

MANSFIELD UNIVERSITY

COUNCIL OF TRUSTEES MEETING

Wednesday, May 30, 2018
2:00 p.m.

North Hall 6th Floor Community Room

Minutes

I. MEETING CALLED TO ORDER

Chairman Kilmer called the meeting to order at 2:00 p.m.

FOR THE RECORD: in accordance with the Sunshine Law, this meeting was advertised in the *Wellsboro Gazette* on May 17, 2018.

II. RECORDING OF ATTENDANCE

The following Trustees attended:

Mr. Steven Crawford, Vice Chairman
Mr. Max Gannon, Member
Mr. Patrick Henderson, Secretary
Ms. Bobbi Kilmer, Chairperson
Mr. Ralph H. Meyer, Member
Ms. Karen J. Russell, Member
Dr. Robert D. Strohecker, Member
Ms. Chelsea Thomas, Member
Mr. Bruce L. Vickery, Member

The following Trustee was not in attendance:

Mr. Aaron K. Singer, Member

Members of the University staff who attended are as follows:

Mr. Scott Barton, Interim President
Mr. Nick Andre, Chief Information Officer
Ms. Pamela Boyce, Secretary to the Council of Trustees
Ms. Judi Brayer, Special Assistant to the President – Enrollment Services, SCUPA Representative
Mr. Frank Crofchick, Assistant Vice President and Dean of Students
Mr. Terry Day, Director of Communications
Ms. Tammy Felondis, Interim Director Finance & Administration
Mr. Scott Henry, Director Police Services & Safety, Director Municipal Police Academy
Dr. Brian Loher, APSCUF President, Professor - Psychology

Dr. Gretchen Sechrist, President, University Senate and Chairperson - Psychology
Mr. Stephan Smith, Campus Police Officer, Firearms Instructor, Instructor Municipal Police Academy
Dr. John Ulrich, Interim Provost and Vice President for Academic Affairs

Others in Attendance:
None

III. PUBLIC COMMENTS

No public comments.

IV. APPROVAL OF MINUTES

A motion was made by Mr. Meyer, seconded by Ms. Russell, and unanimously carried to approve the minutes of March 21, 2018 as identified in Exhibit A.

V. COMMITTEE REPORTS

A. Academic Affairs Report (Dr. Ulrich)

Dr. Ulrich noted the following topics discussed in the Academic Affairs Report:

- New Programs

Upon the recommendation of the Interim Provost and Vice President for Academic Affairs and the Interim President, **a motion was made by Mr. Gannon, seconded by Mr. Henderson and unanimously carried to approve the following programs to be forwarded to the Chancellor of the State System of Higher Education for review and final approval. The Council accepts any modifications to the proposed programs that may be deemed necessary for final approval by the Chancellor.**

The programs include the following:

- Associate of Science in Business Administration
- Associate of Science in Chemical Technology
- Associate of Applied Science in Environmental Technology
- Associate of Applied Science in Health Education
- Associate of Science in Substance Use and Behavior Disorder Counseling
- Bachelor of Science in Respiratory Care

Upon the recommendation of the Interim Provost and Vice President for Academic Affairs and the Interim President, **a motion was made by Dr. Strohecker, seconded by Mr. Vickery and unanimously carried to approve the following programs that require notification of the Chancellor's Office only.** Note: this action requires notification of the Chancellor's Office only.

The programs include the following:

- Certificate Program in Magnetic Resonance Imaging (MRI)
- Certificate Program in Public History
- Post-Baccalaureate Certificate Program in Medical Sciences
- Reactivation of the Associate of Science in Computer Information Systems from Moratorium Status

B. Finance and Administration Report (Ms. Felondis)

Ms. Felondis noted the topics discussed in the Finance and Administration Report:

- Review of Purchases over \$5,000
- Commonfund Resolution

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

Upon the recommendation of the Interim Vice President for Finance and Administration and the Interim President, **a motion was made by Mr. Meyer, seconded by Dr. Strohecker and unanimously carried to approve purchase orders of \$5,000 or more for the period of February 16, 2018 through April 15, 2018 for a total of \$485,858.37**, as identified in Exhibit B.

Approval of the Commonfund Resolution

Upon the recommendation of the Interim Vice President for Finance and Administration and the Interim President, **a motion was made by Mr. Crawford seconded by Mr. Gannon and unanimously carried to approve the Commonfund Resolution**, as identified in Exhibit C.

C. Student Life and Living (Mr. Crofchick)

Mr. Crofchick noted the following topics discussed in the Student Life and Living Report:

- Suicide Prevention Plan
This plan has been renamed The Institutional Protocols for the Acutely Distressed or Suicidal College Student
- 2018 Mansfield University “Big Event” Update and Results
Three hundred (300) students participated to complete 1100 hours of service to the community. They completed 32 projects.
- Dean of Students Advisory Council
- Spiritual Center rebrand

D. Admissions (Ms. Brayer)

Ms. Brayer noted the following topics discussed in the Student Life and Living Report:

- Enrollment Report reasons for decline, current campaign for outreach
- Events
- Planning for next year

VI. OLD BUSINESS

No old business

VII. NEW BUSINESS

Meeting Dates for 2018-2019

The following dates for 2018/2019 Mansfield University Council of Trustee meetings were accepted:

- Wednesday, September 19, 2018
- Wednesday, November 28, 2018
- Wednesday, January 23, 2019, Retreat
- Wednesday, March 20, 2019
- Wednesday, May 15, 2019
- Wednesday, July 17, 2019

Proposed meeting schedule for the coming year:

- | | |
|---------------------|--------------------------------------|
| 10:00 am – 12:30 pm | Coffee Time and Lunch with President |
| 12:30 – 2:00 pm | Committee Meetings |
| 2:00 – 3:00 pm | COT meeting |

Emeritus Status

Upon the recommendation of the appropriate department, the Interim Provost and Vice President for Academic Affairs, the Interim President, and in compliance with a poll of the senior faculty, **a motion was made by Mr. Henderson, seconded by Ms. Russell, and unanimously carried to grant emeritus status to the following individual:**

Mr. Bruce Carpenter, a faculty member in the History, Philosophy, Political Science and Sociology Department from August 15, 1987 through June 23, 2017.

Ms. Boyce will prepare the appropriate letter of notification on behalf of the Council of Trustees.

Nomination of Officers

Members of the Nominating Committee for Reorganization/Election of Officers are Mr. Gannon, Mr. Henderson, and Ms. Russell.

This item is tabled until the July 18, 2018 meeting. At that time nominations will be made and election of officers will take place.

VIII. INFORMATION ITEMS – NO ACTION REQUIRED

IX. EDUCATIONAL FEATURE

Mr. Scott Henry, Director of Police Services and Safety and Director of the Municipal Police Academy gave a presentation on Active Assailant Training.

The Trustees received a handout on Components of Positive School Security Posture. Mr. Henry shared that this process is constantly evolving and shared information on each of the five (5) areas identified in the handout.

All-Hazard Planning: We are required to have (and do have) a multi hazard plan.

Emergency labeling system: thanks to a partnership with Tioga County EMS, we have obtained new signage for labeling the campus without a cost to us. This labeling system is well known for eliminating confusion and will be familiar to first responders, State Police and others who come to campus to assist in an emergency situation. Every building, room, and stairway will be identified in a consistent manner. Floor plans will be drawn up and placed in strategic locations.

Educator Training: Mr. Henry shared that he would like to do a reality-based training on campus when appropriate.

Risk, Vulnerability Assessments: Inefficiencies are evaluated and we receive a written report to assist in correcting.

Multi-Agency Drills: Mr. Henry reported that they are continuously training. He referenced Officer Smith who is certified to instruct firearms training. Other training opportunities include General Dynamics training in July and “Stop the Bleed” training arranged by Jim Welch.

Mr. Henry answered several questions from the Trustees regarding training for employees and students, mental health issues, warning signs, challenges facing the campus, and relationships with local law enforcement and EMS agencies.

X. REPORTS

Interim President Scott Barton

Interim President Barton provided the following report:

- President Barton thanked all members of the team for a great semester. He reported that we have many initiatives underway.
- The MU Concert Choir performed at Carnegie Hall in New York City. The New York Times wrote an article on the Choir. President Barton praised Dr. Peggy Dettwiler for her hard work.
- IDEAS Day was a huge success. Students in grades 1 – 6 were on campus working on hands-on experiments with faculty members from Chemistry and Physics. President Barton shared it was a great experience and many students left with a new appreciation of science.

- President Barton had the opportunity to attend a 105th birthday party for alum Marion Hughes Robertson. Casey Wood arranged a party on campus.
- The 8th Annual Showcase of Student Scholarship was held. We have very talented students who participated in poster presentations, art exhibits, poetry and music performances.
- Dr. Kathy Wright is now the Interim Associate Provost and Dean of the Faculty and Dr. Josh Battin in the Interim Associate Dean of the Faculty.
- The Special Olympics were held on campus May 11. Local high school students had the opportunity work closely with the athletes.
- Commencement was fantastic! We had 325 graduates with almost 300 participating in the ceremony. Dolores Stafford gave a great message to the graduates.

PACT

- Ms. Russell reported that newly elected officers would officially begin on July 1.
- The fall conference will be in October – date to be determined. If anyone has any topics that you would like presented, please share with Ms. Russell.
- They are looking at campuses for hosting of the fall PACT conference. IUP will host the fall 2018 conference.

Student Government Association (T. Walters)

- No report

XI. OTHER BUSINESS

XII. DATE OF NEXT MEETING

The next regular meeting of the Mansfield University Council of Trustees is **Wednesday, July 18, 2018, 2:00 p.m. in the North Hall 6th Floor Community Room.**

XIII. ADJOURNMENT

The meeting adjourned at 2:41 pm.

Respectfully Submitted,

Pam Boyce

Pam Boyce