

MANSFIELD UNIVERSITY
Mansfield, Pennsylvania

Wednesday, September 22, 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 2:01 p.m.

FOR THE RECORD: In accordance with the Sunshine Law, this meeting was advertised in the *Wellsboro Gazette* on September 8, 2010.

II. RECORDING OF ATTENDANCE

The following Trustees were in attendance:

Mr. Thomas A. Browning, Member
Mr. Richard P. Cashman, Secretary
Mr. Lewis B. Lee, Member
Mr. Ralph H. Meyer, Chair
Ms. Ada Mae Saxton, Member
Mr. Louis Setzer, Student Member
Mr. Howard J. Smith, Jr., Member
Dr. Robert D. Strohecker, Vice Chair
Ms. Carol J. Tama, Member

The following Trustees were not in attendance:

Mr. Steven M. Crawford, Member
Mr. Charles R. Ike, Member

II. RECORDING OF ATTENDANCE (Continued)

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

Dr. Maravene Loeschke, President
Ms. Dia Carleton, Executive Director of Human Resources
Mr. Charles Colby, Associate Vice President for Residence Life
Dr. Scott Davis, University Senate President
Mr. Terrance Day, Assistant Director of Public Relations and Publications
Ms. Amie Fox, Residence Director
Dr. Peter Keller, Provost/Vice President for Academic Affairs
Ms. Mary Beth Kollar, Interim Manager of 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
Mr. William Chabala, APSCUF President

Others in Attendance:

Mr. Will Brown, SGA President
Mr. Scott Hakes, Student
Ms. Brittany Hendler, Student
Mr. Ryan Miller, Student
Ms. Kate Plaska, Student
Ms. Meredith Shewell, Student

III. PUBLIC COMMENTS

No comments were received.

IV. APPROVAL OF MINUTES

July 28, 2010 (Exhibit A)

A motion was made by Mr. Browning, seconded by Ms. Saxton, and unanimously carried to approve the minutes of July 28, 2010 as identified in Exhibit A with changes noted (July 28, 2010, page 1, section II, Mr. Thomas Browning was not in attendance).

V. COMMITTEE REPORTS

A. Academic Affairs Report

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

- Enrollment update post freeze date: total graduate and undergraduate students is 3411
- AASCU Red Balloon project discussion; Mansfield University is interested in this project
- Academic Affairs goals summary
- Fee recommendations
 - Use of fees to support music lessons
 - Increase in library's late return of borrowed items fee
- Retrenchment Planning Update

B. Finance and Administration Report

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

- All purchase orders for the period June 16, 2010 through August 15, 2010 for an aggregate value of \$1,664,392.84 as identified in Exhibits B, B1, C, C1 and C2
- 2011 Fiscal Plan which currently shows a negative balance due to flat enrollment planning
 - Enrollment is lower than anticipated
 - MU plans to generate funds to account for the negative balance
- Annual Inspection of Facilities Report

Upon the recommendation of the Vice President for Finance and Administration and the President, **a motion was made by Mr. Lee, seconded by Mr. Smith, and unanimously carried to approve the following purchases:**

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

Purchase orders of \$10,000 or more for the period of June 16, 2010 through June 30, 2010 for a total of \$123,535.75 as identified in Exhibit B.

Purchase orders of \$10,000 or more for the period of July 1, 2010 through August 15, 2010 for a total of \$688,186.37 as identified in Exhibit B1.

Approval of Purchase Orders less than \$10,000

Purchase orders of less than \$10,000 for the period of June 16, 2010 through June 30, 2010 for a total of \$190,068.64 as identified in Exhibit C.

Purchase orders of less than \$10,000 for the period of July 1, 2010 through August 15, 2010 for a total of \$179,525.35 as identified in Exhibit C1.

Recurring contracts of less than \$10,000 for the period of March 1, 2010 through August 15, 2010 with an aggregate value of \$483,076.73 as identified in Exhibit C2.

V. COMMITTEE REPORTS (continued)

B. Finance and Administration Report (continued)

Approval of Annual Physical Inspection of Facilities

Upon the recommendation of the Vice President for Finance and Administration and the President, **a motion was made by Dr. Strohecker, seconded by Mr. Cashman, and unanimously carried to approve the report of the Annual Physical Inspection of Facilities conducted on July 28, 2010** as identified in Exhibit D.

Approval of Mansfield University 2011 Fiscal Plan

Upon the recommendation of the Vice President for Finance and Administration and the President, **a motion was made by Mr. Browning, seconded by Ms. Tama, and unanimously carried to approve the Mansfield University 2011 Fiscal Plan with the understanding that Administration will bring the budget into balance by the end of the fiscal year** as discussed in the Finance and Administration Committee meeting.

C. Human Resources/Multicultural Affairs Report

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

- Affirmative Action Plan discussion

D. Student Affairs Report

Mr. Colby and Ms. Kollar noted the topics discussed in the Student Affairs Report:

- SGA's plan to financially assist the University with student services
- Career Center update
- Campus Ministry's memorial service for student Richard Springman
- Privatized Housing update; projected occupancy January 2012
- Manser and Hut renovations update
- Housing Deposit update

E. University Advancement Report

Dr. Loeschke noted the topics discussed in the University Advancement Report:

- MU is currently in compliance with state regulations ensuring the operations of the Foundation are completely separate from the University
- A consultant from RPA in Williamsport has been retained to assist with meaningful fundraising efforts for the University

VI. OLD BUSINESS

No old business discussed.

VII. NEW BUSINESS

No new business discussed.

VIII. INFORMATION ITEMS – NO ACTION REQUIRED

No Strategic Plan Implementation Team report provided.

IX. EDUCATIONAL FEATURE

Residence Life First Year Experience (FYE) – Ms. Amie Fox

Ms. Mary Beth Kollar introduced Ms. Amie Fox, Residence Director for the First Year Experience. Ms. Fox and several FYE students explained many of the innovative programs for first year students. They discussed personal experiences, Living/Learning floors, the Community Assistant (CA) program, issues that students experience, and ways that they handle disciplinary concerns.

X. REPORTS

President Maravene Loeschke

President Loeschke provided the following report:

- Thanks and congratulations to Mr. Colby for his dedication to the privatized housing project and bringing it to fruition
- This year's US News and World Report's university rankings one and two have been combined decided with Mansfield University ranked in the top level
- Recognition of the MU crew's welcome to Cornell guests during the Sprint football game

PACT

Mr. Meyer provided the following report:

- The next PACT conference will be held at Kutztown University in mid-October

X. REPORTS (continued)

Student Government Association

Mr. Will Brown, President SGA, provided the following report:

- SGA goals for the year include: striving for an “Era of a Dignified SGA” (working on image, PR, programming and events, student survey), improving constitution; increase student involvement in SGA
- MU Crew have been actively working hard for all Mansfield University sporting events
- Free admission for all SGA students to attend 1890’s events
- Board of Student Government Presidents plan to send letters to BOG regarding their concerns

XI. OTHER BUSINESS

Dr. Davis noted that faculty continue to work hard to revise General Education for Mansfield. He also noted the difficulty across campus in dealing with possible retrenchment. He asked that the Trustees review and discuss motions as they come forward to assure fiscal responsibility in all decisions.

Mr. Chabala echoed Dr. Davis’ comments. He noted that faculty are committed to the University and the students. Discussions will continue with administration to find reasonable alternatives to retrenchment and solutions to issues.

Mr. Miller noted that the 1890’s event will take place this weekend.

XII. DATE OF NEXT MEETING

The next regular meeting of the Mansfield University Council of Trustees will be held on **Wednesday, November 17, 2010 at 2:00 p.m. in the North Hall 6th Floor Community Room.**

XIII. ADJOURNMENT

The meeting was adjourned at 2:34 p.m.

Respectfully Submitted,

Anne Lavancher

Anne M. LaVancher
Recording Secretary

