

**MANSFIELD UNIVERSITY
COUNCIL OF TRUSTEES MEETING**

Wednesday, September 29, 2021
2:00 p.m.

Conference via Zoom
Minutes

I. MEETING CALLED TO ORDER

Chairman Kilmer called the meeting to order at 2:06 p.m.

FOR THE RECORD: in accordance with the Sunshine Law, this meeting was advertised in the *Wellsboro Gazette* on September 23, 2021.

II. RECORDING OF ATTENDANCE

The following Trustees attended:

- Ms. Bobbi Kilmer, Chairperson
- Mr. Steven Crawford, Vice Chairman
- Mr. Ralph H. Meyer, Member
- Mr. Bruce L. Vickery, Member
- Ms. Karen J. Russell, Member
- Ms. Sarah Hart, Member
- Mr. Max Gannon, Member
- Ms. Susan Kefover, Member

The following Trustees were not in attendance:

- Mr. Aaron K. Singer, Member
- Mr. Patrick Henderson, Secretary
- Dr. Robert D. Strohecker, Member

Members of the University staff who attended are as follows:

- Dr. John Ulrich, Provost and Vice President for Academic Affairs
- Dr. Joshua Battin, Interim VP for Administration, Associate Provost, Dean, College of Arts and Humanities
- Dr. Gretchen Sechrist, Interim Dean, College of Natural and Social Sciences
- Dr. Marty Wygmans, VP Student Success and Campus Life
- Dr. Stephen Lee, VP Enrollment Management
- Mr. Albert Jones, Chief Diversity, Equity and Inclusion Officer
- Ms. Amy Dicello, Interim VP of Finance
- Ms. Jill L. Scott, Secretary to the Council of Trustees

Others in Attendance:

- Dr. Jonathan Rothermel, University Senate
- Ms. Judi Brayer, SCUPA Representative
- Dr. Brian Loher, APSCUF President
- Ms. Holly Jackson, Student Success Librarian
- Dr. Christopher Cummings, Director of the Learning Center
- Ms. Tiphonie Stocks, Student and Peer Research Consultant

III. PUBLIC COMMENTS

Chair Kilmer asked for public comments and there were none.

IV. APPROVAL OF MINUTES

A motion was made by Mr. Ralph H. Meyer, seconded by Mr. Bruce Vickery, and unanimously carried to approve the minutes of July 21, 2021 as identified in Exhibit A.

V. COMMITTEE REPORTS

A. Academic Affairs Report (Dr. Ulrich)

- COVID-19 Update

Dr. Ulrich shared the following update regarding campus current cases, 11 students with only 3 students remaining on campus, 3 employees and as reported by Mr. Welch at a meeting earlier in the day with our COVID Planning Group he felt the situation was manageable. He also shared that he was still seeking more rapid tests due to a supply chain issues but our campus still has a good inventory for the remainder of the semester.

- Integrations

Dr. Ulrich reported the following integration updates:

- MSCHE Complex Substantive Change (CSC) Submission was submitted on time and now moves onto the review stage in which 3 individuals have been assigned and we look forward to receiving feedback in the near future.
- Faculty placements for the integrated departments is moving forward with a couple of requests for reassignment so this is being finalized by Dr. Battin and Dr. Sechrist.
- Curricular Committee is now in the process of being formed following approved side-letters by APSCUF and the BOG, expecting Department Chair elections at the end of November.

- ESLP Update

Dr. Ulrich shared with the Trustees that currently we have a total of 28 eligible for our Early Sick Leave Payout retirement program. Of the 28 there are 16 faculty and 12 non-faculty staff employees, the deadline for submission of faculty has been extended to November 15, 2021 and the non-faculty staff deadline is September 30, 2021.

B. Finance Report (Ms. Dicello)

- CPP Overview

Ms. Dicello shared with the Trustees an overview of our Comprehensive Planning Process (CPP) Progress report submitted to PASSHE on September 13, 2021.

- Review of Purchases over \$21,300 (Exhibit B)

Ms. Dicello shared a review along with answering questions regarding Exhibit B containing \$2,039,476 in aggregated value for purchase orders over \$21,300 for the period of June 16, 2021 through August 15, 2021.

- 2021-22 Budget

Upon the recommendation of the Interim Vice President for Finance and the President, a motion was made by Mr. Max Gannon, seconded by Ms. Karen Russell and unanimously carried to approve the 2021-22 budget.

C. Administration Report (Dr. Battin)

- Demolition Update

Dr. Battin reported the demolition is on schedule with an expected completion by the Fall of 2022.

- Certifying Resolution: Appointing Interim and Chief Executive Officers

Upon the recommendation of the Interim Vice President for Administration and the President, a motion was made by Ms. Susan Kefover, seconded by Mr. Ralph Meyer and unanimously carried to approve the Certifying Resolution: Appointing Interim and Chief Executive Officers as identified in Exhibit C.

D. Student Affairs Report (Dr. Ulrich)

- Enrollment Management Report

Dr. Ulrich shared the following report with the Trustees, at the fall freeze our total headcount was at 1803 and our FTE was at 1508.45 which reflects a decline of 6% overall. The decline was considered due to a smaller than anticipated new first-time students and returning students. The headcount was higher than the previous year 2019 was due to increased numbers of dual enrollment and ESP students.

- Housing Report

Dr. Ulrich reported to the Trustees our current housing occupancy is at 83% for Oak, 95% for Spruce and 92% for Sycamore with Hickory as non-occupied currently so the overall total occupancy rate is at 67% in the residence halls.

E. Diversity, Equity and Inclusion (Mr. Jones)

- DEI Update

Mr. Jones shared a recent Mansfield University event called Belong-BQ @ MU held on September 9th which provided a good turnout of students and employees, giveaways were provided by local community businesses.

Mr. Jones also provided an overview of the 2021-22 DEI goals and objectives, including the following:

- Development of Mansfield Strategic Plan for Diversity, Equity, & Inclusion
- Campus Climate Survey
- SafeZone and Diversity Training

VI. OLD BUSINESS

Chair Kilmer asked for old business and there were none.

VII. NEW BUSINESS

Emeritus Status

Based on the recommendations of the appropriate department, the Provost and Vice President for Academic Affairs, and in compliance with a poll of the senior faculty, the President recommends that emeritus status be granted to the following individual:

Dr. Steven Stein, a faculty member in the Natural Sciences Department from August 23, 2003 through August 14, 2020.

Upon the recommendation of the Provost and Vice President for Academic Affairs, and in compliance with a poll of the senior faculty, the President recommends that emeritus status be granted, a motion was made by Ms. Karen Russell, seconded by Ms. Susan Kefover and unanimously carried to approve emeritus status.

VIII. INFORMATION ITEMS – NO ACTION REQUIRED

Chair Kilmer shared with Trustees there may be a change of date for upcoming meeting.

IX. EDUCATIONAL FEATURE

Peer Research Consultants (PRC's)

Ms. Holly Jackson, Dr. Christopher Cummings and Ms. Tiphonie Stocks joined the public session to share a collaborated student service through the North Hall Library and MU Learning Center in which students are hired and trained to support fellow students with written research projects by providing research assistance and information.

Dr. Ulrich expressed appreciation on their good work for providing a valuable resource for our students.

X. REPORTS

President, Dr. Bashar Hanna

Dr. Ulrich reported on behalf of President Hanna that he had nothing further to share other than what was previously discussed.

PACT, Trustee Karen Russell:

Ms. Russell reported a planned PACT fall conference is scheduled for October 15th was originally planned as an in-person availability has now been moved to be fully virtual participation only. The planned agenda for the fall conference will be forthcoming.

SGA

Ms. Sarah Hart, SGA Treasurer reported on behalf of Ms. Geneva Murray, the SGA President that over 100K has been given to clubs and organizations for the academic year. SGA sponsored two concert events at both the HUT and during the Homecoming celebrations in downtown Mansfield. Other events being planned include a candlelight ceremony in recognition of Suicide Prevention Month. SGA is working on plans for a week-long fall festival at the end of October with various entertainment and activities.

Senate:

APSCUF:

SCUPA:

XI. OTHER BUSINESS

Chair Kilmer asked for other business and there were none.

XII. DATE OF NEXT MEETING

The next regular meeting of the Mansfield University Council of Trustees is **Wednesday, November 17, 2021, 2:00 p.m. in the North Manser.**

XIII. ADJOURNMENT

The meeting was adjourned at 2:45 pm

Respectfully Submitted,

Jill L. Scott

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