

MANSFIELD UNIVERSITY

COUNCIL OF TRUSTEES MEETING

Wednesday, November 16, 2016
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 November 2, 2016.

II. RECORDING OF ATTENDANCE

The following Trustees attended:

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

Members of the University staff who attended are as follows:

General Francis L. Hendricks, President
Mr. Scott Barton, Assistant Vice President for Finance
Ms. Pamela Boyce, Secretary to the Council of Trustees
Ms. Rita Dibble, Vice President for Advancement
Mr. Scott DiMarco, Dean College of University Services & Director of Library Information Resources
Dr. Gregory Moyer, Assistant Professor, Biology
Dr. Jonathan Rothermel, Assoc. Professor History & Political Science, President University Senate
Dr. Nancy Sidell, Dean, College of Natural & Social Sciences
Mr. James Welch, Environmental Health & Safety Director

III. PUBLIC COMMENTS

No comments received.

IV. APPROVAL OF MINUTES

A motion was made by Ms. Hafer, seconded by Mr. Vickery, and unanimously carried to approve the minutes of September 21, 2016 as identified in Exhibit A.

A roll call vote was taken and all participating members approved the motion.

V. COMMITTEE REPORTS

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

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

- Enrollment Update
- Strike Recovery Plan
- Stackable Certificates

B. Finance and Administration Report (Mr. Barton)

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

- Review of Purchases over \$5,000 (Exhibit B)
- Annual Inspection of Facilities (Exhibit C)
- Alternative to Morris Drive Replacement Project
- Certifying Resolution Board of Governors Policy 1985-04-A University External Financial Support (Exhibit D)
- Auditor's Report
- Annual Operating Budget Update

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

Upon the recommendation of the Assistant Vice President for Finance and the President, **a motion was made by Dr. Strohecker, seconded by Mr. Meyer and unanimously carried to approve purchase orders of \$5,000 or more for the period of August 16, 2016 through October 15, 2016 for a total of \$259,955.77**, as identified in Exhibit B.

Annual Physical Inspection of Facilities

Upon the recommendation of the Assistant Vice President for Finance and the President, **a motion was made by Mr. Henderson, seconded by Ms. Hafer and unanimously carried to approve the Annual Physical Inspection of Facilities Report conducted on September 21, 2016** as identified in Exhibit C.

Alternative to Morris Drive Replacement Project

Upon the recommendation of the Assistant Vice President for Finance and the President, **a motion was made by Mr. Singer, seconded by Mr. Crawford and unanimously carried to approve the Alternative to Morris Drive Replacement Project** as discussed in the Finance and Administration Committee meeting.

Approval of Annual Certifying Resolution of Affiliated Entities

Upon the recommendation of the Assistant Vice President for Finance and the President, **a motion was made by Mr. Meyer, seconded by Dr. Strohecker and unanimously carried to approve the Certifying Resolution Board of Governors Policy 1985-04-A University External Financial Support** as identified in Exhibit D.

Upon the recommendation of the Assistant Vice President for Finance and the President, **a motion was made by Ms. Hafer, seconded by Mr. Singer and unanimously carried to approve the independent auditor's report for the fiscal year ending June 30, 2016** as presented by the Auditors.

C. Human Resources Report (President Hendricks)

President Hendricks noted the topic discussed in the Human Resources Report:

- Update – APSCUF Strike

D. University Advancement Report (Ms. Dibble)

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

- Capital Region Alumni Club
- State Farm Internship Visit Report
- Social Media and Web Stats

VI. OLD BUSINESS

No old business discussed

VII. NEW BUSINESS

Emeritus Status

Upon the recommendation of the appropriate departments, the Provost and Senior Vice President for Academic Affairs, the President and in compliance with a poll of the senior faculty, **a motion was made by Mr. Meyer, seconded by Dr. Strohecker, and unanimously carried to grant emeritus status to the following individuals:**

Dr. Janeen Sheehe, a retired faculty member in the Health Sciences Department from January 9, 1993 through June 26, 2015.

Dr. Leroy Wright, a faculty member in the Communications Department from August 11, 1990 through June 26, 2015.

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

VIII. INFORMATION ITEMS – NO ACTION REQUIRED

IX. EDUCATIONAL FEATURE

Mr. Welch shared highlights from the GEAR UP (Gaining Early Awareness and Readiness for Undergraduate Programs) Camp 2016. The camp works to assist underserved schools to ensure access to resources needed for students to succeed at a post-secondary institution. This year, 23 students and 4 faculty chaperones from Allentown, Harrisburg, Lancaster, and Norristown School Districts participated. This core group of students are eligible to participate in this camp for the next four years.

The camp began with an emergency simulation. This summer the emergency was a chemical spill. Campers worked through the incident by completing water analysis in the lab, recording their results, and assessing the damage by visiting the scene of the spill. They learned about protective equipment, and EMS response vehicles. As part of the communication module, campers visited the MU TV studio and practiced their presentation skills for the final Press Conference. Mr. Welch indicated that it appears MU will host the camp again next summer with a different theme.

X. REPORTS

President Francis Hendricks

General Hendricks provided the following report:

- Sister cities and the 25th 1890s celebration was held. 85 Travelers from the Mansfield's of the world came here. Larry Mansfield, MU Alum, led the planning for the event. Participants also attended a football game and the PRISM concert.
- In October we presented an Honorary Doctorate of Music to Rob Fisher.
- Dr Rachel Levine, Pennsylvania's Physician General visited campus. A select group of students had dinner with Dr. Levine. A well-attended lecture addressing LGBT issues with Dr. Levine was held later the same evening.
- President Hendricks shared that the performance: Opera Die Fledermaus was excellent.
- President Hendricks thanked Dr. Rothermel for sharing his op eds during the Presidential election and for putting Mansfield on the map.
- The Unity tree lighting was held on November 14th. The lights were turned on at 1857. Student organizations placed decorations on the tree, Sodexo supplied hot chocolate and cookies.
- The Political Science Department sponsored an election party on November 8th.
- President Hendricks announced that the annual Thanksgiving dinner will be held in Manser Dining this evening.
- The Men's and Women's Basketball teams are playing this week.
- President Hendricks asked for approval to extend the FIT tuition freeze to community colleges as presented during the meeting.

Upon the recommendation of the President, **a motion was made by Mr. Vickery, seconded by Dr. Strohecker and unanimously carried to approve extending the FIT tuition freeze to community colleges** as presented.

PACT

Ms. Russell reported that she, Mr. Singer, Ms. Kilmer, Mr. Henderson and President Hendricks attend the PACT conference last month. She reported that the next conference is in April 2017 and encouraged the Trustees to attend the conference, schedule permitting.

Student Government Association

- Ms. Medley reported that shuttles were provided for students to get to the voting polls
- The Campus Mural is complete
- After Thanksgiving, SGA will begin preparation for Spring Fling
- SGA is revising the Constitutional bylaws

XI. OTHER BUSINESS

None

XII. DATE OF NEXT MEETING

The next regular meeting of the Mansfield University Council of Trustees is scheduled for **Wednesday, March 22, 2017, 2:00 p.m. in the North Hall 6th Floor Community Room.**

The Mansfield University Council of Trustees annual retreat will be held on **Wednesday, February 1, 2017 in North Hall.**

XIII. ADJOURNMENT

The meeting was adjourned at 2:45 pm.

Respectfully Submitted,

Pam Boyce

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