ANNUAL REPORT

2018-2019

PENNSYLVANIA HIGHLANDS COMMUNITY COLLEGE

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MESSAGE FROM THE PRESIDENT

PENNSYLVANIA
HIGHLANDS
COMMUNITY COLLEGE

Message from the President

Dear College Community:

In May 2019, as I approached the end of my 12th year and the beginning of the final year as president of Pennsylvania Highlands Community College, we celebrated the largest graduating class in our school's history. It does provide a good feeling despite our struggles with declining enrollments over the past few years. Even the decline needs to be measured against the trends across Pennsylvania. A recent study indicated that state-supported public colleges had averaged a 15% decline in enrollment over the past five years. We are down only 3.5% for the same time period, and we may be reversing that trend over the next few years as we start to see growth at our Blair Center.

As I look back on the year, I am most certain that I made one of the best decisions of my career when I appointed Dr. Barb Zaborowski as Interim Vice President of Academic Affairs. The idea had been to fill the position temporarily until the next president could be identified and then allow the next president to be involved in hiring the next VP of Academic Affairs. But Barb has been more than a place holder. We now have some five new programs to offer our students thanks to Barb's ability to work with the faculty and keep projects on task and on time. The Patient Care Technician program recently received three national certifications less than one year after implementation. We have Professor Gaynelle Schmieder to thank for that. Barb also wowed the Secretary of Labor and Industry with a round table meeting she set up at his request. From that meeting, she was invited to do a presentation in Hershey at the Secretary's request, and I suspect such a connection helped her when she applied for—and received—a PASmart Grant totaling nearly $500,000. More importantly, Barb showed her ability to work outside the college having brought together a coalition of business, education, non-profit, and other leaders from a 4-county region to build the grant project. Since, Barb has worked with city leaders and college faculty to garner a $150,000 Cure for Violence grant. And she is busy cleaning up old policies that are no longer valid or don't work the way we need them to.

The other marvelous activity of the year comes from the incredible engagement of our trustees in the political strategy of the College. A special thanks to Steve McAneny who took chairing the External Affairs Committee seriously. The Trustees were mobilized and ready to make a real impact on the College's funding through a concerted effort to engage members of the General Assembly and the Governor's office in recognizing the unique financial situation of Pennsylvania Highlands Community College. We were able to get a $500,000 supplement for the College because of this effort.

As to our year in review, I will start with some data points:

COLLEGE DATA AND METRICS 2018-2019:

Student Graduation Rates
Student graduation rates show year-over-year improvement across all graduation timeframes this year. The 3-year, or 150% of normal catalog time to completion rate for full-time fall students, increased from 30% to 35% for fall 2014 and fall 2015 cohorts respectively. (IPEDS Winter 2018-19)

Improvement was observed for the 100%, or normal catalog time to completion graduation rate, which improved from 13% to 26% for full-time fall 2014 and 2015 entering student cohorts respectively. (IPEDS Winter 2018-19)

Student Retention Rates
Recovery was observed in the fall-to-fall retention rate metric for full-time students, which increased from 48% for fall 2016 entrants to 55% for fall 2017 entrants. Part-time student retention saw a decrease from 44% to 40% for students entering fall 2016 and fall 2017 respectively. (IPEDS Spring 2018-19)

Fall-to-spring retention decreased over prior year rates when comparing the average 2017-18 rate of 84.4% across all entering cohorts to an average of 77.3% for all students entering in fall of 2018-19. The Retention Task-

force is conducting research to help determine the root cause of some attrition gaps and to help identify the factors that may impact student risk for early departure. (Penn Highlands IR)

Overall student transfer out rates, within 150% of normal catalog time to completion, for fall full-time entering cohorts increased from 19% to 25% for the 2017 and 2018 reporting years. (IPEDS Winter 2018-19)

Enrollment
Audited annualized Full-time Equivalent (FTE) students, per PA Department of Education methodology, increased from 1,484 to 1,526 between FY2017 and FY2018. A similar metric, IPEDS 12-month enrollment, showed an increase in total credit students served from 3,540 to 3,581 between FY17 and FY18 respectively. (PA Dept. of Education FY17 and FY18 AUP Audit Report and IPEDS Fall 2018-19)

Among degree-seeking fall students, 1.1% more fall 2018 students were considered to be of non-traditional age (25+) over prior year population statistics; 29.7 vs. 30.8% for fall 2017 and 2018 semesters respectively.

Student Outcomes
The percent of students, institution-wide, who received grades of 'A', 'B', or 'C' in college preparatory/remedial math and writing courses after two years, improved over the last two reported fall semesters. Math success improved from 50% to 52% and college writing improved from 64% to 72%. (National Community College Benchmark Project (NCCBP) 2018 and 2017)

Part-time students completing or transferring within six years increased from 22% to 27% over the last two reported fall terms. (NCCBP 2017 and 2018)

Penn Highlands was ranked in the top 2nd percentile, where lower is better, for the percentage of students who withdrew from credit courses among all colleges reporting to the National Community College Benchmark Project in 2018. (NCCBP 2018)

SUPPLEMENTAL REVENUE

We were also blessed in our ability to acquire additional financial assistance through a variety of grants and other external sources, totaling more than $1,000,000 in financial awards as shown below:

PHCC New Funding Sources 2018-2019

Agency	Project-title	Total Award	Period	Annual Amount	
PDE	Annual Operating Allocation	$ 101,259.00	ongoing	$ 101,259.00	PDE increase in annual operating allocations
PHCC	Renegotiated EEC Lease	150,000.00	5 year	30,000.00	ESTIMATED-Net cost savings due to renegotiated lease
LVM	Blair Project Tennant Allowance	489,300.00	1 year	489,300.00	Laurel Valley Mall tennant improvement allowance
DCED	Central Park Project	40,000.00	1 year	40,000.00	Central Park Renovations- DCED Grant
Perkins	Perkins Grant	148,171.00	1 year	148,171.00	Student Educational Needs
KEYS	KEYS Grant	142,286.00	1 year	142,286.00	Student Educational Needs
Subtotal College Awarded		**1,071,016.00**		**951,016.00**	
PHCC Foundation	CFA Spring -Central Park	7,000.00	1 year	7,000.00	Central Park Renovation
PHCC Foundation	Central Park	8,000.00	1 year	8,000.00	Central Park Renovation
PHCC Foundation	1stSummit Bank-Central Park	1,000.00	1 year	1,000.00	Central Park Renovation
PHCC Foundation	Northwest Bank-Central Park	1,000.00	1 year	1,000.00	Central Park Renovation
PHCC Foundation	First Commonwealth-Central Pa	1,000.00	1 year	1,000.00	Central Park Renovation
PHCC Foundation	Ameriserv Bank- Central Park	1,000.00	1 year	1,000.00	Central Park Renovation
PHCC Foundation	First National Bank-Central Park	1,000.00	1 year	1,000.00	Central Park Renovation
Subtotal Foundation		**20,000.00**		**20,000.00**	
	Total	**$1,091,016.00**		**$ 971,016.00**	

Message from the President

THE NINE OPERATIONAL PLAN PRIORITIES

The Operational Plan for FY2019 included Nine Priorities to be accomplished over the year, and we did a good job getting these done or nearly done:

1. **Fully Establish the Blair Center**

   We were late getting the new space ready for occupancy, which hurt our overall efforts at recruitment. While our numbers at Blair were short of our projections, they were slightly higher than the previous year and early reports so far indicate that we should see much larger numbers in Blair in Fall 2019. This year we added full-time faculty to Blair and increased our program offerings there. We did suffer a significant blow this April as our Blair Center Director resigned. We are hopeful that we can find a good replacement.

2. **Expand the Central Park Center**

   With special thanks to Brian Barbin, the Community Foundation, our Foundation, and several local banks, we were able to complete construction on our downtown center. A more recent award of PDE capital dollars will allow us to add the technology we need for workforce training at the center, and JWF Industries will be training employees there as part of their apprenticeship program. Barb Zaborowski is working with Intuit, and we may see additional training at the center in response to their needs.

3. **Develop New Programs and Certificates**

   We implemented a Patient Care Technician certificate program in Fall 2018, but did not get any enrollment likely due to the late approval process (Board approval did not occur until April). However, the program launched successfully in Blair with the Spring 2019 semester. We are now ready to implement new programs in Engineering Technology, Substance Abuse, and Hydroponics to begin in Fall 2019 and Paralegal to begin in Fall 2020. Recent Enrollment reports are promising and all programs should begin on schedule.

4. **Develop Long-Term Facilities Ownership Strategy**

   Not a strategy to take lightly, but we have made progress. The Board appears to be of a consensus that the College needs to own its main campus and is planning a summer retreat to decide what form that ownership should take. Also, we have shortened our lease time on Ebensburg to determine its value going forward (enrollment has been growing at the Ebensburg Center with a 58% growth in out-of-county students coming mostly from Indiana County). Huntingdon has shown some recovery over the past few years, and I would like to see its lease extended on a year-to-year basis until we see how the Blair Center's expansion impacts Huntingdon enrollments. In the meantime, we are working with an architectural firm to investigate the feasibility of keeping our Richland campus, moving the college downtown, or keeping Richland with a tech center downtown.

5. **Create a More Student-Centered Environment at all Locations**

   A key piece has been to implement a 4-day class schedule that takes into account students' needs for flexibility. The 4-day schedule helps compress class schedules for individual students reducing days on campus and drive times to get a complete schedule of classes. While early, we will monitor to see if we have better retention and completion rates going forward. We are also focusing more on advising by academic and career planning, using a pathways approach. We have also changed the Cyber Lounge into a game room at Richland and have started a second Phi Theta Kappa chapter to be based in Blair. The additional chapter allows for more students to earn PA All American scholarships. We are also redesigned program offerings at Huntingdon to better coordinate with degree offerings at Blair.

6. **Continue Our Review of Middle States Standards and Team Recommendations to Improve Existing Compliance and Assessment Processes**

   We have been keeping track of Middle States and the new 8-year cycle. The Institutional Effectiveness Team has been re-activated and at Barb Z's suggestion, it now includes faculty department chairs to get faculty more engaged in the assessment processes. Gary Boast is working with Middle States to try to iron out a glitch in methodology as the Middle States method of calculating a College's finances shows us operating at a severe deficit. This is in opposition to our annual audits.

7. **Prepare to Search for a New President**

   We are ahead of schedule. The Board created a Presidential Search Steering Committee that has been working on a Presidential Profile. The Board has now approved the use of ACCT Search Consultants to help with the search. I have officially announced my retirement, and the public search process began in late April with a new president identified no later than January 2020.

8. **Prepare for the College's 25th Anniversary**

   A committee has been formed and is planning activities for the next year. The most recent updates show that a variety of activities will play out over the next year culminating in a farewell fundraising banquet honoring the exiting president. Also, Corks and Kegs will be used as a 25th Anniversary celebration, and our graduates may be wearing special 25th anniversary hoods. Other details are forthcoming.

9. **Implement Office 365 Across the College**

   All users are now on Office 365. Students, Faculty and Staff now have full access to several tools to increase efficiency and puts us on a path to fully embrace the cloud. The translation was extremely smooth with very few issues. This will also provide the college with enhanced cyber security tools. We also moved to a consortium license model that gives us many more capabilities at a better cost.

Thank you for allowing me to serve as your president for twelve years.

Sincerely,

Walter J. Asonevich, President

MISSION, VISION, AND ACCREDITATION

PENNSYLVANIA
HIGHLANDS
COMMUNITY COLLEGE

Pennsylvania Highlands Community College
Mission, Vision, and Accreditation

MISSION STATEMENT

Pennsylvania Highlands Community College provides its students with affordable opportunities to gain the knowledge and skills they need to be successful in their work, in their day-to-day lives, and in their pursuit of life-long learning in a supportive, student-oriented environment.

VISION STATEMENT

Pennsylvania Highlands Community College will be a dominant higher education provider in west central Pennsylvania – a catalyst for regional renewal – positioning our graduates to be recognized as highly competent, exceptional members of the community and workforce.

CORE VALUES

Pennsylvania Highlands Community College strives to be a community of learners where every student, employee and community member is respected and supported. The College is deeply committed to the following values:

Student Success

Creating a student-centered environment where individuals are challenged, encouraged, and supported to achieve their educational, professional, and personal goals as well as develop a spirit of intellectual curiosity and a commitment to lifelong learning.

Quality and Accountability

Establishing performance standards throughout the institution, developing measures to document effectiveness along with a commitment to continuous improvement in pursuit of excellence.

Integrity and Ethics

Holding each member of the organization to high professional and personal standards. These principles are also embodied in the Statement on Professional Ethics adopted by the College's Faculty.

Collaboration and Collegiality

Informing and involving members of the College community in discussion and problem solving at all levels in an atmosphere marked by civility and cordiality conducted with respect for personal and professional differences remembering as well the value of humor and humility.

Responsiveness to Diverse and Changing Community Needs

Developing innovative and creative responses to the region's dynamic economic, workforce, and social needs based on interactions with all segments of the community.

INSTITUTIONAL LEARNING OUTCOMES (ILO)

The College has defined a series of learning outcomes for its students that are assessed to ensure students are learning what the college intends. Associate degree graduates will have demonstrated an appropriate level of academic and professional competence to the college and community. They will have mastered the following general education competencies: the knowledge and skills that they encounter through learning opportunities necessary for success in college, their work, and as lifelong learners.

- Critical Thinking
- Scientific/Quantitative Reasoning
- Information Literacy
- Effective Communication
- Awareness of a Diverse World
- Technological Expertise

Graduates at all award levels (i.e., associate degree, diploma, or certificate) will be able to demonstrate the fundamental knowledge and integration of ideas, methods, and theory and practice as measured by the specific program learning objectives, appropriate for their award level:

- Disciplinary Knowledge - Students must demonstrate success in academic discipline-specific coursework that provides varied and intentional learning experiences to facilitate the attainment of fundamental knowledge, skills, and attitudes that foster effective citizenship, work, or continued learning.

ACCREDITATION

Pennsylvania Highlands Community College is accredited by the Commission on Higher Education of the Middle States Association of Colleges and Schools, which is recognized by the U.S. Secretary of Education and the Commission on Recognition of Postsecondary Accreditation.

THE COLLEGE'S STRATEGIC PLAN 2017-2022

PENNSYLVANIA
HIGHLANDS
COMMUNITY COLLEGE

Pennsylvania Highlands Community College
Strategic Plan – 2017 - 2022

I. **PRIORITY: ACCESS**

  A. **Goal: Pennsylvania Highlands Community College will have a physical location within commuting distance of every home in the Southern Alleghenies.**

    1. **Objective:** Penn Highlands will have ownership of its Richland campus or ownership of sufficient property in the Johnstown Area to construct a new main campus to serve no fewer than 2,000 students.

    2. **Objective:** Penn Highlands will have a full service campus established in Altoona, serving no fewer than 500 FTE students.

    3. **Objective:** Penn Highlands will have its Huntingdon outreach campus at a capacity to serve no fewer than 100 FTE students.

    4. **Objective:** Penn Highlands will have reaffirmed the location of its northern Cambria County campus or determined a new location for the campus.

  B. **Goal: Pennsylvania Highlands will deliver the highest quality education and services in the most cost effective manner.**

    1. **Objective:** Reclaim and maintain distinction of being in the top 20% of lowest net price public 2-year colleges nationwide per College Affordability and Transparency Center.

    2. **Objective:** Continue to ensure Cambria County residents can cover the costs of tuition and fees with basic Pell Grant.

    3. **Objective:** Secure $500,000 in State funding through the "Regional Community College Services" line item in the PA State Budget.

  C. **Goal: Have 3 of the 6 Southern Alleghenies counties providing subsidy for their students through tuition assistance programs.**

    1. **Objective:** Have two additional counties providing subsidy for their students through tuition assistance programs.

  D. **Goal: Pennsylvania Highlands will develop an online campus that provides innovative design and delivery of online education.**

    1. **Objective:** Implement a new Learning Management System to deliver a state-of-the-art online learning experience to our students.

    2. **Objective:** Implement quality oversight and a cohesive plan for online programming and student services.

    3. **Objective:** Increase enrollment in 100% online programs to 100 FTE students (currently 50 FTE).

    4. **Objective:** Develop a plan for asynchronous learning and video conferencing.

  E. **Goal: Penn Highlands will move from the smallest community college to the 2nd smallest community college.**

    1. **Objective:** College to exceed 2,000 FTE over 2015-16 actual of 1,510 per PDE Agreed Upon Procedures (AUP) methodology.

    2. **Objective:** Increase Capture Rates (Core Students excludes ACE).

County	Cambria	Blair	Huntingdon	Somerset
Current Rate	.59	.09	.19	.26
5 Year	.70	.50	.30	.40

OPERATIONAL PRIORITIES FOR ACCESS:

- Establish a fund in the College Foundation to reduce non-sponsored tuition.
- Hire a full-time administrative position to oversee Online College.

II. PRIORITY: SUCCESS AND COMPLETION

A. **Goal: Seek to achieve top ranking in various national ranking agents and government lists.**

1. **Objective:** Increase percentage of students enrolled in online education from 28% (2014) to 30%.

2. **Objective:** Tuition and fees for sponsored students not to exceed a 7.5% total increase in tuition and comprehensive fees over the 2016-2017 rate of $5,790.00.

3. **Objective:** Maintain a student to faculty ratio of 20:1.

4. **Objective:** Increase five-year average retention rate for full- and part-time students from current 54% FT/49% PT (2016-17 NCES) to 57% FT/53% PT.

5. **Objective:** Increase five-year average graduation rate for 150% of Normal Catalog Time (NCT) from current (2016 NCES) 23% to 25%.

6. **Objective:** Increase five-year average graduation rate for 200% of NCT from current 28% to 30%.

7. **Objective:** Increase number of transfer agreements per 1,000 students with other institutions from current 90/1,000 to 115/1,000 (PA Highlands Articulation Agreement List and PA TRAC Outgoing Agreements).

B. **Goal: Online programming experience will be equivalent to our face-to-face programming.**

1. **Objective:** Students in online programs will have a completion rate of 90% compared to face-to-face students.

2. **Objective:** Increase average retention rate for full- and part-time online program students to 52% FT/46% PT (National CC Benchmark Method).

3. **Objective:** Increase rate of full-time online program students who complete or transfer in 3 years to 37%.

4. **Objective:** Increase rate of part-time online program students who complete or transfer in 6 years to 36% (National CC Benchmark Method).

C. **Goal: Create an innovative remediation program that optimizes completion.**

1. **Objective:** Improve rate of credential seeking students who become college ready and complete college courses from 49.7% for math (VFA Credential Seeking Fall 2013 Cohorts) to 60% and from 68.6% for English (VFA Credential Seeking Fall 2013 Cohorts) to 75%.

D. **Goal: Ensure the College is using the most innovative delivery methods to optimize student success.**

1. **Objective:** Increase rate of coursework completed with a 'C' or better after first-year from 75% (2015 Fall IPEDS Cohort) to 78%.

2. **Objective:** Increase rate of full-time students who complete or transfer in 3 years from current 37% to 39%.

3. **Objective:** Increase rate of part-time students who complete or transfer in 6 years from current 40% to 41%.

4. **Objective:** Increase return rate of college drop outs by 5% and ensure 35% of those captured complete or successfully transfer.

E. **Goal: Our Student Satisfaction with the services they receive from us will be exceptional in all categories.**

1. **Objective:** No score on student satisfaction survey below 4.9 on a 7.0 point scale.

OPERATIONAL PRIORITIES FOR SUCCESS AND COMPLETION:

- Become an "Achieving the Dream" Institution.
- Increase number of specialized accredited programs as demanded by industry.
- Provide an organized system for outreach of those who have dropped out or not continued.
- Explore the Guided Pathway Approach to academic and career planning which strives to eliminate unnecessary coursework and provides a structured pathway to program completion.

III. PRIORITY: BUSINESS AND INDUSTRY RELEVANCE

    A. Goal: Ensure the college programs are meeting the industry needs of the region for certificate and associate degree options.

        1. **Objective:** For top 10 industries in the Southern Alleghenies extended region, College will have degree, diploma, and certificate programs that align with workforce needs of at least 8 of these industries.

    B. Goal: The College will seek out accreditation of programs that meet the needs of our region.

        1. **Objective:** Two additional programs receive national accreditation.

    C. Goal: The College will develop a rapid response system for getting new programs offered.

        1. **Objective:** The College will be able to respond within six months to an identified need for credit programming.

        2. **Objective:** The College will be able to respond within one month to an identified need for non-credit programming.

OPERATIONAL PRIORITIES FOR BUSINESS AND INDUSTRY RELEVANCE:

- Research accreditation opportunities for College programming to identify accreditation efforts to pursue.

IV. PRIORITY: ECONOMIC CATALYST

    A. Goal: The College will evolve an entrepreneurial incubator for its students and graduates.

        1. **Objective:** The College will establish the entrepreneurial incubator and within 5 years, one student will have started a new business.

    B. Goal: The College will evolve a clear, systematically designed STEAM initiative.

        1. **Objective:** Identify and implement two new STEAM programs based on industry needs of the region.

        2. **Objective:** Increase enrollment in career technical programs by 10%.

        3. **Objective:** Increase degree completion rates of STEAM programs by 3%.

    C. Goal: Assist underserved populations in our region in pursuing higher education to obtain skills required for jobs that offer family sustaining wages and to strengthen regional workforce.

        1. **Objective:** Establish an outreach center within the City of Johnstown to help underserved and low-income residents enroll and succeed at Penn Highlands.

        2. **Objective:** Support, collaborate, and share information with local agencies in downtown Johnstown to deliver programming and assist residents with moving from poverty to self-sufficiency through educational attainment.

        3. **Objective:** Pursue additional opportunities for programming in downtown Johnstown.

OPERATIONAL PRIORITIES FOR ECONOMIC CATALYST:

- Develop an engineering technology program.

PLANNING FOR FY2020

PENNSYLVANIA HIGHLANDS COMMUNITY COLLEGE

Pennsylvania Highlands Community College
Planning for FY2020

Below are priorities that shape the operational priorities for FY2020 and years ahead. Additional priorities will arise from the President's Cabinet annual retreat in July 2019 and the Board retreat in August 2019.

IDENTIFYING THE NEXT PRESIDENT AND HIRING THE NEXT VP OF ACADEMIC AFFAIRS

If everything goes according to plan, the next president of Pennsylvania Highlands Community College will be known by January 2020. We would then begin a search for the next VP of Academic Affairs and invite the new president to be fully involved in the process, including identifying the candidate he/she would want to work with when they begin as the college's CEO in August 2020. We would hope that the new VP of Academic Affairs would be on board a couple months ahead of the new president, so I could help with the transition and the new president would have a senior VP of his/her own choosing already engaged with the college community.

ESTABLISHING THE PLAN FOR COLLEGE FACILITY OWNERSHIP

I would love to exit the College knowing that we had determined what path we will take to owning our main campus. It would be marvelous if I could exit knowing we had made arrangements to purchase our main campus. In the meantime, we are working with an architectural firm to investigate the feasibility of keeping our Richland campus, moving the college downtown, or keeping Richland with a tech center downtown.

BUILDING THE BLAIR CENTER

We need to focus more attention on growing the enrollment at the Blair Center with a goal of crossing the 200 FTE mark as we start the Fall 2020 semester. Getting a new center director is step one and working with that center director to improve staffing, enhance programming, direct marketing more toward the needs of Blair County, and working with county commissioners and state legislatures to keep tuition affordable are all working parts of this project.

MAINTAINING OUR POLITICAL MOMENTUM

Whether it works or not, our political momentum this past year has been a significant improvement over previous years. I have been learning a lot about how the process works in our General Assembly and how we need to work the system if we are to see any correction in our funding going forward. This year kudos go out to the Trustees who have been more engaged than I have seen through previous years. I am hopeful that we will end FY2019 with additional funds from the state, and we will need to devote next year's efforts to keeping those additional funds going forward.

FOCUSING THE CAMPUS ON TRANSITION

When I arrived at Penn Highlands in August 2007, it felt as if everything the college was doing sort of ground to a halt while it waited for me to start it all back up again. The problem may have come from a permission-based management style that caused everyone down the line to wait for permission from the new president to make the step in their plans. I would like to think I have managed the college by policy, procedure, and planning rather than by permission, and we will need to direct and reinforce that concept that everything continues even after I leave. That is, continue to do the work according to policy, procedure, and the strategic and operational plans that we have in place. And most important, the senior staff needs to recognize that the new president is not omniscient. He or she will need to be coached on what is in progress and why. If all goes according to plan, I will be able to work with the new president over my final semester to provide the connections between where I will leave off and he or she will take over.

GROWING OUR OVERALL PARTICIPATION RATE

We need to work at growing the College's enrollment to the potential that is evident in the data that shows that the state average is 1.44% participation while ours is at .65% participation. With Richland, Ebensburg, and Downtown Johnstown campuses, our Cambria County participation rate needs to go to .75% within one year and should exceed 1.0% over the next five years. Our Blair participation rate needs to go from .08% to .25% within one year and reach .65% over the next five years. Huntingdon is at .14% and needs to get above .20% over the next two-three years. Somerset is at .26% and should be at .50% over the next five years.

ACCOMPLISHMENTS AND UPDATES

PENNSYLVANIA HIGHLANDS COMMUNITY COLLEGE

Pennsylvania Highlands Community College
Academic Affairs

OFFICE OF VICE PRESIDENT OF ACADEMIC AFFAIRS

- Coordinated the Southern Alleghenies STEM Ecosystem and was awarded a PASmart grant for over $498,000.
- Worked with Intuit Corporation to provide input into the development of the Intuit Prosperity Hub in Johnstown and the Tax Coalition.
- Awardee of the RFP for implementation of the Cure for Violence Model in Johnstown.
- Launched these new programs:
  ◊ Sustainable: Hydroponics, Agriculture, and Rural Entrepreneurship Certificate (SHARE) in partnership with Sandyvale Memorial Park
  ◊ Substance Abuse Certificate
  ◊ Paralegal Studies AAS
  ◊ Engineering Technology AAS
  ◊ Bookkeeping Certificate
- The college is in the process of applying for accreditation from the National Association for the Education of Young Children
- The college has become a member of the National Association for Community College Entrepreneurship. This membership is made possible through partnership with Intuit Inc.

CAREER SERVICES AND WORKFORCE DEVELOPMENT

- ***Collaborative Partnerships for External Community Relations and Penn Highlands Student Recruitment Support*** – Substantial career education advising and presentations in the past year supported local agencies/clients including Goodwill, U.S. Probation, FCI-Loretto, and ASVAB Testing for our students and area high school students. High School on-site and campus visits included Greater Johnstown, Ferndale, Conemaugh Valley, Portage, Rockwood, and Somerset.
- ***Industry Tours Program Expansion –*** Tours and roundtables for the regional college and career tech center staff continued across the Southern Alleghenies with the total at 41 company tours to date. The program expansion to create a separate student tour included a trip to Heinz Field and Duquesne University this past year. Expansion will continue as we partner with the Business Dept. and their newly created student advisory board to provide more local and regional student tours.
- ***Downtown Center Usage –*** A first time training template for the Downtown Center was created and successfully implemented to provide a 10 week leadership training for 44 JWF employees. A $5,000 grant proposal was submitted, and approved by Intuit, to provide 4 computers to the Downtown Center to support the FreeFile online tax service to the community in 2020.
- ***Electrical Training Partnership Program*** – Two electrical training programs were created and implemented at Richland campus to meet the needs of 3 local companies, this past year. The model was well received by company reps and their respective 14 employees. Other similar offerings will occur in the coming academic year.
- ***Intuit Partnership –*** Serving on planning committee that hosted the first Downtown VITA program for 40 residents in 2019. A standing committee has been formed with regional partners to oversee the continuation and expansion of this downtown program.
- ***Pearson Vue Testing*** – Amazon Web Services testing has just recently been added to the roster and revenue is trending upwards with the highest recorded revenue to date, during the 2018-19 fiscal year.
- ***Community Education Partnership*** – A partnership with the Community Arts Center of Cambria County was established to expand community education art offerings for the region, here at the Richland campus.

SCHOOL PARTNERSHIPS

- Developed a consistent advising orientation for all new 9th grade Associate in HS students, ensuring all students receive the same materials and information outlining the expectations of the program. Students meet with their advisor prior to taking an online course. They are provided with information on textbooks, Schoology, college email, etc. At the end of the meeting, both the advisor and student sign a form stating that they received all the information and understand the expectations. A copy of the form is provided to the student and a copy is retained in the Office of School Partnerships.

- Implemented eligibility requirements for high school programming, ensuring we have the students in the best pathway for their future success. Students that do not meet the eligibility requirements for the Associate in HS program are advised of the Academy Pathway.

- Began promoting the Penn Highlands Academy Program with Admissions to encourage students to leverage their ACE credits towards a Penn Highlands Degree. Students in the Academy program can earn a maximum of 28 ACE credits in high school before completing their degree in approximately 1 year after their high school graduation. Currently there are 16 students enrolled in this pathway.

LIBRARY

- Developed an Academic Integrity online course to teach students about plagiarism
- Changed EBSCO subscription model to offer more ebooks to students at less cost
- Joined the Affordable Learning PA group to coordinate with other higher education institutions to move toward adoption of more Open Educational Resources (OER)
- Reviewed and assisted in the evaluation of proctoring software for inclusion in online classes
- Developed a set of OER resources for the History through Film course
- Scanned and digitized over 1,000 images for inclusion in the Cambria Memory Project

OFFICE OF VICE PRESIDENT OF STUDENT SERVICES

- Worked with the Board Scholarship Committee to modify the Board Scholarship Policy to include more recipients.
- Worked with Clarion University to develop an agreement to establish course offerings at Somerset related to the Clarion ASN program.
- Worked with Business Office and facilities to place equipment for students into the cyber lounge transforming it into a student activity space.
- Developed, promoted, and participated in student forums at all locations during the fall semester.
- Responded to state legislation by creating a new Anti-Hazing Policy.
- Oversaw the development of the 3 year Enrollment Management Plan.
- Promoted changes to Fall orientation to include all students attending Richland creating opportunities for them to meet with faculty and advisors.
- Addressed DHS concerns regarding KEYS program and oversaw both programmatic and budgetary changes.

BLAIR CENTER

- Exceeded the fall sponsored full time goal by 7 students, and exceeded the spring sponsored full time goal by 2 students.
- Added Patient Care Technician program for 2018-19 and Network Administration, and Cyber Security to available academic programs for 2019-20.
- The Blair Center staff held 80 student activities; 9 FAFSA workshops; 4 student-centered, community-related events; 4 open houses; and a 1st annual grad fair.

EBENSBURG CENTER

- 5th year in a row that Ebensburg has grown enrollment fall-to-fall. 5.89% growth F '17 to F '18.
- Ebensburg, since fall 2013, has increased out-of-county enrollment by 58.10%. Most of this enrollment has been from Indiana County.
- Ebensburg Student Activity Club has increased community participation in 18-19. Some club activities were:
  ◊ Packing toys for Toys for Tots with local Marines
  ◊ Playing bingo and buying prizes for residents of Cambria Care Nursing home over Christmas
  ◊ Packed toys and worked the "Sheetz for the Kidz" Christmas day
  ◊ Donated $500 of raised funds to the American Heart Association along with participating in the Ebensburg Heart Chase with 2 teams
  ◊ Face painting and Bear Claw tattoos at the Ebensburg PotatoFest

SOMERSET CENTER

- Pennsylvania Highlands Community College has partnered with Clarion University to offer academic coursework for their new nursing program in Somerset County.
- The Somerset Center has the largest graduating class with around 25 graduates, who have completed the majority or all of their coursework at the Somerset Center.
- The Somerset Center also continues to see solid enrollment numbers at the site as well as with Somerset County students at the Richland campus. We also continue to see an improving demographic of students attending the Somerset Center with an average GPA for the fall 2018 semester of a 3.15. This in turn has allowed us to continue to see above average retention and satisfaction rates.

HUNTINGDON CENTER

- Began an initiative of "closing the gap" with accepted students this year by visiting them in the high schools and "meeting them where they are". During these visits, we would discuss financial aid ("Did you complete your FAFSA?), MyPeak, Schoology, how to get books, transfer credits, etc. The goal with these meetings is to increase registration numbers by keeping in close contact with applied students.

- Maintained a close relationship with AHS students by holding advising appointments several times a semester. Also, began meeting with ACE students that are not a part of the AHS program to promote and educate them on our Academy Pathway. During those meetings I would also administer Career Coach with them to programs and careers they could complete at Penn Highlands that could turn into careers that matched.

- Huntingdon was able to hit full-time headcount goal in spring 2018.

- Adjusted some of the programming offered in Huntingdon to more applied degrees. This was an effort to better coordinate with the Blair Center programming, and to enhance meeting the needs of students at the Huntingdon Center.

CENTRAL PARK CENTER

- Staff from the student services department continue to provide staffing to the location.

- Collaborated with five (5) human service organizations to provide presentations to clients, which included information sessions on Penn Highlands.

- Continue tracking inquiries and applications from the sight.

- Holding Making College Affordable and How Does College Work seminars during spring and summer.

MARKETING & COMMUNICATIONS

- Implemented search engine advertising for all programs via program pathways, utilizing Google AdWords.

- Created a successful social media campaign to drive engagement, known as *Faces of Penn Highlands*.

- Made web adjustments and created marketing campaigns that increased our web inquiries by 186%.

- Marketing & Communications Department earned four (4) regional awards and one (1) national award:

  ◊ College Website: Silver Medallion

  ◊ Novelty Advertising: Bronze Medallion

  ◊ Poster Design: Bronze Medallion

  ◊ College Viewbook: Bronze Medallion

REGISTRATION/ENROLLMENT SERVICES

- Re-tooled the credit course schedule to allow for a four day per week class schedule for students. Schedule now provides a condensed and convenient schedule for students to complete their required coursework in a two-year period. The new schedule has yielded a more efficient offering of classes at a higher average class size.

- Worked with the English, social sciences, and humanities departments to create a plan for cycling course offerings over a four-semester period. This will enable us to offer a larger variety of classes while ensuring that program requirements are met across locations.

- Revised the college's Enrollment Management Plan, which endeavors to leverage the full complement of student support services and recruitment activities to support the growth of the institution.

- Implemented a "Making College Affordable" program offered to a variety of audiences including teachers in Blair and Cambria counties as well as offered at our Downtown location this spring.

- Distributed the first Parent Newsletter to a database of potential and current student parents exploring topics such as managing college costs, supporting first year students, and transferability of courses.
- Created a 'program of services' offered to local high school and reached out to area feeder schools to promote the offering. Services include senior exit interviews, "how does college work" presentations, on-campus immersion events, and in-service presentations for teachers to name a few.
- Implemented Signal Vine, a texting platform for communicating with potential and existing students to nudge them into action at key points of their enrollment cycle.

ATHLETICS

- 17 Student Athletes graduated.
- Women's Bowling captured both the WPCC and Region XX Championships, and the men's team finished as runners-up in both categories.
- Men's Cross Country finished as runners up in both the conference and region.
- Men's Basketball and Women's Cross Country finished as runners up in the WPCC.
- Jordan Fortson, Aly Platt, Erica Kovalik, Landon Ridgeway, and Tom Pisarczyk were named to First Team All Region and Brian Acosta to the second team.
- Men's basketball and men's and women's bowling qualified for Regionals.

STUDENT ACTIVITIES/STUDENT SENATE

- Largest Student Recognition Ceremony was held on April 12.
- The largest walking graduation class is expected.
- Eight students were named to the ALL–PA team . . . most to date, including two workforce pathway students.
- Sigma Alpha Pi was once again named to the Founder's List for completing all pillars.
- Eighty students were inducted into Sigma Alpha Pi, an increase of 12 students from last year.
- Sixty students were inducted into Phi Theta Kappa, an increase of 16 students from last year.
- A new chapter of Phi Theta Kappa will be recognized at the Blair campus.
- The Cyber Lounge was revamped to include a foosball table, shuffleboard table, video cocktail table, televisions and video games to improve student engagement.

ADMISSIONS/RECRUITING

- Increased the partnership between the Admissions and School Partnership Offices to increase communication for students enrolled in the dual enrollment programs. During the 2018-2019 academic year, the Admissions and School Partnership Office attended several high school open houses, informational evenings, and dual enrollment presentations to increase the options that Penn Highlands can provide. This will hopefully lead to an increase of dual enrollment students matriculating into a Penn Highlands programs.
- Met with individuals at several local high schools to discuss how Penn Highlands and the school districts can work together to ensure that their students are informed about post-secondary educational options. Follow-up meetings have led to several campus visits, and increased classroom presentations. The objective of these events is to increase our inquiries and subsequently lead to high application numbers.
- Increased high school group campus visits to the Richland Campus. Completed one campus visit during the 2017-18 academic year. During the 2018-19 academic year, we have had four high schools visit with the prospect of two additional schools visiting in May 2019.

STUDENT SUCCESS CENTER

- Created and implemented a KEYS Handbook for the fall 2018 semester, established an attribute in Jenzabar to gather KEYS data, streamlined processes, and implemented intensive case management with KEYS students.

- Promoted the 3+1 Consortium Agreement with St. Francis University for 3 programs: Organizational Leadership, Behavioral Science, and Computer Systems Management and advised these students. The program saw enrollment of 9 students in 2018/2019. 6 are starting in fall 2019 and 50 other students have expressed interest. These students graduate from Penn Highlands and stay through 98 credits while simultaneously earning a Bachelor Degree from SFU.

- Promoted completion of the Academic Planning Survey, which increased from 30 in 2016 to 235 in 2017. It provides valuable information to advisors about students' career interests and transfer plans, which improves quality of advising. Information is used by Academic Advising Coordinator to inform students of opportunities related to their needs and interests.

- 81% of the ADA students achieved a 2.0 or greater during 2017/2018. In fall of 2018, 94% achieved a 2.0 or greater.

- Bridget Hall, Counselor, has expanded services to Ebensburg. She has established hours at Ebensburg the third Thursday of each month. In addition to regular hours at Blair and Ebensburg, she visits Somerset and Huntingdon once a semester.

TITLE IX/RIGHT TO KNOW

- Responded to 13 Right to Know requests for student directory information and purchasing information.

- Investigated one complaint to determine violation of the College Title XI policy. No violation found.

- Investigated one complaint related to the campus Violence Against Women Act. This incident did not occur on campus, proper assistance was provided to the reporting party and no further action was needed.

Pennsylvania Highlands Community College
Finance and Administration

OFFICE OF VICE PRESIDENT OF FINANCE & ADMINISTRATION

- Successful completion of the Blair project (construction and furniture/equipment purchase) including managing the budget and the ARC grant purchases.

- Redesign of the budget format to a budget basis of accounting

- We received an Unqualified Audit Opinion of the 2017-2018 statements along with no findings on the AUP audit

- Successful completion of the downtown project (construction and furniture/equipment purchase) including managing the DCED grant purchases

INFORMATION TECHNOLOGY

- Implemented Office 365 across the college and upgraded our license agreement

- Installed Zoom in the classrooms and added the ability to do remote advising, etc.

- Deployed Solid State Hard drives in many staff computers and computer labs

- Renegotiated contracts for internet connectivity, Microsoft License, and hardware support services which has saved us close to $35k a year. We are using those funds to enhance our classroom projectors and other hardware/software needs.

HUMAN RESOURCES

- Successfully negotiated Support Staff Collective Bargaining Agreement

- Negotiated renewal of group health care plans below budgeted amount

- Revamped performance management to a more efficient and meaningful process

STUDENT FINANCIAL SERVICES

- Lowered the student loan default rate from 16.2 to 14.7. This was accomplished through assisting students in rectifying defaulted and delinquent loans as well as educating them on other repayment options. In addition, we have begun to send out Exit Packets to students that have withdrawn or graduated. The packets include How to Contact your Servicer, Exit Counseling and their rights and responsibilities from borrowing through the Federal Direct Loan Program.

- Created Student Financial Services, merging Financial Aid and Bursar's office employees into one department. Provides a "one-stop" department to assist students with paying for their education.

- We have increased communication with students. Our communication methods include: text, email, letters, OneCall and Schoology. In addition, we have redesigned the myPeak Portal in an effort to make our Student Financial Services page more user friendly and easier to understand.

FACILITIES

- Completed construction, furnishings and equipment for $2.5 million Blair Center expansion project within budget.

- Completion of a new classroom at Main Street location with ZOOM capability.

- Upgraded lighting that increased efficiency and performance while saving money. Also received rebates from the electric company once we installed these items.

SECURITY

- Assessed the College's preparedness for an active shooter incident, our response capabilities and made recommendations for improving mitigation efforts. Some recommendations were approved including: periodic training for employees, installation of 3M Safety and Security window film, and securing the door ventilation grates.

- Replaced outdated radio equipment with new radios and renewed the Penn Highlands license with the FCC

- Hired and trained two new security officers

GOVERNMENT & COMMUNITY RELATIONS EVENTS

- The College worked with lobbyists in the positive promotion and support of the College. Ongoing meetings occurred with county, state, and federal legislators.

- The College hosted the annual Legislative Reception in Harrisburg with ten legislators, the PA Commission for Community Colleges, as well as trustees, administration, and students in attendance.

- College representatives attended a variety of Chamber of Commerce events in Bedford, Blair, Cambria, Somerset, and Huntingdon counties. The College provided representation at the Cambria Regional Chamber's Showcase for Commerce.

- The President serves on the boards of the Cambria Regional Chamber, Somerset County Economic Development Council, and the Southern Alleghenies Workforce Development Board.

- Provided sponsorship for these events: Bedford Chamber Annual Dinner, Cambria Regional Chamber Golf Classic, Junior Achievement Basket Party, Junior Achievement Hall of Fame Dinner, ACRP Buffettman, NAACP Freedom Fund Banquet, Harry E. Mangle Dinner, Huntingdon Chamber Coffee Connection, Mark Pasquerilla Roast, Blair Chamber Breakfast Club, East Hills Recreation Golf Outing, Chernisky Classic, Salute to Working Women

- Provided sponsorship or donations for the following activities and organizations: Daily News Newspapers in Education, The Tribune-Democrat Newspapers in Education, Daily American News in Education, Youth Leadership Blair County, Junior Achievement Bowl-a-Thon, Richland School District Football Golf Classic, United Way of the Laurel Highlands Campaign Kick-Off, Johnstown Christmas House Village, the Boys and Girls Club of Somerset County, Volunteer Firemen's Association, YWCA Tribute to Women, Richland Township Fire Department, Ghost Town Trail Project, Huntingdon Country Youth Leadership, WHHS Student Council Conference, Hastings Library, and the Richland School District Anti-Bullying Program.

COMMUNITY SERVICE/EVENTS

- College employees donated approximately $7,400 to this year's United Way of the Laurel Highlands campaign. College employees also participated in the 2018 United Way of the Laurel Highlands Day of Caring, volunteering at the Girl Scout Camp Conshatawba.

- Employees and students volunteer throughout the year at activities including Produce to People, Cambria County Backpack Project, Conemaugh Transitional Care Unit, Special Needs Ministry at Emmanuel Church, and local parades. Items and funds were gathered and donated to organizations including the Women's Help Center, Foster Grandparents of Cambria County, Walnut Grove Food Pantry, and Richland Health Care nursing home.

- Administration and faculty presented at various national and regional conferences.

- One employee graduated from the 2018 Gunter Leadership Program. Overall, thirteen (13) employees have now completed regional leadership programs.

- More than 1,200 parents and children attended the College's 2018 Safe Trick-or-Treat Halloween event at the Richland Campus.

- Over 200 College community members attended the College's 2018 Family Day activities, which included games, music, food, and activities.

- In May 2019, the College welcomed more than 1,200 middle school students and teachers for the One Book One Community Middle School Reading program. Students are led to their stations and given presentations by a team of faculty, staff, and community volunteers. Over 80 volunteers and donors helped make this worthwhile event possible.

FOUNDATION

The Pennsylvania Highlands Community College Foundation continues to grow achieving over $1.36 million in assets at the end of the 2018-2019 fiscal year. These assets were garnered through annual campaign donations, special fundraising events, scholarship funds, grants, and the Educational Improvement Tax Credit program. As of the June 30, 2019 preliminary unaudited financial statements, the approximate total assets of the Foundation were $1,364,768 and total support and revenue generated in the fiscal year was $59,926.

The Foundation completed its annual campaign for the fiscal year and is pleased to report more than $39,000 raised. This year's pledges and donations were received from local businesses, community residents, faculty, staff, and board members. Below is a chart of the results of the Annual Giving Campaign.

The Foundation hosted three fundraising events: Corks & Kegs reception, Black Bear 5K, and the Puttapalooza Mini-Golf Tournament. The revenue generated by these three events totaled $24,466.

Pennsylvania Highlands' students were awarded $33,819 in scholarship funds in the 2018-2019 academic year. The Foundation offers 21 scholarship opportunities for students, which are awarded based on merit, financial need, or other factors including enrollment in specific programs. A scholarship committee comprised of employees review and evaluate the scholarship applications.

2018-2019 ANNUAL GIVING CAMPAIGN

EMPLOYEE SUPPORT	
Participants	78
Total*	$ 11,181.04
BOARD/COMMUNITY SUPPORT	
Board Members	18
Businesses/Individuals	13
Total*	$ 28,090.00
DESIGNATIONS	
Unrestricted	$ 31,045.00
Phi Theta Kappa Honor Society	$ 575.00
One Book Reading Program	$ 4,277.02
Walter & Kim Asonevich Scholarship	$ 320.00
Weitz Scholarship	$ 13.00
College Employee Supported Scholarship	$ 510.02
Kathy Holtzman Memorial Scholarship	$ 206.00
Business Department	$ 1,000.00
Central Park Center	$ 1,000.00
Blair Center	$ 125.00
Huntingdon Center	$ 50.00
Somerset Center	$ 150.00
GRAND TOTAL*	**$ 39,271.04**

*Totals are based on pledges and donations.

GRANTS

We are pleased to have been awarded a number of local grants during this year. These grants provide the College with the best opportunity to enhance programs and enrollment and lead to improved relationships with funding organizations throughout the region.

GRANT	AMOUNT	PURPOSE
Fend Foundation/ACE	$ 9,570	Scholarships for ACE students in the 5 Greater Johnstown Area School Districts
Fend Foundation	$ 3,000	Scholarships for incoming freshmen from the 5 Greater Johnstown Area School Districts
TOTAL GRANTS RECEIVED	**$ 12,570**	

EDUCATIONAL IMPROVEMENT TAX CREDIT PROGRAM

The College's Educational Improvement Tax Credit (EITC) Program raises funds that support our Accelerated College Education (ACE) Program. The College uses these donations to ensure that the tuition rate for this project remains affordable for everyone involved. The total amount donated for this year was $8,700.

COLLEGE DATA

Pennsylvania Highlands Community College
College Data

STUDENT ENROLLMENT OVERVIEW

Annual Student Enrollment - Total Unduplicated Headcount

	2018-19
Credit	3,330
Non-Credit (Workforce and Continuing Education)	587

Total Credit Enrollment by Student Type

Student Type	Fall 2018		Spring 2019	
	Headcount	Percentage	Headcount	Percentage
Degree-seeking Undergraduate Students				
Matriculated - Core Academic Programs	973	94%	900	94%
Conemaugh Histotechnology	13	1%	15	2%
Conemaugh Radiologic Technology	20	2%	15	2%
First Energy Corporation - Power Systems Institute	24	2%	26	3%
Subtotal	**1,030**	**100%**	**956**	**100%**
Non-matriculated Students				
Non-matriculated	119	53%	102	55%
Conemaugh School of Nursing	106	47%	83	45%
Subtotal	**225**	**100%**	**185**	**100%**
ACE High School Dual-enrollment Students				
Associate in High School	218	16%	208	49%
High School Dual Enrollment	1,142	84%	219	51%
Subtotal	**1,360**	**100%**	**427**	**100%**
Total Enrollment	**2,615**		**1,568**	

The Accelerated College Education (ACE) program, also known as Dual or Concurrent Enrollment, is a partnership between school districts and the College, allows high school students to earn Pennsylvania Highlands' credits while in high school.

ACE Dual Enrollment Headcount and Full-time Equivalent (FTE) Students by Program

ACE Program	Fall 2018		Spring 2019	
	Headcount	FTE	Headcount	FTE
Liberal Arts & Sciences, AA in High School	210	150.9	201	79.9
Small Business Management, AAS in High School	8	5.5	7	57.2
High School Dual Enrollment	1,142	428.9	218	3.5
Total ACE Program	**1,360**	**585.3**	**426**	**140.6**

Total Credit Enrollment by Semester

	Fall 2018	Spring 2019	Summer 2019
Headcount	2,615	1,568	827
Credits	20,601	13,565	4,222
Full-time Equivalent (FTE) Students	1562.7	1016.6	351.2

Pennsylvania Highlands Community College
College Data

DEGREE-SEEKING UNDERGRADUATE STUDENT DEMOGRAPHICS

New / Returning Students

	Fall 2018		Spring 2019	
	Headcount	Percentage	Headcount	Percentage
New Students	305	30%	75	8%
Continuing Students	726	70%	907	92%
Total	**1,031**	**100%**	**982**	**100%**

Class Standing

	Fall 2018		Spring 2019	
	Headcount	Percentage	Headcount	Percentage
Freshman	568	55%	411	42%
Sophomore	463	45%	571	58%
Total	**1,031**	**100%**	**982**	**100%**

Full-time/Part-time Status

	Fall 2018		Spring 2019	
	All Students	Degree-seeking	All Students	Degree-seeking
Full-Time	798	328	962	381
Part-Time	1,817	703	606	601
Total	**2,615**	**1,031**	**1,568**	**982**

Gender

	Fall 2018		Spring 2019	
	Headcount	Percentage	Headcount	Percentage
Male	442	43%	389	40%
Female	589	57%	593	60%
Total	**1,031**	**100%**	**982**	**100%**

Race / Ethnicity

	Fall 2018		Spring 2019	
	Headcount	Percentage	Headcount	Percentage
American Indian or Alaska Native	-	-	-	-
Asian	7	0.7%	7	1%
Black or African American	44	4.3%	38	4%
Hispanics of any Race	31	3.0%	31	3%
Native Hawaiian or Other Pacific Islander	-	-	-	-
Nonresident Alien	-	-	-	-
Two or More Races	20	1.9%	22	2%
Race or Ethnicity Unknown	30	2.9%	30	3%
White	899	87.2%	854	87%
Total	**1,031**	**100.0%**	**982**	**100.0%**

Pennsylvania Highlands Community College
College Data

Age

	Fall 2018		Spring 2019	
	Headcount	Percentage	Headcount	Percentage
Under 18	8	0.8%	4	0.4%
18-24	739	71.7%	696	71.0%
25-29	102	9.9%	99	10.1%
30-34	62	6.0%	59	6.0%
35-39	42	4.1%	51	5.2%
40-49	50	4.8%	49	5.0%
50-64	28	2.7%	22	2.2%
65+	-	-	1	0.1%
Unknown	-	-	-	-
Total	**1,031**	**100%**	**982**	**100%**

Traditional / Non-Traditional Age

	Fall 2018		Spring 2019	
	Headcount	Percentage	Headcount	Percentage
Traditional (Under 25 years of age)	747	72%	701	57%
Non-traditional (25 years of age and older)	284	28%	281	23%
Total	**1,031**	**100%**	**982**	**100%**

Students by County of Residency

	Fall 2018		Spring 2019	
	Headcount	Percentage	Headcount	Percentage
Adams County	2	0.2%	1	0.1%
Allegheny County	4	0.4%	4	0.4%
Armstrong County	4	0.4%	4	0.4%
Beaver County	1	0.1%	1	0.1%
Bedford County	13	1.3%	16	1.6%
Blair County	138	13.4%	123	12.5%
Bradford County	1	0.1%	1	0.1%
Bucks County	0	0.0%	1	0.1%
Cambria County	570	55.3%	543	55.3%
Centre County	6	0.6%	8	0.8%
Chester County	0	0.0%	1	0.1%
Clarion County	1	0.1%	1	0.1%
Clearfield County	7	0.7%	5	0.5%
Elk County	1	0.1%	1	0.1%
Fulton County	0	0.0%	1	0.1%
Huntingdon County	46	4.5%	47	4.8%
Indiana County	31	3.0%	26	2.6%
Jefferson County	2	0.2%	2	0.2%
Mifflin County	5	0.5%	3	0.3%
Montgomery County	0	0.0%	1	0.1%
Potter County	1	0.1%	1	0.1%

Pennsylvania Highlands Community College
College Data

Students by County of Residency (continued)

	Fall 2018		Spring 2019	
	Headcount	Percentage	Headcount	Percentage
Somerset County	183	17.7%	177	18.0%
Sullivan County	1	0.1%	1	0.1%
Washington County	1	0.1%	1	0.1%
Westmoreland County	9	0.9%	8	0.8%
Out of State	4	0.4%	4	0.4%
Totals	**1,031**	**100%**	**982**	**100%**

Enrollment by Academic Program Type

Program	Fall 2018		Spring 2019	
	Headcount	FTE	Headcount	FTE
Associate of Arts – AA	401	358.6	382	330.4
Associate of Applied Science – AAS	375	314.3	375	304.4
Associate of Science – AS	228	199.5	194	162.7
Diploma	16	14.3	15	11.3
Certificate	12	7.2	16	12.5
Total	**1,031**	**893.9**	**982**	**821.3**

Academic Program Enrollment - Headcount and FTE

Program	Award Pursued	Fall 2018		Spring 2019	
		Headcount	FTE	Headcount	FTE
Accounting - AS Degree	AS	24	19.2	15	12.3
Architectural/Civil: CAD & Design Tech	AAS	7	6.3	5	4.1
Accounting	AAS	17	15.1	20	17.1
Business Administration	AS	34	30.0	33	28.4
Business Management	AAS	72	64.7	75	65.7
Business Management Online	AAS	46	36.9	49	32.9
Child Development Associate	CER	2	0.8	1	0.3
Child Development AAS	AAS	20	17.5	19	14.8
Child Development Diploma	DIP	2	2.0	1	0.5
Criminal Justice	AAS	26	21.8	27	24.5
Criminal Justice - AS Degree	AS	46	42.8	42	40.6
Computer Science	AS	24	21.1	19	16.2
CICT-Network Administration	AAS	3	1.3	1	0.5
Early Childhood Education	AA	23	22.1	25	20.8
Electric Utility Technology	AAS	24	23.3	26	25.1
Healthcare Information Specialist	AAS	21	17.1	25	19.6
Health Professions: Histotechnology	AAS	13	8.6	15	11.0
Human Services	AAS	9	7.8	7	5.8
Information Security and Analysis	CER	1	0.3	2	0.9
IT - Network Administration	AAS	15	14.1	14	12.1
IT - Cyber Security	AAS	16	14.4	12	10.7

Pennsylvania Highlands Community College
College Data

Academic Program Enrollment - Headcount and FTE (continued)

Program	Award Pursued	Fall 2018		Spring 2019	
		Headcount	FTE	Headcount	FTE
IT - Server Admin	AAS	6	5.5	4	3.8
Liberal Arts and Sciences	AA	270	242.7	254	223.1
Liberal Arts and Sciences - Assoc in HS	AA	210	150.9	201	80.0
Liberal Arts and Sciences - Bio for Ed	AA	3	2.8		
Liberal Arts and Sciences - Bio for Pre-Professions	AA	1	0.8	3	2.8
Liberal Arts and Sciences - Bio for Science	AA	2	2.0	4	4.0
Liberal Arts and Sciences - Chemistry for Education	AA	1	0.5	-	-
Liberal Arts and Sciences - Communication	AA	1	1.0	-	-
Liberal Arts and Sciences - Chemistry for Science	AA	1	1.0	1	1.0
Liberal Arts and Sciences - English	AA	2	2.0	1	1.0
Liberal Arts and Sciences - History	AA	2	1.5	3	2.0
Liberal Arts and Sciences - Online	AA	25	19.3	18	13.6
Medical Coding Specialist	DIP	14	12.3	14	10.8
Medical Assisting Technology	AAS	28	24.7	33	27.5
Media Production	AAS	18	16.9	18	16.9
Non-Matriculated	-	224	83.5	161	54.6
Non-Matriculated ACE HS	-	1142	428.9	218	57.2
Office Administrative Specialist	CER	3	2.0	3	2.5
Health Professions: Paramedic	AAS	-	-	2	1.3
Pharmacy Technician	CER	6	4.2	5	3.8
Pre-Health Professions	AS	95	82.1	81	61.9
Professional Pilot	AS	4	3.3	4	3.3
Psychology	AA	63	56.7	57	50.2
Radiologic Technology	AAS	20	7.4	15	6.0
Small Business Management	AAS	9	7.5	5	3.3
Small Business Management - Assoc in HS	AAS	8	5.5	7	3.5
Small Business Management Online	AAS	4	3.5	3	1.8
Social Work	AA	8	7.2	13	11.0

Note: Some of the academic programs shown above have been discontinued, modified, or renamed.

Pennsylvania Highlands Community College
College Data

<u>**GRADUATES**</u>

Degrees / Awards Conferred by Academic Program

Academic Program	Award	Number Conferred
Accounting	AS	14
Architectural/Civil: CAD & Design Tech	AAS	8
Business Administration	AS	15
Business Management	AAS	28
Business Management – Online	AAS	15
Child Development	AAS	8
Child Development Associate	Certificate	2
CICT-Network Administration	AAS	3
Computer Science	AS	6
Criminal Justice – AAS	AAS	11
Criminal Justice – AS	AS	7
Early Childhood Education	AA	8
Electric Utility Technology	AAS	13
Healthcare Information Specialist	AAS	6
Health Professions: Histotechnology	AAS	7
Health Professions: Paramedic	AAS	2
Human Services	AAS	5
IT – Cyber Security	AAS	1
IT – Network Administration	AAS	3
IT – Server Admin	AAS	4
Liberal Arts & Sciences	AA	64
Liberal Arts & Sciences – Associate in HS	AA	41
Liberal Arts & Sciences – History	AA	2
Liberal Arts & Sciences – Online	AA	8
Media Production	AAS	6
Medical Assisting Technology	AAS	11
Medical Coding Specialist	Diploma	10
Office Administrative Specialist	Certificate	1
Patient Care Technician	Certificate	4
Pharmacy Technician	Certificate	6
Pre-Health Professions	AS	8
Psychology	AA	13
Radiologic Technology	AAS	10
Small Business Management	AAS	2
Small Business Management – Online	AAS	2
Teacher Education	AA	1
	Total Awards	**355**

Pennsylvania Highlands Community College
College Data

Awards Conferred by Type

Program Type	Award Code	Number Conferred
Associate of Arts	AA	137
Associate of Applied Science	AAS	145
Associate of Science	AS	50
Diploma	DIP	10
Certificate	CER	13
Total Awards		**355**

EMPLOYEES AND FACILITIES

Employee Information

	Full-Time	Part-Time	Total
Faculty	27	74	**101**
Administration	60	6	**66**
Service, Support, and Clerical	20	12	**32**
Total	**107**	**92**	**199**

Employee Information - Employment Status, Gender, and Ethnicity

	Full-time		Part-time		Total	
	Male	Female	Male	Female	Male	Female
Black or African American	0	2	0	3	0	5
American Indian or Alaska Native	0	0	0	0	0	0
Asian or Pacific Islander	0	0	0	1	0	1
White	44	61	35	52	79	113
Hispanic of any race	0	0	0	0	0	0
Race or Ethnicity Unknown	0	0	1	0	1	0
Total	**44**	**63**	**36**	**56**	**80**	**119**

Facilities Information

Facility	Assignable Space (Square Feet)
Blair Center	11,925
Central Park Center	2,584
Ebensburg Center	15,704
Huntingdon Center	2,428
Richland Campus	84,274
Somerset Center	4,022
Total Assignable	**120,937**

Pennsylvania Highlands Community College
College Data

FINANCIAL INFORMATION

Tuition Rates for Academic Year 2018-19

	SPONSORED Cambria County	SPONSORED Somerset County	NON-SPONSORED Other PA Residents	OUT-OF-STATE Non-PA Residents
Full-Time Tuition (12-18 credits)	$1,980	$3,045	$3,135	$4,800
Per-Credit Tuition (1-11 credits)	$132	$203	$209	$320

Note: Amounts shown above exclude comprehensive service fees and course-specific lab and material charges.

College Revenue and Expenses FY 2017-18

Revenue and Expenses	
Revenue	
Student Tuition & Fees, net	$7,832,270
Government Grants	$293,851
Other Income	$90,871
Total Operating Revenue	**$8,216,992**
Expenses	
Instruction	$3,784,241
Academic Support	$2,126,139
Student Services	$2,093,538
Institutional Support	$2,220,954
Facility/Maintenance	$1,883,396
Provision for Uncollectible Accounts	$98,931
Depreciation	$944,161
Total Operating Expenses	**$13,151,360**
Non-Operating Revenue/Expenses	
State Appropriations	$3,659,700
County Appropriations	$1,205,000
Financial Aid revenue	$6,925,125
Financial Aid (expenses)	($6,925,125)
Private Gifts	$60,200
Interest	($31,207)
Other non-operating revenue	$226,514
Total Non-Operating Revenue/(Expenses)	**$5,120,207**
Other Revenue	
Governments grants – Capital	$0
Total Change in Net Position	**$185,839**
Net Position – Beginning of year	**$11,960,492**
Net Position – End of year	**$12,146,331**

Pennsylvania Highlands Community College
College Data

Operating Funding by Source

Source	Amount	% of Operating Funds
Tuition	$7,832,270	59.90%
State	$3,659,700	27.99%
Local (Cambria County)	$1,205,000	9.22%
Other	$377,585	2.89%
Total	**$13,074,555**	**100.00%**

Foundation Revenue and Expenses FY 2017-18

Revenue and Expenses	
Revenue	
In-kind Revenue	$35,934
Contributions	$146,355
Fundraising	$21,201
Total Operating Revenue	**$203,490**
Expenses	
Institutional Support	$60,200
Facility/Maintenance	$31,179
Provision for Uncollectible Accounts	-
Scholarships and grants	$34,177
Fundraising	$4,138
In-kind Expenses	$35,934
Total Operating Expenses	**$165,628**
Non-Operating Revenue/Expenses	
Interest and dividends	$26,142
Unrealized gains and losses	$64,447
Total Non-Operating Revenue/(Expenses)	**$90,589**
Total Change in Net Position	**$128,451**
Net Position – Beginning of year	**$1,152,753**
Net Position – End of year	**$1,281,204**