

MANSFIELD UNIVERSITY

COUNCIL OF TRUSTEES MEETING

Wednesday, November 8, 2017
2:00 p.m.

North Hall 6th Floor Community Room

Minutes

I. MEETING CALLED TO ORDER

Chairman Kilmer called the meeting to order at 2:05 p.m.

FOR THE RECORD: in accordance with the Sunshine Law, this meeting was advertised in the *Wellsboro Gazette* on October 26, 2017.

II. RECORDING OF ATTENDANCE

The following Trustees attended:

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

The following Trustee was not in attendance:

Mr. Bruce L. Vickery, Member

Members of the University staff who attended are as follows:

Mr. Scott Barton, Interim President
Ms. Pamela Boyce, Secretary to the Council of Trustees
Ms. Judi Brayer, SCUPA Representative
Mr. Frank Crofchick, Assistant Vice President and Dean of Students
Mr. Terry Day, Director of Communications
Ms. Tammy Felondis, Interim Vice President of Finance & Administration
Dr. Nancy Sidell, Interim Provost and Dean of Faculty
Dr. John Ulrich, Interim Provost and Vice President for Academic Affairs
Mr. Mike Wilson, AFSCME President

Others in attendance:

Ms. Haleigh Carlson, Student

Mr. Kyle Cannon, Student

III. PUBLIC COMMENTS

No public comments.

IV. APPROVAL OF MINUTES

A motion was made by Mr. Gannon, seconded by Mr. Singer, and unanimously carried to approve the minutes of September 20, 2017 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:

- Aligning Academic Offerings to meet Regional Needs
 - Dr. Ulrich shared the University has been gathering input from various external constituents regarding the regional needs.
- Faculty Professional Development
 - The Faculty Professional Development Committee has been re-activated. The faculty-led committee accepts applications and awards funds for travel and other expenses.
- Diversity/Inclusion Committee
 - Dr. Ulrich reported that there has been a tremendous response for willingness to serve on this committee. The committee will be reviewing the diversity plan (which is a part of the Strategic Plan).
- Scholars at Risk Network
 - Mansfield University has joined a network of universities with world-wide resources for scholars in other countries who have been threatened, displaced, and imprisoned. We are the only PASSHE School who has joined this network. This membership gives us access to resources for our students including a speaker series, student advocacy courses, and internship opportunities.

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
- Annual Inspection of Facilities
- Certifying 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. Henderson, seconded by Ms. Russell and unanimously carried to approve purchase orders of \$5,000 or more for the period of August 16, 2017 through October 15, 2017 for a total of \$985,549.53**, as identified in Exhibit B.

Approval of the Annual Physical Inspection of Facilities

Upon the recommendation of the Interim Vice President for Finance and Administration and the Interim President, **a motion was made by Ms. Hafer, seconded by Mr. Gannon and unanimously carried to approve the Annual Physical Inspection of Facilities Report conducted on September 20, 2017**, as identified in Exhibit C.

Approval of the Certifying Resolution Board of Governors Policy 1985-04-A University External Financial Support

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

Approval of the Independent Auditor's Report

Upon the recommendation of the Interim Vice President for Finance and the Interim President, **a motion was made by Mr. Crawford, seconded by Mr. Henderson and unanimously carried to approve the independent auditor's report for the fiscal year ending June 30, 2017** as presented by the Auditors.

C. Student Life and Living (Mr. Crofchick)

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

- Specialized Theme Floors in the Residence Halls for the 2018-2019 Academic Year
 - Mr. Crofchick shared that Student Life and Living staff are working with Admissions and students on ways to increase the number of students living in the residence halls with theme-based floors. For example, a sports pride floor, creative arts floor, and healthy life style floor to name a few.
- Community Service/Alternative Winter Break - Hurricane clean-up efforts in Houston, TX and Puerto Rico (Staff/Faculty/Students)
 - Plans include an upcoming spring break trip to Houston Texas to assist with hurricane efforts. For the first time, there will be a winter trip. Mr. Crofchick and Edgard "Gardy" Domenech are planning a trip to Puerto Rico to assist the citizens there.
- Advocacy Training completed by the Title IX office and HAVEN for Advisors of Complainants and Respondents
 - Training will be available to all faculty and staff in December and during the spring semester.

- The first Food Advisory Council has been formed to better serve students.
- In an effort to increase the number of students staying on campus over the weekends, Student Life and Living is planning more activities and programs.

VI. OLD BUSINESS

No old business discussed

VII. NEW BUSINESS

Emeritus Status

Upon the recommendation of the appropriate departments, 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. Crawford, seconded by Dr. Strohecker, and unanimously carried to grant emeritus status to the following individuals:**

Dr. Nancy Boston, a faculty member in the Music Department from August 12, 1989 through May 29, 2015.

Mr. Andrew Havalchak, a faculty member in the Business Administration Department from August 29, 1980 through June 23, 2017.

Mr. John Phillips, a faculty member in the Math and Computer Information Science Department from August 12, 2000 through September 29, 2017.

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

New Student Welcome & Orientation

Ms. Judi Brayer shared that part of her responsibilities include assisting students and faculty in Sayre. Ms. Brayer reported that this year Robert Packer Hospital of Nursing awarded \$132,600 in scholarships. This was \$50,000 more than what was awarded last year. A press release is being prepared.

Ms. Brayer then shared information on new student orientation. She reported that orientation is a two-segment event. The first segment is completed online prior to the student coming to campus and includes helpful videos. Students are required to attend the second segment which is held on-campus.

The goal of the on-campus segment is to provide a smooth transition for the student. New students have the opportunity to make friends, learn about financial aid, meet with their advisor to complete their schedule, and experience what it is like to live on campus. Students also attend presentations on advising, safety, as well as work on teambuilding skills through fun games.

Student leaders are an important component of orientation and Mountie Days (new student welcome). Two students, Mr. Kyle Cannon and Ms. Haleigh Carlson shared their experiences working with new students and orientation.

Over 450 new students attended orientation last year. Having orientation in April has its benefits: students make an early commitment to MU, receive their ID card while they are here, and receive a t-shirt to wear and show their friends.

Ms. Carlson and Mr. Crofchick are looking for better ways to communicate and involve the commuter students in this process.

X. REPORTS

Interim President Scott Barton

Interim President Barton provided the following report:

- Interim President Barton commended the team in their efforts for moving Mansfield University forward
- 23 Cadets graduated from the Municipal Police Academy
- MU received a Systems Priority Grant from State Farm to upgrade classroom computers for students and to prepare instructional computer devices in the CIS program
- Project Bald Eagle and the Tioga County Opioid Coalition sponsored an educational program “DEA Drug Threat Assessment” held in Straughn Auditorium
- The Veterans Appreciation Luncheon will be held tomorrow, November 9th
- The Mountaineer Brass Band will perform a Veterans Day Concert at the Bath VA Hospital on Saturday, November 11th.

PACT

Ms. Russell shared that the Fall PACT workshop was held at the Dixon Center. Topics discussed included an update on the System Review and the three (3) System priorities: Student Success, Leveraging University Strengths, and Transforming Governance and Leadership Structure. The Spring PACT conference will be April 12 & 13, 2018.

Student Government Association

No report. Interim President Barton shared that there has been a recent change in leadership. Mr. Tyler Walters has stepped into the SGA President roll. This has been a smooth transition.

XI. OTHER BUSINESS

No other business reported.

XII. DATE OF NEXT MEETING

The next regular meeting of the Mansfield University Council of Trustees is scheduled for **Wednesday, March 21, 2018, 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, January 31, 2018 in North Hall.

XIII. ADJOURNMENT

The meeting was adjourned at 3:00 pm.

Respectfully Submitted,

Pam Boyce

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