

Attendees: Dr. Maravene Loeschke, Ms. Dia Carleton, Mr. Charles Colby, Dr. Deborah Erickson, Mr. James Harrington, Dr. Hal Laydon, Dr. Robert Timko

Guests: Dr. Scott Davis

| Topic | Discussion | Action |
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| Approval of Minutes | The minutes of September 30, 2008 were discussed and minor changes were made. | The minutes of September 30, 2008 were approved with suggested changes. |
| Freshman Year Experience Hall | MU initiated this year a Freshman Year Experience Program which included a freshman floor for males and a freshman floor for females in Laurel Hall. The program has been successful and Mr. Colby and Dr. McEvoy would like to expand the program to a Freshman Year Experience Hall in Maple. The feeling is this will assist with a sense of class unity for students to connect socially as well as academically. A room has been identified to be used as a classroom in the residence hall which helps connect residence life and the academic division. | Cabinet supported the concept. Plans will proceed. |
| Athletic Room Jobs | Many student-athletes have typically been provided room waivers in exchange for work in residence halls. There is a problem with student-athletes schedules such that the work for the room waivers is not being completed. Mr. Colby and Mr. Harrington would like to find another solution to room waivers by allowing students to work typical work study jobs that may be more appropriately tied to their specific athletic program. | Mr. Colby and Mr. Harrington will work with Athletics and especially coaches to resolve the issue. |
| Legal Reviews | Ms. Carleton noted that legal counsel is not given many documents and agreements from universities for their review prior to implementation. Ms. Carleton reminded Cabinet that all legal agreements must be reviewed by PASSHE legal counsel. | Ms. Lavancher will develop appropriate filing for the University legal documents which may help minimize duplication by multiple offices. All institutional agreements will be kept in the President's office. |
| Housing Security Deposit | Mansfield University does not require a housing security deposit for resident students. Mr. Colby proposed a housing deposit be used. When the student leaves the residence hall, the deposit will be returned to them provided there are no damages to the room. This would reduce no-shows and may possibly keep students living on campus longer. | Mr. Colby will verify that when the deposit is returned, we are not required to pay interest on the original deposit amount. Mr. Colby will survey other PASSHE schools to determine the dollar amount for the deposit. |

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| Orientation Housing Fee | Currently there is no orientation housing fee at Mansfield University. Mr. Colby proposed to initiate a \$15 orientation housing fee which could either be paid through Academic Affairs or be part of the orientation fee. This fee would be used to cover costs such as linens. | Mr. Colby will discuss proposal with Mr. Barden. |
| Updates | <p>Dr. Loeschke noted that the recognition of the MU Choir in Harrisburg was exceptional. She explained the events of the day and the notoriety this brought to Mansfield University and the MU Choir.</p> <p>Dr. Loeschke thanked Mr. Harrington, Steve Plesac and Bev Gass for a very successful Homecoming weekend.</p> | |
| Tabled/Continued Discussion Agenda Items | Discussions noted above or in previous meeting minutes. | -Middle States |

Minutes reviewed and approved by Cabinet: October 14, 2008

Minutes prepared by:

Ms. Anne LaVancher