

MANSFIELD UNIVERSITY
Mansfield, Pennsylvania

Monday, September 24, 2012
North Hall, 6th Floor Community Room
2:00 p.m.

COUNCIL OF TRUSTEES

MINUTES

I. EXECUTIVE SESSION

Chairman Meyer called an Executive Session at 10:00 a.m. in the President's Conference Room, 506 North Hall, for the purpose of discussing a personnel matter.

II. MEETING CALLED TO ORDER

Chairman Meyer called the meeting to order at 2:11 p.m.

FOR THE RECORD: In accordance with the Sunshine Law, this meeting was advertised in the *Wellsboro Gazette* on September 12, 2012.

III. RECORDING OF ATTENDANCE

The following Trustees attended:

Mr. Thomas A. Browning, Member
Mr. Richard P. Cashman, Vice Chair
Mr. Steven M. Crawford, Member
Mr. Lewis B. Lee, Member
Mr. Ralph H. Meyer, Chair
Mr. Mark Phifer, Student Trustee
Ms. Ada Mae Saxton, Member
Mr. Howard J. Smith, Jr., Member
Dr. Robert D. Strohecker, Secretary

The following Trustee was not in attendance:

Mr. Charles R. Ike, Member

III. RECORDING OF ATTENDANCE (Continued)

Members of the University staff who attended are as follows:

Dr. Allan Golden, Interim President
Dr. Adam Brennan, President, University Senate
Ms. Dia Carleton, Executive Director of Human Development and Employee Relations
Mr. Terry Day, Assistant Director of Public Relations and Marketing
Dr. Daniel DoBell, Vice President for Finance and Administration
Dr. Peter Keller, Provost/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. James Parker, Vice President for Student Affairs
Dr. Ronald Straub, President, APSCUF
Mr. Scott Williams, Director, Physical Plant

Others in Attendance:

Ms. Cheryl Clarke, *Williamsport Sun-Gazette*
Mr. Aaron Miller, SGA President

IV. PUBLIC COMMENTS

No comments received.

V. APPROVAL OF MINUTES

August 1, 2012 (Exhibit A)

A motion was made by Mr. Browning, seconded by Mr. Phifer, and unanimously carried to approve the minutes of August 1, 2012 as identified in Exhibit A.

VI. COMMITTEE REPORTS

A. Academic Affairs Report

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

- September 17, 2012 Freeze Data for enrollment reflected overall enrollment down 4.47%
- B.S. in Community Health Education program proposal
- PASSHE and CAEL's LearningCounts.org collaboration
- Mapworks' questionnaire to new students for assessment purposes

VI. COMMITTEE REPORTS (continued)**B. Finance and Administration Report**

Dr. DoBell noted the topics discussed in the Finance and Administration report:

- Purchases over and under \$10,000
- 2011-2012 fiscal plan review
- 2012-2013 fiscal plan
- Facilities' projects overview

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

Upon the recommendation of the Vice President for Finance and Administration and the Interim President, **a motion was made by Mr. Lee, seconded by Mr. Smith, and unanimously carried to approve purchase orders of \$10,000 or more for the period of June 15, 2012 through August 16, 2012 for a total of \$3,494,166.54** 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 Interim President, **a motion was made by Mr. Phifer, seconded by Dr. Strohecker, and unanimously carried to approve purchase orders of less than \$10,000 for the period of June 15, 2012 through August 16, 2012 for a total of \$471,574.66** as identified in Exhibit C.

Approval of 2012-2013 Fiscal Plan

Upon the recommendation of the Vice President for Finance and Administration and the Interim President, **a motion was made by Mr. Phifer, seconded by Ms. Saxton, and unanimously carried to approve the 2013 fiscal plan** as discussed in the Finance and Administration committee meeting. Chairman Meyer noted a copy of the FY 2012-2013 budget is available for anyone interested.

C. Human Resources/Multicultural Affairs Report

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

- Affirmative Action Plan
 - Data freeze date is December 31, 2011
 - Policy review
 - Equal Employment Opportunity Component (EEOC)
 - Historical data

VI. COMMITTEE REPORTS (continued)**D. Student Affairs Report**

Dr. Parker noted the topics discussed in the Student Affairs report:

- Maxon Track dedication
- MU's new Swim Coach is Ms. Kaymee Kelly
- MU's Interim Women's Basketball Coach is Ms. Alison Tagliaferri
- Sports Information materials and publications
- Leadership training ropes course
- Decker Gym basketball court renovation

E. University Advancement Report

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

- Dr. Golden, Ms. Mindy Engle (Executive Director of MU Foundation) and Ms. Denise Berg (Director of Alumni Relations) attended a friend-raising/fundraising event at the home of Tom Alice on Keuka Lake.
- Dr. Golden and Ms. Engle are meeting regularly to review MU Foundation initiatives
- MU Foundation will begin hosting Foundation Fridays breakfasts to increase employee giving

VII. OLD BUSINESS

No old business discussed.

VIII. NEW BUSINESS**Presidential Search**

As Chairman of the Presidential Search Committee, Mr. Meyer provided a brief summary of the Committee's activities during the search process.

- January 2012 a presidential search committee was formed in accordance with PASSHE guidelines
- The committee's first meeting was held in late January with the search firm Greenwood and Associates. At that time a position description and committee processes were defined.
- The position was advertised nationally advertising resulting in excess of 50 applications. The search committee reviewed all applications received.
- The pool was narrowed to 12 candidates for airport interviews in Philadelphia. Eleven of the 12 participated in person while one participated via Skype.
- Additional reviews were conducted resulting in seven that were invited for campus interviews; two candidates withdrew.
- Candidates met with campus and community constituencies. The search committee asked for input from all involved.

VIII. NEW BUSINESS

Presidential Search (continued)

In compliance with the established Board of Governors' policy, **a motion was made by Mr. Browning and seconded by Mr. Phifer to recommend to the Chancellor the following unranked candidates, listed in alphabetical order, for the Presidency of Mansfield University:**

**Brigadier General Francis Hendricks, Army/Air Force Exchange Service
Dr. Donna Henry, Florida Gulf Coast University
Dr. Bruce Murphy, Air University**

Chairman Meyer stated that all three candidates will be interviewed by the Chancellor and a committee of the Board of Governors. Chairman Meyer expects the final decision will be made by the Board of Governors Executive Committee and the decision could be finalized by mid-late October. The objective is for the President to be in place January 1, 2013.

Chairman Meyer stated that MU had an excellent pool of candidates and the search committee, which included Trustee Cashman, Trustee Browning, Dr. Straub and Dr. Brennan (all in attendance at the COT meeting), was wonderful to work with.

Mr. Lee thanked the members of the search committee for their time and dedication to the process.

IX. INFORMATION ITEMS – NO ACTION REQUIRED

X. EDUCATIONAL FEATURE

The Spirit and The Pride of Pennsylvania Marching Band – Dr. Adam Brennan

Dr. Brennan showed a presentation developed by Glen DeGeorge, a senior education major. The presentation depicted the MU marching band's experiences traveling to Paris and London to play during the 2012 summer Olympics. A memory booklet will be put together for all students involved. Dr. Brennan noted this was the largest group he had an opportunity to travel with and expressed how honored and proud of them he is. They were able to relate what they saw and heard to what they've learned in history and their educational experiences.

XI. REPORTS

Interim President Allan Golden

Interim President Golden provided the following report:

- On October 23, 2012, MU will participate in a Higher Education Modernization Act presentation via teleconference from Bloomsburg University. It is scheduled for 3:00 p.m. with a reception to follow
- A Ground Breaking ceremony for Phase II housing was held August 22nd. Representatives from the USDA, our principal funding agent along with a number of regional banks, were present. Dr. Golden thanked all who were involved.

XI. REPORTS (continued)

PACT

Trustee Crawford provided the following report:

- The next PACT conference will be held October 17-18, 2012 at Millersville University
- The feature of the conference is information technology and the future of Higher Education. Other conference highlights include:
 - Academic Showcases
 - Conference with the Chancellor and Chair of BOG

Student Government Association

Mr. Miller provided the following report:

- 1890's will be held this weekend – free admittance for MU students funded by SGA
- Jazzman's Express in ground floor of North Hall Library – currently working on price quotes for the project
- Discussion of the implementation of the new student travel policy – open session will be held tomorrow night
- During the first two weeks of the semester, SGA provided free ice cream and has decided to continue through the semester via other student organizations

XII. OTHER BUSINESS

Dr. Straub recognized Chairman Meyer's strong leadership through the Presidential search process.

XIII. DATE OF NEXT MEETING

The next regular meeting of the Mansfield University Council of Trustees will be held on **Wednesday, November 28, 2012, 2:00 p.m. in the North Hall 6th Floor Community Room.**

XIV. ADJOURNMENT

The meeting was adjourned at 3:19 p.m.

Respectfully Submitted,

Anne Lavancher

Anne M. LaVancher
Recording Secretary