

## Lock Haven Local Assembly Agenda

September 25, 2025

3:00 pm

**Location:** 105 Greenburg Auditorium, Willis Health Science Center

or Zoom: Join Zoom Meeting

<https://commonwealthu-edu.zoom.us/j/92046317456?pwd=LbnNuhXN3i78gpnhSS1HlEm2TsjcRx.1&from=addon>

Time: 3:00 pm

Participants: Rick Goulet, Robert Sandow, Heidi Warner, Jeff Osgood, Dan Knorr, Doug Spatafore, Bryson Purcell, Kim Harris, Robin Rockey, Stephen Lee, Ann Larson, Michelle Kiec, Philip Burlingame, Norm Gordon, Aaron Russell, Jackie Borst, Erin Kennedy, Jacinth Maynard, Bernadette Heiney, Rick Lilla, Bo Miller, Yvette Ingram, Amy Long, Carina Howell, Annjane Ross, Dain TePoel, Peter Campbell, Matt McKeague, Kellie Forziat Pytel, Stacy Wagner, Curtis Grenoble, Bob Thorn, Valerie Dixon, John Abplanalp, Kenneth Hall, Brad Lint, Taylor Tyczka, Elizabeth Dickinson, Suzanne Williamson, Stephen Gitonga, John Gradel, Judith Harry, Angela Boswell, Mark Decker, Shelley Schenck, Marianne Guinter, Doreen Jowi, Lynda Michaels, Emily Powell Hodges, Reed Mellinger, Sarah Segraves, Hunter Hartford, Mackenzie Bowers, Eric Lippincott, Brooke Harlowe, Darlene Ardary, A. Lock Haven, Eric Foster, Tracey Cummings, David DeVallance.

**I.** Call to Order: Meeting called to order at 3:02pm by Rick Goulet, (CU Senate President).

**II.** Approval of Minutes for March 13, 2025

<https://www.commonwealthu.edu/documents/draft-lhla-minutes-3-13-25>

Erin Kennedy, (Professor Psychology, APSCUF Chapter President) made a motion, Rick Lilla, (Professor Librarian) seconded. Approved by acclamation.

**III.** Announcements

A. Senate Overview: Brad Lint, (MA Local Assembly President, Associate Professor English, CU) went over the Senate structure and how it is a tiered approach. Reviewed what Senate can and cannot do as a governing body and how the policy process works.

**IV.** President Report – Dr. Jeff Osgood, (Interim CU President), thanked everyone for the warm welcome and impressed with the incredible faculty and staff that are committed to the students at CU. Finalized CPP report will be shared out after Council of Trustees meeting.

**V.** Committee Reports

A. Executive Committee: Rick Goulet commented that the Executive committee prepped for the Senate meeting.

- i. Elections Subcommittee: Amy Long, (Assistant Professor Early Childhood) reported that they worked over the summer to stagger some terms and confirmed membership.
- ii. Space and Facilities Subcommittee: Yvette Ingram, (Professor Athletic Trainer Education) stated that the committee is continuing to work on the Inclement Weather policy.

- B. Academic Policy Committee: Brooke Harlowe, (Professor Political Science) commented that they are working through the list of policies.
  - i. Enrollment Management Subcommittee: Bryson Purcell, (Director of Admissions, LH-CU) said that the Transfer policy is going through revisions. The Graduate policy has been approved by senate.
  - ii. IT Subcommittee: Matthew McKeague, (Associate Professor Media & Journalism, CU) stated that the Acceptable Use of Technology is up for reading and will be discussed later.
- C. Advancement Committee: Ashley Koser, (Lock Haven Foundation) reported that they are busy preparing for homecoming.
- D. DEI Committee: Dain TePoel, (Associate Professor, CU) said that they have met a couple of times and have submitted the Time, Place & Manner policy.
- E. Finance Committee: Bob Thorn, (Interim CFO, CU) stated that they met in September and are drafting some policies. The CFO search has started.
- F. Student Affairs Committee: Emily Powell, (Instructor, Counseling Services, CU) said that all of Student Affairs policies are approved, so they are waiting for more to be assigned.
  - i. First Year Experience Subcommittee: Kellie Pytel, (Assistant Professor MS MH Counseling) reported that they held a two-day retreat over the summer. They are accepting proposals for course changes for Fall 2026 and they are working through assessment issues and developing peer leaders.

## VI. Constituency Reports

- A. Student Government: Hunter Hartford, (SCA Lock Haven President) Met on 9/25/25. Have established all undergrad committee reps for Senate. Events like "Comment for Cookies" to take place this semester.
- B. Alumni and Professional Engagement: Norm Gordon, (Alumni Association) on behalf of Dawrin Kyser reported 4 events over the next six weeks; CATCH conference, Success in 90, government non-profit human services career expo, and a two-day career-intensive boot camp.
- C. Alumni Association: Norm also reported for the alumni association stating that the board consists of 20 members. John Newcomber is the president. There are 4 standing committees. Introduced Norm's successor, Phil Burlingame.
- D. Athletics: Stephen Lee to report. 119 student athletes had a 3.5 GPA or higher. 19 out of 21 sports had GPA's of 3.0 or higher. New coaches this fall, Ted Bolin is our new assistant in football, Brock Mauler is our new men's wrestling assistant coach, and Professor Bridget Roun who is stepping in to serve as the interim head coach for Women's golf. Wrestling Hall of Fame just inducted 7 people.
- E. Center for Teaching and Learning: Erin Kennedy, (Professor Psychology, CU) said that the people from CATS would be coming this summer to offer workshops on how to better use the technology in the classrooms.
- F. Interim CFO (Bob Thorn): We are seeing some financial challenges. Will be able to review the CPP during next meeting. Expecting flat funding from state appropriations. Need to get a more grounded formulation, which will help our deficit. Projected deficit of \$14.3 million. Was projected to be around \$32 million, ended at \$13.2 million. Improvement of \$7 million from May submission.
- G. Campus Administrator: Stephen Lee, (VP of enrollment and Campus Administrator, CU) First year enrollment down by 130 for Lock Haven, but that is comparing against a really high year. 84% of that is from local markets. Transfer students up 11.7%. Graduate up 3.9% overall. Retention up 18.8%, Lock Haven grew from 75.1% to 77.3%. New Bald Eagle sculpture has

landed by the PUB. Sponsored by Downtown, Inc., there are 6 eagles throughout downtown and you can take a self-guided tour.

H. Provost: Michelle Kiec, (Provost, CU) partnering with Darren with an ad hoc group to brainstorm, and come up with ideas of how we can grow in academics. Hope is to make Lock Haven a destination.

## VII. CU Senate Business

A. Constitutional Amendments Proposal – Mark Decker (Appendix A) Mark walked through the proposed changes to the constitution that would go into effect in Fall 2026.

B. First Reading:

- i. [Leave of Absence Policy](#): Jackie Borst, (Associate Professor, CU) commented that they are working on the Grad vs. undergrad discrepancy that has been brought up and trying to address that.
- ii. [Time Place and Manner Policy](#): Dain TePoel explained that this policy was primarily to bring nomenclature to present.
- iii. [Acceptable Use of Technology Policy](#): Matthew McKeague said that this deals with not uploaded virus's or inappropriate things or hacking into other systems.
- iv. [Grade Change Policy](#): Brooke Harlowe, stated that this deals with grades that are a mistake and needs correction.
- v. [Preferred Name Policy](#): Brooke Harlowe offered to take any feedback back to the committee.
- vi. [Incompletes Policy](#): Brooke Harlowe said that this policy deals with students who receive and "I" for incomplete and the timeline in which work needs to be completed.
- vii. [Withdrawal from University Policy](#): Brooke Harlowe explained that this regulates the process for when a student leaves the university.
- viii. [Transfer Policy](#): Bryson Purcell explained this is the mechanics that are awarded based on things like prior experience, academic credit, certificates, credentials, etc.

## VIII.

Consent Agenda Items: N/A

Withdrawn Policies: N/A

## IX. Updates

A. Middle States (MSCHE) Update: Cori Myers, (Assoc VP of Institutional Effectiveness, CU) announced that CU received the reaffirmation of accreditation. A supplemental report is due in March. Still missing some academic program assessments. Need to continue to demonstrate strong practices.

B. Others from the floor: Erin Kennedy sent out a plea to the Lock Haven campus to really speak up and show up to our local assembly. To use this forum to have conversations and bring up Lock Haven specific issues.

## X. Open Forum and Remarks for the Good of the Order

## XI. Adjournment: 4:58pm by Acclamation.

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## **Upcoming Fall 2025 Meetings**

- Bloomsburg Assembly Meeting @3 pm: Thursday, 10/09/25 (Hartline Science Center – G38)
- Lock Haven Assembly Meeting @4 pm: Thursday, 10/23/25 (**105 Greenburg Auditorium, Willis Health Science Building**)
- Mansfield Assembly Meeting @4 pm: Thursday, 10/30/25 (**G1 Retan Center**)
- CU Senate Executive Committee Meeting @4 pm via Zoom: Thursday, 11/6/25
- CU Senate Meeting @4 pm via Zoom: Thursday, 11/13/25