

**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 1<sup>st</sup> 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.

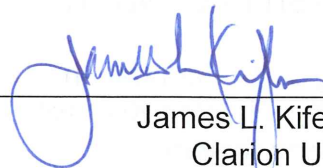
Meeting adjourned at 3:40 p.m. The next meeting of the Council of Trustees will be Thursday, September 17, 2020.

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

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Respectfully submitted



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James L. Kifer, Secretary  
Clarion University  
Council of Trustees