

MANSFIELD UNIVERSITY
Mansfield, Pennsylvania

Wednesday, November 20, 2013
North Hall, 6th Floor Community Room
2:00 p.m.

COUNCIL OF TRUSTEES

MINUTES

I. MEETING CALLED TO ORDER

Chairman Meyer called the meeting to order at 2:05 p.m.

FOR THE RECORD: In accordance with the Sunshine Law, this meeting was advertised in the *Wellsboro Gazette* on November 6, 2013.

II. RECORDING OF ATTENDANCE

The following Trustees attended:

Mr. Steven M. Crawford, Member
Mr. Max P. Gannon, Member
Mr. Patrick D. Henderson, Member
Ms. Bobbi J. Kilmer, Member
Mr. Ralph H. Meyer, Chair
Ms. Karen J. Russell, Member
Mr. Zane N. Swanger, Student Member
Dr. Robert D. Strohecker, Secretary
Commissioner Pamela A. Witmer, Member – via phone

II. RECORDING OF ATTENDANCE (Continued)

Members of the University staff who attended are as follows:

General Francis L. Hendricks, President
Mr. John Adams, Vice President for Finance and Administration
Ms. Judith Brayer, SCUPA Representative
Dr. Christopher Bridges, Associate Vice President for Student Affairs
Ms. Dia Carleton, Executive Director for Employee and Leadership Services
Mr. Charles Colby, Associate Vice President for Residence Life
Mr. Terry Day, Assistant Director of Public Relations and Marketing
Dr. Peter Keller, Provost/Senior Vice President for Academic Affairs
Ms. Anne M. LaVancher, Secretary to the Council of Trustees
Mr. Dennis Miller, Director of Public Relations and Marketing
Dr. Ronald Straub, APSCUF President
Mr. Michael Wilson, AFSCME President

Others in Attendance:

Mr. Joseph Maresco, President of the Mansfield University Foundation
Ms. Ashley Ranck, Student
Ms. Cheryl Clarke, Williamsport Sun-Gazette

III. PUBLIC COMMENTS

No comments received.

IV. APPROVAL OF MINUTES

September 25, 2013 (Exhibit A)

A motion was made by Mr. Crawford, seconded by Mr. Gannon, and unanimously carried to approve the minutes of September 25, 2013 as identified in Exhibit A.

A roll call vote was taken and all participating members approved the motion.

V. COMMITTEE REPORTS

A. Academic Affairs Report

Dr. Keller noted the topics discussed in the Academic Affairs Report:

- Retrenchment process update – further reduced retrenchment list

B. Finance and Administration Report

Mr. Adams noted the topics discussed in the Finance and Administration report:

- Annual external auditor's report as presented by CliftonLarsonAllen – unmodified audit
- Purchases over and under \$10,000
- Campus tour of facilities report
- Parking ticket fines update

Approval of Purchase Orders of \$10,000 or more

Upon the recommendation of the Vice President for Finance and Administration and the President, **a motion was made by Mr. Gannon, seconded by Dr. Strohecker, and unanimously carried to approve purchase orders of \$10,000 or more for the period of August 16, 2013 through October 15, 2013 for a total of \$326,047.83** as identified in Exhibit B.

A roll call vote was taken and all participating members approved the motion.

Approval of Purchase Orders less than \$10,000

Upon the recommendation of the Vice President for Finance and Administration and the President, **a motion was made by Mr. Crawford, seconded by Ms. Russell, and unanimously carried to approve purchase orders of less than \$10,000 for the period of August 16, 2013 through October 15, 2013 for a total of \$169,087.60** as identified in Exhibit C.

A roll call vote was taken and all participating members approved the motion.

Approval of Physical Inspection of Facilities

Upon the recommendation of the Vice President for Finance and Administration and the President, **a motion was made by Ms. Russell, seconded by Mr. Crawford, and unanimously carried to approve the Annual Physical Inspection of Facilities Report** as identified in Exhibit D.

A roll call vote was taken and all participating members approved the motion.

Approval of Auditor's Report

Upon the recommendation of the Vice President for Finance and Administration and the President, **a motion was made by Ms. Kilmer, seconded by Mr. Gannon, and unanimously carried to approve the independent auditor's report for the fiscal year ending June 30, 2013** as discussed in the Finance and Administration Committee.

A roll call vote was taken and all participating members approved the motion.

V. COMMITTEE REPORTS (continued)

C. Human Resources/Multicultural Affairs Report

Ms. Carleton noted the topics discussed in the Human Resources/Multicultural Affairs report:

- PASSHE Fraud/Waste/Abuse Incident Reporting System implemented summer 2013

D. Student Affairs Report

Dr. Bridges and Mr. Colby noted the topics discussed in the Student Affairs report:

- Residence Life – Spruce Residence Hall opening in spring with students' return in January
- Campus Dining Services
- Kelchner Fitness Center
- New Orientation webpage with SGA commitment to sponsor incoming students' orientation fees
- 2014 Senior Conference in Harrisburg
- Career Center webpage update
- MAP-Works

E. University Advancement Report

Mr. Maresco noted the topics discussed in the University Advancement report:

- Phone-a-thon goal \$270,000 for fall and spring sessions
- Cultivation efforts for the year:
 - Corning Chamber of Commerce event to introduce General Hendricks to the business community in NY
 - 2nd Annual retired employee reception
 - Holiday Card Program
 - Student giving program – Mounties for Change
 - Direct Mail Appeals
 - Foundation Fridays
 - Planned Giving website upgrades

VI. OLD BUSINESS

No old business discussed

VII. NEW BUSINESS

No new business discussed

VIII. INFORMATION ITEMS – NO ACTION REQUIRED

No information items discussed

IX. EDUCATIONAL FEATURE

Graphic Design Program – Dr. Michelle Schlegel

Dr. Schlegel (in her 6th year as professor at MU and is the chair of the Art Department) and Ms. Ashley Ranck (junior on the Graphic Design Program) provided background and information about the Graphic Design Program. The program began in Fall 2008 in old Allen Hall and has transitioned with new faculty, new students and a new building.

There are currently 64 students between print and motion. Dr. Schlegel provide examples of how the program works, its progress as a new program and expectations of students.

Ms. Ranck talked about the positive impact the program and faculty have had on her college experience. The team, although competitive, has a strong affinity for each other to the point of assisting in each other's success. Her growth has come from other students and her passion for developing media through art. She is considering future work with advertising and working with larger corporations.

X. REPORTSGeneral Hendricks

General Hendricks provided the following report:

- Furlough/Retrenchment Update
 - Originally 44 positions (29 faculty and 15 staff)
 - Dropped to 21 positions
 - Breakout 12 faculty (17 positions removed); 9 staff (6 positions removed)
 - Continued meetings with union leadership and academic departments
 - Regular email updates to students and employees
- Chancellor's Visit on November 8
 - APSCUF and student rally – good turnout, very respectful and well managed
 - Campus open session with questions and answers
 - Tour of campus with General Hendricks
- Student Highlight – Arlene Boruchowitz
 - Anticipates graduating in three years and plans to continue her education with a law degree
 - In addition to her rigorous schedule, she is involved in many extracurricular activities such as serving as a Student Alumni Ambassador, as an Orientation Ambassador, a Gateway Program Mentor

PACT

- Previous PACT conference was at Clarion University
 - Focus on high impact practices in education
- Great turnout
- Great to hear the Chancellor speak related to his vision for the system

X. REPORTS (continued)

Student Government Association

No report provided

XI. OTHER BUSINESS

Chairman Meyer applauded, on behalf of the Council, the continued efforts of Administration for their work in a humanitarian manner through the retrenchment/furlough process.

Mr. Dennis Miller noted General Hendricks' Veterans Day video had over 125,000 views. Also, a redesign of the MU website saved an estimated \$60-75K by developing in house.

Chairman Meyer thanked Dr. Keller for all he has done for MU through is distinguished career.

XII. DATE OF NEXT MEETING

The next regular meeting of the Mansfield University Council of Trustees will be held on **Wednesday, March 26, 2013, 2:00 p.m. in the North Hall 6th Floor Community Room.**

The Mansfield University Council of Trustees annual retreat will be held on **Wednesday, January 29, 2014 in North Hall.**

XIII. ADJOURNMENT

The meeting was adjourned at 2:49 p.m.

Respectfully Submitted,

Anne Lavancher

Anne M. LaVancher
Recording Secretary