial Literacy	Promotional Items	$1,117.25
4500633931	1511220010	ABET	Accreditation Fees	$2,885.00
4500633939	1511220010	ABET	Maintenance	$1,995.00
4500634160	1511220010	amazon.com	Educational Materials	$400.63
4500634176	1511220010	Lowe's	Educational Supplies	$215.44
4500635152	1511220010	amazon.com	Lab Supplies	$647.70
4500635149	1511220010	Najah Kadhim	Reimbursement	$19.55
4500635924	1511220010	amazon.com	Lab Supplies	$180.28
4500635931	1511220010	amazon.com	Lab Supplies	$102.60
4500635973	1511220010	amazon.com	Lab Supplies	$117.04
4500633921	1511220016	Fisher Scientific Company	Classroom Materials	$27.75
4500634691	1511220016	Fisher Scientific Company	Lab Supplies	$92.00
4500636508	1511220016	Fisher Scientific Company	Lab Supplies	$812.75
4500636543	1511220021	AMS Weather	Software License	$149.00
4500634627	1511220043	Covetrus	Lab Supplies	$4,625.85
4500634720	1511220043	MWI Veterinary Supply Co.	Lab Supplies	$352.43
4500635396	1511220043	Covetrus	Lab Supplies	$443.08
4500635637	1511220043	Covetrus	Lab Supplies	$1,154.46
4500635928	1511220043	MWI Veterinary Supply Co.	Vet Tech Supplies	$1,689.37
4500635998	1511220043	Avid Identification Systems, Inc.	Lab Supplies	$621.25

ADMINISTRATION AND FINANCE

4500636094	1511220043	Covetrus	Lab Supplies	$701.22
4500636160	1511220043	PA Dept. of Environmental Protection	Administrative Fees	$450.00
4500636235	1511220043	Landauer, Inc.	Vet Tech Supplies	$671.80
4500634892	1511230007	J. N. Sheffey Associates	Headphones	$70.00
4500633835	1511230014	Board of Certification, Inc.	Classroom Supplies	$595.00
4500634873	1511230016	NANFED	Membership Fees	$100.00
4500636234	1511230017	Prep Online Training	Training	$599.00
4500636526	1511230025	Mizuno USA, LLC.	Classroom Supplies	$251.24
4500633711	1511230034	CAATE	Registration/Virtual Conference	$298.00
4500633598	1511230038	Lisa Finnegan	Reimbursement	$2.85
4500634855	1511230038	Cal U Book Store	Shipping	$60.00
4500635493	1511230038	JRCERT	Accreditation Fees	$2,270.00
4500636241	1511230038	amazon.com	Classroom Supplies	$88.13
4500633791	1511240001	Martin Miller	Virtual Speaker	$250.00
4500633902	1511240001	William E. Strickland, Jr.	Zoom Speaker	$250.00
4500634848	1511240001	NC-Sara	Subscription Fees	$4,000.00
4500633926	1511240005	Daniel Harris	Reimbursement	$550.00
4500635156	1511240005	amazon.com	Educational Supplies	$493.63
4500633385	1511260001	Demco, Inc.	Library Supplies	$153.36
4500634426	1511260001	amazon.com	Library Supplies	$174.24
4500634406	1511260001	Sen. John Heinz History Center	Membership Fees	$75.00
4500634944	1511260001	Interlibrary Delivery Service	Membership Fees	$6,464.00
4500633280	1511270002	W.W. Grainger, Inc.	Maintenance Supplies	$47.84
4500635235	1511300001	Stableins	Water Cooler Rental	$4,884.00
4500633657	1511300003	Water Heater Distributors	Maintenance Supplies	$259.00
4500633890	1511300003	Westmoreland Supply, Inc.	Paint	$251.50
4500635146	1511300003	W.W. Grainger, Inc.	Maintenance Supplies	$492.86
4500636383	1511300003	Lowe's	Carpentry Supplies	$90.00
4500635921	1511300006	Mon Valley Independent	Classified Advertisement	$42.75
4500635920	1511300006	Trib Total Media	Classified Advertisement	$856.25
4500635919	1511300006	Uniontown Herald Standard	Classified Advertisement	$697.58
4500635918	1511300006	Washington Observer-Reporter	Classified Advertisement	$255.00
4500633941	1511300016	Quality Matters	Training	$1,000.00
4500634096	1511300016	Gallaway Safety & Supply	Safety Supplies	$504.30
4500634181	1511300016	Cal U Book Store	Mailing	$307.50
4500634689	1511300016	Bio-Rad Laboratories, Inc.	Lab Supplies	$548.00
4500634694	1511300016	Flinn Scientific	Lab Supplies	$459.21
4500634685	1511300016	Gallaway Safety & Supply	First Aid Supplies	$392.00
4500634708	1511300016	Gallaway Safety & Supply	First Aid Supplies	$3,932.50
4500634812	1511300016	Carolina Biological Supply Co.	Lab Supplies	$100.27
4500634766	1511300016	Gold Star Buildings	Utility Shed	$5,946.00
4500634893	1511300016	Dell Marketing, LP.	Computer Equipment	$5,080.00
4500635139	1511300016	amazon.com	Medical Supplies	$289.90
4500635137	1511300016	Carolina Biological Supply Co.	Lab Supplies	$7,080.00
4500635308	1511300016	Art Snyder Div. of Janitors	Safety Supplies	$1,003.38
4500635292	1511300016	Lowe's	Maintenance Supplies	$1,904.00
4500635310	1511300016	Science Interactive Group	Lab Supplies	$6,372.00
4500635404	1511300016	CDW Government, LLC.	Computer Equipment	$3,830.30
4500635365	1511300016	W.W. Grainger, Inc.	Custodial Supplies	$321.00
4500635587	1511301001	Idemia Identity & Security, LLC.	Finger Printing	$7,155.00

4500636202	1511301001	higheredjobs.com	Classified Advertisement	$345.00
4500634819	1511302001	American Payroll Association	Recertification Fees	$150.00
4500635641	1511305001	T&T Printing	Office Supplies	$1,100.00
4500633318	1511306004	W.W. Grainger, Inc.	Storeroom Supplies	$793.92
4500633894	1511306004	W.W. Grainger, Inc.	Storeroom Supplies	$1,172.66
4500633995	1511306004	Art Snyder Div. of Janitors	Janitorial Supplies	$574.80
4500634131	1511306004	W.W. Grainger, Inc.	Janitorial Supplies	$3,547.38
4500634248	1511306004	Kleen Machine Products	Stockroom Supplies	$400.00
4500634701	1511306004	W.W. Grainger, Inc.	Storeroom Supplies	$1,621.96
4500634865	1511306004	Art Snyder Div. of Janitors	Janitorial Supplies	$210.24
4500634843	1511306004	W.W. Grainger, Inc.	Janitorial Supplies	$111.63
4500634918	1511306004	W.B. Mason Co., Inc.	Storeroom Supplies	$101.76
4500635134	1511306004	W.W. Grainger, Inc.	Storeroom Supplies	$627.65
4500635392	1511306004	raglady.com	Household Supplies	$211.20
4500635514	1511306004	amazon.com	Household Supplies	$25.00
4500635968	1511306004	Veritiv	Office Supplies	$1,172.00
4500636172	1511306004	Fagan Sanitary Supply	Janitorial Supplies	$958.80
4500636299	1511306004	A-Z Janitorial Service, LLC.	Janitorial Supplies	$1,290.24
4500636509	1511306004	W.W. Grainger, Inc.	Household Supplies	$641.29
4500635656	1511306006	United States Postal Service	Mail Permits	$965.00
4500635925	1511306006	Amasti/Pitney Bowes	Mailroom Supplies	$489.59
4500635372	1511306007	Harry Guckert Company, Inc.	Sharpen Blade	$150.00
4500634840	1511307002	Lowe's	Maintenance Supplies	$92.00
4500634841	1511307002	W.W. Grainger, Inc.	Maintenance Supplies	$43.62
4500635652	1511307002	G & K Equipment	Vehicle Lift Inspection	$125.00
4500633507	1511309001	Roscoe Sportsmen's Association	Membership Fees	$450.00
4500633511	1511309001	Washington Regional S.W.A.T.	Membership Fees	$2,000.00
4500633789	1511309001	S&D Calibration	Calibration/Stop Watches	$84.00
4500634060	1511309001	Galls, Inc.	Police Apparel	$130.00
4500635106	1511309001	Galls, Inc.	Wearing Apparel	$140.00
4500635780	1511309001	Trapuzzano	Apparel	$140.00
4500635974	1511309001	Bryan Bobnar	Reimbursement	$8.00
4500635984	1511309001	Witmer Public Safety Group	Police Supplies	$3,615.62
4500636092	1511309001	amazon.com	Batteries	$207.96
4500636151	1511309001	Washington County Chiefs of Police	Membership Fees	$100.00
4500636274	1511309001	LA Police Gear, Inc.	Police Apparel	$30.39
4500636505	1511309001	amazon.com	Equipment/Police	$121.98
4500636530	1511309001	LA Police Gear, Inc.	Apparel	$58.98
4500633730	1511310001	PA Dept. of Agriculture	License Renewal	$35.00
4500633732	1511310001	PSI American Safety Division	Safety Supply Inspection	$332.62
4000061656	1511310001	California Volunteer Fire Dept.	Fire/Emergency Prevention	$10,000.00
4500635231	1511310001	Satcom Global, Inc.	Service Fees	$1,946.84
4500635144	1511311002	Tri-State Safety	Training	$75.00
4500633282	1511311003	W.W. Grainger, Inc.	Parts/Compressor	$252.38
4500633588	1511311003	W.W. Grainger, Inc.	HVAC Supplies	$291.78
4500633603	1511311003	W.W. Grainger, Inc.	Maintenance Supplies	$416.42
4500633892	1511311003	Trane Co.	HVAC Supplies	$265.54
4500634273	1511311003	W.W. Grainger, Inc.	HVAC Supplies	$69.83
4500634598	1511311003	W.W. Grainger, Inc.	HVAC Supplies	$229.06
4500635132	1511311003	W.W. Grainger, Inc.	Maintenance Supplies	$137.26

4500635349	1511311003	CDW Government, LLC.	Computer Hardware	$186.86
4500635965	1511311003	W.W. Grainger, Inc.	Maintenance Supplies	$75.80
4500636174	1511311003	W.W. Grainger, Inc.	HVAC Supplies	$172.22
4500636175	1511311003	W.W. Grainger, Inc.	Plumbing Supplies	$211.71
4500636293	1511311003	W.W. Grainger, Inc.	Maintenance Supplies	$196.90
4500633317	1511311005	W.W. Grainger, Inc.	Shop Supplies	$80.88
4500633991	1511311005	W.W. Grainger, Inc.	Carpentry Supplies	$313.40
4500634070	1511311005	W.W. Grainger, Inc.	Carpentry Supplies	$94.80
4500634183	1511311005	W.W. Grainger, Inc.	Carpentry Supplies	$224.34
4500634601	1511311005	W.W. Grainger, Inc.	Carpentry Supplies	$143.70
4500634842	1511311005	W.W. Grainger, Inc.	Maintenance Supplies	$118.26
4500634846	1511311005	W.W. Grainger, Inc.	Maintenance Supplies	$164.00
4500635135	1511311005	W.W. Grainger, Inc.	Maintenance Supplies	$70.61
4500635648	1511311005	Home Depot	Carpentry Supplies	$69.94
4500636433	1511311005	W.W. Grainger, Inc.	Maintenance Supplies	$141.78
4500636506	1511311005	Lowe's	Maintenance Supplies	$33.96
4500636510	1511311005	W.W. Grainger, Inc.	Maintenance Supplies	$114.82
4500633279	1511311006	W.W. Grainger, Inc.	Maintenance Supplies	$42.66
4500633316	1511311006	W.W. Grainger, Inc.	Electrical Supplies	$301.26
4500633589	1511311006	W.W. Grainger, Inc.	Electrical Supplies	$1,396.87
4500633601	1511311006	W.W. Grainger, Inc.	Maintenance Supplies	$20.46
4500633663	1511311006	Scott Electric Co.	Electrical Supplies	$494.65
4500633897	1511311006	W.W. Grainger, Inc.	Electrical Supplies	$2,343.75
4500633992	1511311006	W.W. Grainger, Inc.	Electrical Supplies	$102.64
4500634071	1511311006	W.W. Grainger, Inc.	Electrical Supplies	$101.10
4500634274	1511311006	W.W. Grainger, Inc.	Electrical Supplies	$88.40
4500634844	1511311006	W.W. Grainger, Inc.	Maintenance Supplies	$596.00
4500635295	1511311006	W.W. Grainger, Inc.	Maintenance Supplies	$56.04
4500635778	1511311006	Schaedler Yesco Distribution, Inc.	Electrical Supplies	$185.45
4500635908	1511311006	Scott Electric Co.	Electrical Supplies	$318.00
4500636291	1511311006	W.W. Grainger, Inc.	Maintenance Supplies	$516.00
4500633715	1511311007	Fayette Rental Solutions, LLC.	Rental	$246.00
4500634607	1511311007	W.W. Grainger, Inc.	Paint	$410.73
4500635121	1511311007	Sherwin-Williams	Paint	$347.10
4500635367	1511311007	W.W. Grainger, Inc.	Paint Supplies	$116.88
4500635909	1511311007	Sherwin-Williams	Paint Supplies	$577.70
4500636233	1511311007	Sherwin-Williams	Paint Supplies	$59.34
4500633602	1511311008	W.W. Grainger, Inc.	Maintenance Supplies	$132.80
4500634019	1511311008	Standard Air & Lite Corporation	Maintenance Supplies	$496.17
4500635371	1511311008	Rice Electric Company, Inc.	Maintenance Supplies	$455.00
4500635654	1511311008	Combustion Service & Equipment	Replacement Burners	$1,093.00
4500635636	1511311008	Lowe's	Maintenance Supplies	$140.78
4500635638	1511311008	W.W. Grainger, Inc.	Maintenance Supplies	$85.00
4500633278	1511311009	W.W. Grainger, Inc.	Maintenance Supplies	$579.37
4500635610	1511311009	Ferguson/Wolseley, Inc.	Maintenance Supplies	$196.97
4500636296	1511311009	Water Heater Distributors	Maintenance Supplies	$899.00
4500636336	1511311009	Water Heater Distributors	Maintenance Supplies	$4,940.00
4500636561	1511311009	Beacon Supply Company, Inc.	Maintenance Supplies	$138.29
4500633321	1511311010	W.W. Grainger, Inc.	Janitorial Supplies	$192.60
4500633889	1511311010	Scrubber City	Janitorial Supplies	$117.28

ADMINISTRATION AND FINANCE

4500634500	1511311010	W.W. Grainger, Inc.	Janitorial Supplies	$2,077.15
4500634658	1511311010	Northern Tool	Janitorial Supplies	$119.98
4500635405	1511311010	W.W. Grainger, Inc.	Household Supplies	$155.82
4500635781	1511311010	L M Colker Company, Inc.	Janitorial Supplies	$1,981.64
4500636393	1511311010	amazon.com	Maintenance Supplies	$725.94
4500633520	1511311011	Tyhonas Construction, LLC.	Repairs	$2,500.00
4500633887	1511311011	Silvis Group, Inc.	Bagged Ice Melt	$7,038.36
4000061586	1511311011	United Rentals, Inc.	Repairs	$713.91
4500634072	1511311016	W.W. Grainger, Inc.	Maintenance Supplies	$44.66
4500634175	1511311016	supplyhouse.com	Maintenance Supplies	$99.42
4500636442	1511311017	Pittsburgh Air Systems, Inc.	Maintenance Supplies	$963.78
4500633764	1511400001	ASCAP	License	$2,045.16
4500633740	1511400001	Council for Advancement Standards	Classroom Supplies	$45.00
4500635927	1511400001	Cal U Book Store	Book	$168.00
4500633200	1511400017	Janie Tennant	Reimbursement	$54.95
4500633668	1511400017	Gallup, Inc.	Access Codes	$11.99
4500633728	1511400017	Cheryl Lotti	Reimbursement	$60.00
4500634128	1511400017	Debra Anderson	Reimbursement	$29.00
4500634177	1511400017	Cheryl Lotti	Reimbursement	$40.00
4500634316	1511400017	ACHA	Membership Fees	$650.00
4500635444	1511400017	Tina Pierce	Reimbursement	$40.00
4500633865	1511400020	amazon.com	Educational Supplies	$27.50
4500634854	1511400020	APCA	Registration/Virtual Conference	$79.00
4500636362	1511400020	Delma C. Suggs	Virtual Speaker	$1,500.00
4500634869	1511400022	Delta Alpha Pi International	Honor Cords/Pins	$220.00
4500635155	1511400022	Ahead	Membership Fees	$325.00
4500634174	1511400023	Texolve Digital, Inc.	Computer Hardware	$65.00
4500633662	1511400024	ACUI	Registration/Virtual Conference	$75.00
4500636301	1511400026	Plan B, LLC.	Promotional Items	$3,354.00
4000061934	1511400026	Plan B, LLC.	Registration/Virtual Conference	$1,600.00
4500633674	1511420003	Safe Project	Training	$4,000.00
4500635442	1511420003	Temple University	Training	$550.00
4500633717	1511420004	Campus Cards by Lois Gamiel	Office Supplies	$1,210.25
4500635348	1511420004	Dell Marketing, LP.	Computer Equipment	$25.89
4500633625	1511420006	Crystal Concepts	Awards	$135.01
4500634897	1511420006	Paperclip Communications	Webinar	$399.00
4500635040	1511420006	Campus Pride	Membership Fees	$225.00
4500633532	1511510001	Somerset Daily American	Subscription Fees	$130.00
4500633681	1511510001	The Valley Independent	Subscription Fees	$200.00
4500636153	1511510001	American Public Gardens	Membership Fees	$150.00
4500633633	1511510004	Mailchimp	Subscription Fees	$2,880.00
4500636424	1511510004	DJI	Repairs/Drone	$174.00
4500635249	1511510005	issuu.com	Membership Fees	$228.00
4500634193	1511510007	KDC	Printing	$2,724.00
4500634626	1511510007	T&T Printing	Office Supplies	$152.00
4500635094	1511510007	Knepper Press Corporation	Printing	$2,550.74
4500635095	1511510007	Knepper Press Corporation	Printing/Mailing	$9,105.00
4500635303	1511510007	KDC	Printing	$2,462.00
4500634428	1511510102	Mon Valley Independent	Advertisement	$425.00
4500634501	1511510102	Sports Promotion Network	Student Recruitment	$729.99

ADMINISTRATION AND FINANCE

4500634752	1511510102	WJPA AM/FM	Advertisement	$200.00
4500635036	1511510102	WJPA AM/FM	Advertisement	$200.00
4500635318	1511510102	Forever Media, Inc.	Advertisement	$640.00
4500635691	1511510102	Dollards Publishing Company	Advertisement	$3,000.00
4500635692	1511510102	New Pittsburgh Courier	Advertisement	$4,109.13
4500636272	1511510102	WQED Pittsburgh	Advertisement	$2,650.00
4500636386	1511510102	Professional Sports Publications	Advertisement	$6,000.00
4500636414	1511510102	WJPA AM/FM	Advertisement	$450.00
4500633677	1511510103	JSJD Media, LLC.	Advertisement	$1,500.00
4500635733	1511510103	AASA	Advertisement	$8,995.00
4500635960	1511510103	Western PA Chiefs of Police Assn.	Advertisement	$600.00
4500636262	1511510103	Trade News International, Inc.	Advertisement	$250.00
4500633370	1511510104	Honey Hill Publishing, Inc.	Advertisement	$500.00
4500634372	1511510104	Colleges of Distinction	Membership Fees	$2,990.00
4500634784	1511510104	My College Guide	Advertisement	$3,295.00
4500634900	1511510104	Carnegie Dartlet, LLC.	Student Recruitment	$5,500.00
4500634880	1511510104	PSCA, Inc.	Sponsor Fees	$1,000.00
4500635161	1511510104	School Guide Publications	Advertisement	$4,400.00
4500636273	1511510104	Lehigh Carbon Community College	Advertisement	$50.00
4500633635	1511510112	Flickr	Membership Fees	$99.98
4500634718	1511520001	The Pennsylvania Society	Membership Fees	$100.00
4500634707	1511520001	Westmoreland Chamber of Comm.	Membership Fees	$285.00
4500635926	1511520001	Chronicle of Philanthropy	Subscription Fees	$109.95
4500635958	1511520001	Mon Valley Regional Chamber of Com.	Membership Fees	$175.00
4000061885	1511520001	Vanillasoft Corporation	Software License	$3,916.00
4500636300	1511520001	LinkedIn Corporation	Membership Fees	$575.88
4500633346	1511530001	Bee Graphix	Promotional Items	$586.00
4500633630	1511530001	Kassmo Products	Promotional Items	$579.00
4500634735	1511530001	stickergiant.com	Promotional Items	$893.00
4500634925	1511530001	Studio Technologies, Inc.	Promotional Items	$1,400.00
4500635635	1511530001	Trophies by Edco, Inc.	Awards	$338.30
4500633604	1511530002	Allegheny Ad Service, Inc.	Promotional Items	$3,119.56
4500633453	1511700001	Wiley Publishers	PDF Download	$42.00
4500634851	1511700001	Washington Greene County JTA	Career Link Fees	$622.84
4500633545	1511700008	Skill Survey, Inc.	Software	$2,000.00
4500633659	1511700008	Cooperative Education & Internship	Membership Fees	$200.00
4500634438	1511700008	University of Tennessee	Subscription Fees	$150.00
4500633637	1511700018	PACAC	Membership Fees	$25.00
4500633713	1511700018	Common Application, Inc.	Application Fee	$385.41
4500633933	1511700018	NACAC	Membership Fees	$472.50
4500634703	1511700018	T&T Printing	Office Supplies	$472.00
4500634896	1511700018	Common Application, Inc.	Application Fee	$1,178.38
4500634894	1511700018	KDC	Printing	$146.00
4500634890	1511700018	Knepper Press Corporation	Metered Postage	$3,000.00
4500635957	1511700018	Common Application, Inc.	Application Fee	$1,639.10
4500634422	1511700020	Cal U Book Store	Apparel	$378.00
4500634713	1511700037	Peters Twp. Chamber of Commerce	Membership Fees	$250.00
4500634794	1511700037	Humber Institute of Technology	Student Recruitment	$169.50
4500635394	1511800000	Newegg	Computer Hardware	$227.90
4500636485	1511800000	CDW Government, LLC.	Computer Equipment	$631.90

ADMINISTRATION AND FINANCE

4500634056	1511800001	Dell Marketing, LP.	Computer Equipment	$1,099.78
4500634696	1511800001	Anixter, Inc.	Computer Hardware	$63.20
4500634857	1511800001	ARIN	Maintenance Fees	$300.00
4500635966	1511800001	Anixter, Inc.	Computer Hardware	$708.44
4500635985	1511800001	CDW Government, LLC.	Computer Hardware	$663.36
4500633827	1511800003	Sectigo, Inc.	Certificate	$104.96
4500634066	1511800003	Presidio Networked Solutions, Inc.	Smartnet Renewal	$8,233.70
4500634992	1511800003	Runner Enterprise Data Quality	Subscription Fees	$6,158.57
4000061452	1511900001	Rain-Tec, LLC.	Winterization Services	$300.00
4500634730	1511900001	supplyhouse.com	Maintenance Supplies	$266.43
4500634767	1511900001	W.W. Grainger, Inc.	Maintenance Supplies	$534.94
4500635294	1511900001	W.W. Grainger, Inc.	Maintenance Supplies	$175.06
4500635651	1511900001	amazon.com	Athletic Supplies	$241.98
4500635695	1511900001	Cal U Book Store	Shipping	$97.50
4500636113	1511900001	W.W. Grainger, Inc.	Maintenance Supplies	$54.72
4500636279	1511900001	Sal Chemical	Pool Chemicals	$834.90
4500636511	1511900001	W.W. Grainger, Inc.	Maintenance Supplies	$49.44
4500633707	1511901001	BSN Sports	Athletic Apparel	$3,360.00
4500633708	1511901001	BSN Sports	Athletic Apparel	$1,650.00
4500633709	1511901001	BSN Sports	Athletic Apparel	$234.00
4500633738	1511901002	Tag Up	Athletic Supplies	$115.50
4500634943	1511901004	Sun Mountain Sports, Inc.	Athletic Equipment	$1,875.50
4500633632	1511902001	Women's Basketball Coaches Assn.	Membership Fees	$85.00
4500636358	1511902001	School Pride	Athletic Supplies	$30.00
4500634697	1511902002	Masontown Trophy	Apparel	$750.00
4500633645	1511902004	National Fastpitch Coaches Assoc.	Membership Fees	$140.00
4500633706	1511902004	BSN Sports	Athletic Apparel	$1,212.00
4500633898	1511902004	National Fastpitch Coaches Assoc.	Membership Fees	$95.00
4500634785	1511902004	Nike USA, Inc.	Athletic Apparel	$294.85
4500635399	1511902004	BSN Sports	Athletic Equipment	$1,772.10
4500635795	1511902004	BSN Sports	Athletic Apparel	$4,512.37
4500633710	1511902005	BSN Sports	Athletic Apparel	$4,052.10
4500635793	1511902006	BSN Sports	Athletic Apparel	$4,157.32
4500634413	1512300142	amazon.com	Classroom Supplies	$56.87
4500635374	1512400001	B&H Photo-Video	AV Equipment	$549.99
4500635529	1512400001	Adorama, Inc.	Media Equipment	$2,897.99
4500635743	1512400001	B&H Photo-Video	AV Equipment	$1,498.99
4500633597	1513020002	Proforma Green Marketing	Promotional Items	$343.00
4500635470	1513020014	Scientific Notebook Co.	Classroom Supplies	$108.00
4500636447	1513020014	Society Wetland Scientists	Membership Fees	$185.00
4500635298	1513210005	Robin Weaver	Reimbursement	$145.00
4500635435	1513210005	Robin Weaver	Reimbursement	$399.00
4500636247	1513210005	PONL	Membership Fees	$125.00
4500636308	1513210005	Robin Weaver	Reimbursement	$125.00
4000061689	1513701002	Melaine S. Rothey	Speaker	$2,800.00
4000061690	1513701002	Timothy Silbaugh	Speaker	$2,800.00
4500635961	1513701002	PA Continuing Legal Education Board	CLE Fees	$58.50
4500634926	1521030002	Dell Marketing, LP.	Computer Equipment	$1,015.04
4500633258	1521030003	W.W. Grainger, Inc.	Maintenance Supplies	$58.68
4500633410	1521030003	ABCO Fire Protection, Inc.	Plumbing Supplies	$3,750.00

ADMINISTRATION AND FINANCE

4500633600	1521030003	Colt Plumbing Company, Inc.	Maintenance Supplies	$252.50
4500633612	1521030003	W.W. Grainger, Inc.	Plumbing Supplies	$132.22
4500633899	1521030003	W.W. Grainger, Inc.	Maintenance Supplies	$444.62
4500633900	1521030003	W.W. Grainger, Inc.	Maintenance Supplies	$596.35
4500634217	1521030003	W.W. Grainger, Inc.	Maintenance Supplies	$335.34
4500635129	1521030003	W.W. Grainger, Inc.	Maintenance Supplies	$593.00
4500635296	1521030003	W.W. Grainger, Inc.	Maintenance Supplies	$66.47
4500635687	1521030003	Cummins Sales and Services	Generator Repairs	$3,512.56
4500636179	1521030003	Applied Industrial Technology	Maintenance Supplies	$277.75
4500636567	1521030003	W.W. Grainger, Inc.	Maintenance Supplies	$985.92
4500633201	1522010007	Eastern Refrigeration Supply	Maintenance Supplies	$430.22
4500633371	1522010007	W.W. Grainger, Inc.	Maintenance Supplies	$308.69
4500635649	1522010007	W.W. Grainger, Inc.	Maintenance Supplies	$58.12
4500636111	1522010007	Thermaltech, LLC.	Maintenance Supplies	$1,100.00
4500636231	1522010007	Eastern Refrigeration Supply	Maintenance Supplies	$240.96
4500636489	1522010007	Eastern Refrigeration Supply	Maintenance Supplies	$191.84
4500636452	1522010007	W.W. Grainger, Inc.	Maintenance Supplies	$730.34
4500636499	1522010007	Builders Hardware	Hardware	$344.72
4500634756	1523010003	Knight Sound & Lighting, Inc.	Lighting	$2,305.00
4500635932	1523010003	ACUI	Membership Fees	$1,392.00
4500633413	1523010007	W.W. Grainger, Inc.	Carpentry Supplies	$100.20
4500633415	1523010007	W.W. Grainger, Inc.	HVAC Supplies	$19.04
4500636167	1523010007	Mity-Lite, Inc.	Carpentry Supplies	$68.29
4500636455	1523010007	W.W. Grainger, Inc.	Carpentry Supplies	$504.20
4500636177	1524010003	Connect2Concepts, LLC.	Software	$2,580.00
4500633990	1524010007	W.W. Grainger, Inc.	Maintenance Supplies	$1,631.04
4500634878	1524010007	W.W. Grainger, Inc.	Maintenance Supplies	$880.40
4500635664	1524010007	W.W. Grainger, Inc.	Electrical Supplies	$604.80
4500635775	1524010007	Art Snyder Div. of Janitors	Janitorial Supplies	$4,749.48
4500636024	1524010007	Sherwin-Williams	Paint	$121.90
4500636344	1524010007	Water Heater Distributors	Maintenance Supplies	$884.00
4500636571	1524010007	W.W. Grainger, Inc.	Electrical Supplies	$660.96
4500635104	1525010003	Dell Marketing, LP.	Computer Equipment	$1,164.07
4500635443	1525010003	Pepper Hamilton, LLP.	Professional Services	$7,523.81
4500636157	1525010003	Pepper Hamilton, LLP.	Professional Services	$9,110.94
4000061241	1533110225.1	Pheasants Forever, Inc.	Professional Services	$7,000.00
4500633760	1533110231.4	Council on Social Work Education	Virtual Conference	$250.00
4500634101	1533110231.4	amazon.com	Classroom Material	$713.72
4500634105	1533110231.4	amazon.com	Classroom Material	$432.00
4500634092	1533110231.4	amazon.com	Educational Materials	$973.05
4500634915	1533110231.4	Dell Marketing, LP.	Computer Equipment	$1,060.00
4500635160	1533110231.4	National Council for Behavioral Health	Training	$718.50
4500635338	1533110231.4	National Council for Behavioral Health	Virtual Conference	$239.50
4500636413	1533110231.4	National Council for Behavioral Health	Virtual Training	$2,395.00
4500633690	1533110240.2	Pix4D, Inc.	Software	$2,289.00
4500634800	1533110241.1	amazon.com	Classroom Supplies	$90.00
4500633614	1533110247.2	PSCA, Inc.	Registration/Virtual Conference	$180.00
4500634748	1533110247.2	American Red Cross	Classroom Supplies	$90.00
4500636146	1533110247.2	Ashley Potts	Speaker	$3,000.00
4500635650	1533110254.1	Hach Co.	Classroom Supplies	$3,922.90

4500634810	1533110255.1	Tyler Verin	Reimbursement	$100.35
4500636080	1533110255.1	Core Business Solutions, Inc.	Training	$225.00
4500633863	1533110256.1	Perked Up Cafe	Upward Bound Event	$1,600.00
4500635758	1533110256.1	University Promos and Print	Promotional Items	$2,142.39
4500635425	1533110258.1	Compansol	Software	$399.00
4500634468	1533210085.1	Drone Deploy	Software	$149.00
4500635744	1533210085.1	Drone Deploy	Repairs	$149.00
4500634783	1533210093.1	PASA	Registration/Virtual Conference	$300.00
4500633743	1533210098.1	NASPA	Registration/Virtual Conference	$2,327.00
4500633893	1533210098.1	NASPA	Registration/Virtual Conference	$1,000.00
4500636565	1533210098.1	Articulate	Subscription Fees	$1,947.00
4500634165	1533620022.1	Emma Girard	Registration/Virtual Conference	$1,427.00
4500633669	1533620024.1	Attainment Company, Inc.	Software	$1,575.00
4500633848	1561100111.2	Westmoreland Contract Furniture	Furniture	$2,791.00
4500634204	1561100111.2	Lowe's	Furniture	$1,045.96
4500634882	1561100111.2	Lowe's	Electrical Supplies	$42.79
4500635314	1561100111.2	Aurora Storage Products, Inc.	Furniture	$4,821.42
4500636297	1561100111.2	MWI Veterinary Supply Co.	Electrical Supplies	$600.00
4500633610	1561100122.1	84 Sign Shop	Signs	$560.00
VARIOUS	VARIOUS	AVI Foodsystems, Inc.	Food Services	$144.00
VARIOUS	VARIOUS	staples.com	Office Supplies	$3,198.34
			Total	**$509,974.35**

EXPLANATION FOR SELECTED CONTRACTS AND PURCHASES

1. **Accreditation Fees - $15,750.00**
   This purchase through the Council for the Accreditation of Educator Preparation provided team site review visits during the spring 2021 semester required for program accreditation within the College of Liberal Arts.

2. **Vet Tech Supplies - $13,423.02**
   This purchase provided surgical equipment required for the Vet Tech program.

3. **Certifications - $19,734.00**
   This purchase provided for Global Online undergraduate Wellness and Fitness students enrolled in FIT 125 (fall 2020) to obtain Level 1 certification through the National Association of Speed and Explosion (NASE).

4. **Certifications - $55,000.00**
   This purchase provided payment for Global Online graduate students in the Masters of Exercise Science and Health Promotion (fall 2020) program enrolled in PRF 710, 711 and 712 to obtain Certified Personal Training (CPT), Performance Enhancement Specialist (PES) and Corrective Exercise Specialist (CES) certification through the National Academy of Sports Medicine (NASM).

5. **Health and Safety Services - $25,000.00**
   This service provided a one-year contract with Tetra Tech to provide guidance and assistance to the Environmental Health and Safety department.

6. **Recycling Services/Electrical - $14,000.00**
   This service provides University electronic waste recycling services for the period of January 1, 2021, through December 31, 2022.

ADMINISTRATION AND FINANCE

7. **Campus COVID-19 Testing - $229,500.00**
   This service provided 6,750 PCR COVID-19 tests for the campus community for the University spring opening.

8. **Energy Management Services - $18,532.00**
   This one-year service contract provides preventative maintenance on all components and system software associated with the University's energy management system.

9. **Emergency Ambulance Service - $60,000.00**
   This agreement provided by Brownsville Ambulance Service provides emergency services for the Health and Wellness Center, athletic events and commencement ceremonies for 2020-2021 and 2021-2022.

10. **Cal U Review - $45,350.00**
    This purchase provided for the printing, mailing and postage of the fall 2020 edition of the *Cal U Review.*

11. **Support - $12,000.00**
    This purchase provided a website content management system for Cal U's website through OmniUpdate, Inc.

12. **Printing - $23,845.00**
    This purchase provided for the printing and mailing of sticker postcard marketing materials for the junior student recruitment purposes.

13. **Recruiting - $14,900.00**
    This purchase provided advertising for student recruitment purposes through Carnegie Dartlet, LLC.

14. **Subscription Fees - $18,500.00**
    This purchase through Civitas Learning provided the College Scheduler software, a web-based schedule planner, for use by Cal U students and employees.

15. **Software License - $10,400.00**
    This purchase provided the COVID-19 Technology Toolkit software through 911Cellular providing self-assessment health tools for the campus community.

16. **Software License Renewal - $20,800.00**
    This purchase provided for the renewal of the Intelligent Learning Platform Enterprise for D2L through Ellucian.

17. **Athletic COVID-19 Testing - $153,000.00**
    This service provided 5,037 PCR COVID-19 tests for student athletes for the spring 2021 semester.

18. **Athletic Apparel - $12,762.10**
    This purchase provides uniforms for the Track and Field Team for the 2020/2021 season.

19. **Speaker - $31,000.00**
    This service provided for Verity Consulting to provide an assault investigation course seminar for police officers in Allegheny County on October 26, 2020.

20. **Software - $14,600.00**
    This purchase provides one-year of technical support from Adirondack Solutions for University Housing.

21. **Generator Maintenance - $10,946.04**
    This service by Cummins Sales and Service provided inspections of the campus generators.

22. **Legal Services - $14,162.16**
    This expense provided for the professional services of Pepper Hamilton, LLP for the construction assessment and litigation as it relates to the failure experienced in the University's Vulcan Parking Garage in August 2016.

23. **Security - $16,222.00**
    This purchase through Intertech Ci provided security cameras and a door access control system for the Vet Tech Program in Eberly Hall.

24. **Furniture - $77,189.74**
    Furniture - $15,290.00
    These purchases provided new furniture for the Vet Tech program located in Eberly Hall.

Capital Project Justification

Capital Project Justification

Agency: State System of Higher Education	**Current Revenue (State):** Capital Bonds	**Capital Budget Category:** PIP
Project Title: Science Building	**Priority No.:** 1	**APP Subcategory:** Higher Education/SSHE
Facility: California University of Pennsylvania	**County:** Washington	**Municipality:** California, PA

Project Description: Construct a science building that will incorporate contemporary technological teaching advances that are geared toward physical science, engineering science, and life science programs at California University of Pennsylvania. This project also incorporates space needed for projects in technology transfer, workforce training & development, and industry research.

Project Classification (check one)

X Original Facility ___ Rehab. ___ Addition ___ Replacement

Operating Costs

Pos.	Personnel	Operating	Fixed Assets	Other	Total
					No cost increase.

Project Authorization

	Request (Dollars in thousands) Base Project	Land	Design & Cont.	Total	OB Recommended (Dollars in thousands) Base Project	Land	Design & Cont.	Total
Bond	36,932		7,386	44,319				
Current								
Federal								
Local								
Other								
Total	36,932		7,386	44,319				

Project Justification:

This project was authorized by Act 40 of 2004 for $20 million. Utilizing numbers established in the feasibility study for this project, which was completed August 2018, the construction and design fees now estimate at $44,318,670 (excluding OF&E).

A Strategic Plan has been developed to align California University of PA with a system-wide plan to increase enrollments in science and technology programs to satisfy unmet workforce needs in the Commonwealth. The primary goal of the strategic plan is to increase enrollments and graduates at System universities in science and advanced technology fields by: 1) building pipelines to interest and attract elementary and secondary students to consider careers in science and technology, 2) obtaining accreditation for all science and technology programs where accreditations exist, 3) developing new programs in high demand science and technology fields, and 4) updating facilities designed to support mathematics, science and technology programs.

The current New Science and Frich Hall buildings do not provide a satisfactory environment for the delivery of state-of-the-art University-level science instruction. In many cases, the secondary schools that the University draws from have higher technologically superior facilities. Construction of a new applied mathematics and science building and demolition of two severely outdated buildings is proposed; it would be more fiscally prudent to replace these two (2) structures with one (1) new facility rather than perform a

life-cycle renovation and install contemporary equipment. In light of California University of PA's special mission in Science and Technology, a new replacement structure is the most viable alternative.

This new space would meet planned program initiatives in engineering technology, biotechnology, nanotechnology, and bioinformatics. Further, our current physical and life science facilities do not provide adequate space for workforce training/development, or industry-based research projects. This information was confirmed through the University's feasibility study for the new science structure which was completed August 2018 and the new Master Plan, which is currently in the process of being completed.

This project site is owned entirely by the Commonwealth. The estimated useful life of this project is forty years; this work is not dependent upon the present or future construction of any other project.

State System of Higher Education

Capital Project Cost Estimate and Category Justification Report

Part I:

California University of Pennsylvania — Project Title: Science Building

Current FY 2020-21 — University Priority #1 — Requested FY for Release 2021-22

Part II: Project Data

Project Type: New Construction

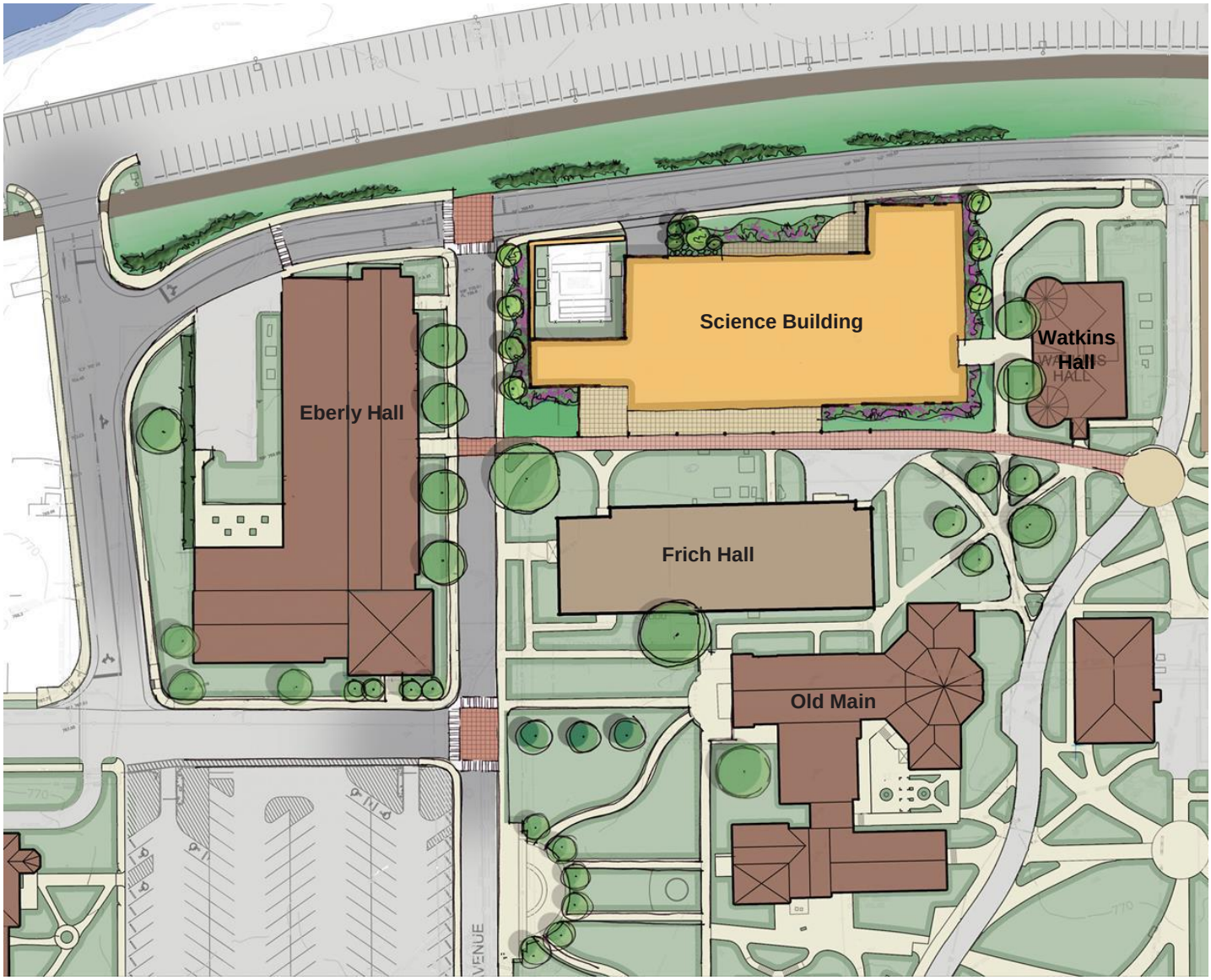
(Utility, New Construction, Renovation, Addition)

Part III: Inventory Impact—Use the category as specified in the *Facilities Manual*, Volume VI

Complete the following for new construction, addition, and renovation projects.

Category	Shortfall, as Reported March 2002	#NSF. to be Added and/or Renovated	NSF Reduced by Frich demolition	NSF Reduction by New Science demolition	Total addition or decrease of NSF
110/115 GP Classroom		2400	-4653	-5569	-7822
210/220/250 Teach Labs		27120	-23782	-15507	-12169
300 Office		6550	-5241	-1943	-634
580/585 Greenhouse		1200	-1100		100
680/685 Meeting Room		4180	-1045	-269	2866
720/730/740 Support		16660	-9139	-4116	3345

For new construction or addition projects, include a copy of the university master plan or campus map showing the construction site. (Campus map provided.)



Part IV: For New Construction or Addition Projects, include;

- Master Plan or Campus Map showing Construction Site
- The program outline information or feasibility study

Part V: Renovation Projects (facility and utility projects)

Year Constructed _____

Date of Last Upgrade _____

Condition _____
(*Facilities Manual*, Vol. VI-A, Supplement #5)

Type of Upgrade: Complete Life-cycle ___
Mid-life Component Upgrade ___
Other ___

Part VI: Cost Estimating Data

			Cost
A.	Site Prep/Special:	= $	0
B.	Cost/SF (based on *Facilities Manual*, Vol. VI-A-1)		
	Construction 58,050 NSF x 1.55 (net to gross*) x $390/SF	= $	35,091,225
	Addition 0 NSF x 1.5 (net to gross*) x $0.00/SF	= $	0
	Renovation 0 GSF x (Use Renovation Costs) $0.00/SF	= $	0
	*If unknown, use a factor of 1.45.		
C.	Special Equipment: (built-in equipment, elevators, ADA, vacuum systems)		
	1.		
	2.		
	3.	= $	0
D.	Supporting Utilities: (list with estimated installation of utility lines beyond 5-foot line)		
	1. Site development to upgrade utilities to campus		
	2.		
	3.	= $	656,000
E.	Site Improvements: (list with estimated major improvements, e.g., parking, service roads, special landscaping)		
	1. Demolition of New Science		
	2. Demolition of Frich Hall		
	3. Landscaping of Demo Sites	= $	1,185,000
	"Base" Construction/Renovation	= $	36,932,225
	Estimated Design and Construction Contingency (use 20% of base amount)	= $	7,386,445
	Base Construction/Renovation + Design and Construction Contingency	= $	44,318,670
	Estimated Land Acquisition (if applicable, describe below)	= $	0
	Total Project Cost Estimate	= $	44,318,670

Other Pertinent Information: Facilities Detailed Project Planning Document can be provided upon request.

Capital Project Justification

Agency: State System of Higher Education

Current Revenue (State): Capital Bonds

Capital Budget Category: PIP

Project Title: Utility Plant Boiler Upgrade

Priority No.: 2

APP Subcategory: Higher Education/SSHE

Facility: California University of Pennsylvania

County: Washington

Municipality: California, PA

Project Description: Utility Plant Boiler Upgrade.

Project Classification (check one)

X Original Facility ___ Rehab. ___ Addition ___ Replacement

Operating Costs

Pos.	Personnel	Operating	Fixed Assets	Other	Total
					No cost increase.

Project Authorization

	Request (Dollars in thousands) Base Project	Land	Design & Cont.	Total	OB Recommended (Dollars in thousands) Base Project	Land	Design & Cont.	Total
Bond	1,400		280	1,680				
Current								
Federal								
Local								
Other								
Total	1,400		280	1,680				

Project Justification:

Built in 1938, the Heating Plant houses three dual fuel-fired boilers which provide heat to 45% of the campus buildings. The current facility, if maintained, is in need of a life-cycle renovation. The roof and windows are nearing the end of their useful life and will need to be replaced, but the immediate concern in the Heating Plant is the upgrade of the current boilers.

The aging system will require a significant amount of repair and replacement in the upcoming years in order to remain reliable for campus-wide heating. This means significant planning and monetary investment is needed to keep the infrastructure online.

SPECIFICS:

1. 80 psi steam is generated at the heating plant for distribution to the rest of the campus.
2. There are (3) gas-fired boilers located in the central heating plant.
   - The boilers are each capable of producing a nominal capacity of 15,000 lbs./hr.
   - The boilers are water tube type, by E. Keeler, with burners by Faber.
   - The boilers were installed in 1975 and appear to be in good condition despite their age.
3. HVAC controls
   - Boiler control is accomplished through a pneumatic control panel within the building.
   - The boiler controls have been well-maintained, but are antiquated. They utilize PE switches for control and monitoring and a custom built cabinet for display of gauges and alarms. There is no BAS control or monitoring of the boiler plant.

State System of Higher Education

Capital Project Cost Estimate and Category Justification Report

Part I:

California University of Pennsylvania — Project Title: Utility Plant Boiler Upgrade

Current FY 2020-21 — University Priority #2 — Requested FY for Release 2021-22

Part II: Project Data

Project Type: Renovation

(Utility, New Construction, Renovation, Addition)

Part III: Inventory Impact—Use the category as specified in the *Facilities Manual*, Volume VI

Complete the following for new construction, addition, and renovation projects.

Category	Shortfall	#NSF. to be Added and/or Renovated	NSF Reduced	NSF Reduction	Total addition or decrease of NSF

For new construction or addition projects, include a copy of the university master plan or campus map showing the construction site. (Campus map provided.)

Part IV: For New Construction or Addition Projects, include;

- Master Plan or Campus Map showing Construction Site
- The program outline information or feasibility study

Part V: Renovation Projects (facility and utility projects)

Year Constructed 1938

Condition _____

(*Facilities Manual*, Vol. VI-A, Supplement #5)

Date of Last Upgrade: 1975

Type of Upgrade: Complete Life Cycle ___

Mid-life Component Upgrade ___

Other ___

Part VI: Cost Estimating Data

				Cost
A.	Site Prep/Special:	=	$	0
B.	Cost/SF (based on *Facilities Manual*, Vol. VI-A-1)			
	Construction 0 NSF x 1.45 (net to gross*) x 0/SF	=	$	0
	Addition 0 NSF x 1.5 (net to gross*) x $0.00/SF	=	$	0
	Renovation 0 GSF x (Use Renovation Costs) $0.00/SF	=	$	1,400,000
	Demolition 0 GSF x $0/SF	=	$	0

*If unknown, use a factor of 1.45.

C. Special Equipment: (built-in equipment, elevators, ADA, vacuum systems)
1.
2.
3. = $ 0

D. Supporting Utilities: (list with estimated installation of utility lines beyond 5-foot line)
1.
2.
3. = $ 0

E. Site Improvements: (list with estimated major improvements, e.g., parking, service roads, special landscaping)
1. Landscaping of Demo Sites = $

"Base" Construction/Renovation	=	$	1,400,000
Estimated Design and Construction Contingency (use 20% of base amount)	=		280,000
Base Construction/Renovation + Design and Construction Contingency	=	$	1,680,000
Estimated Land Acquisition (if applicable, describe below)	=	$	0
Total Project Cost Estimate	=	$	1,680,000

Other Pertinent Information: Facilities Detailed Project Planning Document can be provided upon request.

ADMINISTRATION AND FINANCE

2020-2021 EDUCATIONAL AND GENERAL BUDGET

2020-2021 Educational and General Budget	ORIGINAL BUDGET FY 2020-21	PROJECTED YEAR-END FY 2020-21	VARIANCE
Revenue:			
Tuition	$ 59,199,717	$ 59,682,979	$ 483,262
Fees	$ 13,341,759	$ 12,979,658	$ (362,101)
State Appropriation	$ 34,181,375	$ 34,181,375	$ -
All Other Revenue@	$ 6,200,811	$ 4,567,353	$ (1,633,458)
Total Revenue	$ 112,923,662	$ 111,411,365	$ (1,512,297)
Expenses:			
Personnel:			
Salaries & Benefits	$ 82,242,936	$ 80,283,951	$ (1,958,985)
Non-Personnel:			
Utilities	$ 1,875,952	$ 1,478,308	$ (397,644)
Student Aid, Scholarships, Tuition Discounting	$ 7,972,487	$ 7,972,487	$ -
All Other Non-personnel (Operating) Expenses	$ 17,787,802	$ 16,768,158	$ (1,019,644)
Transfer for Capital Projects & Debt Principal Payments	$ 2,876,212	$ 2,876,212	$ -
Total Expenses	$ 112,755,389	$ 109,379,116	$ (3,376,273)
Total Revenues Less Expenses	$ 168,273	$ 2,032,249	$ 1,863,976

@ Investment Income, Gifts, Housing Profits, Ticket Sales, Conferencing Revenue, Food Service Commissions, & other miscellaneous revenue

* E&G only, excludes Compensated Absences and Postretirement Benefits

STUDENT AFFAIRS

STUDENT AFFAIRS

COUNCIL OF TRUSTEES REPORT, March 2021

HIGHLIGHT ON:

Cal U Covid-19 Response Team

Response Team Leaders

Rachel Michaels, Contact Team Leader
Ben Wise, Testing Team Leader

University-wide Members

Student Affairs
Rachel Michaels, Director, Student Wellness Support (Contact Team Leader)
Jamison Roth, Director, Recreational Services (Team Lead)
Dr. Tim Susick, Associate Vice President for Student Affairs (Health Center communication)
Rob Farquhar, Management Technician, Conference Services (Survey Coordinator)
Tom Hasbrouck, Assistant Director, Recreational Services
Terry Carnathan, Coordinator of Information Recreation & Wellness, Recreational Services
Paul Fazio, Assistant Director, Student Center
Lindsay Mongell, Event Coordinator, Conference Services

University Development & Alumni Relations
Mariah Peoples, Development Assistant
Christian Caldwell, Manager, Data and Support Services

Environmental Health & Safety
Ben Wise, Director (Testing Team Leader)

Human Resources
Eric Guiser, Director

Parking & Transportation
Mary Kirk, Management Technician

Career & Professional Development Center
Rhonda Gifford, Director (Team Lead)

Academic Affairs
Jodie Bonidie, Academic Events Coordinator

Public Relations/Marketing
Ruth Kinder, Administrative Assistant

STUDENT AFFAIRS

Positive Covid Case Response

Resource Information Provided

Timeline & Date Requirements for Isolation/Quarantine
Covid Testing Information
Meals & Delivery Information: AVI & Cal U Cupboard
Telehealth Support
Mental Health Resources
Physical & Disabilities Health Resources
Alcohol & Other Drug Resources
Academic & Class Excuse Support
Virtual Activities Information

FOLLOW UP SURVEY IMPLEMENTED FOR ALL STUDENTS
IN ISOLATION & QUARANTINE TO BETTER SERVE OUR STUDENTS

Student Affairs Committees

Student Affairs committees were created from the diligence and invaluable work of the long-standing Student Affairs Council that was comprised of area directors, coordinators and team leads. In addition to the change in the Council's make up and mission over the years, the Council realized a need for subcommittees to target specific areas of need within the division for the benefit of our students, staff and University. The committees below have been established and identified to correlate with our strategic plan and mission of Student Affairs as a whole. The co-chairs and members are reviewed each year and changes made as needed to provide opportunities for all staff to have the option to serve on various committees and experience all aspects of Student Affairs.

Student Affairs Council

Serves as a recommending body for strategic plan development; direction of division-wide assessment efforts; and committee oversight. The committee co-chairs are currently Jim Pflugh, associate dean for student conduct, and Missy Dunn, director of student activities and leadership.

Activities:

- Reviewed the mission and goals of the committee to reflect the following:
  Goal 1: Ensure compliance of Student Affairs Committees with mission and goal requirements.
  Goal 2: Assess the Student Affairs divisional strategic plan.
  Goal 3: Identify and collect divisional and area policies and procedures as a resource for divisional staff.

Student Affairs Assessment Committee

Leads the coordination for assessment within Student Affairs. The committee co-chairs are currently Nancy Skobel, associate dean for student affairs/women's center director/victim advocate, and Diane Hasbrouck, director of volunteer programs and service learning/director of commuter and non-traditional student services.

The committee has developed three goals to lead their work over the current year:
Goal #1: Coordinate professional development workshops utilizing needs assessment data.
Goal #2: Create a digital resource library.
Goal #3: Review and/or update annual assessment forms.

Committee activities:

- Conducted two workshops with assessment leads for implementation of division-wide learning outcomes rubric, critical thinking and problem solving, teamwork and collaboration, professionalism and work ethic, oral and written communication, and technology.
- Co-chairs conducted bi-weekly assessment committee meetings.
- Student, Jessica Winters was added to the committee this quarter.

Jessica is a graduate student majoring in Clinical Mental Health Counseling. She gives a student's perspective to

Division-wide assessment activities (performed by N. Skobel):

- Developed a Diversity Committee survey to assess the "What's The T" programming based on National Survey of Student Engagement (NSSE).
- Reviewed/approved Student Affairs Communications Committee - Media Usage survey.

Student Affairs Communications Committee

Mission is to educate, innovate, and enrich communication between Student Affairs, SAI, and the University stakeholders. The committee was newly formed in September 2020. The current co-chairs are Tom Hasbrouck, assistant director of recreational services, and Pam DelVerne, director of technology services for the Student Association, Inc. (SAI).

Goals:

1. To provide Student Affairs and affiliates with effective communication strategies through education and best practice methods.
2. To refine media outlets to streamline communications.
3. To promote and educate Student Affairs and SAI professionals to align marketing with University branding guidelines.
4. To define and create recommendations for division-wide social media communications.

Activities:

1. Added Wendy Mackall, university director of communications and public relations, to the committee.
2. Conducted and analyzed a campus wide student-centered survey regarding campus communications. Presented results of student communication preferences during remote operations to VP Christine Kindl and AVP Paul Allison. Recommendations for changes to campus announcements are being drafted to share with VP Kindl. Overall recommendations will be presented and disseminated between University Technology (UTech), University Communications, and Student Affairs Communication Committee.
3. Selected three student representatives from online nominations submitted over winter break. They are, Alyssa Crooks (graduate student), Meghan Miller (undergraduate student), and Melissa Heintzinger (undergraduate student). All have a background in an assortment of communication strategies and are looking to provide valuable insight and recommendations to the committee.
4. Began work on a biweekly newsletter for Student Affairs. The first issue was released to the division staff on February 15th. Lindsay Mongell, conference services event coordinator is the committee lead for the project.

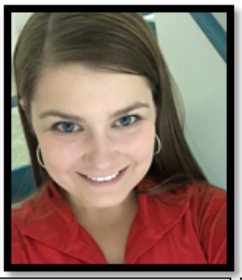
Student Affairs Diversity Committee

Serves as a catalyst for change through awareness and understanding of diversity and inclusion. The committee co-chairs are currently Sheleta Camarda-Webb, associate director of on campus living/director of the office of diversity, equity and inclusion, and Becky McMillen, executive director for university conference services.

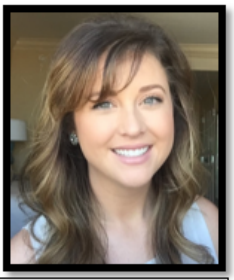
This past fall the committee added four new members and a Frederick Douglas Scholar consultant (pictured on following page). The committee welcomed these new members alongside the current committee members, which include, Nancy Skobel, Thomas Hasbrouck, Becky Barnhart, Dawn Moeller, Selena Montijo (undergraduate student), and Geremy Paige (graduate student).

STUDENT AFFAIRS

Jim Pflugh
Associate Dean for Student Conduct



Gloria Minutello
Director of Facilities Presentation



Rachel Michaels
Director of Student Wellness Support Services

Rob Farquhar
Management Technician

Gabriella Locke
FDI Scholar & Asst. Professor of Counselor Education

This team has been working diligently to provide staff, faculty, and students with opportunities to listen and learn from each other through several different programs. While we have returned to campus, the Diversity Committee has strategically planned virtual events for the 2021 spring semester to keep us all safe. In addition, the committee has partnered with the office of Diversity, Equity and Inclusion on the Black History Month events. The following is summary of the program themes for the spring semester:

January:	International Holocaust Remembrance Day
February:	Black History Month
March:	Developmental Disabilities Month, and International Day of Remembrance of Victims of Slavery and the Transatlantic Slave Trade
April:	Day of Silence Campaign
May:	Mental Health Month with a meditation workshop

Student Affairs Professional Development Committee

Serves as a catalyst for professional development, personal growth, and community building among the members of the Student Affairs Division.

In our shared vision of “Increasing professional competence,” we serve as living exemplars to our students in the ways we improve ourselves through professional development.

Goals of the Committee for fall 2020/spring 2021 include:

1. The Student Affairs Professional Development Committee will do one monthly training for the Student Affairs division. (i.e.: Strength Finders, webinar/Ted Talk, PowerPoints from any student affairs professional who is knowledgeable about a certain topic that could be of interest to the division.)
2. The Student Affairs Professional Development Committee will do one, hands-on training per semester. (IE: Fire extinguisher, First Aid/CPR, Technology Demo) when possible.
3. The Student Affairs Professional Development Committee will collaborate with other departments on campus to provide training that would increase our toolboxes, but also assists our students and incoming students. (i.e.: Academic Success, Admissions, Teaching & Learning Center, University Technology Services)
4. The Student Affairs Professional Development Committee will host a facility tour per semester. (i.e.: Natali Student Center, Carter Hall Ground Floor, Herron Fitness Center, Convocation Center, Housing Office – will start with Student Affairs facilities then add Dixon, Noss, Manderino when possible.

Activities:

- The Professional Development Committee has spent the last few months preparing to assist the Student Affairs division for a return to campus operations. These projects included:
    - A PowerPoint and document emailed to all staff concerning what to and how to prepare for a return to the office. The presentation was contained information from multiple departments across campus.

Two socially distanced first aid and CPR classes were held in Herron Fitness Center in January and provided staff the opportunity to acquire this certification to be better equipped to handle emergencies on campus.

Leadership Recharge Day was held in February with nationally known leadership speaker, Del Suggs (www.delsuggs.com). Del held three, one hour, interactive virtual training sessions.

24 staff and 12 Students took part in these events, topics included:

- “Better Leader Today”
- “Rejuvenating your Organization”
- “Avoiding Burnout”

Student Affairs Retention Committee

SARC serves to identify opportunities to create and enhance engagement to support student retention and success. The committee co-chairs are currently Dr. Jayna Bonfini, assistant professor/counselor, and Becky Barnhart, residence hall director.

The Student Affairs Retention Committee purpose is to identify opportunities to create and enhance engagement to support student retention and success. The committee continues to work to identify ways to retain students here at California University of Pennsylvania.

The committee has held Adulting 101 workshops since the first week of the fall semester. The topics included:

- Successful Remote Learning
- Get Involved on Campus
- Finance Part 1
- Your Health Matters
- Rec Services from Home
- Finance Part 2
- Spooky Life Skills
- Your Diverse Autobiography

- Strengthening Resilience
- Student Rights at Cal U
- How to Write a Resume
- Be a Good Human

Spring 2021 plans include outreach with other offices on campus, such as Academic Success and the Career Center. Instead of having weekly Adulting 101 workshops, the committee will host will monthly workshops that fall under a monthly theme such as Career Readiness or Time Management. A workshop on study skills, partnering with Academic Success, took place on February 25th.

In March, the committee will hold a workshop about self-care and self-preservation. Collaborating with the Health Center, Rachel Michaels, director of student wellness support services, and the Counseling Center, we will provide information on resources readily available to students on and off campus. April will focus on career readiness and collaborations with the Career and Professional Development Center. We will give students information on preparing for life after college, applying to jobs and internships, and ways to make yourself more marketable to employers.

Student Affairs Targeted Programming Committee

Identifies emerging trends and topics to forecast division-wide programming opportunities. The committee co-chairs are currently Kim Cupplo, senior accountant-SAI, and Terry Carnathan, coordinator of informal recreation and wellness.

Committee Goals:

1. Identify gaps in the programming calendar where an event is needed, and collaborate with other areas to fill in the calendar with events.
2. Increase student participation through more effective marketing.
3. Develop a roadmap for students to be distributed at move-in day that markets events and where to find events and other important resources.

Activities:

- The committee continues to collect data on events and submits to the University calendar. https://www.calu.edu/calendar/
- The committee created a programming checklist to be completed by staff who are hosting events. This helps enable collaboration and unity within like-groups. This also helps with social media following and promotion of the events. Programming Event Information & Checklist (office.com)

Auxiliary Services

Cal U Student Bookstore, CalCard, Dining & Hospitality Services, Vending Services, and PSECU (Pennsylvania State Employees Credit Union)

Auxiliary Services continues to adapt, utilizing the experiences and modifications developed during the delivery of remote services to move forward in welcoming our students safely back to campus for the spring semester.

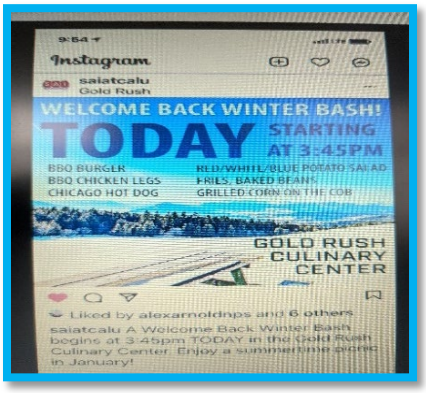
CalCard

- Terry Wigle, associate dean for student affairs, and Anthony Steve, student affairs system administrator participated in a number of webinars and web-based training sessions offered by Transact (formerly Blackboard), National Association of Campus Card Users, National Association of College and University Food Services, and the National Association of Campus Auxiliary Services.
- Created over 780 CalCards for faculty, staff and new and returning students; continuing the use of both online photo submission and the distribution of cards embedded with near-field-communication (NFC) technology.
- Expanding on the usage of NFC technology, the CalCard Office implemented new NFC readers in the Gold Rush Dining Hall so students can tap their CalCards rather than having a cashier run the cards through a magnetic stripe reader.
- In support of social distancing and the safe return to on-campus operations, the CalCard Office launched mobile ordering for retail dining at Sycamore Bistro and Umami. Through the mobile app, students, faculty and staff are able to place their retail dining orders via their CalCard related accounts or with a credit card for pick up.
- Assigned over 700 meal plans to students for spring semester.

Dining & Hospitality Services

- Worked in conjunction with the University to ensure a safe return to campus for the spring semester:
    - Maintaining social distancing within the dining locations via floor decals directing one-way traffic and six-foot distance decals with a specified entrance and exit at each dining location including the Gold Rush Culinary Center, Sycamore Bistro and Umami (located in the Natali Student Center Food Court).
    - Plexiglas has been installed at service points with the dining locations at Sycamore Bistro, Umami, and the Gold Rush Culinary Center to ensure safety and a barrier between our guests and team members. All food items are served either from a clean sanitized plate or a to-go container. Dining Service team members are required to wear single use gloves at all times with frequent hand washing. Single use ‘patty paper” is being utilized at the beverage stations to avoid direct contact with the knobs. Beverage cups (for single use) are being distributed by dining service team members.
    - In the Gold Rush Culinary Center, seating area tables have been spaced six feet apart. A protocol has been established to ensure ongoing table sanitation utilizing red and green identifiers. Customers are instructed to locate a table with a green identifier indicating the table has been sanitized. After sitting down, they are instructed to turn the identifier to red, alerting the dining room attendant that the table is in use and will need to be sanitized once the customer departs.

  - Sycamore Bistro and Umami ordering is available via the mobile app. The number of customers at any given time can be controlled and limited to three guests in the pick-up location. The ordering application also allows for quicker service.
- Dining Services offered various theme meals and monotony breakers for students as they transitioned back into on campus life:
  - Theme Meals included the Back Winter Bash in January, and a Super Bowl Tailgate Snack menu, A Night at Venice, Mardi Gras Lunch, and a BBQ Theme Grill out on the Gold Rush Culinary Center Patio all in February.
  - Monotony Breaker events included National Chocolate Cake Day at Sycamore Bistro in January, National Bagel Day at Sycamore Bistro, Valentine's Bake Sale at Sycamore Bistro, and a Made to Order Omelet Station at the Trattoria station in the Gold Rush all in February.



Cal U Student Bookstore

- As many of the spring courses are offered in an online format or via remote instruction, the Bookstore is continuing our partnership with the major publishers to offer digital access codes via direct email to students rather than physical access codes that require shipping, thereby allowing students instant access to course materials and eliminating shipping costs.
- Bookstore employees continued to processing online orders daily and shipping clothing, gifts, textbooks, and course-related supplies to students' homes as well as preparing orders for in-store pick-up. The bookstore re-opened to the public on January 11th. To assist students with their course material needs, extended hours of operation were offered during the semester opening.
- The Bookstore, in partnership with the Student Accounts, worked to ensure students were able to utilize their excess financial aid to purchase all necessary textbooks, course supplies, and technology items (including laptops).
- To provide students easier access to required textbook information, the textbook department was recently reconfigured. Students can now scan a QR code and enter their CWID number and an individualized list of the required course materials for their classes is automatically populated.
- The Bookstore has partnered with the Welcome Center to give potential students visiting campus a 20% discount coupon on gifts and apparel.

PSECU

- PSECU sponsored the purchase of graduation caps for the fall class of 2021. Additionally, PSECU information was included in the graduate gift boxes provided to graduating students by the University.
- With the return to campus, the on-site Financial Education Center located in the Natali Student Center is open Monday-Friday from 10am to 4pm. Virtual appointments can also be scheduled by contacting the community manager at ckromer@psecu.com.

- Our learning platform is for members and non-members of PSECU and can be found at www.psecu.com/learn. This platform was used in a February campaign called Financial Fitness Challenge. Students completed topics found in our learning platform and were awarded a $10 online gift card.
- Four Financial Education Zoom presentations will be offered to students who are on academic probation through the Academic Success; working in partnership to deliver financial literacy information to aid in the continuation of these at-risk students' education.

PSECU began a new member promotion titled GET $100. New student members who join will receive $100 in their savings after the account has been set up and all requirements met. This promo started January 18th and will run until May 15th.

Center for Volunteer Programs & Service Learning (VPSL)

- At the beginning of the semester, the VPSL director shared information to all Greek organizations, Gamma Sigma Sigma, Alpha Lambda Delta, and University Honors Program about ways to get involved and how to track volunteer and service hours.
- Information about Timecounts, the volunteer management system was shared with students to upload their service activities.
- A virtual Club and Organization Fair was held in February via Zoom with SAI and Student Affairs staff members available to answer questions about clubs and organizations.
- Also in February, the new club and organization website was released highlighting videos, photos, and information about organizations on campus.
- Operation Snowflake, a service program where students shovel the walks after a snowfall, is being coordinated by VPSL. California Borough residents can request assistance in shoveling and volunteers are placed around the community. In addition, students can randomly shovel in the community for their neighbors.
- In partnership with Cal Catholic, VPSL had 90 students participate in a card-writing project where cards were sent to the elderly who are homebound or in nursing homes.
- For the spring 2021 semester, the VPSL Director is placing students in the Social Work course (SOW 201) for a 30-hour service learning requirement at various non-profits and organizations.

STUDENT AFFAIRS

Cal U Cupboard

- During winter break and the beginning of the spring semester, 43 students requested food totaling 2,018 food items and 31 students requested personal hygiene items totaling 536 items distributed.
- For the spring semester, the Cupboard will remain operational out of Vulcan Village and service all those students. On campus and students living in the community can pick up items in the Natali Student Center weekly.
- Three students from a social work course are service-learning volunteers for the Cupboard during the spring semester. They will be working on a social media campaign, reaching out to local companies for support and for providing resources for students (SNAP, local food bank distributions, etc.).
- Donations for the Cupboard this fiscal year to date include: $6,136 from Homecoming 2020 fundraiser, $2,620 from the Alumni Virtual 5K fundraiser in summer 2020, $500 from Cannon Design, $115.32 from individual donors, and approximately $5,000 in product donations from Amazon through their Delivering Smiles program.
- For students in quarantine and isolation who need assistance with accessing food, the Cupboard is serving those students on a case-by-case basis.

For more information about the Cal U Cupboard, or to make a donation or request supplies, visit calu.edu/student-life/cupboard.aspx.

Commuter and Non-Traditional Student Services (CNTSS)

Cal U Commuter Services Leading the Way

Commuter Pods were updated with COVID 19 signage, social distancing guidelines, and spring 2021 resources and information.

Locker rentals are available and signed out to students and staff as needed.

CNTSS director is participating in the Optimal College Town Assessment with PASSHE.

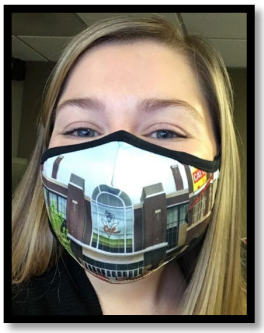
A benchmarking assessment is in progress with other PASSHE institutions.

Conference Services

The conference services team celebrated our clients in 2020, sending them each personalized season's greetings. All of our clients, internal and external, have had to think creatively about their past year's events. While we could not see many of them in person, we have maintained our relationships and supported them from a distance. When the campus is ready, and they are comfortable to return, we want each of them to know we are here to support their event. These personalized holiday messages are examples of how we have continued to encourage our clients through this challenging time.

In addition to closing the books on 2020, the conference services team spent time preparing the campus for the spring 2021 semester. While no external attendees will be permitted on campus this spring, the team continued to collaborate with internal areas (academic affairs, athletics, office of environmental health and safety, human resources, facilities, and student affairs colleagues) for return to campus protocols and procedures.

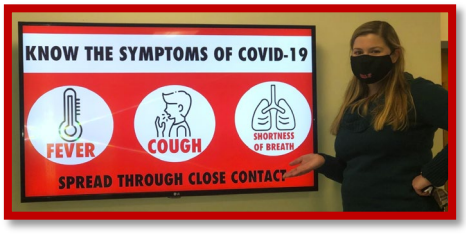
The conference services department staff, pictured to the right, has been working closely with the office of environmental health and safety to ensure the COVID-19 testing operated smoothly three days a week in the Convocation Center.



Packaging and preparing each test kit was one example of how this team contributed to keeping us all safe.

In addition, the team spent two weeks before the semester started preparing the Convocation Center and Natali Student Center with signage created by the Communications and Marketing team, reminding the community to mask up and socially distance.

The team continued to bring their energy and excitement to the job. Gloria Minutello, director of facilities presentation created a personalized mask with the Convocation Center pictured on the front. This team finds joy in all they do and are proud to display Cal U and the Convocation Center everywhere they go!



Fraternity & Sorority Life (FSL)

Scholarship

- Five of six sororities earned a semester grade point average above the all-women's average of 2.99.
- Six of nine fraternities earned a semester grade point average above the all-men's average of 2.64.
- Ten of 15 sororities/fraternities earned a semester grade point average above the all-campus average of 2.84.
- Fifty-one percent of fraternity/sorority members were named to the Dean's List (97 of 190).
- Fourteen fraternity/sorority members graduated in December 2020.
- Fraternity & Sorority Life sent academic progress requests for week four of the spring semester through Starfish to 197 faculty.

Leadership

Virtual leadership programs hosted by national organizations include:

- In December, Joy Helsel, director of fraternity & sorority life participated in the Winter Growth Summit sponsored by Phired Up, to learn about the latest trends in fraternity/sorority recruitment.
- In January and February, fraternity and sorority members from Alpha Sigma Tau, FIJI, Sigma Tau Gamma and Theta Xi participated in leadership academies with their respective organizations.
- Sigma Kappa's headquarters is hosted a series of leadership programs called "Nuts & Bolts" throughout January and February geared to specific officers and chairpersons. Sig Kaps also had four sisters participate in the Northeast Greek Leaders Association Leadership Conference in February.

The Panhellenic sororities are now using Release Figure Methodology to help the sororities to grow with the goal of achieving parity in membership size.

STUDENT AFFAIRS

Philanthropy/Service

Alpha Sigma Alpha Sorority is sponsoring the ASA Rise fundraiser to benefit the Alpha Sigma Alpha Foundation.

Delta Zeta Sorority held a Poshmark online fundraising event benefitting the Starkey Hearing Foundation and are working with BeeGraphix to host an apparel fundraiser called “Bee Kind”. They are selling T-shirts and sweatshirts to raise money for both the Starkey Hearing Foundation and The American Society for Deaf Children.

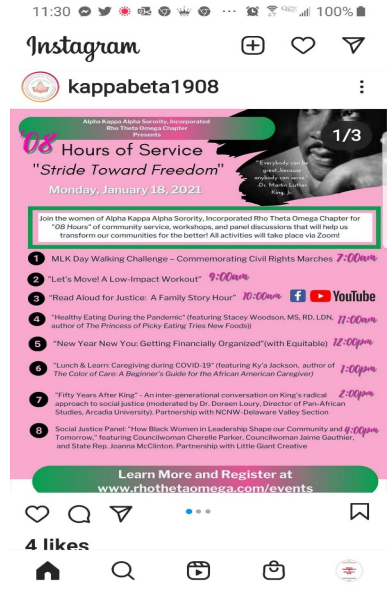
In December, Sigma Kappa sisters sold 182 facemasks to raise money for the Alzheimer’s Association, raising over $1,000 for the Association.

In December, Sigma Tau Gamma brothers worked with Volunteer Programs & Service Learning to write and send holiday cards to senior citizens. They also held a fundraiser to benefit Toys for Tots and raised $812. Sig Tau brothers continue to serve the local community by shoveling snow during the winter months.

In December, Acacia Fraternity held a Crowd Change fundraiser benefitting Toys for Tots and raised $700. Acacia members also volunteered throughout the community to shovel snow starting in December.

STUDENT AFFAIRS

The Kappa Beta Chapter of the Alpha Kappa Alpha Sorority, Inc. returned to Cal U in December 2020. The chapter sponsored '08 Hours of Service' on MLK Day in January.



Virtual Activities

The sororities held a variety of virtual activities in December, January, and February:
*Big Sis/Little Sis Reveal
*Initiation
*Paddle exchange (decorative paddles)
*Game nights
*Virtual Canvas Painting/exchange
*Virtual Movie Night
*Secret Santa gift exchange
*Murder Mystery Sisterhood
*Senior Sendoff - Recognizing Fall Graduates *(pictured right)*

Cal U 40 Under 40

Below is a list of FSL alumni named to the 2020 Cal U 40 Under 40:

- Robert Crall '10 '12 – Acacia
- Bree Blose Gaffney '14 '16 – Delta Zeta
- Guy Holmes '07 – Acacia
- Kelly Pagnotta '08 – Sigma Kappa
- Davis Slagle '10 – Theta Xi
- Angels Swallop Saunders '07 – Sigma Kappa

Office of Diversity, Equity and Inclusion (ODEI)

The Spiral of Social Justice: Re-emergence of 'the Dream'

Time and again, history shows us the moments and movements of the social justice journey for Black Americans.

In instances including the Reconstruction Era in the 19th Century, Rosa Parks and the Little Rock Nine in the 1950s, and the March on Washington and Bloody Sunday in the 1960s, Black Americans and their allies, spoke up, sat down, and marched on for equity and inclusion. The more recent incidents that lead to George Floyd and Breonna Taylor's death have

ignited a new era of social justice with outcries, including 'Say Her Name' and 'Black Lives Matter.' One might suggest that we do not consider these current events as history repeating itself; instead, they are ticks on a spiral-shaped continuum towards the dream …' and justice for all!'

The 2021 BHM ***What's the T?*** series focuses on topics and stories that invite us to reflect and broaden our perspectives on the dual worlds of African American law enforcers, mental health support and advocacy for African American students, how to be social justice allies and accomplices, and the DefEx- participants serve as jurors in a case that examines race, class, religion and gender.

2021 Black History Month Highlights

February 4th
Policing in Dichotomous Worlds': Black Law Enforcers/Black Lives Matter
Dr. Mathilda Spencer, associate professor, Criminal Justice department, moderator
Members of NOBLE (National Organization of Black Law Enforcer Executives), panelists

February 9th
Lean on Me: Supporting Our Diverse Student Population
Dr. Darla Timbo, assistant professor, Social Sciences department

February 16th
Stand by Me: Being an Advocate & Accomplice for Students of Color
Dr. Codie Stone, assistant professor, Humanities department

February 23rd
DefEx Online - The Defamation Experience
Inspires participants to examine their own pre-conceived notions about race and diversity and guides long-lasting conversations for colleagues and students.

Impact: Cultural celebrations offer a forum to discuss national narrative and events that influence our students and the entire campus community. Providing safe and brave spaces to share these dialogues reflect Cal U's continued dedication and commitment to a diverse and inclusive environment.

Office for Students with Disabilities (OSD)

- The OSD roster currently identifies 430 students with 30 new students to date for the spring 2021 semester.
- OSD assists students by offering a wide range of accommodations to those who qualify:
  - Extended test time
  - Reduced distraction-testing environment
  - Use of a calculator
  - Priority registration
  - Alternative text format (text to talk)
  - Use of electronic recording devices
  - Scribes for testing
  - Readers for testing
  - Note takers

  - Emotional support animals
  - Housing accommodations
  - Consideration for extension on assignments
  - Dietary accommodations
  - Assistance with absenteeism, tardiness, symptoms in class, need for breaks, need to eat in class
  - There are also accommodations for access such as:
    - Moving a class from a building or floor that doesn't have an elevator
    - Bigger desks in classrooms
    - Larger chairs and classrooms
    - Preferred seating
    - Interpreters (for hearing-impaired)
    - Consideration to use mic for cochlear implant
    - Request for clear masks so the student can read professor's lips
    - Use of laptops in class to take notes and for exams
- OSD Director, Dr. John Massella provided five on campus consultations to faculty and two off campus consultations for regional clinicians and state/government organizations.
- OSD Director is serving on two New U integration committees on campus.
- OSD Director participated in online trainings: State of Pennsylvania Mandatory reporter Training, Preventing Harassment and Discrimination Training, protecting Youth, Gender Differences in Mental Health Treatment, Training on Sex, Gambling, and Gaming: Clinical Interventions, Individual and Family recovery: Parallel Process, Neuro- Affective Disorders, and Effective Supervision.
- OSD Director provided a national training on Clinical Supervision and Ethics in Online counseling.

Recreational Services

- Developed and implemented a re-opening planning for the Herron Recreation and Fitness Center, highlights included:
  - Occupancy set at 12%
  - Reorganized student staff responsibilities to increase sanitizing and safety protocols
  - Active Cal Card, Campus Shield App, and mask required to enter
  - Online Areas: Weight Room, Cardio Areas, Group Fitness Classes, Track, Intramural/Sports Clubs/Outdoor Rec as approved
  - Offline Areas: Aquatics, Climbing Wall, Racquetball Courts, Locker Room showers and lockers (sharing Hamer Hall pool for Rec Swim)
  - Connect 2 Software
    - Live Counts visible online to show occupancy at any given time in the facilities to assist students with timing their visits – www.calu.edu/herron
    - Increased cleaning tracked through the software
    - Incorporated the SLING App to ease student scheduling and allow students to interact with coworkers, switch shifts, check their schedule, etc. all online
  - Reservation system implemented for IM Leagues for certain areas in the facility such as free weights, basketball, and group fitness classes www.imleagues.com/cup

- Weekly trivia events via Zoom and Kahoot throughout the fall 2020 semester were held on Thursday nights.
    - Collaborations included Campus Ministries, Student Activities Board, Alumni Affairs, Student Government, and Veteran's Affairs
    - Themes included Logos, Disney, Cal U History, US Wars & Cal U Veterans, Billboard Music, Halloween Movies, Movie Soundtracks, and more.
    - Relaunch of the program for spring with possible live events in the Gold Rush.

eSports

The Department of Recreational Services is planning to offer a variety of eSports events throughout the semester.

A new popular event in eSports is Mario Kart Live. This event can be completed socially distanced and will be a semester-long tournament with a new track developed in multiple areas across campus to include Natali Student Center, Manderino Library, Herron Fitness Center and more locations.

Group Fitness & Wellness

Cal U was added to the 2021 Recreation Movement Campaign hosted by the National Intramural-Recreational Sports Association (NIRSA). The overall mission of the program is to promote togetherness through fitness even when we are apart. Anyone with an @calu.edu email address can now create an account at https://recmovement.com/ where they will be able to access a variety of fitness classes, both live and prerecorded, from other institutions from across the nation.

For the spring 2021 semester, Group Fitness is currently offering toning, circuit, upper body, lower body, and full body for a total of eight classes per week.

Upcoming Event - Pedal Master 3000 – Ride as many miles as you can for the month of March on our Expresso Bikes! Top three riders for the month will receive a prize!

Outdoor Recreation

Herron Recreation and Fitness Center, in collaboration with the Parks and Recreation Department, are developing a Virtual Outdoor Leadership program as part of our continued partnership with Venture Outdoors that will cover a variety of topics over the course of several weeks.

Sports Clubs

Sports Clubs, in alignment with the University and SAI Level 3 Operations protocols, postponed all spring semester competitions, events, games, and tournaments at this time. Virtual activities are still permitted. We continue to monitor many of our current leagues to see what in person activities will be possible this spring 2021 semester. These leagues and correlating Sports Clubs include:

- American Collegiate Hockey Association (Ice Hockey)
- Intercollegiate Horse Show Association (Equestrian)
- National Cheerleading Association (Cheerleading)
- National Club Baseball Association (Baseball)
- National Small College Rugby Organization (Men's and Women's Rugby)
- Region 1 Soccer (Soccer)
- Society for Creative Anachronism (Fencing & Medieval)
- United States Collegiate Archery Association (Archery)
- USA Ultimate (Ultimate Frisbee)

Student Activities & Leadership

- The Student Activities Board (SAB) held a virtual event in December on the Virtual Marketplace where students could log in, design their own Zlippers and have them sent to their homes; 115 students participated in the event. Zlippers are a classic slipper with an interchangeable zip off top. https://www.virtual.neon-entertainment.com/zlippergallery/
- In January, SAB hosted a virtual Welcome Back event for residents of Vulcan Village to promote mask wearing! The Design Your Own Face Mask event was held via the Virtual Marketplace; 117 students participated and had their masks sent to Vulcan Village for distribution. https://www.virtual.neon-entertainment.com/virtual-marketplace-programs/
- The Student Government Association welcome three new senators in February as they opened up the semester by meeting via TEAMS. Topics for discussion and planning for the spring semester included Student Appreciation Week, Integration with Clarion and Edinboro, and the Club and Organization Budget Process during the pandemic.
- SAB hosted a month of virtual programs for students on Wednesday's in February.

STUDENT AFFAIRS

Paint Social with Lindsey: Students picked up paint kits from the Student Activities Office or their residence hall director and logged on to a live paint class via Zoom. Students had the opportunity to interact with other students, staff and the instructor who was a Cal U alumnus.

Joel Meyers Virtual Magic Experience via ZOOM: Celebrity magician Joey Meyers has performed for celebrities from Jennifer Lopez to P. Diddy. He has appeared on America's Got Talent and the "Illusionist" on SPIKE TV.

Cell Phone Smack Down Game Show: A trivia game where anyone can play from their cell phone.

Maddie and Tae Live via ZOOM:
Maddie & Tae are an American female country music duo composed of Madison Marlow and Taylor Dye, both of whom are singers, songwriters, and guitarists.

Welcome Weekend – Spring 2021

"Welcome to California University of Pennsylvania. Your Journey Begins NOW!"

A welcome Cal U cypher (coding term used in internet gaming) social media contest was held to advertise the weekend of events and create awareness of important social media accounts. This contest involved ten University social media accounts and students were asked to begin following for the most up to date information on the spring semester. Each account posted a word on Instagram and the students had to put together the welcome message and tag #caluwelcomecypher to win prizes.

Friday, January 22

- 10am: Starfish Checklist – Get prepared to start your academic career with Cal U! Follow along this interactive session and check off that to do list! Lisa Glasser, student success specialist/Starfish coordinator presented this program via ZOOM.
- 12pm and 7pm: Connect to Campus – Find out the best ways to connect to your campus. This session will let you know about the social media accounts to follow, and apps to download. Members of the Student Affairs Communications Committee presented the programs via ZOOM.
- 8pm: Virtual Escape Room – Meet other students, get to know your roommate and meet student leaders in this virtual escape room.

Saturday, January 23

- 10am: Starfish Checklist – Get prepared to start your academic career with Cal U! Follow along this interactive session and check off that to do list! Lisa Glasser presented this program via ZOOM.
- 11am: Parent and Family Portal Info Session – Does your family have a question about the spring semester at Cal U? Invite them to join in on this interactive session to meet the parent and family portal director and learn more about your new university. Carrie

Schubert, assistant director of peer mentoring/parent/family engagement and Terry Carnathan, coordinator of informal recreation and wellness presented this program.

- 1pm: The Top 10 Things You Need to Know to be Successful at Cal U – Join in on this session to learn tips on being a successful student at Cal U. Missy Dunn presented this program via ZOOM.
- 2pm: Connect to Campus – Find out the best ways to connect to your campus. This session will let you know about the social media accounts to follow, and important apps to download. Missy Dunn, director of student activities and leadership presented this program.
- All day: Virtual Marketplace – Log in and design your own Street Sign to be mailed directly to you! Compliments of the Student Activities Board.

Sunday, January 24

- 10am: Starfish Checklist – Get prepared to start your academic career with Cal U! Follow along this interactive session and check off that to do list! Lisa Glasser presented this program via ZOOM.
- 11am: Parent and Family Portal Info Session – Does your family have a question about the spring semester at Cal U? Invite them to join in on this interactive session to meet the parent and family portal director and learn more about your new university. Carrie Schubert and Terry Carnathan presented this program.
- 12pm: The Top 10 Things You Need to Know to be Successful at Cal U – Join in on this session to learn tips on being a successful student at Cal U. Missy Dunn presented this program via ZOOM.
- 1pm: Connect to Campus – Find out the best ways to connect to your campus. This session will let you know about the social media accounts to follow, and import apps to download. Tom Hasbrouck, assistant director of recreational services and Jeff Helsel, director of news, video development and publications/SAI presented this program via ZOOM.
- All day: Virtual Marketplace – Log in and design your own Custom Photo Puzzle to be mailed directly to you! Compliments of the Student Activities Board.

All information for the weekend full of virtual events was listed on the University web site: www.calu.edu/welcome

Post cards were sent to 353 first time, transfer and Global On-Line students. Notifications were sent to first time students on Starfish as well. Social media posts were created and sent via the University accounts, as well as Student Affairs accounts. Emails were sent via Slate, and followed up with a reminder text campaign.

Student Conduct

- Revisions to the student code of conduct for compliance with the new federal Title IX regulation have continued along with final revisions to the Gender Based/Sexual Misconduct (Title IX) Policy in conjunction with the Title IX Coordinator and campus Title IX Committee.
- The Associate Dean for Student Conduct, Jim Pflugh coordinated the inaugural meeting of the Behavioral Intervention Team (BIT) and created working groups to develop an operational framework for the team.

- Student Conduct is hosting an intern from the Conflict Resolution academic program this spring and working with the intern and program director, Dr. Beverly Ross, assistant professor in Social Sciences department in developing a proposal for a conflict resolution service for the University.
- The associate dean is acting as liaison between University legal counsel and the PASSHE conduct group in a project to develop a common code of conduct for PASSHE institutions.
- The associate dean participated in three webinars – *Black Students & Mental Health, Drug Free School & Community Act: Cannabis Legalization* and *Lessons Learned in a Virtual Setting for Conduct* – and completed two courses offered by SUNY's Student Conduct Institute. He also participated in the Association of Student Conduct Administration virtual national conference and serves on the membership committee.
- The Associate Dean presented a session on the conduct process and writing incident reports for University Housing Community Assistants.

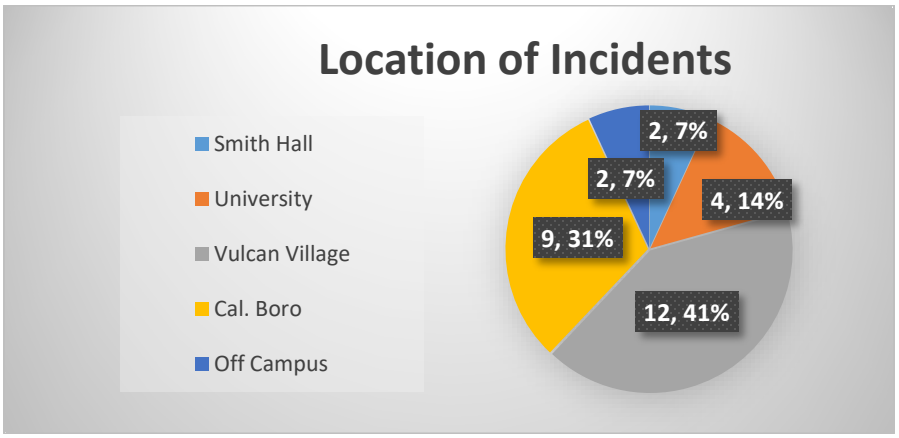
Twenty-nine cases were adjudicated through the student conduct process for the fall 2020 semester, which represented a significant decrease due to remote operations. Cases adjudicated in the spring semester will be reported in next quarter.

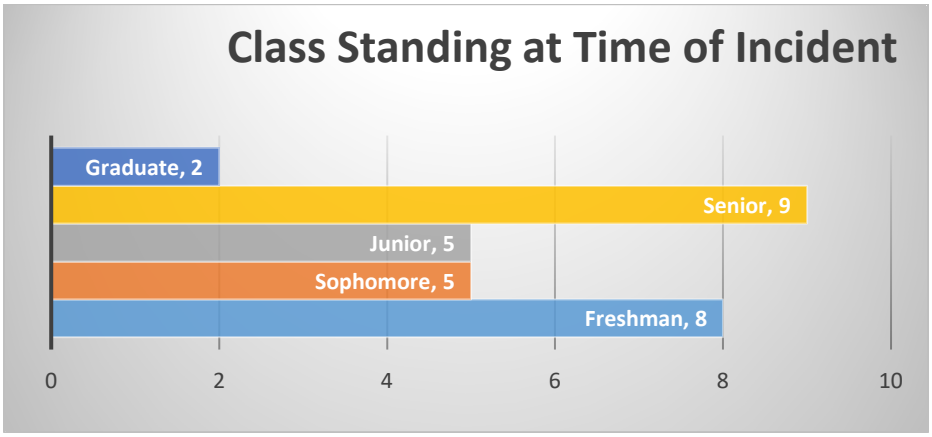
Cases included the following code violations for fall 2020:

Alcohol	3	Drugs	11	Physical Assault	5	Violation of Sanctions	1
Disruptive Behavior	11	Encouraging or Facilitating Violations	5	Unauthorized Presence	9	Violation of University Policy	1
Domestic Violence	1	Forcible Entry	1	Violation of local, state or federal law	2	Vulcan Village Visitation	1
						Weapons	1

Students were found not responsible for 11 of the violations above and Limited Immunity from substance violations was granted in one case. The following sanctions were imposed for students found responsible for violations:

Referral to B.A.S.I.C.S.	1	Interim Suspension	1	University Probation	4
Banned from Campus	5	No Contact Directive	2	Written Warning	8
Counseling Referrals	2	Registration Holds	3		





Student Media Services

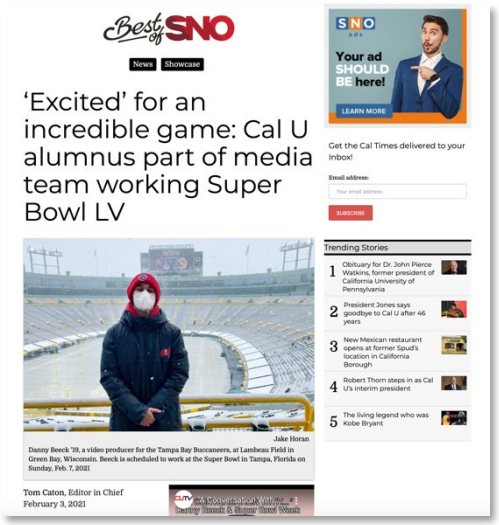
Media Services continued to provide services to Student Affairs, Student Association, Inc. (SAI), the campus, and the community during spring Level 3 operations.

Cal Times Newspaper

The Cal Times student news service produced 23 original stories for the Cal Times website between Dec. 1, 2020 and Feb. 9, 2021. www.caltimes.org

Cal Times reporters received two “Best of SNO” awards for excellence in student journalism. Hannah Wyman, news editor, and Kaitlyn Collins, multimedia reporter, won for the profile story on the life and career of Cal U’s former president, President Geraldine M. Jones upon her retirement in January 2021. Tom Caton, editor-in-chief, won for the news story about Cal U alumnus Danny Beeck’s video production job at the N.F.L.’s Super Bowl Championship game in Tampa, Florida in February 2021. These winning stories were published on the national “Best of SNO” student news website and Twitter accounts.

STUDENT AFFAIRS



The Cal Times, in collaboration with Student Affairs, co-produced a "Mask-Up Cal U" video as part of a pandemic safety awareness campaign for students and staff returning to campus in the spring semester. Directed by Jeff Helsel, director of news, video development and publications/SAI, the video may be viewed on the Cal Times YouTube channel. https://youtu.be/Qoh4bg2TLjI

The Cal Times digital platforms (website and social media accounts) recorded significant gains in the number of viewers and followers. The Cal Times website www.caltimes.org recorded 8,902 Users between Dec. 1, 2020 and Feb. 9, 2021. Instagram @caltimesnews increased to 1,141 followers; Facebook @CalUTimes to 1,920 total page followers; Twitter @CalTimes at 1,630 followers; the audience for the Cal Times weekly email newsletter increased to 408 subscribers.

CUTV

CUTV can be viewed on Armstrong Cable - Channel 60, Atlantic Broadband – Channel 17, and on their YouTube channel at http://youtube.com/cutvsports1. This quarter's activity is as follows:

Departmental Productions and Collaborations:

- Produced 10+ videos for the Virtual Organization Fair
- Gary Smith, CUTV director of operations completed his collaboration, consulting and post-production editing for the Theatre Department's production of The Winter Show, which was aired during the Christmas holiday.

- Collaborated with Athletics-Sports Information on spring sports coverage, which will include home game coverage of baseball, softball, tennis, golf (weather permitting) and swimming, if sports are permitted to proceed as planned.

Student Productions:

- Senior, Thomas Caton produced a remote episode of his talk show, Caton's Corner.
- Sophomore, Trevin Keteles and the CUTV student crew produced a new edition of the show, Forechecking, from their remote locations.
- Junior Jonathan Sakaguchi produced a new edition of Jonny's Country Kitchen: Deer Steaks, from his home kitchen.

Community Productions:

- Directed and produced two episodes of "A Conversation With…"
  - …Walter MacFann, Cal U alumni and local realtor, on the new virtual platform for the annual community fundraising event, The Frosty Frolic.
  - …Danny Beeck, Cal U alumni and video producer for the NFL's Tampa Bay Buccaneers, on video production for the Tampa Bay Buccaneers during Super Bowl Week.

Archival digitization - CUTV continues to digitize its massive archive collection of video. New uploads include:

- Mick Foley lecture (2000)
- Soccer PSAC playoffs (2008)
- In Focus community show (1987)
- CUTV Flashback: Mediocre Minds (1997) student produced show
- CUTV Covers the Pros: Steeler's TE Jesse James (HS Football) South Allegheny vs Brownsville (2010) and John Mobley playing for Kutztown vs the Vulcans (1995)
- Vulcan Classics: Men's Basketball NCAA Regional Final vs Philadelphia Textile (1992)
- Vulcan Classics: Football vs Bloomsburg NCAA Playoffs (2008)
- Vulcan Classics: Football vs Gannon NCAA Regional Final (2009)
- CUTV Flashback - Newscenter (1998)

STUDENT AFFAIRS

Multimedia Access Center/Technology Services

The Multimedia Access Center, or Mac Lab, remains closed for the spring semester.

Directed by Pam DelVerne, director of media and technology services/SAI, the area continued facilitating Vulcan Gaming Club collaboration with Vulcan Recreational Services eSports, as well as continued collaboration on Student Affairs and SAI social media campaigns and other projects outlined below:

- Social Media campaigns
- Mask/Social Distancing Return to Campus campaign
- Welcome Weekend Cypher follow contest in collaboration with University Marketing
- Virtual Family Day promotion
- Video/Presentations
- Developed PowerPoint and co-presented "Connect to Campus" section of Welcome Weekend to incoming freshmen

Mask-Up/Social Distancing Return to Campus Campaign

WCAL

Since the radio station is student-operated as a club and SAI is operating under Level 3 restrictions, the campus radio station continued use of automated programming, complimented with pre-recorded student content during this quarter.

Received "Best Station in America 2020" trophy from IBS-Intercollegiate Broadcasting Society.

Threat, Response, Assessment and Intervention Team (TRAIT)

The TRAIT team convened as needed to review issues relating to violence, security and potential threats. This team provides a structural way to share information regarding potential acts of violence that allow for purposeful strategic intervention. The team is led by the Dr. Tim Susick, Associate Vice President for Student Affairs.

December 2020 – February 5, 2021

Nature of Incident	Action Taken	Resolution
Student reported friend posted concerning Snap Chat photos.	Associate Vice President reached out and alerted University Police.	Student hospitalized for psychiatric evaluation. Counselor followed up after release.
Out of state student reached out for counseling.	Associate Vice President provided referral to Wellness Support Director.	Counselor and Wellness Support Director researched out of state counseling agencies near student's hometown as referral.
Request from Academic Success for wellness check on student.	Associate Vice President contacted Vulcan Village staff for wellness check.	Student was doing well and thankful for concern, staff provided resources for student to consider.
Professor reported concern for student.	Associate Vice President referral to Wellness Support Director.	Student referred to Counseling Center & Academic Success.
Off-campus student reported concern over roommate.	Wellness check conducted on student, student transported to hospital.	Hospital released student to mother. Long-term counseling plan developed. Student medically withdrew.
Faculty member reported to academic dean that student posts for on-line materials, essays and comments was very concerning.	Associate Vice President reviewed and forwarded to University Police.	University Police forwarded to appropriate agency for review and follow-up.

University Housing

On Campus Housing/Residence Halls

- University Housing implemented Residential Pods:
  - Pods are a tool to help students expand their social circles and create closer connections, while ensuring individuals are following CDC guidelines and maintaining a healthy residential community.
  - A pod is created with small groups of students who are able to interact with each other more closely and in a more relaxed, unmasked environment. In order to do so, students in a pod make a commitment to rigorously follow safety measures, including face coverings and physical distancing when interacting with anyone outside of the pod.
  - Pods include up to four students, which allow for group connection in the halls with a focus on committing to keeping the health and safety of others intact.
- Revisions to Guide to Vulcan Living, which include COVID response:
  - All common spaces with doors are locked and require the community assistant on call to open the rooms based on sign up for usage of the rooms.
  - Maintenance protocol implemented for room issues and maintenance.

  - Visitation policy revised to include, students who do not live in one of the five residential buildings on lower campus are not permitted to enter the residence halls. In other words, Vulcan Village students, commuters, and off-campus students are not permitted in the residence halls. Additionally, students who live on campus are not allowed to enter another residential building (i.e., a student who lives in Hall E cannot visit Smith Hall).
  - Laundry rooms have limited occupancy.
  - Community Assistants created COVID-19 Fact boards on each floor to reinforce the COVID-19 policies in the residence halls for spring 2021.
- Community Assistant Training:
  - Provided a three-day training for 28 community assistants and one graduate assistant on an array of topics including residential curriculum, eight domains of wellness, administration and student conduct, and proper crisis response.
  - As news of campus reopening at Level 3, some returning community assistants wished to defer their spot until fall 2021 or to when campus operations go back to Level 1. As well, with the occupancy changes due to Level 3 operations, some residence halls were able to downsize their staffing needs for the spring 2021 semester.
- The Guesman Hall Cup launched in February:
  - This is an opportunity for residents to share their academic achievements/accomplishments and involvement and engagement on campus.
  - Information is tracked and at the end of the semester, the student with the most points wins a $50 Amazon gift card. This semester-long event is a way to encourage students to engage with others and get involved to help with retention and wellness.
- Move In Day – Spring 2021:
  - The University Housing staff worked diligently to develop a thorough, comprehensive and safe move-in plan in conjunction with University Police and Student Affairs management.
  - A plan was developed that included a one way in and one-way out of campus to aid in traffic flow. Students were instructed to sign up for their move-in selection and two-hour time slot. Only 50 students were permitted to sign up per time slot that helped tremendously with traffic and limited the amount of people in the halls at one time.
  - Move in began on January 21st and concluded on January 23rd. Check in was conducted at the Convocation Center where students were tested for COVID-19 before receiving their keys. Moving carts were available on a first come-first served basis to assist students with moving their belongings. Students were also instructed prior to bring only what they needed in the event they would have to pack up and go home at any point in time during the semester due to COVID-19.

Residence Hall staff conducted three personal-development activities and four community-responsibility events during this reporting period.

Residence Hall Director Student Contacts

Student Conduct Meetings	4
Non-conduct student meetings	11
Staff group meetings (Weekly Staff Meeting)	15
Staff individual supervision meetings (1-on-1s)	72

Vulcan Village

- Occupancy as of January 2021 was at 460 students; 60% occupied.
- Spring 2021 Operations:
    - The Vulcan Village office continues to operate on a Monday - Friday, 8:00 a.m. - 6:00 p.m. schedule for students, as well as continuing to offer on call and emergency maintenance response service.
    - The office is operating with limited contact for safety purposes.
    - The following amenities are still being offered to students through the online scheduling system when the office is open. All locations are professionally cleaned three time per week and disinfected three times per day by the property team:
        - Fitness Center
        - Computer Lab
        - Package Pickup
    - Guests are permitted, but with a maximum of ten people in an apartment at any time and any guests must be registered and approved using the online system.

Wellness Center

Alcohol and Other Drug Awareness, Education and Prevention (AOD)

- The Alcohol and Other Drug Education Office is continuing to meet with students via Zoom to conduct BASICS (alcohol education) and CASICS (drug education) sessions in order to be in compliance with the University Code of Conduct regulations.
- *Prevention Awareness Recovery Center (PARC)* - The AOD director, Rachel Michaels is continuing to provide resources to students in search of addiction and recovery support. Due to COVID-19, many 12-step meetings are not being conducted right now so for those affected, a virtual platform may provide necessary support for recovery.

Counseling Center

Campus therapists during this reporting period included two full-time faculty members and four part-time interns. The faculty search concluded and resulted in the successfully hiring of Stephanie Stern, LPC, who started on January 25, 2021.

In addition to individual client sessions, over three dozen outreach programs to Cal U students and faculty have been conducted including workshops focused on stress management, resiliency, suicide prevention, trauma-informed teaching, and work-life balance.

The Covid-19 pandemic is taking its toll on our students due to the disruptions to their everyday life. For many, the disruptions and social isolation has exacerbated mental health symptoms and diminished developing social skills and peer relationships. However, even before the pandemic, mental health is a challenge facing Cal U students, as well as college students across the nation. Mental health support encompasses many topics, including suicide prevention, trauma, social-emotional learning, and self-care.

Therapists virtually attended professional workshops including PA Psychological Association, Emily Program, Greenbriar Treatment Center, Western Psychiatric Institute and Clinic, and the Chronicle of Higher Education. Therapists also presented at professional conferences to audiences outside of Cal U.

Fall 2020 client statistics:

- Total Clients: 132
- Number of counseling sessions: 639
- Crisis interventions: 12
- Outreach programming events: 38
- Most frequently reported symptoms: Anxiety, depression, and relationship issues.
- All sessions conducted via telehealth.

End V (Violence) Center – Advocacy for Sexual Violence, Interpersonal Violence, and/or Stalking

- The following numbers reflect victims/survivors who were seeking or who received services during the current reporting period: Sexual assault (2), stalking (1). Demographics of clients served: Female (3), Caucasian (3).
- Victim services provided: Victim advocacy (9), crisis intervention (2), weekly sexual assault support group (11 participants), campus judicial advocacy (1), criminal justice advocacy (1), and academic accommodations (4).
- Training Programs: For purposes of this report, training means providing information to professionals on sexual assault, dating/domestic violence and stalking to improve their response to victims/survivors as it relates to their roles within the University.
    - Title IX Committee – monthly meetings
    - Community Assistants – responding to sexual assaults – 30 participants

Health and Wellness Education

- Director, Rachel Michaels continues to assist in leading the efforts of the University COVID-19 Response Team, which aims to stop the spread of COVID-19 and identify members of the campus community who are COVID-19 positive and those who may have been unintentionally exposed to the virus.
- The COVID-19 Response Team is made up of 15 Cal U employees across many different campus departments.
- If a student or campus employee tests positive for COVID-19, Rachel Michaels is notified and the process similar to contact tracing begins. The COVID-19 positive person is notified to isolate for ten days in order to reduce the spread of COVID. Resources and information relating to meal deliveries and assistance are provided after each contact.
- During the initial phone call with a COVID-19 positive person, close contacts who may have been unintentionally exposed to the virus are identified and contacted. Those individuals are then notified to quarantine for ten days. Resources and other helpful information are also provided via email after each phone call.
- Collaborations between the University Health Center, food service, residence life, Vulcan Village, athletics, environmental health and safety, and many other campus departments assist in this process to keep our University as safe as possible.

Student Health Services

- Telehealth (Zoom) and phone triage is taking place at the health center during Level 3 operations; no walk in visits are permitted at this time. Health Center staff evaluate each student contact and make determinations on care or need for on-site treatment.
- Think Tank meetings with other local universities are ongoing to assist each school with navigating health services during the pandemic, along with additional meetings with the PA Department of Health.
- In December 2020, Student Health Services applied for and received 2,200 free Binax Antigen Rapid COVID-19 tests through the PA Department of Health that were used at the start of the spring semester. PCR COVID-19 test kits were also obtained in the event that backup tests were needed in addition to the rapid screens.
- In January, the professional staff attended a training with Virus Geeks (Covid testing company) to prepare for on campus Covid testing for the spring 2021 semester.
- In January, the health center staff performed COVID-19 testing for residence hall community assistants and assisted with testing during spring move in at the Convocation Center.
- The University purchased an outdoor facility unit to use for testing and treatment of students who are suspected of having Covid.
- Nursing professionals are responding to students who have been alerted through the Campus Shield App that they are at risk of having Covid.
- Professional staff continue to collaborate with the COVID Response Team and other campus departments in regards to reporting and monitoring students who have been placed in quarantine or isolation.
- As of February 5, 2021, 73 Binax Rapid Antigen test and three PCR test have been performed by the nursing staff for the spring semester. All Binax tests must be reported to the Department of Health via an electronic template.

Nurse Practitioner (CRNP) activities throughout this reporting period included ongoing meetings concerning Covid-19, along with coordination efforts with other University departments and health agencies. Additionally, the CRNP updated resource and referral materials for the Student Health Center and created training presentations.

Student Wellness Support Services

The role of the director of student wellness support services, Rachel Michaels, is to direct the care of University students to the appropriate on or off campus resource to ensure student physical, mental and emotional health, as well as personal and academic success.

Thirty-four students as of February 5 were referred to the Counseling, COVID Resources, and UTech and provided support with other general information for the spring semester.

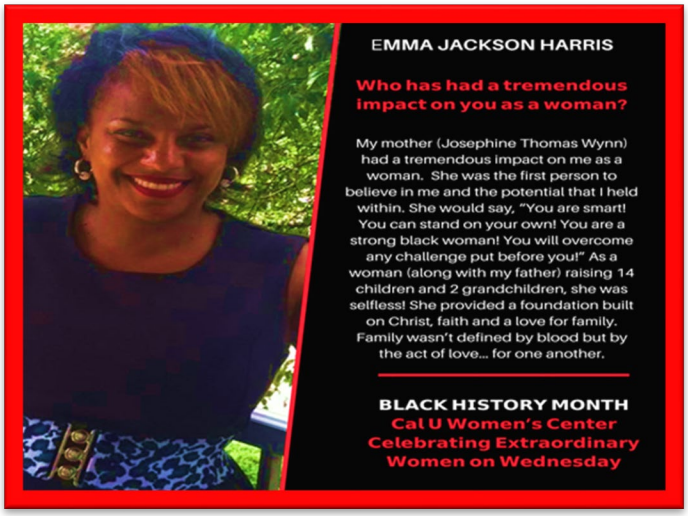
Women's Center

Fourteen students were enrolled in the Child Care Access Means Parents in School (CCAMPIS) Hand-in-Hand Program during this quarter. This $389,468 grant enables military-connected single mothers and fathers, two parent families, and low-income students with children to have childcare while they work to earn their degree. Educational workshops are also provided for

participants. To date this quarter, a time management workshop was provided utilizing the on line Microsoft Sway program. Cal U collaborates with the Village of FPC and KinderCare to provide childcare services.

Activities developed this quarter for the University community included an RBG documentary showing, and a Black History Month Social Media Campaign that celebrates extraordinary women on campus.

Black History Month Social Media Campaign "Celebrating Extraordinary Women on Wednesdays."



Student Affairs

Student Life, Student Support, Student Leadership, Student Success

STUDENTS FIRST!

COMMUNICATIONS AND MARKETING

COMMUNICATIONS AND MARKETING

COUNCIL OF TRUSTEES REPORT, March 2021

COMMUNICATING THROUGH CHANGE

Messaging focuses on students' return, leadership changes, COVID-19 and more

The first quarter of 2021 has been a time of profound change for our Cal U community.

While many students continue learning remotely, a portion of our student population is back on campus, where COVID-19 mitigation efforts are now a part of their everyday experience.

President Jones has entered a well-earned retirement and interim President Thorn has stepped into his new role. Plans for integration with Clarion and Edinboro universities are progressing, even as recruitment for Fall 2021's entering class moves into high gear.

Against this backdrop, the Communications and Marketing division has celebrated Cal U's resilience as it informs, guides and reassures our current (and future) campus community.

Spring Start: Campus life at Level 3

The University's *Guide to Operations* provides a framework for the Spring 2021 semester, but as the start of classes drew near, students, faculty and staff needed specific details about campus life at Level 3.

In collaboration with university leaders, our division developed a series of "Spring Start" emails addressing topics such as COVID-19 testing, new classroom safety protocols, the Campus Shield self-screening app, library access and more.

Delivered in sequence beginning two weeks before the start of classes, the focused emails from campus leaders – reinforced by social media posts – created a step-by-step guide to the start of this unprecedented semester.

The creative services team contributed to our spring start by designing branded signage to be displayed throughout campus. Fifty-five designs were created for use in classrooms, Manderino Library, Herron fitness center, Natali Student Center and other venues; in all, 566 signs were printed. In addition to functional signage reminding campus members about face coverings and social distancing, the team produced some lighthearted graphics to keep safety measures top-of-mind with students.

COMMUNICATIONS AND MARKETING

To keep our Cal U community, parents and the general public informed about the virus's impact on campus, the digital team redesigned our COVID-19 dashboard, *calu.edu/coronaplan/cases/*. It now includes a weekly testing snapshot, along with a daily tally of confirmed cases reported on campus.

There was more to the semester start than health and safety, however. Student activities are being held virtually at Level 3, so Welcome Weekend presented new messaging challenges – and new chances for student engagement.

The communications/PR team worked with staff from Academic Success, Undergraduate Admissions, Athletics, the *Cal Times*, Student Affairs, SAI, Students Activities Board, Student Government and UTech Services to host a puzzle game dubbed the Cal U Welcome Cypher. Students were invited to follow the group's Instagram accounts and decode a phrase to win a prize pack of Cal U gear and gift cards. Five packs were randomly awarded to students who solved the puzzle.

Farewell to President Jones

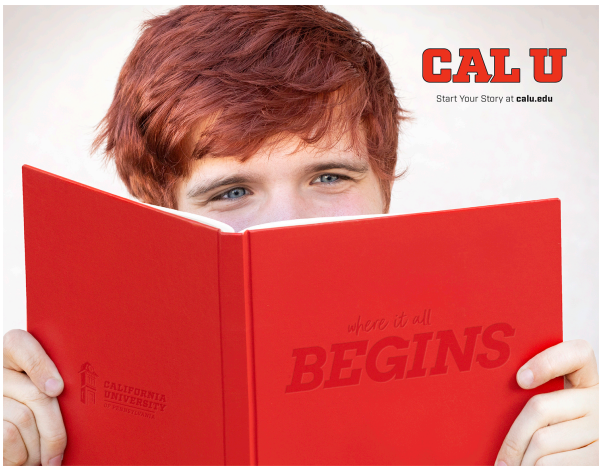
Although Cal U's change in leadership was expected, President Jones' retirement was bittersweet. The creative services team worked with her to videotape a farewell message that could be shared with students, faculty, staff and alumni.

Promoted via campus email and social media, the video received more than 1,000 views in its first three days online. In the following days, well-wishers turned to Instagram and twitter to share messages for the departing president and welcome interim President Robert Thorn.

Integration information

More change is expected as plans for integration with Clarion and Edinboro universities move forward. To keep the campus community updated, and to explain the plans to future students who are considering Cal U, information has been posted online at *calu.edu/integration*. A linked page provides answers to Frequently Asked Questions about the "New U" and the opportunities envisioned for students and our California campus.

Five members of our division are among the 400+ individuals from Cal U, Clarion and Edinboro who are contributing to integration working groups.



RECRUITMENT SUPPORT

Viewbook shows of the best of Cal U

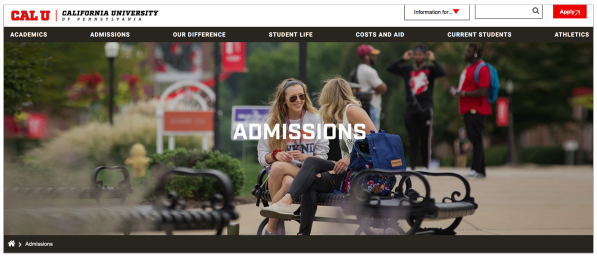
Designed for high school juniors, the printed viewbook is an introduction to Cal U and a key recruitment tool. The 36-page booklet is a critical component of Cal U's enrollment management strategy and the "mail flow" delivered to prospective students once they express an interest in attending Cal U.

Cal U's viewbook was redesigned completely this year to align with the new "Unlock Your Story" marketing campaign. Over four months, the marketing team collaborated with Admissions staff on strategy and goals, the comm/PR team's content writer researched and

wrote copy, our campus photographer gathered images and the creative services team collaborated with graphic artists from our agency of record to design the booklet.

The publication that emerged is fresh, informative and appealing. It gives future students and their families an authentic glimpse of life at Cal U, answers questions students are likely to ask during their college search, and spotlights successful current students and recent graduates.

One of our division's top-priority projects, the viewbook is now being distributed to future students.



ADMISSIONS PAGES REFRESHED

Data drives updates to key webpages

Cal U's website is the University's primary recruitment tool and the first place most students go when they begin their college search. The digital communications team worked with students and Enrollment Management staff to redesign the "admissions" section of the website, *calu.edu/admissions*.

The new design clearly identifies information that future students need, and it establishes natural scroll/stop points on mobile devices.

The team used analytics to determine what students who use the site really want to know. New areas were created to highlight scholarship opportunities, upcoming dates and testimonials from current students and alumni.

This section redesign was among more than 650 requests for website edits, updates and other projects the digital team received in a six-month period (June-December 2020). This ongoing work keeps the website accurate and relevant, while it assists in recruiting new students and supporting our campus community.

While good looks are important, analytics are the foundation of this work. In 2020 the team conducted more than 30 website tests to discover how page improvements can encourage prospective students to complete a form or application, or whether changes might make it easier for current students to find critical information.

Gathering data allows the team to make critical design decisions based on solid information rather than opinions and trends.

MARKETING SUPPORT

Strategic counsel homes in on enrollment

The marketing team continues to provide strategic support for Cal U's enrollment management efforts. In 2020, those activities included six virtual open house events, monthly graduate information sessions, a transfer webinar series, a graduate webinar series and countless virtual visits.

With the switch to virtual activities last spring, marketing helped to set up Kaltura, the online platform for hosting these events, providing not only back-end support but including these events in our digital advertising strategy to increase participation.

The marketing director also works on strategy with the Admissions team. Refining the communications flow through the Slate system has resulted in a 7.5% increase in the completion rate for graduate applications and an open rate of 68.2% – a substantial increase – in the spring series for accepted students.

COMMUNICATIONS AND MARKETING

SOCIAL MEDIA CONTINUES TO THRIVE

Users reflect generally positive feelings about Cal U

Changes to Cal U's official social media accounts in 2020 led to growth, and a year-end review shows overall positive feelings about our brand. Hootsuite, an industry-standard software solution for managing social media, shows that 55% of the responses to our posts were positive, 25% neutral and 20% negative.

Unsurprisingly, the most popular posts revolved around people and their noteworthy activities during the pandemic. In general, these posts received nearly 40% more reactions/ engagements than "institutional" posts focused on campus news and information.

One notable exception: the July 31 announcement of all-remote operations for Fall 2020, which reached some 112,000 people across Facebook, Twitter and Instagram. On Facebook alone, 72,000 people saw the post and 16,913 people engaged with it. In the week after the decision, informational posts explained the difference between remote and online learning (10,100 reached, 1,200 engaged) and resources still available for our students (2,600 reached, 112 engaged).

In all, the University gained 2,100 Facebook fans (+8%) in 2020, and the platform became an important tool for communicating news tied to our pandemic response. Instagram showed the biggest growth by percentage, gaining around 900 followers (+18%). This platform is by far the most popular among 18- to 24-year-olds, a trend that seems likely to continue in 2021. Twitter, which is falling in popularity with our target demographic, gained 137 followers (+1%).

HISTORY LIVES IN PRESIDENTS HALL

Video introduces the remodeled gallery to virtual visitors

Use this QR code to see video

This winter the creative services team collaborated with the President's Office on a legacy project in Old Main. The former Grand Hall, outside the president's office, has been refreshed and reimagined as a portrait gallery that traces the University's history through its leaders.

Cal U's own Facilities Management team removed old wallpaper and repainted the room, and existing portraits of the principals and presidents who shaped our school were rehung. Creative services designed museum-style plaques that summarize the careers of these visionary leaders, and the room's new name, Presidents Hall, is prominently displayed.

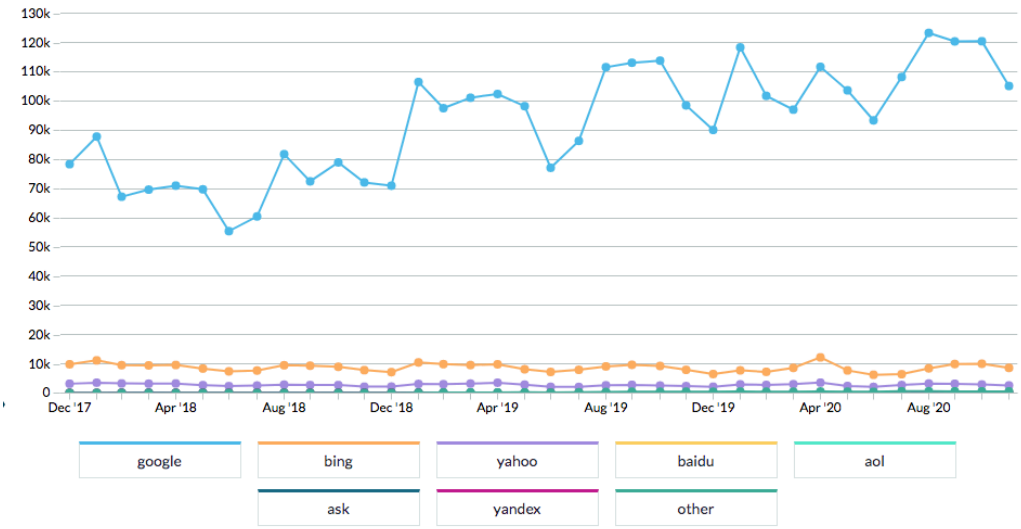
In place of an opening reception, creative services produced a video about Presidents Hall that was distributed widely across campus. You can see the video on our YouTube page, *www.youtube.com/c/CaluEdu/videos.*

SEARCH ENGINES DRIVE TRAFFIC

Google brings users to Cal U website

In 2020, organic search – visits from users who utilize a search engine, such as Google – accounted for more than 46% of all traffic to the University's website, making it the No. 1 traffic generator for our domain. This data confirms our decision to focus heavily on search engine optimization (SEO) as an important strategy for raising awareness about Cal U.

A smaller proportion of visitors, about 36%, typed the URL directly into their browser. Other sources of traffic include referrals from other websites (3.36%), display advertising (2.93%), social media (2.64%) and four other categories that drove less than 2% of all traffic to the website.



**Note: Google owns 91.38% of the world market share in search engine traffic. Other search engines provide little relevant traffic to websites.*

BY THE NUMBERS

Numbers don't tell the whole story, but a year-end look at key figures points to the productivity and positive outcomes achieved by the Communications and Marketing division in 2020:

Productivity

1,300 Website edits, designs and projects
986 Creative design projects
218 News and feature stories posted to *calu.edu/news*
172 Academic program sheets created/updated (134 UG, 38 GR)
190 Photo and video assignments
68 News releases distributed

Outcomes

30,000,000 Digital advertising impressions
1,437,290 Website sessions (614,879 users)
450,000 Users who visited academic program pages (+39% over 2019)
112,000 People reached on social media re: our July 31 notice of return to campus
37,808 Users who clicked to open Admissions' application system
35,407 Users who clicked to start the RFI (request for information) process
- **6,444** Graduate students who finished and submitted an RFI form
- **4,341** Undergraduates who finished and submitted an RFI form

10,000+ Users who visited the website's "apply" page
7,594 Users who clicked to open the Common Application
1,000+ Views of President Jones' farewell video
655+ Signs produced as part of pandemic risk mitigation on campus
200+ Professional and community media outlets that provided visibility for Cal U

UNIVERSITY DEVELOPMENT AND ALUMNI RELATIONS

UNIVERSITY DEVELOPMENT AND ALUMNI RELATIONS

COUNCIL OF TRUSTEES REPORT, March 2021

The Office of University Development and Alumni Relations supports the mission of the University by securing tangible assets from private sources including individuals, corporations and foundations.

It is our mission to develop the lifelong involvement of Cal U alumni and friends with the University, as they are our most valuable constituency. We strive to be trusted stewards, who are committed to strengthening alumni engagement and to collectively fostering relationships that further enrich the lives of our alumni as well as our students.

Development Milestones:

The California University of Pennsylvania University Development Team has achieved the following milestones during the reporting period of December 2020, January and February 2021.

Major / Leadership Gifts, Foundation, Corporate Giving:

- For fiscal year 2020/2021 reporting (FY ending June 30, 2021) to date, University Development and Alumni Relations has raised over $1,700,000 in cash and pledges. This exceeds the division's nine-year average by over $300,000.
- Received $400,000 from a foundation to continue a wildlife restoration program in the region.
- Received $250,000 from an alumnus to add to their scholarships and awards.
- Received $60,000 from an affinity partner for Cal U student athletes.
- Received $50,000 from an emeriti faculty member to add to their scholarship.
- Received over $25,000 from alumni and friends to establish a memorial scholarship for an alumni football player.
- Received $10,000 from an alumnus to establish a scholarship for students from underrepresented groups.
- Received $10,000 from an alumnus for general use for Cal U Athletics.
- Worked with donors to establish various endowed and immediate award scholarship funds.
- Continued working with corporations and foundations on partnership programs, which include scholarship donations, program support and career services and internships.

UNIVERSITY DEVELOPMENT AND ALUMNI RELATIONS

Planned Giving:

Planned giving activities continue to increase as we work to educate alumni on the benefits of including Cal U in their estate plans and informing them of the options that are available.

- Engaged in active discussions with various alumni to finalize their estate commitments for future proceeds. These estates conservatively total over $2,500,000.
- Several pending estates are currently being monitored, with the total bequest to Cal U conservatively estimated at over $1,900,000.
- Finalized estate bequest plans that will provide an additional $150,000 to student scholarships.

Affinity Engagement / Annual Fund:

Affinity giving continues to increase as Cal U alumni are provided opportunities to donate to something they believe in and support. Many Greek organizations, clubs and groups have established, or have expressed interest in establishing, endowed scholarships. Several donors have made multiple affinity gifts in the last year as well.

- For fiscal year 2020/2021 reporting (FY ending June 30, 2021) to date, the Annual Fund raised over $258,670 in donations and pledges. This is a 22% increase over the department's nine-year average.
- To date, alumni have purchased over 170 bricks for Cal U Greek Life Commons. This effort represents 23 Greek organizations and has raised over $17,000 for a Cal U Greek scholarship.
- Began our spring semester remote calling operations. As part of this effort alumni will be called and solicited for donations to affinity programs, scholarships and organizations of which they were members of as Cal U students.
- Monitored specific alumni fraternity and sorority social media pages to increase engagement and affinity giving from these organization.

Alumni Activities:

The Alumni Relations Office has made a strong and decisive transition to be a leader in engagement during the COVID-19 crisis and beyond, providing digital guidance, support and entertainment for alumni and the greater University community. The Alumni Relations Office has planned and will continue to support and engage alumni through various digital programming and face to face events in the future. This past quarter, the Alumni Relations Office has:

- Completed at least two new social media posts daily, provided entertainment, education and webinar based programming through the alumni podcast- The Vulcan Nation, continued producing The Vulcan Gazette (monthly e-newsletter) and managed all alumni social media accounts.
- Continued providing content for and promoting the Alumni Learning Consortium, to provide professional and personal development learning opportunities to alumni. Details on programming can be found at https://alumlc.org/calu. A representative listing of topics over the past few months have included:

  - The Five Generation Society
  - Unconscious Bias at Work
  - Parenting Tips and Tools
  - Validation as Communication Skill
  - Building Empathy as a leadership tool

- Continued hosting, “Conversations at the Forge”, our YouTube show featuring TED-style talks with notable alumni. This series focuses on personal and professional insights for rising students, recent alumni and other alumni across their lifespan and topics relevant and important to their success. This series can be found on the Cal U Alumni Association channel on YouTube.

- Reported the CASE Alumni Engagement Metrics, based on the number of legally contactable alumni in relation to the following metrics for:

  - Philanthropic Engagement
    - National average: ranges between 4-19%
    - Cal U average: 11.14%
  - Volunteer Engagement
    - National average: 2.35%
    - Cal U average: 2.89%
  - Experiential Engagement
    - National average: 7.7%
    - Cal U average: 12.13%
  - Communications Engagement
    - National average: 6.6%
    - Cal U average: 13.35%

- On December 3, the Office of Alumni Relations presented on philanthropy and the culture of giving around the 1852 Society for current students/freshman during the online “Adulting 101” Session.

- On December 5, we honored the second class of Under 40 Honorees via a social media video. Over 8,000 individuals viewed the video introduction to date.

- Hosted December 2020 graduates with a virtual networking and “send-off” ceremony live on social media, welcoming the newest members of the Cal U Alumni Association to the alumni family.

- From January 27-29, the Office of Alumni Relations was featured as a case study for Young Alumni and Digital Engagement through the Academic Impressions Higher Education Publications and Conference for successes in engagement and digital programming during COVID.

- Celebrated our second annual “Cal”entines Day on February 12, 2021. “Punny” cards were available on the Cal U Alumni social media platforms.

- Hosted a virtual wellness event focused on yoga, featuring an alumnus as the host. The event was live-streamed on February 19, 2021.

UNIVERSITY DEVELOPMENT AND ALUMNI RELATIONS

Below is a tentative monthly schedule of planned upcoming University Development and Alumni Relations programming. Events are added regularly so please check the Alumni Relations section of the Cal U website, www/caluu.edu/alumni/events-reunions, for a complete listing. For more information, please contact the Alumni Relations Office at (724) 938-4418.

March 2021

- Vulcan athletics preview
- Cal U Virtual Spring Training event on March 16 (Zoom, Facebook Live)
- Virtual Wine Tasting event on March 25 (Zoom) in conjunction with Bella Terra Vineyards
- Video podcasts
- Audio podcasts
- Vulcan Gazette

April 2021

- Vulcan athletics preview
- Alumni Learning Consortium – white label webinars
- Bi-monthly Cal U webinars
- Virtual Paint, Pour and Sip event
- Geographical virtual alumni event
- Video podcasts
- Audio podcasts
- Vulcan Gazette

May 2021

- Vulcan athletics preview
- Senior Send-Off event
- Geographical virtual alumni event
- Video podcasts
- Audio podcasts
- Vulcan Gazette