

MANSFIELD UNIVERSITY
Mansfield, Pennsylvania

Wednesday, July 28, 2010
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 2:08 p.m.

FOR THE RECORD: In accordance with the Sunshine Law, this meeting was advertised in the *Wellsboro Gazette* on July 14, 2010.

II. OATH OF OFFICE

The Honorable Richard P. Cashman administered the Oath of Office to Mr. Steven M. Crawford in accordance with PASSHE regulations.

Mr. Crawford noted that he is a native of Columbia County which is located just outside of Bloomsburg, PA. He is a first generation college student and alumnus from Mansfield University. He chose MU because it “feels like home” and noted that he wanted to attend a smaller university. His experiences at Mansfield put him on his career path which has been with, by and large, the Commonwealth of PA. Mr. Crawford took some credit and made some apologies for the budgets put forth that, at times, are almost unworkable and promised that he will do the best he can as a Mansfield University Trustee.

III. RECORDING OF ATTENDANCE

The following Trustees were in attendance:

Mr. Richard P. Cashman, Secretary
Mr. Steven M. Crawford, Member
Mr. Charles R. Ike, Member
Mr. Lewis B. Lee, Member
Mr. Ralph H. Meyer, Chair
Ms. Ada Mae Saxton, Member
Mr. Louis Setzer, Student Member
Dr. Robert D. Strohecker, Vice Chair

The following Trustees were not in attendance:

Mr. Thomas A. Browning, Member
Mr. Howard J. Smith, Jr., Member
Ms. Carol J. Tama, Member

III. RECORDING OF ATTENDANCE (Continued)

Members of the University staff who were in attendance are as follows:

Dr. Maravene Loeschke, President
Dr. James Brown, Dean of Arts and Sciences
Dr. J.P. Burke, Dean of Education, Professional and Graduate Studies
Ms. Dia Carleton, Executive Director of Human Resources
Mr. Charles Colby, Associate Vice President for Residence Life
Mr. Terrance Day, Assistant Director of Public Relations and Publications
Mr. James Harrington, Associate Vice President for Student Affairs
Ms. Anne M. LaVancher, Secretary to the Council of Trustees
Mr. Dennis Miller, Director of Public Relations and Publications
Mr. Michael L. Reid, Vice President of Finance and Administration

Others in Attendance:

Ms. Cheryl Clarke, *Williamsport Sun-Gazette*

IV. PUBLIC COMMENTS

No comments were received.

V. APPROVAL OF MINUTES

May 26, 2010 (Exhibit A)

A motion was made by Mr. Lee, seconded by Dr. Strohecker, and unanimously carried to approve the minutes of May 26, 2010 as written and identified in Exhibit A.

VI. COMMITTEE REPORTS

A. Academic Affairs Report

Dr. Brown noted the topics discussed in the Academic Affairs report:

- Programs recommended for moratorium: M.Ed. Art; B.A./B.S.E. French; B.A./B.S.E. German; A.S. Geography: Mapping Technology; B.S. Geography: Regional Planning Concentration.
- Fees for high cost academic programs.
- Fall enrollment update – applications up; confirmed admissions down 7% for incoming freshman; overall fall enrollment down .5%; retention not calculated until freeze data is received.
- New faculty update.
- Program review and discussion.

VI. COMMITTEE REPORTS (continued)

A. Academic Affairs Report (continued)

Approval to Place Programs into Moratorium

Upon the recommendation of the Provost and the President, **a motion was made by Dr. Strohecker, seconded by Ms. Saxton, and unanimously carried to place the following programs into moratorium: M.Ed. Art; B.A./B.S.E. French; B.A./B.S.E. German; A.S. Geography: Mapping Technology; B.S. Geography: Regional Planning Concentration.**

B. Finance and Administration Report

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

- Purchase orders as identified in Exhibits B and C for the period of April 16, 2010 through June 15, 2010.
- Budget update.
- Water quality update.
- Annual facilities tour 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. Cashman, seconded by Mr. Ike, and unanimously carried to approve the purchase orders of \$10,000 or more for the period of April 16, 2010 through June 15, 2010 for a total of \$444,158.59 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. Lee, seconded by Mr. Crawford, and unanimously carried to approve the purchase orders of less than \$10,000 for the period of April 16, 2010 through June 15, 2010 for a total of \$796,937.83 as identified in Exhibit C.**

C. Human Resources Report

Ms. Carleton noted the topic discussed in the Human Resources Report:

- Healthcare reform legislation and benefit costs.

VI. COMMITTEE REPORTS (continued)

D. Student Affairs/Residence Life Report

Mr. Colby and Mr. Harrington noted the topics discussed in the Student Affairs/Residence Life Report:

- Student Affairs Report:
 - Ms. Nicole Hall provided a presentation about MU Career Services
 - Works with students and alumni.
 - Collaboration with area businesses and academic programs.
- Residence Life Report:
 - Mr. Colby's management goals update
 - Replacement housing update.
 - Manser Hall renovations update.

E. University Advancement Report

No report provided.

VII. OLD BUSINESS

No items for discussion.

VIII. NEW BUSINESS

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.”*

Mr. Meyer asked for additional nominations for Officers. None were received.

A motion was made by Mr. Lee, seconded by Mr. Setzer, and unanimously carried to close nominations and approve following Council members for reelection to the noted positions:

1. **Mr. Ralph H. Meyer – Chair;**
2. **Dr. Robert D. Strohecker - Vice Chair;**
3. **Mr. Richard P. Cashman – Secretary.**

VIII. NEW BUSINESS (continued)Honorary Degree

In accordance with Board of Governors' Policy 1984-12-A, "The honorary degree may be awarded to recognize distinguished service, creativity, scholarship, or other individual accomplishment in the service of humanity, whether in scientific, social, academic, creative, business, public, or other appropriate sphere."

Upon the recommendation of the President, **a motion was made by Mr. Lee, seconded by Dr. Strohecker, and unanimously carried to award an honorary Doctor of Public Service degree from Mansfield University to Representative Matthew E. Baker.** This recommendation was approved by University Senate in Spring Semester 2010 and will be submitted to the PA State System of Higher Education. A copy of the rationale for this motion is attached to the official minutes as *Exhibit D*.

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 for submission to the Board of Governors.

IX. INFORMATION ITEMS

No Strategic Plan Implementation Team report provided.

X. EDUCATIONAL FEATURE – Institutional Research Program and Reporting

Dr. John Cosgrove, Director of Institutional Research and Assessment, noted that he is a native of Sullivan County with strong ties to Mansfield University. He received his Ph.D. from Penn State and his undergraduate degree from St. Bonaventure. Dr. Cosgrove was employed at Clarion University for four years.

Dr. Cosgrove provided background about the Office of Institutional Research, their responsibilities, structure and annual reports provided by their office. He also noted that Institutional Research involves applied research and analysis.

XI. REPORTS

President Loeschke

President Loeschke provided the following report:

- Ground breaking for the privatized housing plan is projected take place at the beginning of the fall semester. Several activities such as band practice and intramural sports will be temporarily displaced for parking during construction.
- MU received a \$1M grant for School Library and Information Technology.
- An MU student, Richard Springman, recently passed away in a vehicle accident while answering a call as an emergency responder. He will be missed and loved for a long time by his MU family.

Student Government Association (SGA)

No report provided.

PACT

Mr. Meyer provided the following report:

- The next PACT meeting will be held at Kutztown University on October 13-14.

XII. OTHER BUSINESS

No other business to report.

XIII. DATE OF NEXT MEETING

The next regular meeting of the Mansfield University Council of Trustees will be held on **Wednesday, September 22, 2010 at 2:00 p.m. in the North Hall, 6th Floor Community Room.**

XIV. ADJOURNMENT

The meeting was adjourned at 2:43 p.m.

Respectfully Submitted,

Anne Lavancher

Anne M. LaVancher
Recording Secretary