

MANSFIELD UNIVERSITY

COUNCIL OF TRUSTEES MEETING

Wednesday, July 20, 2016

2:00 p.m.

North Hall 6th Floor Community Room

Minutes

I. MEETING CALLED TO ORDER

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

FOR THE RECORD: in accordance with the Sunshine Law, this meeting was advertised in the *Wellsboro Gazette* on July 6, 2016.

II. RECORDING OF ATTENDANCE

The following Trustees attended:

Mr. Steven M. Crawford, Vice Chairman
Ms. Mackenzie Hafer, Member
Mr. Patrick D. Henderson, Member
Ms. Bobbi Kilmer, Member
Mr. Ralph H. Meyer, Chairman
Ms. Karen J. Russell, Member
Mr. Aaron K. Singer, Member
Dr. Robert D. Strohecker, Secretary
Mr. Bruce L. Vickery, Member

The following Trustees were not in attendance:

Mr. Max Gannon, Member
Pamela A. Witmer, Member

Members of the University staff who attended are as follows:

General Francis L. Hendricks, President
Mr. Scott Barton, Controller
Ms. Pamela Boyce, Secretary to the Council of Trustees
Ms. Rita Dibble, Vice President for Advancement
Ms. Christina Fry, Director of Education Relations and Field Experience

Ms. Kim Hulslander, Applications Developer
Mr. John Maslar, Communications and Marketing Manager
Mr. Adam Murtland, Digital and Electronic Media Manager
Dr. Steven Siconolfi, Provost and Senior Vice President for Academic Affairs
Dr. Nancy Sidell, Dean, College of Natural & Social Sciences
Dr. John Ulrich, Dean, College of Arts and Humanities

Others in attendance:

Ms. Cheryl Clarke, Williamsport Gazette
Janese Prickett, Summer Leadership Academy Counselor
Jessica Prickett, Summer Leadership Academy Director

III. PUBLIC COMMENTS

No comments received.

IV. APPROVAL OF MINUTES

A motion was made by Ms. Hafer, seconded by Dr. Strohecker, and unanimously carried to approve the minutes of May 25, 2016 as identified in Exhibit A.

V. COMMITTEE REPORTS

A. Academic Affairs, Enrollment, & Student Affairs Report (Dr. Siconolfi)

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

- Enrollment Update
 - New student enrollment is above last year
- Promotion Policy and its Process
 - Dr. Siconolfi is working with APSCUF
- Learning Management Update
 - We will continue with Desire to Learn (D2L) for 1 more year
- Middle States Report Update
 - We are making good progress, there are no unforeseen problems
- Title IX
 - Shared the new structure

B. Finance and Administration Report (Mr. Barton)

Mr. Barton noted the topics discussed in the Finance and Administration Report:

- Review of Purchases (Exhibit B)
- Mansfield Fire and Ambulance Association (Exhibit C)
- Review of Annual Operating Budget

Approval of Purchase Orders of \$5,000 or more

Upon the recommendation of the Controller and the President, **a motion was made by Mr. Singer, seconded by Ms. Kilmer and unanimously carried to approve purchase orders of \$5,000 or more for the period of April 16, 2016 through June 15, 2016 for a total of \$2,072,737.78**, as identified in Exhibit B.

Mansfield Fire and Ambulance Association (Exhibit C)

Upon the recommendation of the Controller and the President, **a motion was made by Ms. Russell, seconded by Ms. Hafer and unanimously carried to approve the 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 2016-2017** as identified in Exhibit C.

C. Human Resources Report (Ms. Hagan)

Ms. Hagan noted the topics discussed in the Human Resources Report:

- Order of Succession Resolution (Exhibit D)
- Furlough Overview
- Structure of the HR Department in the wake of recent changes
- Plan to outsource Payroll Processing to Bloomsburg

Approval of Certifying Resolution

Upon the recommendation of the Director of Human Resources and the President, **a motion was made by Ms. Hafer, seconded by Ms. Kilmer, and unanimously carried to approve the Certifying Resolution for Appointing Interim and Chief Executive Officers for 2016-2017** as identified in Exhibit D.

D. University Advancement Report (Ms. Dibble)

Ms. Dibble noted the topics discussed in the University Advancement Report:

- Alumni Weekend Report
 - This year there was a 40% increase in participation of the 50th anniversary class
 - Six (6) scholarships were funded as a result of a Flash Campaign held during Alumni Weekend
- Social Media and Web Report
 - We are exceeding our goals
- Fund-raising and Engagement
 - Ms. Dibble reported that to-date, 207 donors have given over \$150,000 and that there is nearly 100% participation from the Council of Trustees and Cabinet members

VI. OLD BUSINESS

No old business discussed

VII. 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.”*

Members of the Nominating Committee for the Reorganization/Election of Officers are Mr. Gannon, Mr. Meyer, and Ms. Russell. Ms. Russell submitted, on behalf of the nominating committee, the following nominations for Mansfield University Council of Trustees’ officers: Ms. Bobbi Kilmer - Chairperson, Mr. Steven Crawford - Vice Chair, and Mr. Patrick Henderson, Secretary.

A motion was made by Ms. Russell, seconded by Ms. Hafer, and unanimously carried to accept nominations and approve the following Council members for election to the noted positions:

- 1. Ms. Bobbi Kilmer, Chairperson**
- 2. Mr. Steven Crawford, Vice Chairman**
- 3. Mr. Patrick Henderson, Secretary**

VIII. INFORMATION ITEMS – NO ACTION REQUIRED

Mr. Crawford stated, on behalf of Trustees, his appreciation for Mr. Meyer’s mentorship, friendship, and service to Mansfield University. Mr. Crawford shared that the Trustees are grateful for Mr. Meyer’s leadership and look forward to his continued support of Mansfield University. Mr. Crawford recommended that a resolution be created in recognition of Mr. Meyer’s contributions.

Ms. Kilmer read a resolution in Mr. Meyer’s honor. A copy of this resolution has been attached as Exhibit E. The Council of Trustees unanimously accepted the resolution as written.

IX. EDUCATIONAL FEATURE

Junior Code Camp

Mr. John Maslar and Ms. Kim Hulslander shared information about the Junior Code Camp offered this summer. This free camp was geared to children 6 – 10 years. 16 campers learned coding by working through the curriculum from code.org. Campers learned by using popular characters including Disney’s Frozen, Star Wars, Minecraft and Angry Birds. Campers also built their own “flappy bird game”.

Mr. Maslar shared that they plan to expand this camp next year by inviting 13 – 14 year old children. The plan is to continue to offer this free camp as a community service. They will continue to use social media as a way to advertise.

Mr. Maslar and Ms. Hulslander ran the camp with assistance from two future Mounties: William Barton (13 years old) and David Maslar (15 years old).

Summer Leadership Academy

Ms. Christina Fry shared information on the Summer Leadership Academy. This summer camp is geared towards positively impacting children's lives, one-at-a-time. This camp provides a positive experience, diverse programming, and social opportunities to assist children in becoming contributing leaders in their communities. Campers participate in community service activities as well as leadership and team building activities. The camp's goals include motivating students to apply themselves academically and increase their interest and confidence in attending college.

This camp is a partnership between Mansfield's teacher education program and K-12 public school. The camp began in 2008 with the Elmira School District and the last four years have been a collaboration with the Northern Tioga School District.

Ms. Janese Prickett, counselor at the camp graduated from Mansfield in Nutrition and is returning to earn her Masters in Nutrition degree. Ms. Prickett used her experience in nutrition to help identify some eating disorders, behaviors and signs to recognize and use in her career.

Ms. Jessica Prickett has been the camp director for two years. In December she graduates with her Master's Degree. Ms. Prickett shared that it is important for professionals and educators to experience this camp and to relate to their own careers. Ms. Prickett continues to connect with students who have attended the camp.

Ms. Fry and Ms. Prickett shared that they are looking forward to expanding this camp and form partnerships with other school districts in the future. Ms. Fry shared that Northern Tioga School District and Mansfield University work to keep costs low. Mr. Crawford recommended researching grants opportunities for the camp.

X. REPORTS

President Francis Hendricks

General Hendricks provided the following report:

- President Hendricks shared that he had the privilege of reading "Take Me to your BBQ" to a group of Pre-K children attending Reading Camp with Dr. Moore
- Mansfield University has been selected by COPLAC to host the 2017 Annual Conference. COPLAC University's (28 U.S. and 1 Canada) will be invited to come to Mansfield next summer.
- Mansfield University was selected for the second consecutive year as a College of Distinction
- Mansfield University was recognized as a "Top 100 Best Bang for the Buck"

- Dr. Peggy Dettwiler represented the Americas at the World Choir Games in Sochi Russia.
- 3 Professors – Dr. Jeanne Kagle, Dr. Steve Stein, and Dr. Tim Madigan each taught a course at the China Pharmaceutical University in Nanjing, China this summer
- Dean , Dr. John Ulrich attended graduation in China earlier this summer and then traveled to Oxford, England to present a paper
- President Hendricks shared that Mansfield has been fortunate to have Ralph Meyer as a part of our Trustees since 1997. In recognition of Mr. Meyer’s leadership and support of Mansfield, President Hendricks presented Mr. Meyer the 29th Presidential Coin for Excellence.

PACT

Mr. Meyer shared that he attended the PACT Executive Board and Chairs meeting last Thursday. Mr. Meyer shared that PACT has linked with the Association of Governing Boards.

Mr. Meyer sent a copy of the notes and the schedule for upcoming conferences to all the Trustees and strongly encouraged them to attend the meetings if available.

Student Government Association

No report.

XI. OTHER BUSINESS

Dates of future meetings

Ms. Kilmer shared that two of the previously approved 2016/2017 meeting dates have changes:

1. The Council of Trustees retreat will be February 1, 2017
2. The May Council of Trustees meeting will be held May 17

The Council of Trustees were reminded that they may tour the newly renovated Commuter Lounge and SGA Offices following this meeting.

XII. DATE OF NEXT MEETING

The next regular meeting of the Mansfield University Council of Trustees is scheduled for **Wednesday, September 21, 2016, 2:00 p.m. in the North Hall 6th Floor Community Room.**

XIII. ADJOURNMENT

The meeting was adjourned at 2.55 pm.

Respectfully Submitted,

Pam Boyce

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