

**COUNCIL OF TRUSTEES
CLARION UNIVERSITY OF PENNSYLVANIA**

**February 16, 2017
GEMMELL STUDENT CENTER, ROOM 250/252
CLARION, PENNSYLVANIA 16214**

7:00 P.M.

AGENDA

REVISED

Pledge of Allegiance

- I. Roll Call
- II. Approval of the Minutes of the Regular Meeting of November 17, 2016
- III. Communications
 - A. Public Comments
 - B. Report of Student Senate
 - C. Report of Faculty Senate
 - D. Report of Council Chairperson
- IV. Reports and Recommendations of the President
 - A. **President's Office** – Dr. Karen Whitney, President

Action Item

- 1. Approval of Order of Succession Plan – See Attachment A

The Board of Governors Policy 1983-14-A: *Appointing Interim and Acting Chief Executive Officers* was revised by the Board on January 24, 2013. Under the revised policy, each university president is required to deliver the campus Order of Succession Plan to the Chancellor after a resolution and vote by the University's Council of Trustees. Clarion University's Order of Succession Plan appears in Attachment A; the resolution to be approved by the trustees appears below:

WHEREAS, Board of Governors Policy 1983-14-A: *Appointing Interim and Acting Chief Executive Officers*, requires that each PASSHE university president develop and publish an Order of Succession identifying, in rank order, members of its university's executive management team who will act on behalf of the president in his/her absence; in the event the president is temporarily unable to fulfill the responsibilities of the position; or in the event there is a vacancy; and

WHEREAS, Board of Governors Policy 1983-14-A, *Appointing Interim and Acting Chief Executive Officers*, requires that prior to the beginning of each academic year, the president deliver the university Order of Succession Plan to the Chancellor after a resolution and vote by the university's Council of Trustees; and

WHEREAS, the attached Order of Succession Plan, provided by the President of Clarion University, lists in rank order the members of President Karen Whitney's executive management team to act on her behalf in her absence or in the event she is temporarily unable to fulfill her responsibilities, or in the event there is a vacancy;

THEREFORE, BE IT RESOLVED, that the Council of Trustees approves and certifies the attached Order of Succession Plan and directs the President Karen Whitney to deliver the Succession Plan to the Chancellor, in accordance with Board of Governors Policy 1983-14-A.

Information Items

1. PASSHE Update
2. Points of Pride
3. Presidential Plan Update – See Attachment B

B. **Academic Affairs** – Dr. Todd Pfannestiel, Interim Provost and Academic Vice President

Action Item

1. Approval of Proposed Academic Calendars for 2017-2018 – See Attachment C

Information Items

1. Enrollment and Retention Update
2. Appointments

Faculty – E & G Funded

Alden, Jesse; 75% time-Instructor (Step 1), Chemistry, Mathematics and Physics Department;
January 7, 2017 (3 - 4 weeks)

Alden, Jesse; 25% time-Instructor (Step 1), Chemistry, Mathematics and Physics Department;
January 7, 2017 through May 26, 2017

Allen, Susan; 25% time-Instructor (Step 1), Library Science Department;
January 7, 2017 through May 26, 2017

Bell, Keith; 25% time-Instructor (Step 1), Justice, Law, Technology and Liberal Arts Department;
January 7, 2017 through May 26, 2017

Brzoza-Lewis, Kristina; 41.667% time-Instructor (Step 1), Biology and Geological Sciences
Department; January 7, 2017 through May 26, 2017

Bullington, Myra; 25% time-Instructor (Step 1), Visual and Performing Arts Department;
January 7, 2017 through May 26, 2017

Colega, Anthony; 25% time-Instructor (Step 1), Nursing Department; November 7, 2016 through
January 28, 2017

Diamond, Jeffrey; 75% time-Instructor (Step 1), Social Sciences Department;
January 7, 2017 through May 26, 2017

Di Giacomo, Michael; 75% time-Instructor (Step 1), Social Sciences Department;
January 7, 2017 through May 26, 2017

Edwards, Gary; 25% time-Instructor (Step 1), Justice, Law, Technology and Liberal Arts
Department (Pittsburgh Site); February 6, 2017 through April 15, 2017

Ervin, Karen; 25% time-Instructor (Step 1), Library Science Department
January 7, 2017 through May 26, 2017

George, Randall; 25% time-Instructor (Step 1), Computer Information Sciences Department;
January 7, 2017 through May 26, 2017

Gonzalez, Kathy; 25% time-Instructor (Step 1), Justice, Law, Technology and Liberal Arts
Department (Pittsburgh Site); February 6, 2017 through April 15, 2017

Gonzalez, Kathy; 50% time-Instructor (Step 1), Human Services, Rehabilitation, Health and Sport
Sciences Department; January 7, 2017 through May 26, 2017

Greene, Amy; 25% time-Instructor (Step 1), Special Education Department;
January 7, 2017 through May 26, 2017

Grimone, Andrew; 50% time-Assistant Professor (Step 9), Nursing Department;
January 7, 2017 through May 26, 2017

Guegan, Gretchen; 25% time-Instructor (Step 1), Library Science Department;
January 7, 2017 through May 26, 2017

Guth, William; 25% time-Instructor (Step 1), Chemistry, Mathematics and Physics Department;
January 7, 2017 through May 26, 2017

Guth, William; 25% time-Instructor (Step 1), Justice, Law, Technology and Liberal Arts Department;
January 7, 2017 through May 26, 2017

Hancks, Jeffrey; 25% time-Instructor (Step 1), Library Science Department;
January 7, 2017 through May 26, 2017

Heyl, Sara; 67% time-Instructor (Step 1), Visual and Performing Arts Department;
January 7, 2017 through May 26, 2017

Hajduk, Nancy; 25% time-Instructor (Step 1), Chemistry, Mathematics and Physics Department;
January 7, 2017 through May 26, 2017

Hissam, Michael; 75% time-Instructor (Step 1), Communications Department;
January 7, 2017 through May 26, 2017

Hunsberger, Colby; 75% time-Instructor (Step 1), Nursing Department;
January 7, 2017 through May 26, 2017

Jensen, Natalia; 50% time-Instructor (Step 1), Visual and Performing Arts Department; January 7,
2017 through May 26, 2017

Juli, Sharon; 75% time-Instructor (Step 1), Social Sciences Department;
January 7, 2017 through May 26, 2017

Krishnamurthy, Poornima; 50% time-Instructor (Step 1), Chemistry, Mathematics and Physics
Department; January 7, 2017 through May 26, 2017

Last, Kerri; 40% time-Instructor (Step 1), Nursing Department;
January 7, 2017 through May 26, 2017

Leahy, Kathleen; 25% time-Instructor (Step 1), Special Education Department;
January 7, 2017 through May 26, 2017

Marsteller, Matthew; 25% time-Instructor (Step 2), Library Science Department
January 7, 2017 through May 26, 2017

McAleer, Colleen; 50% time-Professor (Step 13), Communication Science Disorders Department;
January 7, 2017 through May 26, 2017

Mohney, Kayla; 58.4% time-Instructor (Step 1), Special Education Department;
January 7, 2017 through May 26, 2017

Moore, Crystal; 25% time-Instructor (Step 1), Communication Science Disorders Department;
January 7, 2017 through May 26, 2017

Moore, Shelly; 25% time-Instructor (Step 1), Nursing Department;
January 7, 2017 through May 26, 2017

Morris, Kari; 100% time-Instructor (Step 1), Nursing Department;
January 7, 2017 through May 26, 2017

Mulcahy, Richard; 25% time-Instructor (Step 1), Justice, Law, Technology and Liberal Arts
Department; January 7, 2017 through May 26, 2017

Myers, Karen; 25% time-Assistant Professor (Step 1), Nursing Department;
January 7, 2017 through May 26, 2017

Pennington, Chloe; 25% time-Instructor (Step 1), Special Education Department;
January 7, 2017 through May 26, 2017

Port, Margaret; 25% time- Instructor (Step 1), Communication Science Disorders Department;
January 7, 2017 through May 26, 2017

Purinton, Gary; 25% time-Instructor (Step 1), Chemistry, Mathematics and Physics Department;
January 7, 2017 through May 26, 2017

Romanik, Adam; 25% time-Instructor (Step 1), Library Science Department;
January 7, 2017 through May 26, 2017

Schwabenbauer, Kim; 50% time-Instructor (Step 1), Human Services, Rehabilitation, Health and
Sport Sciences Department; January 7, 2017 through May 26, 2017

Slegal, Sarah; 50% time-Instructor (Step 1), Special Education Department;
January 7, 2017 through May 26, 2017

Smith, Christina; 25% time-Instructor (Step 1), Justice, Law, Technology and Liberal Arts
Department; January 7, 2017 through May 26, 2017

States, Richard; 25% time-Instructor (Step 1), Human Services, Rehabilitation, Health and Sports
Sciences Department; January 7, 2017 through May 26, 2017

Strouss, Elaine; 25% time-Instructor (Step 1), Nursing Department (Pittsburgh Site); November 7,
2016 through January 28, 2017

Thornton, Bridget; 25% time-Instructor (Step 1), Human Services, Rehabilitation, Health and Sport
Sciences Department; January 7, 2017 through May 26, 2017

Venkatachari, Narasimhan Jayanth; 67% time-Instructor (Step 1), Justice, Law, Technology and
Liberal Arts Department; February 6, 2017 through April 15, 2017

Weaver, James; 50% time-Instructor (Step 1), Justice, Law, Technology and Liberal Arts
Department; January 7, 2017 through May 26, 2017

Weckerly, Diane; 25% time-Instructor (Step 1), Justice, Law, Technology and Liberal Arts
Department; January 7, 2017 through May 26, 2017

Williams, Drew; 100% time-Instructor (Step 1), Visual and Performing Arts Department; January 7,
2017 through May 26, 2017

Young, Steven; 25% time-Instructor (Step 1), Justice, Law, Technology and Liberal Arts
Department; January 7, 2017 through May 26, 2017

Zboran, Beth; 25% time-Instructor (Step 1), Computer Information Sciences Department; January
7, 2017 through May 26, 2017

Manager

Cristini, Nicole, Manager 160-Business Analyst, Full-Time, Regular, Student Financial Services, January 9, 2017

Administrator

Lind, Shawna, Statue University Administrator 1-Pittsburgh Site Coordinator, Part-Time, Regular Venango Administration, November 7, 2016

Staff Support

Corbett, Terri, Clerk Typist 2, Registrar, Full-Time, Regular, November 23, 2016

Ronyak, Terry, Clerk Typist 2, Special Education/Rehab, Full-Time, Regular, November 28, 2016

Winner, Taylor, Social Worker 1, Northwest Alliance, Full-Time, Regular, December 5, 2016

Finch, Tina, Clerk Typist 2, Nursing & Allied Health-Venango, Part-Time, Regular, January 3, 2017

Neiswonger, Toni, Clerk Typist 2, Admissions, Full-Time, Regular, January 9, 2017

Carroll, Kimberly, Clerk Typist 2, Admissions, Full-Time, Regular, January 9, 2017

Ochs, Laura, Social Worker 1, Northwest Alliance, Full-Time, Regular, January 9, 2017

Roman, Amy, Social Worker 1, Northwest Alliance, Full-Time, Regular, January 9, 2017

3. Department Chairperson

The faculty listed below was appointed as Chairperson:

Harris, Steven; Biology & Geosciences Department, December 19, 2016 through April 30, 2017

4. Retirements

Support Staff

P. Jeanne Caldwell, Social Worker Supervisor, Northwest Alliance, December 23, 2016

5. Resignation

Manager

Geiger, Kristen, Grants Officer, Academic Affairs, January 13, 2017

C. **Finance and Administration** – Mr. Len Cullo, Vice President

Action Items

1. Certification of Foundation Compliance with Board of Governors Policy 1985-04, University External Financial Support – See Attachment D.

RESOLVED, that the Council of Trustees, Clarion University of Pennsylvania, upon recommendation of the President, hereby certifies that the Clarion University Foundation, Inc., complies with the Board of Governors Policy 1985-04.

2. Certification of Clarion Students' Associations (CSA) Compliance with Board of Governors Policy 1985-04, University External Financial Support – See Attachment E.

RESOLVED, that the Council of Trustees, Clarion University of Pennsylvania, upon recommendation of the President, hereby certifies that the Clarion Students' Association (CSA) complies with the Board of Governors Policy 1985-04.

3. Approval of Capital Program Submissions, 2017-2018 – See Attachment F.

RESOLVED, that the Council of Trustees, Clarion University, approve the 2017-2018 Capital Program Submissions to the State System of Higher Education.

Information Items

1. Budget Update
2. Status of Facilities Report – See Attachment G.
3. Appointments

Support Staff

Ragley, Corbin, Patrol Officer 1, Full-Time, Regular, Public Safety, November 23, 2016

Magagnotti, William, Custodial Worker 1, Part-Time, Regular, Facilities Management,
January 17, 2017

Mabold, Jeffrey, Custodial Worker 1, Part-Time, Regular, Facilities Management,
January 17, 2017

Lauer, Thomas, Custodial Worker 1, Part-Time, Regular, Facilities Management,
January 17, 2017

Smith, Ashley, Custodial Worker 2, Part-Time, Regular, Facilities Management,
January 17, 2017

Mohney, Keaton, Patrol Officer 1, Full-Time, Regular, Public Safety, February 6, 2017

4. Retirement

Staff Support

Bashline, Timothy, Campus Grounds Supervisor, Facilities Management,
December 23, 2016

5. Resignation

Staff Support

Sheatz Hunter, Custodial Worker 1, Facilities Management, November 2, 2016
 Seaburn, Tammy, Custodial Worker 1, Facilities Management, December 7, 2016

6. Grants Award between November 1, 2016 and January 31, 2017

<u>Grant Name</u>	<u>Amount</u>	<u>Director</u>
Eastern Brook Trout Sampling	\$10,989	Dr. Andrew Turner

D. **Student Affairs** – Dr. Susanne Fenske, Vice PresidentAction Item

1. Approval of the proposed Student Code of Conduct and Community Standards – Materials will be sent to trustees under separate cover.

The proposed policy will replace the current Student's Rights, Regulations and Procedures and is designed to update the Code to meet all federal guidance, is Title IX compliant, expand areas covered, and remove vagueness.

RESOLVED, that the Council of Trustees, Clarion University, approves the update to the Clarion University Student Code of Conduct and Community Standards.

Information Items

1. Student Affairs Update
2. Appointments – Temporary

Administrator

Taylor, Kristian, State University Administrator 3, Interim Student Recreation Center Manager, Full-Time, Temporary, Student Recreation Center, October 10, 2016
 Lawrence, Robert, State University Administrator 1, Interim Coordinator, Part-Time, Temporary, Student Recreation Center, January 17, 2017
 Bailey, Bonita, State University Administrator 1-Student Success Coach, Full-Time, Regular, SOAR, November 7, 2016

Support Staff

Ronyak, Terry, Clerk Typist 2, Center for Wellness, 9-month, cyclical, Full-Time, Regular, January 7, 2017

3. Reclassification

Support Staff

McCord-Wolbert, Gretchen, Certified Registered Nurse Practitioner (from University Registered Nurse 2), Full-Time, Regular, Center for Wellness, January 9, 2017

4. Retirement

Coach

Van Dyke, Mark, Head Coach, Swimming and Diving, Intercollegiate Athletics, December 23, 2016

Manager

Wilson, Shelly, Manager, Student Association, January 6, 2017

Support Staff

Campbell, Nancy, Clerk Typist 3, Center for Wellness, January 25, 2017

5. Resignation

Administrator

Sabatose, Lori, State University Administrator 2, Student Rec Center Manager, October 10, 2016

E. **University Advancement** – Mr. James Geiger, Vice PresidentInformation Items

1. Fund-raising Report
2. Marketing Update
3. Appointment

Staff Support

Boyles, Ashley, Copy Machine Operator, PAGES, Full-Time, Regular, January 23, 2017

4. Resignations

Support Staff

Parsons, Deborah, Copy Machine Operator, PAGES, December 31, 2016

V. Report of Committees

A. Executive Committee

B. Finance Committee

Action Item

1. Approval of Finance Committee Report for February 16, 2017 – See Attachment H

RESOLVED, that the Council of Trustees, Clarion University, approve the Finance Committee Report for September 9, 2016.

VI. Unfinished Business

VII. New Business

A. Call for Executive Session – Discussion of Personnel Issues.

VIII. Next Meeting (April 13, 2017 on the Clarion campus) and Adjournment