

MINUTES OF THE MEETING OF THE COUNCIL OF TRUSTEES
CLARION UNIVERSITY OF PENNSYLVANIA
APRIL 21, 2011
ROOM 108 EAGLE COMMONS, CLARION CAMPUS
CLARION, PA 16214

7:00 P.M.

I. RECORDING OF ATTENDANCE

The meeting was called to order by Mr. James, Chairperson, with the following Trustees present:

Dr. Syed Ali-Zaidi
Mrs. Susanne Burns
Mr. Ross Cioppa
Ms. JD Dunbar
Mr. R. Lee James, Chairperson
Mr. James Kifer, Vice Chairperson
Mr. Chris Myers
Ms. Donna Oberlander
Mr. Larry Pickett
Mr. Jeffrey Szumigale (via conference phone)

The following trustee was absent from the meeting:

Mr. Howard Shreckengost, Secretary

The following members of the University administration attended the meeting:

Mr. Paul Bylaska, Vice President for Finance and Administration
Dr. Jocelind Gant, Assistant to the President for Social Equity and Assistant Vice
President for International Programs
Dr. Valentine James, Provost
Dr. Christopher Reber, Executive Dean, Venango Campus
Mr. Harry Tripp, Vice President for Student and University Affairs
Dr. Karen Whitney, President

Chairperson James indicated that since Trustee Szumigale was participating via phone, the agenda would be reordered to consider all Action Items first. He further indicated that at the conclusion of the Action Items, Trustees Szumigale and Burns would be excused from the meeting.

II. ACTION ITEMS

A. Minutes

A motion was made by Ms. Dunbar, seconded by Mr. Cioppa, that the minutes of the February 17, 2011 regular meeting of the Council of Trustees be approved as distributed by mail. A roll call vote was taken. The motion carried unanimously.

B. Approval of Proposed Venango Campus Student Support Fee Increase

Mr. Bylaska read the resolution seeking approval of an increase in the Venango Campus Student Support Fee from 8.4% of tuition to 13.65% of tuition, effective fall semester 2011. He introduced Dr. Chris Reber who noted a growing gap between available resources and student needs and expectations related to student life, student services, and facilities needs at the Venango Campus. Dr. Reber indicated that the proposed fee increase would generate approximately \$150,000 per year and bring Venango fees in parity with total fees charged to Clarion campus students. Venango Campus student Elizabeth Gadsby voiced student support for the fee increase.

A motion was made by Mr. Pickett, seconded by Mr. Kifer, to approve the following resolution. A roll call vote was taken. The motion carried unanimously.

RESOLVED, that the Council of Trustees, Clarion University, approve an increase in the Venango Campus Student Support Fee from 8.4% of tuition (\$243.77) to 13.65% of tuition (\$396.12) effective fall semester 2011.

C. Finance Committee Report

A motion was made by Mrs. Burns, seconded by Mr. Myers, that the following resolution be approved. The motion carried unanimously.

RESOLVED, that the Council of Trustees, Clarion University, approve the Finance Committee Report dated December 14, 2010.

D. Report of Nominating Committee

Mr. Szumigale presented the Nominating Committee's recommendations for the 2011-2012 Council of Trustees officers:

Chairperson – R. Lee James
Vice Chairperson – Larry Pickett
Secretary – James Kifer

A motion was made by Ms. Dunbar, seconded by Mr. Cioppa, that the nominations be closed and that the recommendations of the Nominating Committee be accepted. A roll call vote was taken. The motion carried unanimously.

Trustees Szumigale and Burns were excused from the meeting.

III. COMMUNICATIONS

A. Public Comments - None

B. Report of Student Senate

President of Student Senate Ben Sturtz reported on activities of his group, including the First Annual “Pot Party” on April 20—an event to raise awareness about drug abuse; the review and approval of 2011-2012 budgets for Recognized Student Organizations; and the election of new officers. Mr. Sturtz noted that the Student Senate President for 2011-2012 would be Joanna Catalano. He thanked the trustees for their support. Ms. Dunbar congratulated Mr. Sturtz on his doctoral fellowship at Case Western Reserve.

C. Report of Faculty Senate

Dr. Todd Pfannestiel, Chair, indicated that Faculty Senate had completed its curriculum review and recommended the approval of a set of new cutting-edge courses for students. He noted that Faculty Senate elections for eight seats had just been completed and that a new Faculty Senate chair would be identified in July.

D. Council Chairperson’s Report

Mr. James reminded the trustees that the university’s Spring Commencement would be held on Saturday, May 7, with ceremonies at 10 a.m. and 2 p.m. on the Clarion campus and at 7:30 p.m. on the Venango Campus.

IV. REPORTS AND RECOMMENDATIONS OF THE PRESIDENT

A. President

Information Items

1. Spring Events

President Whitney noted that some 200 people had attended the Alumni Association's Extravaganza event at the Duquesne Club in Pittsburgh on April 16, raising \$40,000 toward scholarships. She thanked Sue Burns and her family for their involvement in the event.

Dr. Whitney also thanked the trustees for their attendance at the Inaugural and Academic Excellence Series events. She noted that Trustee Chris Myers had chaired the Inaugural Subcommittee that planned the Student Celebration during the inauguration week.

2. Enrollment

Dr. Whitney discussed an uncertain picture for Fall 2011 enrollment, noting that while applications were up, paid deposits were down. She indicated that the academic deans had devised a new schedule to better serve the needs of both incoming and continuing students. She noted that she would alert the trustees to any sharp enrollment declines.

Noting state cuts to basic education and their impact on school district budgets, Trustee Kifer asked about a potential drop in Clarion's Education majors. Dr. Whitney noted that she encouraged students to be multi-credentialed in order to position themselves for a changing job market. She further noted that the state's consideration of dropping its current requirements for master's degrees in education would impact the university's enrollment.

3. Presidential 500-Day Plan April 2011 Status Report

Dr. Whitney called the trustees' attention to copies of her latest report on progress toward her 500-Day Plan. She reviewed various outcomes noted in the report, including work on a \$20 million grant to help dislocated workers and adult learners, the launching of a new Responsibility Centered Management (RCM) model for university budgeting, progress in searches for a new Provost and Information Management Institutional Research (IMIR) Director, and planned improvements to business processes.

4. Class of 2011 and other Outstanding Student Accomplishments

Dr. Whitney called the trustees' attention to a handout at their places outlining outstanding accomplishments of the Class of 2011 and Clarion students at large, including acceptances to graduate schools, positions secured, and scholastic and athletic honors and awards.

5. Financial Workshop in July

Dr. Whitney announced that a financial workshop for trustees would be held prior to the Council of Trustees dinner and public meeting on Thursday, July 21. The workshop will review the status of the university's budget in light of the final state budget and Board of Governors' decision about tuition.

B. Academic Affairs

Information Items

1. System-wide Upgrade of D2L

Dr. James noted that an upgrade to the university's learning management system would be completed in May at a cost of \$2,600.

2. Faculty Hiring in the Face of Difficult Budget

Dr. James commended the deans for their efforts in helping to ensure that student needs would be met despite challenges in the area of faculty hiring.

3. Department Chair Elections

Dr. James noted the list of newly elected faculty department chairpersons that appeared in the trustees' agenda.

C. Finance and Administration

Information Items

1. Budget Update

Mr. Bylaska reviewed the process underway to implement the RCM budgeting model. He noted that a Budget Review and Implementation Committee (BRIC) had been looking at movement from the university's former incremental budgeting to a more decentralized, incentive-based budget. He further noted that RCM would consider the fiscal, enrollment, and employment strengths of programs.

2. Status of Facilities Report

Mr. Bylaska referred the trustees to Attachment C, the Status of Facilities Report, highlighting a chiller repair to Marwick-Boyd Fine Arts Center, conversion of the former Rhea Lumber building to provide more accessible office space for offices formerly located in the basement of Hart Chapel, and the addition of 100 parking spaces on the former Rhea property.

Mr. Bylaska shared photos and an artist rendering of lettering and materials under consideration for a flag court at the university's official entrance, once that is determined. K. Whitney noted the university's plans to undertake a Master Plan effort with Clarion Borough and indicated that the location of the flag court would be impacted by the joint planning. Dr. Ali-Zaidi requested that at least on a temporary basis, a US flag be erected near Carrier Administration Building. Trustees Dunbar and Cioppa concurred and Trustee Oberlander suggested the inclusion of a PA state flag as well. Dr. Whitney indicated that she would provide an update on the flags issue at the July Council of Trustees meeting.

D. Student and University Affairs

Information Item

1. Fund-raising Report

Mr. Tripp distributed his fundraising report, noting that gifts were trending about \$250,000 below last year. He acknowledged a new gift made by President Karen Whitney and Dr. Peggy Apple that will allow the creation of an eagle sculpture to be placed in the entry to

Eagle Commons. He thanked members of the Council of Trustees who had matched the gift.

Mr. Tripp also reported on preliminary planning for a summer joint retreat of the Foundation Board and the Council of Trustees to engage in strategic planning for 2011-2012.

V. REPORT OF COMMITTEES

A. Executive Committee

Mr. James reported that the Executive Committee had not met in April.

VI. UNFINISHED BUSINESS - None

VII. NEW BUSINESS - Executive Session

The Trustees entered into executive session at 8:26 p.m. to discuss an interim review of President Whitney's performance and returned to public session at 9:15 p.m.

VIII. ADJOURNMENT - The meeting was adjourned at 9:20 p.m.

Respectfully submitted

James Kifer, Secretary
Council of Trustees