## Middle States Commission on Higher Education Institutional Profile 2013-14

[0619] **UPR - Cayey** 

## A. General Information

	Data on File (as of 4/11/2014)	IP Data (2013-14)
Institution Name	UPR - Cayey	UPR - Cayey
	, ,	, ,
IPEDS ID	243151	243151
OPE ID	00720600	00720600
Address	Antonio R. Barcelo Avenue 205	Antonio R. Barcelo Avenue 205
	Cayey, PR 00736	Cayey, PR 00736
Telephone	787 738 2161	787 738 2161
Fax	787 738 8039	787 738 8039
Website	www.cayey.upr.edu	www.cayey.upr.edu
Consumer Info Website*		www.cayey.upr.edu
Control	Public	Public
Affiliation Type	Government-State	Government-State
Affiliated Organization:		None
Carnegie Classification	Baccalaureate - Diverse Fields	Baccalaureate - Diverse Fields
Calendar	Semester	Semester
Degree Granting Authority	State/State Office, Puerto Rico	State/State Office, Puerto Rico
Licensed to Operate in	Unavailable: Puerto Rico PR	Unavailable: Puerto Rico PR
Related Entities		
Name, State, Country	none	none

#### **Approved Degree Levels**

Indicate the number of programs of study that your institution currently offers within each approved degree or certificate level. The degree levels reported here should be the degrees or certificates currently offered by the institution and approved within the scope of accreditation. The degree or certificate levels reported in the IP must match the institution's approved degree or certificate levels. Please ensure these are accurate as changes to degree or certificate levels fall under MSCHE Substantive Change policy.

	Data on File		IP Data		
	Approved	Number of Programs	Approved	Number of Programs	
Postsecondary Certificate (< 1 year)	no	0	no	0	
Postsecondary Certificate (>=1 year, < 2 years)	no	0	no	0	
Associate's	yes	0	yes	0	
Postsecondary Certificate (>= 2 years, < 4 years)	no	0	no	0	
Bachelor's	yes	29	yes	27	
Postbaccalaureate Certificate	no	0	no	0	
Master's	no	0	no	0	
Post-Master's Certificate	no	0	no	0	

<b>Doctor's - Professional Practice</b>	no	0	no	0
Doctor's - Research/Scholarship	no	0	no	0
Doctor's - Other	no	0	no	0

Initial Accreditation	1967	1967
Last Reaffirmed	2011	2011
Next Self-Study Visit	2015-16	2015-16
Next Periodic Review Report (PRR)	June 2021	June 2021

**MSCHE Staff Liaison** Dr. Tito Guerrero Dr. Tito Guerrero

#### Notes

## Middle States Commission on Higher Education Institutional Profile 2013-14 [0619] UPR - Cayey

## **B. Key Contacts**

Key Contact	Data on File (as of 4/11/2014)	IP Data (2013-14)
System/District Chief Exec Officer	Dr. Uroyoan Walker President G.P.O. Box 4984-G San Juan, PR 00936	Dr. Uroyoan Walker President G.P.O. Box 4984-G San Juan, PR 00936
	Phone: 787 751 8644 Fax: 787 250 6120 Email: uroyoan.walker@upr.edu	Phone: 787 751 8644 Fax: 787 250 6120 Email: uroyoan.walker@upr.edu
Chief Executive Officer	Dr. Jose N. Caraballo Acting Chancellor UPR Cayey 205 Antonio R. Barcelo Avenue Cayey, PR 00736	Dr. Glorivee Rosario Perez Acting Dean of Academic Affairs Antonio R. Barcelo Avenue 205 Cayey, PR 00736
	Phone: 787 738 2161ex. 2116 Fax: none Email: josenoel.caraballo@upr.edu	Phone: none Fax: none Email: glorivee.rosario@upr.edu
Chief Academic Officer	Dr. Glorivee Rosario Perez Acting Dean of Academic Affairs Antonio R. Barcelo Avenue 205 Cayey, PR 00736	Dr. Glorivee Rosario Perez Acting Dean of Academic Affairs Antonio R. Barcelo Avenue 205 Cayey, PR 00736
	Phone: none Fax: none Email: glorivee.rosario@upr.edu	Phone: none Fax: none Email: glorivee.rosario@upr.edu
Chief Financial Officer	Mr. Jose Colon Finance Office Director P.O. Box 372230 Cayey, PR 00737-2230	Mr. Jose Colon Finance Office Director P.O. Box 372230 Cayey, PR 00737-2230
	Phone: 787 738 2161	Phone: 787 738 2161

Fax: 787 738 8039 Fax: 787 738 8039 Email: jose.colon29@upr.edu Email: jose.colon29@upr.edu **Chief Information Technology Officer** Mr. Ramon Martinez Mr. Ramon Martinez Director - Information Systems Director - Information Systems Office Office PO BOX 372230 PO BOX 372230 Cayey, PR 00737-2230 Cayey, PR 00737-2230 Phone: 787 738 2161ex. 2165 Phone: 787 738 2161 ex. 2165 Fax: none Fax: none Email: Email: ramon.martinez2@upr.edu ramon.martinez2@upr.edu **Accreditation Liaison Officer** Prof. Irmannette Torres-Lugo Prof. Irmannette Torres-Lugo Director Director Assessment and Institutional Assessment and Institutional Research Office Research Office P.O. Box 372230 P.O. Box 372230 Cayey, PR 00737-2230 Cayey, PR 00737-2230 Phone: 787 738 2161ex. 2556 Phone: 787 738 2161 ex. 2556 Fax: 787 265 5465 Fax: 787 265 5465 Email: Email: irmannette.torres@upr.edu irmannette.torres@upr.edu **Coordinator of Distance Education** none none **Coordinator of Outcomes Assessment** Prof. Irmannette Torres-Lugo Prof. Irmannette Torres-Lugo Director Director Assessment and Institutional Assessment and Institutional Research Office Research Office P.O. Box 372230 P.O. Box 372230 Cayey, PR 00737-2230 Cayey, PR 00737-2230 Phone: 787 738 2161ex. 2556 Phone: 787 738 2161 ex. 2556 Fax: 787 265 5465 Fax: 787 265 5465 Email: Email: irmannette.torres@upr.edu irmannette.torres@upr.edu **Coordinator of Institutional Research Functions** Prof. Irmannette Torres-Lugo Prof. Irmannette Torres-Lugo Director Director Assessment and Institutional Assessment and Institutional Research Office Research Office P.O. Box 372230 P.O. Box 372230 Cayey, PR 00737-2230 Cayey, PR 00737-2230 Phone: 787 738 2161ex. 2556 Phone: 787 738 2161 ex. 2556 Fax: 787 265 5465 Fax: 787 265 5465 Email: Email: irmannette.torres@upr.edu irmannette.torres@upr.edu **Chair: Self-Study Steering Committee** Prof. Irmannette Torres-Lugo Prof. Irmannette Torres-Lugo Director Director Assessment and Institutional Assessment and Institutional Research Office Research Office P.O. Box 372230

P.O. Box 372230 Cayey, PR 00737-2230

Phone: 787 738 2161ex. 2556

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irmannette.torres@upr.edu

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Fax: 787 265 5465

Cayey, PR 00737-2230

Email:

irmannette.torres@upr.edu

**Co-Chair: Self-Study Steering Committee** none none Person in the President's Office To Whom MSCHE Invoices Should be Sent

Dr. Juan Varona *Rector* 

P.O. Box 372230 Cayey, PR 00737-2230 Antonio R. Barcelo Avenue

Phone: none

Fax: none

Director

205

Cayey, PR 00736

Phone: 787 738 4660

Fax: none Email: juan.varona@upr.edu

Email: glorivee.rosario@upr.edu

Dr. Glorivee Rosario Perez

Acting Dean of Academic Affairs

Person Who Should Receive a Copy of MSCHE

Invoices (Optional)

Prof. Irmannette Torres-Lugo Prof. Irmannette Torres-Lugo

Director

Assessment and Institutional

Research Office P.O. Box 372230 Cayey, PR 00737-2230

Phone: 787 738 2161ex. 2556

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irmannette.torres@upr.edu

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Assessment and Institutional

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Mr. Jose Colon

P.O. Box 372230

Cayey, PR 00737-2230

Research Office

P.O. Box 372230

Fmail:

irmannette.torres@upr.edu

Finance Office Director

Cayey, PR 00737-2230

Person Completing IP Financials Mr. Jose Colon

Finance Office Director P.O. Box 372230 Cayey, PR 00737-2230

Phone: 787 738 2161 Fax: 787 738 8039 Email: jose.colon29@upr.edu

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Research Associate

PO BOX 372230

Email: jose.colon29@upr.edu

Ms. Olga I. Sierra-Flores

Person Completing IP (Key User)

Ms. Olga I. Sierra-Flores

Research Associate PO BOX 372230 Cayey, PR 00737-2230

Phone: 787 738 2161ex. 2378

Fax: none

Email: olga.sierra@upr.edu

Cayey, PR 00737-2230

Phone: 787 738 2161 ex. 2378 Fax: none

Email: olga.sierra@upr.edu

Click here to indicate that you have reviewed and updated the entire list of Key Contacts above.

(Required to "Lock Down" the IP data)

## Middle States Commission on Higher Education Institutional Profile 2013-14

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### C. Graduation Data

#### 1. Awards Granted

Report all degrees or other formal awards conferred by your institution between July 1, 2012, and June 30, 2013. If an individual received two degrees at different levels during the specified time period, report each degree in the appropriate category.

Please see the instructions for specific inclusions and exclusions.

Awards Data on File IP Data (as of (2013-4/11/2014) 14)

Postsecondary Certificate (less than 1 year)	0	0
Postsecondary Certificate (>= 1 year, < 2 years)	0	0
Associate's	0	0
Postsecondary Certificate (>= 2 years, < 4 years)	0	0
Bachelor's	483	536
Postbaccalaureate Certificate	0	0
Master's	0	0
Post-Master's Certificate	0	0
Doctor's - Professional Practice	0	0
Doctor's - Research/Scholarship	0	0
Doctor's - Other	0	0

## **Screening Questions**

Does your institution have undergraduate programs?	yes	yes
Does your institution serve only transfer students? See instructions if the answer is yes.	no	no

## 2. Completers

This section requests completion data on two separate cohorts (150% and 200%) of full-time, first-time, degree/certificate-seeking undergraduate students enrolled in your institution during the specified fall term or academic year. Students must be enrolled full-time in courses that lead to a credit-bearing degree, diploma, certificate or other formal award. Count completers only once and indicate the highest degree level earned. Report the status of these students as of August 31 of the reporting year. Please see the instructions to identify students for inclusion in the specific cohorts.

Completers of Programs of <= 2 Years	Data on File (as of 4/11/2014)	IP Data (2013-14)
150% of expected time to completion		
Total number of students in the Fall 2010 cohort	0	0
Number completed within 150%	0	0
Total transfers out	0	0
Total number of Fall 2010 cohort still enrolled	0	0
200% of expected time to completion		
Total number of students in the Fall 2009 cohort	0	0
Number completed within 200%	0	0
Total transfers out	0	0
Total number of Fall 2009 cohort still enrolled	0	0
Completers of Programs of > 2 and <= 4 Years		
150% of expected time to completion		
Total number of students in the Fall 2007 cohort	701	802
Number completed within 150%	285	372
Total transfers out	0	58
Total number of Fall 2007 cohort still enrolled	0	60
200% of expected time to completion		
Total number of students in the Fall 2005 cohort	663	711
Number completed within 200%	343	364
Total transfers out	0	0

#### **Notes**

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## D. Enrollment (Unduplicated)

## 1. Fall Enrollment (fall 2013)

	Data on File (as of 4/11/2014)		IP Data (2013-14)	
	Undergraduate	Graduate	Undergraduate	Graduate
Total credit hours of all part-time students	2124	0	2067	0
Minimum credit load to be considered a full time student per semester	12	0	12	0
Full-Time Head Count	3405	0	3530	0
Part-Time Head Count	291	0	286	0

### 2. Credit Enrollment (fall 2013)

	Data on File (as of 4/11/2014)	IP Data (2013- 14)
Number of Students matriculated, enrolled in degree programs (Undergraduate + Graduate)	3696	3816
Number of Students not matriculated, enrolled in credit-bearing courses	0	0

## 3. Non-Credit Enrollment (Prior Year)

	Data on File (as of 4/11/2014)	Data
Number of Students enrolled in non-credit, graduate level courses	0	0
Number of Students enrolled in non-credit, undergraduate level and other continuing education (excluding avocational) courses	150	159
Number of Students in non-credit avocational continuing education courses	0	0

#### **Notes**

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## **E. Distance and Correspondence Education**

Distance education means education that uses one or more technologies to deliver instructions to students who are separated from the instructor and to support regular and substantive interaction between the students and the instructor. See the Instructions for a full explanation.

#### **Part 1. Distance Education**

Data on File IP (as of Data 4/11/2014) (2013-14)

Did your institution, in the most recent prior year (July 1, 2012 - June 30, 2013), offer distance education courses, as defined in the Instructions?

No

No

#### Part 2. Correspondence Education

Correspondence education means: (1) Education provided through one or more courses by an institution under which the institution provides instructional materials, by mail or electronic transmission, including examinations on the materials, to students who are separated from the instructor; (2) Interaction between the instructor and the student is limited, is not regular and substantive, and is primarily initiated by the student; (3) Correspondence courses are typically self-paced; and (4) Correspondence education is not Distance education.

Data on File IP
(as of Data
4/11/2014) (201314)

Did your institution, in the most recent prior year (July 1, 2012 - June 30, 2013), offer Correspondence education courses?

No

No.

#### **Notes**

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## F. Other Regional, National, and Specialized Accreditation

## 1. Accreditors Recognized by the U.S. Department of Education

Please list any other accrediting organizations that accredit your institution or its programs.

Please separate each accreditor by a semi-colon (;). Please do not exceed 7500 characters and avoid the use of acronyms when at all possible.

Data on File (as of 4/11/2014)

IP Data (2013-14)

Accreditors Recognized by U.S. Secretary of Education

Accreditors Recognized by U.S. Secretary of Education

- National Council for Accreditation of Teacher Education
- National Council for Accreditation of Teacher Education

#### 2. Other Accreditors

Please list any other accrediting organizations that accredit your institution or its programs. Please separate each accreditor by semi-colon (;).

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#### **G. Instructional Personnel** (as of fall 2013)

Data on File IP Data (as of 4/11/2014) (2013-14)

Full-Time Headcount Part-Time Headcount Full-Time Headcount Part-Time Headcount

**Total Faculty** 97 69 90 20

**Notes** 

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#### H. Related Educational Activities

#### H-1. Study Abroad

This section is only required if your institution's Self-Study Visit is scheduled for 2014-15 or 2015-16.

Note:

Your institution's next Self-Study Visit is scheduled for 2015-16.

Data on File IP Data (as of 4/11/2014) (2013-14)

Study Abroad not offered.

**Notes** 

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## H-2. Branch Campuses

Data on File IP Data (as of 4/11/2014) (2013-14)

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#### H-3. Additional Locations

Data on File (as of 4/11/2014)

IP Data (2013-14)

No Additional Locations.

No Additional Locations.

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#### H-4. Other Instructional Sites

Data on File (as of 4/11/2014)

IP Data (2013-14)

No Other Instructional Sites.

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[0619] **UPR - Cavev** 

## I. Financial Information (Part 1)

REMINDER: Please make sure to use the TAB key instead of the ENTER key to navigate from field to field. The ENTER key will cause the data to be submitted (i.e., clicking on the Update button).

Report the same data for Educational and General (E&G) expenses on the Institutional Profile that your institution reports to the Integrated Postsecondary Higher Education Data Systems (IPEDS). The IPEDS Part and Line numbers are noted for each data element listed.

Verify the beginning and ending date for your institution's fiscal year. The default dates are 7/1/2012 through 6/30/2013 (the most recent year for which you would have audited financial statements). If your institution uses different dates, please change the default dates accordingly. For example, enter 1/1/2013 through 12/31/2013.

**Report financial data in whole dollars.** Round cents to the nearest whole dollar. For example, enter 124, not 123.65. **Do not enter data in thousands of dollars.** For example, enter 1,250,000, not 1,250. **Enter negative numbers using a minus sign.** For example, enter -100,000, not (100,000).

Complete every field for which you have financial data. Fields marked with an asterisk are required. You will not be able to "lock down" your data and submit the Institutional Profile if these fields are not completed.

Shaded information cannot be modified online. \* denotes a required field.

Data on IP Data File Fiscal Fiscal Year Year Ending Ending 2013 2012

Which reporting standard is used to prepare your institution's financial statements? Your GASB selection determines the value in the column IPEDS Part-Line below.

FASB (Financial Accounting Standards Board)
GASB (Governmental Accounting Standards Board)

Note: For Private and International institutions the value is set automatically and the field is disabled. The FASB Reporting Standard is the approximate equivalent of the standard used by International institutions.

Is your institution's Auditor's report on financial statements Qualified or Unqualified?Unqualified UnqualifiedFiscal Year Begin7/1/2011 7/1/2013Fiscal Year End6/30/2012 6/30/2014

Does your institution allocate Operation & Maintenance of Plant expense?

Yes
Yes
Yes

	IPEDS Part-Line	Data on File Fiscal Year Ending 2012		IP Data Fiscal Year Ending 2013	
		Expenses	Includes O&M	Expenses	Includes O&M
1. Instruction	C-01	\$15,818,592	\$1,121,127	\$20,483,168	\$3,544,805
2. Research	C-02	\$2,031,427	\$459,533	\$2,197,559	\$366,657
3. Public Services	C-03	\$325,601	\$73,655	\$265,567	\$45,963
4. Academic Support	C-05	\$4,097,921	\$624,752	\$5,836,696	\$1,010,179
5. Student Services	C-06	\$2,705,749	\$125,164	\$3,849,038	\$660,518
6. Institutional Support	C-07	\$7,946,556	\$1,036,557	\$10,302,175	\$1,783,037
7. Scholarships and Fellowships	C-10	\$10,243,004	\$0	\$9,778,576	\$0
8. Operation and Maintenance of Plant	C-Col 4		\$3,440,788		\$7,411,159
Total E&G Expenses*		\$43,168,850		\$52,712,779	

#### **Notes**

## Middle States Commission on Higher Education Institutional Profile 2013-14

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## I. Financial Information (Part 2)

REMINDER: Please make sure to use the TAB key instead of the ENTER key to navigate from field to field. The ENTER key will cause the data to be submitted (i.e., clicking on the Update button).

Report the same data on the Institutional Profile in Section 2A below that your institution reports to IPEDS. The IPEDS Part and Line numbers are noted for each data element listed.

Report the data on the Institutional Profile in Section 2B below which can be obtained from your institution's audited financial statements and/or supporting documents.

**Report financial data in whole dollars.** Round cents to the nearest whole dollar. For example, enter 124, not 123.65. **Do not enter data in thousands of dollars.** For example, enter 1,250,000, not 1,250.

Complete every field for which you have financial data. Fields marked with an asterisk are required. You will not be able to "lock down" your data and submit the Institutional Profile if these fields are not completed.

Shaded information cannot be modified online.

	IPEDS Part-Line	Data on File Fiscal Year Ending 2012	IP Data Fiscal Year Ending 2013		
SECTION 2A Data from IPEDS					
Depreciable Capital Assets, net	A-31	\$39,334,278	\$38,466,716		
Total Assets	A-06	\$49,383,039	\$48,442,943		
Long-Term Debt (Current Portion)	A-07	\$2,000,000	\$1,401,123		
Long-Term Debt (Non-Current)	A-10	\$5,909,988	\$29,178,271		
Unrestricted Net Assets	A-17	(\$794,321)	\$704,080		
Restricted Net Assets (Expendable)		\$0	\$37,410		
Restricted Net Assets (Non-Expendable)		\$0	\$0		
Invested in Capital Assets, net of related debt	A-14	\$33,336,782	\$7,887,321		
Change in Net Assets	D-03	\$1,218,673	\$590,691		
Net Assets (Beginning of Year)	D-04	\$1	\$32,542,461		
Adjustment to Net Assets (Beginning of Year)	D-05	\$31,323,787	(\$24,504,341)		
Net Assets (End of Year)	D-06	\$32,542,461	\$8,628,811		
Discounts/Allowances (Applied to Tuition & Fees)	E-08	\$5,476,166	\$5,489,662		
Tuition and Fees Revenue (Net of Discounts/Allowances)	B-01	\$2,288,584	\$2,889,707		
Depreciation Expense	C-Col 5	\$0	\$0		
SECTION 2B Data from Audited Financial Statements and Supporting Documents					
Total Onerating Devenue		±422 707 FC1	¢200 407 220		

Total Operating Revenue	\$423,797,561	\$299,407,230
Total Operating Expense	\$1,377,837,647	\$1,333,594,579
Operating Income/Loss	(\$954,040,085)	(\$1,034,187,349)
Deposits Held by Bond Trustees	\$54,649,587	\$54,666,234
Principal Payments on Long Term Debt	\$22,147,675	\$29,930,000
Interest Expense on Long Term Debt	\$31,173,570	\$25,306,500

#### **Notes**

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## **K. Required Attachments**

Please upload the required attachments listed below as soon as all of the items are available but no later than **April 18, 2014**. **NOTE: Each file name needs to include the institution name** (can be abbreviated), **key words for each file** (examples in italics below) **and the fiscal year ending date.** 

- A copy of the institution's fiscal year 2013 Audited Financial Statements [**AFS**], including any Management Letter [**Mgmt**] that the auditors may have attached to the statements.
- A copy of the Finance section of the institution's IPEDS submission [**IPEDS**] for fiscal year 2013 (if you submit annual financial data to IPEDS).

• A copy of the institution's current Catalog [*Catalog*], PDF format preferred. If the catalog is not available in a digital/electronic format, kindly mail in a printed version.

<u>File Type</u>	Example File Name
Audited Financial Statements	InstitutionName-AFS 6-30-13
Management Letter	InstitutionName-Mgmt 6-30-13
IPEDS Submission	InstitutionName-IPEDS 6-30-13
Catalog	InstitutionName-Catalog

#### **Upload Files**

To upload electronic versions of the documents listed above do the following: (Note: documents can only be uploaded one at a time.)

- 1. Click on the **Add File** link below to display the **Select File to Upload** popup window.
- 2. Click on the **Browse** button to display the **File Upload** popup.
- 3. Locate the file to be uploaded in the **File Upload** popup window.
- 4. Double click on the file or single click on the file and then click on the Open button.
- 5. The **Select File to Upload** popup window will become the active window and the full pathname of the selected file will be displayed in the textbox.
- 6. Click on the **Upload** button to upload the selected file to the MSCHE server.
- 7. The **Select File to Upload** popup window will display a message once the file has been successfully loaded
- 8. Close the popup window and repeat steps 1 to 7 to upload another file.
- 9. The selected file will be listed in the table below after it has been successfully uploaded.

#### **Uploaded Files**

File Name	File Type	File Size	Last Updated
UPRCayey-AFS 6-30-13.pdf	Adobe Acrobat Document	14444.03 KB	4/11/2014 11:56:08 AM
UPRCayey-Catalog.pdf	Adobe Acrobat Document	3176.44 KB	4/9/2014 11:37:56 AM
UPRCayey-IPEDS 6-30-13.pdf	Adobe Acrobat Document	220.3 KB	4/11/2014 10:38:49 AM
UPRCayey-Mgmt 6-30-13.pdf	Adobe Acrobat Document	165.32 KB	4/11/2014 11:57:34 AM

#### If you are not able to upload the required attachments, please contact:

Mr. Tze Joe Information Technology Coordinator tjoe@msche.org