

Lock Haven Local Assembly Agenda

February 5, 2026

3:00 pm

Draft for Approval

Location: 118, Willis Health Science Center

or Zoom:

<https://commonwealthu->

[edu.zoom.us/j/95606766243?pwd=NNFs10lMk3AujwSaoJU27l7EJPKAEa.1&from=addon](https://commonwealthu-edu.zoom.us/j/95606766243?pwd=NNFs10lMk3AujwSaoJU27l7EJPKAEa.1&from=addon)

Participants: Bo Miller, Heidi Warner, Elizabeth Dickinson, Zebulun Davenport, Kristy Bower, Peter Campbell, Robin Rockey, Stephen Gitonga, Matt McKeague, Mark Decker, Deborah Thomas, Christopher Lapos, Bernadette Heiney, Kellie Forziat Pytel, Jennifer Demchak, Dan Knorr, Philip Burlingame, Patrick Long, Terry McCloskey, Dain TePoel, Annjane Ross, Jackie Borst, Tulare Park, Karinne Force, Brad Lint, Krisy Meeker, Kenneth Hall, Sarah Harry, Rebecca Baker, Tess Fosse, Kenny Hall, Taylor Tyczka, Emily Powell Hodges, Tena Maurer, Yvette Ingram, Curtis Grenobl, David DeVallance, Ashley Pechek, Erin Kennedy, Carina Howell, Bob Sandow, Rick Christian, Richa Sharma, Cori Myers, Rick Lilla, Bill Barnes, Aaron Russell, Doug Spatafore, Hunter Hartford, Jaciath Maynard, Albert Jones, Lou Widmann, Stanley Berard, Stephen Lee, Lisa Sharpe, George Rusczyk, Emmy Borst, Ashley Koser, Erik Evans, Brooke Harlowe, Michelle Kiec, Eric Lippincott.

I. Call to Order: 3:05pm by Rick Goulet, (CU Senate President and Lock Haven Local Assembly President).

II. Approval of Minutes for October 23, 2025: Approval by acclamation.

<https://www.commonwealthu.edu/documents/draft-102325-lhla-minutes>

III. Announcements

- A. Presidential Search: Dan Knorr, (Chief of Staff, CU) provided an update on the upcoming presidential search and that dates will be sent out soon.
- B. Senate Constitution Amendments (M. Decker)
- C. CourseDog policy process initiation: Rick Goulet reminded everyone that all submissions are due by Monday.

IV. Committee Reports

- A. Executive Committee: Rick Goulet reported that the committee will meet next Thursday and will set the agenda for the first Senate meeting.
 - i. Elections Subcommittee: No report
 - ii. Space and Facilities Subcommittee: Yvette Ingram, (Professor of Health Sciences, Lock Haven) stated that they have implemented the Inclement Weather Policy and updated bylaws.
- B. Academic Policy Committee: Brooke Harlowe, (Professor of Political Science, Lock Haven) stated that they will have 11 policies up for 1st reading.
 - i. Enrollment Management Subcommittee: Chris Lapos, (Associate V.P. Undergrad & Transfer Admissions) reported that they put the Transfer Policy through last semester and

was approved. Bryson Purcell, (Director of Admissions, Lock Haven) also provided an enrollment update for Lock Haven. Currently at 34% of enrollment for Fall.

- ii. IT Subcommittee: Matthew McKeague, (Associate Professor Media & Journalism, Lock Haven) said that they have submitted all their policies are waiting for any others to be assigned.
- C. Advancement Committee: Ashley Koser, (Director of LH Foundation) All-in Day of Giving scheduled for April 16th & 17th. Working on some significant gifts coming in for this year.
- D. DEI Committee: Dain TePoel, (Associate Professor of Sports Management, Lock Haven) said that they are working on the ADA policy for 1st reading. Working on two more policies.
- E. Finance Committee: Lou Widmann, (Professor of Health Sciences, Lock Haven) received finance updates from Bob Thorn and enrollment updates from Stephen Lee at last meeting.
- F. Student Affairs Committee: Emily Powell Hodges, (Instructor Counseling Services, Lock Haven) stated that their policies are submitted for the next round of review.
 - i. First Year Experience Subcommittee: Kellie Forziat Pytel, (Assistant Professor MS HS, Lock Haven) reported that they are working on a master course syllabus. Also trying to reduce the number of students who need FYS.

V. Constituency Reports

- A. Student Government: Hunter Hartford, (CGA Student President, Lock Haven) have not met yet this semester but stated the students appreciated the extra couple days off and the communications.
- B. Alumni and Professional Engagement: No Report.
- C. Alumni Association: Phillip Burlingame, (President of LH Alumni Association) shared that 458 alumni have volunteered to be resources for professional and career development services. Continue to raise funds for student scholarships.
- D. Athletics: Albert Jones, (Athletic Director, Lock Haven) Recognized PSAC athletes across the conference for 75th celebration. Hall of Fame ceremony will be on February 22nd. Lock Haven Women's Basketball pursuing #1 spot. Night at the Races fundraising event for both basketball teams will be February 7th. Wrestling coach Scott Moore received his 100th win.
- E. Center for Teaching and Learning: Jennifer Demchak, (Professor Environmental Sciences, CU) shared that they had their first monthly AI conversation. Will be pushing out ADA compliance trainings with DEIB. Nominees for February teaching award are due next Friday (2/13).
- F. Campus Administrator: Stephen Lee, (Campus administrator and VP for Enrollment, CU) wanted to thank all facilities personnel for their hard work on the snow removal to start the semester, along with all of the moves across campus that are happening. Welcomes new CFO, Lisa Sharpe to campus. Great kick off for the Haven Cupboard. Special thanks to Chrissy Wise for stepping in to fill that role. Noted upcoming orientation days. DEIB and Multicultural center will be moving to the 4th floor of Ulmer. Erin Kennedy, (Professor of Psychology, Lock Haven) asked about parking tickets on campus. Noted dangerous parking along Fairview Street. Stephen will follow up with public safety.
- G. Provost: Michelle Kiec, (Provost, CU) reminder to double check rosters and reach out to students if they are not showing up to class.
- H. President: Jeff Osgood, (Interim President, CU) Thanked everyone for patience and understanding with the snowy start to the semester and facilities for their clean up across all campuses. Fought to pass our revenue goals for spring semester by about half a million dollars. Disappointed that our state funding will remain flat.

VI. CU Senate Business

- A. This semester, we will transition to CourseDog for policy writing
- B. Process reminder: spring committee work is for fall, fall for spring
- C. First reading of policy will be at CU Senate on Feb 19

VII. Open Forum and Remarks for the Good of the Order: Brooke Harlowe talked about the university course catalog and that it is very difficult to navigate in its current form. Michelle Kiec said that her team will look into the course catalog.

VIII. Adjournment: 4:30pm.

Spring 2026 CU Senate and Local Assembly Meetings		
See CU Senate website for membership, policies, and meeting links		
Lock Haven Local Assembly	Thursday, February 5	3 pm in-person and via Zoom
CU Senate Executive	Thursday, February 12	3 pm via Zoom
CU Senate	Thursday, February 19	3 pm via Zoom
Bloomsburg Local Assembly	Wednesday, March 4	3 pm in-person and via Zoom
Lock Haven Local Assembly	Thursday, March 5	3 pm in-person and via Zoom
Mansfield Local Assembly	Thursday, March 12	3 pm in-person and via Zoom
CU Senate Executive	Thursday, April 2	3 pm via Zoom
CU Senate	Thursday, April 9	3 pm via Zoom