

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

**Wednesday, September 24, 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 2:06 p.m.

**FOR THE RECORD:** In accordance with the Sunshine Law, this meeting was advertised in the *Wellsboro Gazette* on September 10, 2014.

**II. RECORDING OF ATTENDANCE**

The following Trustees attended:

Mr. Steven M. Crawford, Vice Chairman  
Mr. Patrick D. Henderson, Member  
Ms. Bobbi J. Kilmer, Member  
Mr. Ralph H. Meyer, Chairman  
Ms. Karen J. Russell, Member  
Dr. Robert D. Strohecker, Secretary  
Mr. Zane N. Swanger, Student Member

The following Trustees were not in attendance:

Mr. Max Gannon, 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. Pamela Boyce, Academic Affairs Administrative Assistant  
Dr. Christopher Bridges, Vice President for Student Affairs & Enrollment Management  
Ms. Dia Carleton, Executive Director for Employee and Leadership Services  
Mr. Frank Crofchick, Community Conduct Officer and Service Coordinator  
Mr. Terry Day, Assistant Director of Public Relations and Marketing  
Ms. Anne M. LaVancher, Secretary to the Council of Trustees  
Dr. John Mansfield, APSCUF President  
Mr. Dennis Miller, Director of Public Relations and Marketing  
Dr. David Stinebeck, Provost/Senior Vice President for Academic Affairs

Others in Attendance:

Ms. Diane Eaton, Wellsboro Gazette  
Mr. Brandon Ellers, Student  
Mr. Joseph Maresco, President, Mansfield University Foundation  
Mr. Jaren Berken, SGA Vice President  
Mr. Jake Rubin, Student

## III. PUBLIC COMMENTS

No comments received

## IV. APPROVAL OF MINUTES

July 23, 2014 (Exhibit A)

**A motion was made by Ms. Kilmer, seconded by Dr. Strohecker, and unanimously carried to approve the minutes of July 23, 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 Workforce Discussions
- COPLAC Visit Update

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

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

- Purchase Orders
- Annual Inspection of Facilities
- Approval of Annual Operating Budget

**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. Crawford, seconded by Mr. Henderson, and unanimously carried to approve purchase orders of \$10,000 or more for the period of June 16, 2014 through August 15, 2014 for a total of \$2,312,706.43** 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 Ms. Russell, seconded by Mr. Swanger, and unanimously carried to approve purchase orders of less than \$10,000 for the period of June 16, 2014 through August 15, 2014 for a total of \$519,413.55** as identified in Exhibit C.

**Approval of 2015 Fiscal Plan**

Upon the recommendation of the Vice President for Finance and Administration and the President, **a motion was made by Mr. Crawford, seconded by Mr. Henderson, and unanimously carried to approve the Mansfield University 2015 Fiscal Plan (budget)** as discussed in the Finance and Administration Committee meeting. Noting that this plan does not include any assumptions of an increase in appropriations or tuition.

**C. Human Resources/Multicultural Affairs and Social Equity Report**

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

- Faculty Phased Retirement Pilot Program
- Mansfield University Professional Development Fund Pilot Program
- Title IX regulations update
- The Human Resources/Multicultural Affairs and Social Equity Report raised \$500 which will be used for a student scholarship
- Welcomed Stephanie Allen, Associate Director of Multicultural and Equity Services as a recently new employee

D. Student Affairs Report

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

- New Student Welcome and Orientation
- Community Service Initiatives
- Retention Update
- Career Center Personnel Update
- Student Activities Update
- International/Exchange Students Activities
- Greek Life Update
- Athletics Update
- Residence Life & Auxiliary Services Update
- Admissions/Enrollment Update

E. University Advancement Report

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

- Mansfield University Foundation Year-End Update
- MUF fundraising – multiyear initiatives
- Annual fund goal
- Employee giving campaign
- Student giving program

**VI. OLD BUSINESS**

No old business discussed.

**VII. NEW BUSINESS**

Mansfield University Student Code of Conduct

The Student Code of Conduct requires further revisions and was TABLED.

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

No information items discussed

## **IX. EDUCATIONAL FEATURE**

The 101st

Mr. Crofchik, Advisor for the 101<sup>st</sup>, provided background on this community service program directed at incoming freshman students. While focusing on community service, this program also provides opportunities for student development, leadership, and team building.

Mr. Crofchik shared that the members of the 101<sup>st</sup> participated in a community service project at Sand Run Falls where they assisted with trail maintenance and expanded trails.

Students Jake Rubin and Brandon Ellers shared their experience as participants in the first year of this program. Not only did this program offer them the opportunity to learn the campus, it gave them a feeling of fitting in here at MU. They both are looking forward to using the leadership skills gained to assist the new members of the 101<sup>st</sup> next year and recommend that freshman students entering next year participate.

Mr. Crofchik is already planning for the 2015 students and will send an email, use Facebook, and new student orientation to reach the new freshman class.

Mr. Crofchik shared that MU students have logged over 760 community service hours.

## **X. REPORTS**

### General Hendricks

General Hendricks provided the following report:

- COPLAC Update
- LUMA Statistics
- The Geosciences Academic Department will oversee The Marcellus Institute moving forward
- Police Academy will return to Mansfield University pending approval of a proposed Director
- Red and Black Committee held their first event, Jersey Day, with great success
- Volunteer first responder scholarship has been put in place in collaboration with the Tioga County Commissioners
- TEAM Update
- Military Tuition Pilot Update
- Graduation coin will be available for the first time to December Graduates
- Homecoming / 1890s weekend Update
- Foundation Fridays will kick-off this weekend
- Multiple opportunities this weekend to join us for the PRISM Concerts
- Facebook Statistics

**X. REPORTS (Continued)**

PACT

Mr. Crawford noted that the upcoming PACT Conference is scheduled for October 1 & 2, 2014 in Harrisburg. The meeting will focus on governance.

Student Government Association

Mr. Jared Berken provided the following report:

- New members of House of Representatives and Senate
- Working with the Art Department on a mural
- Working with Facilities on seating in the South Hall Mall for events
- Blue glow sticks were funded by SGA and distributed at the football game in honor of the fallen PA State Trooper, Cpl. Bryon Dickson. A photo taken was shared on social media garnering 25,000 visits.
- SGA is sponsoring prizes for the Homecoming King and Queen and for floats participating in the parade
- SGA is planning a retreat for October 5
- SGA is partnering with the student athlete committee on Project Mountie to increase student participation at athletic events

**XI. OTHER BUSINESS**

John Mansfield thanked the Provost and President for keeping communication lines open during what may be difficult year.

**XII. DATE OF NEXT MEETING**

The next regular meeting of the Mansfield University Council of Trustees will be held on **Wednesday, November 19, 2014, 2:00 p.m. in the North Hall 6<sup>th</sup> Floor Community Room.**

**XIII. ADJOURNMENT**

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

Respectfully Submitted,

*Pam Boyce*

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