

Clarion University
Council of Trustees’ Regular Meeting
Via Zoom
Clarion, PA 16214
Thursday, September 17, 2020

Agenda

Pledge of Allegiance

Call Meeting to Order and Roll Call of Board Members

Public Comments

Consent Agenda Chair, JD Dunbar

1. Approval of the July 16, 2020, meeting minutes – See Item 1
2. Approval of the Annual Budget – FY2020-2021 – will be distributed to trustees in advance of the meeting.

RESOLVED, that the Council of Trustees, Clarion University, approve the Consent Agenda for September 17, 2020.

Report of Career and Workforce Development Hope Lineman

Report of Finance, Administration and FacilitiesLen Cullo

1. Grant Awards and Contracts – See Item 2
2. Status of Facilities Report – See Item 3

Report of University Advancement Jim Geiger

Report of Student Trustee Kaitlyn Krupa

Report of Student Senate.....Chelsea Mason

Report of Faculty SenateJacqueline Knaust

Report of the Board of Governors..... Neil Weaver

Report of Enrollment ManagementDavid Dollins

Report of Academic AffairsPam Gent

1. THIS Internship Student John Danvers - See Item 4

Report of Student Affairs	Susanne Fenske
Report of the Office of Diversity, Social Equity, & Multicultural Education	Rogers Laugand, III
Report of PACT	Milissa Steiner Bauer
Report of the Clarion University Foundation, Inc.	Jim Kifer
Report of the President	President Pehrsson
Report of Council Chair	JD Dunbar
Committee Reports	JD Dunbar
Other Business	JD Dunbar
1. Unfinished Business	
2. New Business	

Human Resources – See Item 5

Important Dates

- Council of Trustees’ Upcoming Meeting Date: Nov 19, February 18, April 15
- Fall PACT – Sept 29 & 30
- Trustees’ Fall Annual Retreat - TBD
- Trustees’ President’s 2019-2020 Performance: December 31 (date extended)

Adjournment

**MINUTES OF THE MEETING OF THE COUNCIL OF TRUSTEES
CLARION UNIVERSITY OF PENNSYLVANIA
THURSDAY, JULY 16, 2020
VIA ZOOM
PUBLIC MEETING
2:00 P.M.**

I. RECORDING OF ATTENDANCE

Chairwoman JD Dunbar called the meeting to order at 2:00 p.m. with the following Trustees present for all or a portion of the meeting:

Ms. Milissa Steiner Bauer, Vice Chairwoman
Mrs. Susanne Burns
Ms. JD Dunbar, Chairwoman
The Honorable R. Lee James
Mr. James Kifer, Secretary
Ms. Kaitlyn Krupa, Student Trustee
The Honorable Donna Oberlander
Mr. Larry Pickett
Mr. Howard Shreckengost
Mr. Neil Weaver

ABSENT: Mr. Brendan Shepherd

The following members of the University administration attended the meeting:

Dr. Dale-Elizabeth Pehrsson, President
Mr. Len Cullo, Vice President, Finance and Administration
Dr. Laura Delbrugge, Dean, College of Arts and Sciences
Mr. David Dollins, Vice President, Enrollment Management
Dr. Susanne Fenske, Vice President, Student Affairs
Dr. Phillip Frese, Dean, College of Business and Information Sciences
Mr. James Geiger, Vice President, University Advancement
Dr. Pam Gent, Provost and Academic Vice President
Dr. Gwen Price, Dean, College of Education, Health and Human Services

Due to the current COVID-19 crisis and social distancing guidelines, the Governor's Office of General Counsel (OGC) provided guidance that meetings covered by the Sunshine Act may be held completely through technology, and thus without a physical location. The guidance that follows supersedes prior advice related to the need for a physical location for a public meeting. This guidance only applies while the Governor's Emergency declaration for employees to telecommute and social distancing guidelines remain in force.

II. PUBLIC COMMENTS – NONE.

III. APPROVAL OF THE CONSENT AGENDA

Chair Dunbar presented the items on the Consent Agenda and asked if any items needed removed for further discussion.

1. Approval of the April 16, 2020, meeting minutes
2. Approval of the 2021–2022 Academic Calendar
3. Approval of the Resolution of Order of Succession
4. Approval of the Capital Program Submissions
5. Approval of the Trustee Finance Committee Purchasing Report

A motion was made by Trustee Bauer, seconded by Trustee James, to approve the July 16, 2020, Consent Agenda.

A roll call vote was taken with the following results:

Mrs. Milissa Steiner Bauer	YES
Mrs. Sue Burns	YES
Ms. JD Dunbar	YES
Mr. R. Lee James	YES
Mr. James Kifer	YES
Ms. Kaitlyn Krupa	YES
Mr. Larry Pickett	YES
Mr. Howard Shreckengost	YES
Mr. Neil Weaver	YES

Vote by proxy:

Ms. Donna Oberlander	YES
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The motion carried.

IV. APPROVAL OF OTHER ACTION ITEM

1. Approval of the Student Fees for 2020-2021 Academic Year

A motion was made by Trustee Weaver, seconded by Trustees James and Kifer simultaneously, to approve the Student Fees for 2020-2021 Academic Year.

A roll call vote was taken with the following results:

Mrs. Milissa Steiner Bauer	YES
Mrs. Sue Burns	YES
Ms. JD Dunbar	YES

Mr. R. Lee James	YES
Mr. James Kifer	YES
Ms. Kaitlyn Krupa	YES
Mr. Larry Pickett	YES
Mr. Howard Shreckengost	YES
Mr. Neil Weaver	YES

Vote by proxy:

Ms. Donna Oberlander	YES
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The motion carried.

V. REPORT OF THE BOARD OF GOVERNORS

Trustee Weaver encouraged everyone to watch the Board of Governor's meetings online. The system redesign is continuing at a fast pace due to the current COVID-19 crisis. The proposed integration plans are moving forward with the universities. They are working with the university presidents. The BOG continues to focus on student affordability and high quality education to students.

President Pehrsson added that the system redesign timeline is aggressive. We will be looking to move forward with opportunities for shared services for our students.

VI. REPORT OF ENROLLMENT MANAGEMENT

David Dollins reported his team is working on new freshman and transfer student enrollment for fall 2020 and 2021. We are exceeding retention numbers from last year at this time. They recently launched new virtual tours with updated videos of students and alumni talking about their Clarion experience.

VII. REPORT OF ACADEMIC AFFAIRS

Dr. Gent reported that Dr. Jeffery Allen, founding dean of the College of Health and Human Services, has accepted a position at Youngstown State University. His departure created an opportunity for Clarion to examine how best to serve students, as well as to align with a recommendation of the University's Financial Sustainability Advisory Taskforce to streamline administration. As of July 1, Clarion University School of Education returned to college status as part of the newly formed College of Education, Health and Human Services under the direction of Dr. Gwyneth Price.

This summer we are practicing tele-health and tele-speech therapy internship programs. These are all internships before the fall semester. In addition, she noted that our online early childhood associate of science degree program received accreditation. Our paralegal program is rated number one for online.

We recently expanded our paralegal opportunities, opening the program as a concentration for students pursuing a B.S in Integrated Studies.

VIII. REPORT OF FINANCE AND ADMINISTRATION

Len Cullo reviewed grants and contracts that were included in the Trustees' packet. We are still in the process of completing the Tippin weight room. He shared a video of the new signage on campus with the meeting participants.

IX. REPORT OF STUDENT AFFAIRS

Dr. Fenske reported that earlier this week PSAC has suspended competition until December 31 but plan to keep the athletes fully engaged.

The Center for Wellness has put together an educational campaign for students with posters and media for social distancing, hand washing and mask wearing, and a health-monitoring plan with a prescreening process.

Residence Life is preparing student move-in guidelines. Dining Services has implementing online ordering and social distancing within their facilities.

X. REPORT OF UNIVERSITY ADVANCEMENT

Jim Geiger provided the Trustees with a fundraising update. They will be rolling out the student success fund and challenge grant for the student resource room.

XI. REPORT OF STUDENT TRUSTEE

Kaitlyn Krupa noted that she would be attending an orientation with the Student Senate president and PEC next week. She reviewed a list of items that Senate will be working on for fall.

XII. REPORT OF FACULTY SENATE

Dr. Knaust reported that Faculty Senate is working with Student Affairs on updating the Student Code of Conduct and preparing a university-wide statement for mask wearing for language in syllabi.

XIII. REPORT OF STUDENT SENATE

Chelsea Mason, President, reported that Senate has met on eBoard but not as a whole group since May. They are trying to keep students involved through social media with contest questions. She attended leadership conference and collaborated with other university's student leadership. They plan to hold many events virtually this fall, including WINGO.

XIV. COMMITTEE REPORT

1. Nominating Committee

Trustee James reported on the Nominating Committee that met earlier in the afternoon. He presented the following proposed slate of Council of Trustee officers for 2020-2021:

Ms. JD Dunbar	Chairperson
Ms. Milissa Steiner Bauer	Vice Chairperson
Mr. James Kifer	Secretary

A motion was made by Trustee Pickett, seconded by Trustee Krupa, to approve the proposed slate of officers for the 2020-2021 as presented by the Nominating Committee. The motion carried unanimously.

A roll call vote was taken with the following results:

Mrs. Milissa Steiner Bauer	YES
Mrs. Sue Burns	YES
Ms. JD Dunbar	YES
Mr. R. Lee James	YES
Mr. James Kifer	YES
Ms. Kaitlyn Krupa	YES
Mr. Larry Pickett	YES
Mr. Howard Shreckengost	YES
Mr. Neil Weaver	YES

Vote by proxy:

Ms. Donna Oberlander	YES
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The motion carried.

XV. PACT REPORT

Trustee Bauer reported that in June PACT voted on new officers. Trustee Bauer was elected 1st vice president. The fall annual meeting has been moved to virtual participation.

XVI. REPORT OF THE CLARION UNIVERSITY FOUNDATION, INC.

Trustee Bauer reported that as of July 1 the Foundation restructured and moved the fundraising officers to the university. Trustee Kifer will be representing the Council on the Foundation Board moving forward.

XVII. REPORT OF THE PRESIDENT

Dr. Dale reported that the fall reopening planning team is preparing for fall semester startup. She forwarded the chronological record of all communication,

protocol and strategies that the university is employing. This notebook that will continue to be refined and updated as the COVID-19 Health Crisis unfolds and is eventually resolved.

XVIII. REPORT OF COUNCIL CHAIR

Trustee Chairwoman Dunbar announced that the trustees' meetings would all be virtual for the remainder of the year. She praised the leadership team and all university employees for their resilience and hard work during this difficult time. In relevance, she presented the book, "Grit: *The Power of Passion and Perseverance*" by Angela Duckworth to Trustee Bauer who was awarded "Woman of influence" although the award ceremony has twice been delayed.

XIX. UNFINISHED BUSINESS – NONE.

XX. NEW BUSINESS – NONE.

Chairwoman Dunbar noted that the trustees would be going into executive session to discuss personnel matters and there would no further business when they return.

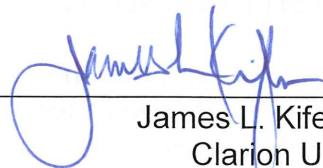
XXI. ADJOURNMENT AND NEXT MEETING

A motion was made by Trustee Bauer, seconded by Trustee Kifer, to adjourn the meeting.

Meeting adjourned at 3:40 p.m. The next meeting of the Council of Trustees will be Thursday, September 17, 2020.

The trustees entered into executive session at 3:52 p.m. to discuss personnel matters and adjourned at 4:16 p.m.

Respectfully submitted



James L. Kifer, Secretary
Clarion University
Council of Trustees

Clarion University of PA
New Grants and Contracts
07/1/2020-8/31/2020

Item 2

Grant Name	Amount	Director
Student Support Services	392,459	Ms. Maria Aiello
Strengthening Institutions Program	157,670	Ms. Tamara Varsek
Upward Bound	489,477	Ms. Rhonda McMillen-Toth
Talent Search	463,217	Ms. Rhonda McMillen-Toth

Clarion University
Information Items for September 17, 2020 Council of Trustees' Meeting
Status of Facilities Projects

Building	Project	Number	Fund Source	Amount	Status	Project Completion Date
Tippin Gym	Renovation/Construction	CL-696	CA	\$41,900,000	C	December 2019
Stevens/Moore Hall	ADA Accessibility Improvements	CL-775	CA	\$5,000,000	UC	December 2020
Still Hall	Roof Replacement	CL-786	DM	\$150,000	ID	TBD
Still Hall	Server Room Fire Extinguishing	CL-796	DM	TBD	RB	TBD
Office Consolidation	Facility Space Renovation, Consolidation, and Demolition	CL-404-64	CA	\$7,300,000	ID	TBD

Notes -

Still Hall Roof Replacement - *Project deferred now to Summer 2020 for proper review and design prior to work completion under additional review to determine if roof conditions warrant replacement at this time*

Still Hall Server Room Fire Extinguishing - *Single bid received was double the estimated project cost; new bids being sought using an alternative fire suppression system that should be within budget*

*** Tippin Gym** - *construction complete; bid protest by vendor on weight room equipment DGS required re-bid (re-bid in process)*

Source of Funds	Status
EG = Education & General Funds	P = Planning
AX = Auxiliary	ID = In Design
DM = Deferred Maintenance	B = Bidding/Contracting
CA = Capital Appropriation	UC = Under Construction
G = Grants	C = Complete
SA = Student Assessment	AF = Awaiting Funds
SR = Special Revenue (e.g., Parking Fees, etc.)	AS = Awaiting Scheduling
CL = Cancelled	RB = Rebid

John E. Danvers

Item 4

100 Alder Lane, Franklin, Pennsylvania 16323
J.E.Danvers@eagle.clarion.edu | (814)-758-1583

PROFILE

Motivated, conscientious, and detail-oriented professional with a passion for public service. Strong interpersonal skills tethered to experience in constituent affairs, policy analysis, and data management. Posses a fluent understanding of the legislative process as well as the intricacies of government.

EDUCATION

Clarion University

Major: Political Science

GPA: 3.83

Minors: Economics & Philosophy

- Pi Sigma Alpha (National Political Science Honor Society)
- Omicron Delta Epsilon (International Economics Honor Society)
- Recipient of interdepartmental awards for scholastic excellence in political science, economics, and philosophy

WORK EXPERIENCE

Office of the Governor

Present

Commonwealth of Pennsylvania

- Engaged in constituent outreach on behalf of Governor Tom Wolf in order to deliver results for the people of the commonwealth and push forward the administration's policy endeavors

Association of Pennsylvania State College & University Faculties (APSCUF)

Summer 2018

- Assisted in tracking/researching various policy issues pertinent to public sector unions in the Commonwealth of Pennsylvania
- Participated in grassroots lobbying at local university campuses in order to advance legislative issues of importance to the organization

LEADERSHIP/SERVICE

Phi Delta Theta Fraternity

2018-2019

Treasurer

- Facilitated strategic financial planning on behalf of the chapter in order to efficiently allocate resources and maximize growth

Phi Delta Theta Fraternity

2018-2019

Chairman of Community Service

- Planned and organized activities within the community in order to further the Fraternity's mission of leadership and service

Human Resource Report
September 17, 2020

A. Academic Affairs

1. Promotions

The faculty listed below were promoted from Instructor to Assistant Professor effective August 24, 2020.

Rachel Newbury	Library Services
Laurie Pierce	Nursing
Brianna Steel	Counseling Services

The faculty listed below were promoted from Assistant Professor to Associate Professor effective August 24, 2020.

Laurie Bladen	Nursing
Kate Overmoyer	Chemistry, Math & Physics
Annette Rosati	English & Modern Language
Ambreena Siddiq	Chemistry, Math & Physics
Jane Walsh	Social Sciences

The faculty listed below were promoted from Associate Professor to Professor effective August 24, 2020.

Peggy Apple	Education
Daniel Clark	Chemistry, Math & Physics
Stephen Johnson	Chemistry, Math & Physics
Young-Gyoung Kim	Special Education
Mark Lepore	Counseling, Human Services
Amy Love	Special Education
Mary Pat McCarthy	CSD
Uraina Pack	English & Modern Language
Daniel Shifflet	Chemistry, Math & Physics
Wendy Snodgrass	Intercollegiate Athletics

2. Faculty Sabbaticals

Faculty members listed below were awarded sabbaticals for the period and purposes indicated. All sabbaticals were awarded at full pay unless otherwise noted.

Dipendra Bhattacharya	Spring 2022	Visit Michael Madhusudan Memorial College to do research in Mathematics Education; conduct a seminar on mathematics teaching for prospective mathematics teachers; examine the attitudes toward mathematics content and study held by three groups of students and compare the results between students in the U.S. and in India.
Ellen Foster	Spring 2022	Complete additional post-graduate coursework related to the digital humanities and continue to build a digital humanities website. Also, complete

		curricular proposals related to introductory and intermediate digital humanities courses and continue to develop and revise course content.
Stephen Johnson	Academic Year 2021-2022	Obtain funding for the U.S. Fulbright Scholar Program to travel to Estonia for a semester to teach music courses at the University of Tartu and to work with professional choir along with composing various arrangements for the university choirs. If this travel is not funded through the Fulbright program, he will travel to Estonia for a month to work with professional choir along with composing the arrangements noted above.
Linda Lillard	Spring 2022	Design a new course of the Department of Information and Library Science in order to benefit students to become more knowledgeable about various genres available to library patrons.
Andrew Lingwall	Spring 2022	Travel to New Zealand to conduct research on crisis communications and messaging from government and public health agencies during the Coronavirus outbreak.
Dana Madison	Spring 2022	Redesign MATH 117, Mathematics for Health Sciences to be more relevant for its target audience.
Catherine Petrissans	Academic Year 2021-2022 (half pay)	Conduct 300 face-to-face interviews of young people who will attend Udaleku in Bakersfield, CA. Perform surveys, data entry and data analysis and write and submit two manuscripts for publication.
Jonathan Touster	Academic Year 2021-2020	Write an introductory textbook for organic spectroscopy that focuses on the three essential spectral techniques, provides ample practice problems and is geared toward undergraduates.
Sandra Trejos	Fall 2021	Develop a handbook on the Science of Happiness for courses at Clarion University along with research study on Coronavirus and Economic Development Around the World.
Kevan Yenerall	Spring 2022	Complete and submit a full-length book project on the topic of political parties and electoral politics in Pennsylvania between the pivotal years of 2016-2020.

3. Appointments

Faculty – E & G Funded

Department	Percent Time	Faculty Appointed	Term (Fall 2020)
Chem/Math/Physics	25%	1	08/17/2020 – 01/02/2021
Communication Science Disorders	50%	1	08/17/2020 – 01/02/2021
Counseling, Human Service, Rehabilitation, Allied Health, Criminal Justice	25%	1	08/17/2020 – 01/02/2021
Finance, Law, Accounting, Real Estate	25%	2	08/17/2020 – 01/02/2021
Library Science	66.6%	3	08/17/2020 – 01/02/2021
	25%	1	08/17/2020 – 01/02/2021
Visual/Performing Arts	25%	1	08/17/2020 – 01/02/2021
Department	Percent Time	Faculty Appointed	Term (AY 2020-2021)
Biology/Geoscience	100%	4	08/17/2020 – 05/21/2021
Communication	75%	1	08/17/2020 – 05/21/2021
Communication Science Disorders	50%	2	08/17/2020 – 05/21/2021
	.333%	1	08/17/2020 – 05/21/2021
Counseling, Human Service, Rehabilitation, Allied Health, Criminal Justice	100%	3	08/17/2020 – 05/21/2021
	50%	2	08/17/2020 – 05/21/2021
	42%	1	08/17/2020 – 05/21/2021
	25%	4	08/17/2020 – 05/21/2021
	21%	1	08/17/2020 – 05/21/2021
	16.7%	1	08/17/2020 – 05/21/2021
Education	100%	2	08/17/2020 – 05/21/2021
	50%	1	08/17/2020 – 05/21/2021
	25%	1	08/17/2020 – 05/21/2021
English/Modern Languages	100%	1	08/17/2020 – 05/21/2021
	50%	1	08/17/2020 – 05/21/2021
Finance, Law, Accounting, Real Estate	100%	1	08/17/2020 – 05/21/2021
Management/Marketing	75%	1	08/17/2020 – 05/21/2021

Nursing-ASN	80%	1	08/17/2020 – 05/21/2021
Nursing-BSN4Y	100%	3	08/17/2020 – 05/21/2021
	80%	4	08/17/2020 – 05/21/2021
	60%	1	08/17/2020 – 05/21/2021
	50%	1	08/17/2020 – 05/21/2021
Nursing MSN	50%	1	08/17/2020 – 05/21/2021
	17%	1	08/17/2020 – 05/21/2021
Nursing RN-BSN	50%	4	08/17/2020 – 05/21/2021
	25%	1	08/17/2020 – 05/21/2021
Nursing Somerset	100%	4	08/17/2020 – 05/21/2021
	80%	1	08/17/2020 – 05/21/2021
Psychology	50%	2	08/17/2020 – 05/21/2021
Social Sciences	100%	2	08/17/2020 – 05/21/2021
	25%	1	08/17/2020 – 05/21/2021
Visual/Performing Arts	100%	1	08/17/2020 – 05/21/2021
	50%	1	08/17/2020 – 05/21/2021

Grant Funded

Department	Percent Time	Faculty Appointed	Term
ACT 101 Success Coach	20%	2	08/17/2020 - 12/11/2020
Science in Motion	100%	1	08/17/2020 – 05/21/2021
Small Business Development Center	100%	1	07/01/2020 – 06/30/2021
TRiO	100%	1	08/17/2020 – 05/21/2021
Upward Bound	100%	1	08/17/2020 – 05/21/2021
	60%	1	08/17/2020 – 05/21/2021

4. Chairperson

The faculty listed below were newly appointed as Chairperson for 2020 – 2023 as of July 2020

May, Jennifer Counseling, Human Services, Rehabilitation,
Allied Health, Criminal Justice Department

5. Appointment - Temporary

Administrator

Lawrence, Robert, GFPC 1, Part-Time, Temporary, Student Success Coach, Student Success Center, August 17, 2020

Singh, Tanuj, GFPC 1, Part-Time, Temporary, Student Success Coach, Student Success Center, August 17, 2020

6. Resignation/Retirement (as noted):

Manager

Naugle, William, International Programs, 8/25/2020 – Resignation

Administrator

Dulaney, Tammy, Workforce Development-Venango, 8/21/2020 – Resignation

Lind, Shawna, Admissions, 9/4/2020 – Resignation

Staff Support

Klepfer, Lori, Accountancy, 8/28/2020 – Retirement

Harriger, Nancy, CIS/Communication, 9/25/2020 – Retirement

Stewart, Kimberly, Special Education, 9/25/2020 – Retirement

B. Finance and Administration

1. Appointment – Temporary Extension

Support Staff

Kiel, William, Security Officer 1, Part-Time, Temporary, Public Safety, through August 28, 2020

2. Resignation/Retirement (as noted)

Staff Support

Shreckengost, Robin, Custodial Services, 7/28/2020 – Resignation

Huffman, Charles, Custodial Services, 8/10/2020 – Resignation

Yard, Dillon, Custodial Services, 8/18/2020 – Resignation

Davison, Richard, Facilities Management, 8/25/2020 – Retirement

Lytte, Judith, Human Resources, 9/11/2020 – Retirement

Simpson, Steven, Boiler Plant, 9/25/2020 – Retirement

Burgdorfer, David, Boiler Plant, 9/25/2020 - Retirement

C. Student Affairs

1. Appointments

Coach

Neiman, Deron, Head Baseball Coach, Full-Time, Regular, Athletics, August 12, 2020

2. Resignation/Retirement (as noted):

Coach

Falvo, Jason, Athletics, 7/15/2020 – Resignation

Administrator

Callenburg, Carl, Conference and Events, 9/25/2020 - Retirement