

MANSFIELD UNIVERSITY

COUNCIL OF TRUSTEES MEETING

Wednesday, September 25, 2019

2:00 p.m.

North Manser

Minutes

I. MEETING CALLED TO ORDER

Chairman Kilmer called the meeting to order at 1:59 p.m.

FOR THE RECORD: in accordance with the Sunshine Law, this meeting was advertised in the *Wellsboro Gazette* on September 11, 2019.

II. RECORDING OF ATTENDANCE

The following Trustees attended:

Mr. Patrick Henderson, Secretary
Ms. Susan Kefover, Member
Ms. Bobbi Kilmer, Chairperson
Mr. Ralph H. Meyer, Member
Ms. Karen J. Russell, Member
Dr. Robert D. Strohecker, Member
Mr. Steven Crawford, Vice Chairman
Mr. Max Gannon, Member
Mr. Bruce L. Vickery, Member
Mr. Aaron K. Singer, Member

The following Trustees were not in attendance:

Ms. Chelsea Thomas, Member (executive session)

Members of the University staff who attended are as follows:

Charles E. Patterson, PhD, President
Dr. John Ulrich, Provost and Vice President for Academic Affairs
Dr. Kathy Wright, Associate Provost/Dean of Natural and Social Sciences
Dr. Joshua Battin, Dean, College of Arts and Humanities
Ms. JoEllen Lindner, Interim VP Student Affairs and Enrollment Management
Ms. Kathryn Crossin, Interim Vice President of Finance and Administration
Mr. Nick Andre, Chief Information Officer
Ms. Jill L. Scott, Secretary to the Council of Trustees
Ms. Judi Brayer, SCUPA Representative
Dr. Gretchen Sechrist, President University Senate
Mr. Brian Loher, APSCUF President

Others in Attendance:
Mr. James Nixdorf, Mansfield Foundation

III. PUBLIC COMMENTS

Chair Kilmer asked for public comments and there were none.

IV. APPROVAL OF MINUTES

A motion was made by **Mr. Aaron Singer**, seconded by **Mr. Ralph H. Meyer**, and unanimously carried to approve the minutes of **July 17, 2019** as identified in Exhibit A.

V. COMMITTEE REPORTS

A. Academic Affairs Report (Ulrich)

Dr. John Ulrich discussed the following:

- New Tenure-Track Faculty:
 - Shared with the Trustees that we have welcomed new tenure track faculty to Mansfield University for this fall semester.
- Academic Planning/Hanover Research:
 - Provided an update on where we are with regards to academic planning. He is working with our Academic Planning Committee (APC) on program planning to identify areas for growth. We have partnered with Hanover Research which has provided useful resources in our program planning for trends in both employment growth along with identifying areas of need areas.
 - In program planning there has been good collaboration between other PASSHE schools to enable use of resources to provide opportunity for further growth.
- Interfolio:
 - Gave a brief update on the Interfolio which will provide paperless platform. Faculty to receive demonstration on this new way of instruction.
- Middle States Self Study:
 - Currently groups are being formed for the upcoming self-study. Once the groups are established they will design the framework for middle-states and if approved will move forward. The timeline has been developed by Dr. Wright which has a timeframe for full completion in 2021-2022.
- Respiratory Care Program Recognition:
 - Highlight that our respiratory care was recognized for the 4 year in a row by COARC (Commission on Accreditation for Respiratory Care) for Distinguished Respiratory Therapist Success.

B. Finance and Administration Report (Ms. Crossin)

Ms. Crossin noted the topics discussed in the Finance and Administration Report:

- Review of Purchases over \$5,000
- Annual Operating Budget

Approval of Purchase Orders of \$5,000 or more

Upon the recommendation of the Interim Vice President for Finance and Administration and the President, a motion was made by **Mr. Steven Crawford**, seconded by **Mr. Max Gannon** and unanimously carried to approve purchase orders of \$5,000 or more for the period of June 16, 2019 through August 15, 2019 for a total of **\$5,021,329** as identified in Exhibit B.

Annual Operating Budget

Upon the recommendation of the Interim Vice President for Finance and Administration and the President, a motion was made by **Mr. Ralph H. Meyer**, seconded by **Mr. Aaron Singer** and unanimously carried to approve the Annual Operating Budget.

C. Student Affairs (Ms. Lindner)

- Enrollment Management Report:
 - JoEllen Lindner shared about her background in enrollment management and student affairs with the Trustees.
 - Shared a snapshot of the 2019 enrollment data in comparison to 2018. Growth was reflected in all categories.

VI. OLD BUSINESS

No old business

VII. NEW BUSINESS

No new business

VIII. INFORMATION ITEMS – NO ACTION REQUIRED

Annual Physical Inspection of Facilities

In accordance with the rules and regulations adopted by the Board of Governors, the Mansfield University Council of Trustees will conduct the annual physical inspection of facilities this afternoon. A report of this inspection will be on the next agenda for the Council of Trustees' approval and submission to the Board of Governors.

IX. EDUCATIONAL FEATURE

None provided

X. REPORTS

President, Charles Patterson

- Updated the Trustees on the PASSHE redesign.
- Recently completed the following permanent appointments:
 - Dr. John Ulrich, Provost and Vice President for Academic Affairs
 - Dr. Kathy Wright, Associate Provost/Dean of Natural and Social Sciences
 - Dr. Joshua Battin, Dean, College of Arts and Humanities
- Introduced Ms. JoEllen Lindner, Interim VP Student Affairs and Enrollment Management.
- Touched upon additional outreach receptions for the Office of the President and provided updates on relationship building with the Mansfield Foundation.
- Enrollment applications up 38% over last year with total enrollment up 2% for fall 2019, which stops a 9 year enrollment decline.

PACT, Trustee Karen Russell:

- 9/11/19 the NE regional meet at Stroudsburg meet and the chancellor attending and spoke about redesign and had good trustee sharing with where we were with our universities. This will be a continued one if well accepted. This fall one might be cancelled.
- SGA: Student involvement is up along with enrollment. Reach out for any help.

XI. OTHER BUSINESS

- James updated from the Mansfield Foundation that they are upbeat about the discussion and excited for the relationship building that is going on.
- November 11th: Chancellor Annual Public Forum.
- Upon recommendation from the Cabinet the Council of Trustees unanimously approved Dr. Lee Wright to be our Keynote Speaker at the Fall Commencement.
- Looking for recommendations for commencement speaker for the spring.

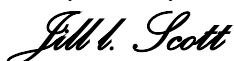
XII. DATE OF NEXT MEETING

The next regular meeting of the Mansfield University Council of Trustees is **Wednesday, November 20, 2019, 2:00 p.m. in the North Manser Dining.**

XIII. ADJOURNMENT

The meeting was adjourned at 2:15 pm.

Respectfully Submitted,



Jill L. Scott