

MINUTES OF THE MEETING OF THE COUNCIL OF TRUSTEES
CLARION UNIVERSITY OF PENNSYLVANIA
NOVEMBER 17, 2016
SUITES ON MAIN SOUTH, ROOM 14A & B
CLARION CAMPUS, CLARION, PA 16214

7:00 P.M.

I. RECORDING OF ATTENDANCE

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

Dr. Syed Ali-Zaidi
Mrs. Milissa Steiner Bauer, Secretary
Ms. JD Dunbar, Vice Chairperson
Mr. R. Lee James
Mr. James Kifer, Chairperson
Mr. Randy Seitz
Mr. Howard Shreckengost

The following trustees were absent from the meeting:

Mrs. Susanne Burns
Ms. Donna Oberlander

The following members of the University administration attended the meeting:

Mr. Len Cullo, Vice President, Finance and Administration
Dr. Susanne Fenske, Vice President, Student Affairs
Dr. Phillip Frese, Dean, College of Business Administration
Mr. James Geiger, Vice President, University Advancement
Dr. Roxanne Gonzales, Executive Dean, Venango Campus
Dr. Todd Pfannestiel, Interim Provost and Vice President, Academic Affairs
Dr. Bruce Smith, Interim Dean, Arts Education & Sciences
Dr. Karen Whitney, President

II. MINUTES

A motion was made by Mr. Randy Seitz, seconded by Ms. JD Dunbar that the minutes of the September 15, 2016 regular meeting of the Council of Trustees be approved as distributed by mail. The motion carried unanimously.

III. AUDITORS' REPORT FOR YEAR ENDED JUNE 30, 2016

Mr. Kifer indicated that the Council's agenda would be re-ordered to allow Ms. Nancy Gunza, Principal, CliftonLarsonAllen, to present the university's audited financials for the prior year and then make her return trip to Philadelphia.

Ms. Gunza reviewed focus areas of the audit of the State System's federal awards, including Student Financial Aid. She reported that her firm had rendered an "unmodified" opinion and no material weaknesses were noted of internal control over financial reporting. Ms. Gunza noted that the most significant pending GASB Statements are No. 74, *Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans*, and Statement No 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. She also pointed out that a large portion of the liability was related to uncollectible receivables, useful lives of capital assets, liability for pension and postemployment benefits and compensated absences.

Dr. Whitney thanked Len Cullo, Vice President for Finance and Administration and Comptroller Tammy Varsek and staff accountant Stacy Boyer-Davis for their work on the audit. Mr. Kifer thanked Ms. Gunza for her report and dismissed her from the meeting.

IV. COMMUNICATIONS

- A. Public Comments - None
- B. Report of Student Senate

Mr. Devon Vallies, President of Student Senate, reported that Senate worked with Dr. Whitney and Dr. Fenske to host an open forum for students during the APSCUF strike, they attended the Social Equity dinner and they hosted a breakfast with senators. They are working with the Gemmell Advisory Board on Phase II of the Gemmell renovations by surveying students of what they want to see in the Gemmell Student Complex.

He reported they had five senators from Clarion and two from Venango campus attend the Student BOG conference at SRU. Looking ahead, they will be hosting a wingo on December 3, recruiting new senators for spring and raising money for the American Cancer Society.

- C. Report of Faculty Senate

Dr. Jamie Phillips, Chairperson of Faculty Senate, reported they have two senate meetings remaining and have invited two guest speakers to attend.

We have a big curriculum meeting next week and will make decisions to send to the president.

D. Council Chairperson's Report

Mr. Kifer reminded the trustees that Winter Commencement will be held Saturday, December 17 in Tippin Gymnasium. He encouraged their participation. He announced that the April 20, 2017 meeting has been changed to April 13, 2017. Also, the Finance and Executive Committee meetings will be changed to Friday, April 7, 2017.

V. REPORTS AND RECOMMENDATIONS OF THE PRESIDENT

A. President

Information Items

1. PASSHE Update

Dr. Whitney reported we have made progress on our student trustee appointment. Mr. Edward Green received his letter of appointment from Governor Wolf's office this past week. Also, newly appointed trustee Mr. Neil Weaver received his appointment letter from the Governor. She will be meeting with Mr. Weaver at a later date.

Dr. Whitney reported she and Interim Provost Pfannestiel were in Harrisburg talking about advocacy with legislatures for future funding.

2. Presidential Plan

Dr. Whitney called the trustees' attention to copies of her Presidential Plan that was at their places. She reported we have two searches being conducted the Provost and Associate VP of Enrollment. Interviews are being scheduled.

3. Points of Pride

Dr. Whitney highlighted items on the Points of Pride handout, including the men's' basketball team traveled to Kentucky to play the Wildcats. Also, the football team brought home the Milk Jug by beating Slippery Rock for the first time since 2009. Clarion University's nursing program reported a 100 percent completion rate on their board exams. Lastly, our student body was invited to join the Eagle Ambassadors and Chartwell's Dining Services in

their *Donate a Meal* campaign to a share a meal with needy individuals and families in and around the Clarion this holiday season. Eagle Ambassadors presented record number of 61 turkeys to the Clarion County Community Action.

B. Academic Affairs

Information Item

1. Dr. Todd Pfannestiel introduced Dr. Kevan Yenerall who introduced two students who attended the Republican/Democratic National Convention this past summer in Washington D.C. Jennifer Goehring and Corinne Hoopes talked to the trustees about their experience at the Convention. Both students graciously thanked the administration and Council of Trustees for granting them such a wonderful experience.

2. Enrollment Management Update

Dr. Pfannestiel talked about his team effort for ideas to bring new students to Clarion. They are contacting students who never completed their degrees encouraging to continue their education at Clarion. With the recommendation from Whiteboard's presentation and with PEC's approval they are moving forward with increased merit scholarships and out of state scholarships.

He reported the enrollment numbers for 2017 are looking positive. They are up in deposits by 31 and applications by 121. Currently, they have 76 new students committed for spring 2017.

Dr. Pfannestiel reported they are reviewing some new degree programs. The road scholars team have met with local guidance counselors to gain their interest in the new programs.

C. Finance and Administration

Information Items

1. Status of Facilities Report

Mr. Cullo reviewed projects on the Status of Facilities Report that had been attached to the trustees' agenda. Specifically, he reported that Tippin renovations are back on top of the list. Bids will be going out in January. Also, we will be completing some ADA accessibility improvements in Stevens and Moore Halls.

D. Student Affairs

Information Item

1. Housing Update

Dr. Fenske reported they will be launching the 2017-2018 housing application next week. They have implemented living and learning communities into the housing options. They have revised the Student Code of Conduct Policy. Taking focus on the presidential election, her team is working through ways to help students cope with the results. She stated, Dr. Yenerall will be on the panel of these discussions with students.

E. University Advancement

Information Items

1. Fund-raising Report

Mr. Geiger distributed the campaign report to date. He explained the campaign will conclude in September 2018. He has recently added staff members to assist with the campaign efforts.

2. Update on Marketing Efforts

Mr. Geiger reported Zimmerman Agency is working closely with Enrollment Management in our marketing and recruiting new students.

VI. REPORT OF COMMITTEES

A. Executive Committee

Mr. Kifer noted that the Executive Committee met in November 4 and those minutes have been sent to the trustees.

B. Finance Committee

Action Item

1. Approval of Finance Committee Report

A motion was made by Mr. Randy Seitz, seconded by Mrs. Bauer, that the following resolution be approved. The motion carried unanimously.

RESOLVED, that the Council of Trustees, Clarion University,
approve the Finance Committee report for June 10, 2016

VII. UNFINISHED BUSINESS - None.

VIII. NEW BUSINESS

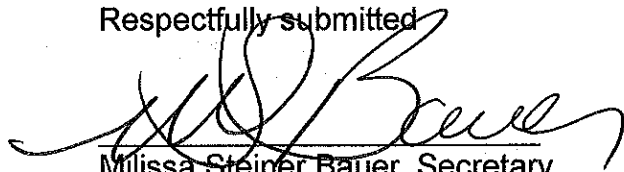
Mr. Kifer noted that the trustees would be going into executive session to discuss personnel matters and that there would be no further business when they returned to public session.

The trustees entered into executive session at 8:26 p.m. to discuss personnel matters and returned to public session at 9:00 p.m.

IX. ADJOURNMENT

The meeting was adjourned at 9:01 p.m. The next meeting will be held Thursday, February 16, 2016 on the Clarion campus.

Respectfully submitted



Milissa Steiner Bauer, Secretary
Council of Trustees