

**MANSFIELD UNIVERSITY**  
**Mansfield, Pennsylvania**

**Wednesday, July 23, 2014**  
**North Hall, 6<sup>th</sup> Floor Community Room**  
**2:00 p.m.**

**COUNCIL OF TRUSTEES**

**MINUTES**

**I. MEETING CALLED TO ORDER**

Chairman Meyer called the meeting to order at 2:01 p.m.

**FOR THE RECORD:** In accordance with the Sunshine Law, this meeting was advertised in the *Wellsboro Gazette* on July 9, 2014.

**II. RECORDING OF ATTENDANCE**

The following Trustees attended:

Mr. Steven M. Crawford, Vice Chairman – via conference call  
Mr. Max P. Gannon, Member  
Mr. Patrick D. Henderson, Member  
Ms. Bobbi J. Kilmer, Member  
Mr. Ralph H. Meyer, Chairman  
Dr. Robert D. Strohecker, Secretary

The following Trustees were not in attendance:

Ms. Karen J. Russell, Member  
Mr. Zane N. Swanger, Student Member  
Commissioner Pamela A. Witmer, Member

## 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. Rachel Green, Director of Admissions  
Dr. Jeffrey Bosworth, Professor, History and Political Science Department  
Ms. Pamela Boyce, Academic Affairs Administrative Assistant  
Ms. Judith Brayer, Co-President, SCUPA  
Mr. Terry Day, Assistant Director of Public Relations and Marketing  
Ms. Anne M. LaVancher, Secretary to the Council of Trustees  
Mr. Dennis Miller, Director of Public Relations and Marketing  
Dr. David Stinebeck, Provost/Senior Vice President for Academic Affairs  
Ms. Carmen Wood, Associate Director of Employee Relations & Compensation

Others in Attendance:

Ms. Mindy Engel, Executive Director, Mansfield University Foundation  
Ms. Victoria Malatesta, SGA President  
Mr. Colton Long, Student  
Ms. Colleen Dempsey, Student  
Ms. Kelsey Woodman, Student

## III. PUBLIC COMMENTS

No comments received

## IV. APPROVAL OF MINUTES

May 28, 2014 (Exhibit A)

**A motion was made by Ms. Kilmer, seconded by Dr. Strohecker, and unanimously carried to approve the minutes of May 28, 2014 as identified in Exhibit A.**

## V. COMMITTEE REPORTS

### A. Academic Affairs Report

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

- Academic Department Program Excellence Update
- Faculty Retirement Eligibility

V. **COMMITTEE REPORTS** (continued)

B. Finance and Administration Report

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

- Purchase Orders
- Fire Department and Ambulance Association Payments
- Fiscal Plan 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 Ms. Kilmer, and unanimously carried to approve purchase orders of \$10,000 or more for the period of April 16, 2014 through June 15, 2014 for a total of \$1,188,145.22** as identified in Exhibit B.

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. Henderson, seconded by Dr. Strohecker, and unanimously carried to approve purchase orders of less than \$10,000 for the period of April 16, 2014 through June 15, 2014 for a total of \$260,329.25** as identified in Exhibit C.

Approval of Mansfield Fire Department and Ambulance Association Payment

Upon the recommendation of the Vice President for Finance and Administration and the President, **a motion was made by Dr. Strohecker, seconded by Ms. Kilmer, and unanimously carried to approve payment of \$7,500 to the Mansfield Fire Department and \$7,500 to the Mansfield Ambulance Association for critical services and training for fiscal year 2014-2015.**

B. Human Resources/Multicultural Affairs Report

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

- New Legislation and the Effect on Benefits
- Employee Wellness Participation
- Salary Increases
- Staff Retirement Eligibility

**V. COMMITTEE REPORTS (continued)**

**C. Student Affairs Report**

Ms. Green noted the topics discussed in the Student Affairs report:

- “The 101” Pre-Orientation Program
- Community Service Hours
- Alcohol and Drug Committee
- New Student Welcome: August 21<sup>st</sup> – August 24<sup>th</sup>
- Career Center
- Athletics

**D. University Advancement Report**

Ms. Engel noted the topics discussed in the University Advancement report:

- Major Donor Recognition Dinner Update
- New Endowments

**VI. OLD BUSINESS**

No old business discussed.

**VII. NEW BUSINESS**

**Order of Succession**

Upon the recommendation of the President, **a motion was made by Ms. Kilmer, seconded by Mr. Gannon, and unanimously carried to approve the Certifying Resolution for Appointing Interim and Chief Executive Officers for 2014-2015** as described in Exhibit D.

**VII. NEW BUSINESS** (continued)Nomination and Election of Officers

In accordance with the by-laws of the Council of Trustees of Mansfield University, *“The Reorganization/election of Officers meeting of the Council of Trustees shall be held every two years in the month of July. At this meeting the officers of the Council of Trustees for the next two years shall be elected. Those elected shall take office beginning with the July Reorganization/election of Officers meeting.”*

Members of the Nominating Committee for the Reorganization/Election of Officers are Mr. Henderson, Mr. Crawford and Mr. Swanger. Mr. Henderson submitted, on behalf of the nominating committee, the following nominations for Mansfield University Council of Trustees’ officers: Mr. Ralph H. Meyer – Chairman; Mr. Steven M. Crawford – Vice Chair; Dr. Robert D. Strohecker – Secretary

**A motion was made by Mr. Henderson, seconded by Mr. Gannon, and unanimously carried to accept nominations and approve the following Council members for reelection to the noted positions:**

- 1. Mr. Ralph H. Meyer – Chairman**
- 2. Mr. M. Crawford – Vice Chairman**
- 3. Dr. Robert D. Strohecker - Secretary**

**VIII. INFORMATION ITEMS – NO ACTION REQUIRED**

No information items discussed

**IX. EDUCATIONAL FEATURE**

Short-Term Study Abroad: Belize 2014

Dr. Bosworth provided background on his six credit, five week (two weeks in-country) summer course to learn about politics and culture in Belize. He shared the benefits of the course, academic considerations for the location, the learning outcomes and planned coursework.

Mr. Colton Long, Ms. Colleen Dempsey and Ms. Kelsey Woodman talked about their experiences while in-country:

- Ms. Dempsey completed a paper on the cultural diversity of Belize. She was able to meet people from all over the world and referred to Belize as “back packers central for travelers”.
- Ms. Woodman completed a paper on ecotourism and was able to learn about the people of Belize. As a result of this experience, Ms. Woodman decided to apply to the Peace Corp.

**IX. EDUCATIONAL FEATURE (continued)**

- Mr. Long completed a paper on the Political system of Belize. This experience confirmed that he wants to continue his Political Science degree at the Masters level.

Dr. Bosworth noted he and Dr. Rothermel plan to do the trip again in 2015.

**X. REPORTS**

General Hendricks

General Hendricks provided the following report:

- Mansfield’s three Tuition Flexibility Pilot proposals (TEAM, Active Duty Military Tuition and High-Cost Course Fees) were approved by the Board of Governors on July 8. Planning for implementation is under way.
- Athletic Director and Chief Information Officer Candidates have been selected for campus visits which will take place the end of July/beginning of August.
- Fiscal Review – update on 2013-2014 FY review and projections for 2014-2015; PASSHE Shared Services Review; and decline related to the new PASSHE funding formula.
- MU highlights – Middle State Accreditation update 2021; COPLAC visit is scheduled for September 14-16; MU’s Concert Choir won three gold medals at the World Choir Games; Gateway has 79 students enrolled in the program this year; Social Media – over 11K likes on Facebook, 535 signed up from class of 2018; Endless Mountains Music Festival begins this Saturday.

PACT

No report provided

Student Government Association

Ms. Victoria Malatesta provided the following report:

- SGA office has just been relocated
- E-Board has been working on budget for the coming year
- Retreat is scheduled for October 3-5 at Bucktail Campground

**XI. OTHER BUSINESS**

**XII. DATE OF NEXT MEETING**

The next regular meeting of the Mansfield University Council of Trustees will be held on **Wednesday, September 24, 2014, 2:00 p.m. in the North Hall 6<sup>th</sup> Floor Community Room.**

**XIII. ADJOURNMENT**

**The meeting was adjourned at 2:38 p.m.**

Respectfully Submitted,

*Anne Lavancher*

Anne M. LaVancher  
Recording Secretary