

MINUTES OF THE MEETING OF THE COUNCIL OF TRUSTEES  
CLARION UNIVERSITY OF PENNSYLVANIA  
FEBRUARY 19, 2009  
ROOM 204 CARLSON LIBRARY, 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. Richard Hilinski, Secretary  
Mr. R. Lee James, Chairperson  
Mr. James Kifer  
Mr. Kyle McMunn  
Mr. Howard Shreckengost, Vice Chairperson

The following trustees were absent from the meeting:

Mr. H. John Drayer  
Mr. Jeffrey Szumigale

The following members of the University administration attended the meeting:

Mr. Paul Bylaska, Vice President for Finance and Administration  
Dr. Joseph Grunenwald, President  
Dr. Valentine James, Provost and Academic Vice President  
Dr. Christopher Reber, Executive Dean, Venango Campus  
Mr. Harry Tripp, Vice President for Student and University Affairs

II. MINUTES OF THE REGULAR MEETING OF NOVEMBER 20, 2008 AND THE SPECIAL MEETING OF NOVEMBER 24, 2008

A motion was made by Mr. Hilinski, seconded by Mrs. Burns, that the minutes of the November 20, 2008 regular meeting of the Council of Trustees and the November 24, 2008 special meeting be approved as distributed by mail. The motion carried unanimously.

III. COMMUNICATIONS

A. Public Comments - None

B. Report of Student Senate

President Brian Perkins reported on Student Senate activities, including his participation in the annual leadership conference of the Board of Student Government Presidents, hosted by California University of PA; Senate survey of student coffee preferences; roundtables with Recognized Student Organizations (RSO's) to review the process for requesting funds from the Clarion Student Association; change in the schedule for Student Senate elections to encourage improved turnout and to help ensure a better transition for incoming officers; and preparations for the Reinhard Awards event on April 22.

C. Report of Faculty Senate – No report

D. Council Chairperson's Report

Mr. James reminded the trustees that the deadline for submitting Statement of Financial Interests forms to the State Ethics Commission was May 1. He also reminded trustees that the Spring 2009 Pennsylvania Councils of Trustees (PACT) Conference would be held April 1-3 in Harrisburg. Noting that the conference was being held in conjunction with the PASSHE's 25<sup>th</sup> Anniversary, PACT representative Mrs. Burns encouraged members to attend. Mr. James also alerted the trustees to this year's informal review of Presidential leadership and noted a tentative date of Friday, April 10, for interviews with constituent group leaders. He thanked Mr. Kifer for agreeing to join the Presidential Leadership Review Committee.

IV. REPORTS AND RECOMMENDATIONS OF THE PRESIDENT

A. President

Information Items

1. Enrollment Update

Dr. Grunenwald reported that Spring 09 headcount enrollment was up 177, yielding an FTE of 37. He noted that for Fall 09, applications were up 9% and deposits were up 20%. He further noted that the university expected to exceed a 1% increase in total enrollment for Fall 09.

## 2. State System News

Dr. Grunenwald shared information about several State System initiatives, including work on a new student information system, implementation of the state's new Right to Know Law, and the PASSHE's provision of guidance to its member universities on the development of policy on the use of cellular phones and wireless communication devices.

Dr. Grunenwald noted that Clarion University had recently developed and approved its Right to Know policy and was working on procedures to clearly define the types of records it would retain, the offices charged with retaining various records, and the duration of retention. He further noted that Clarion was working on a policy to address issues of taxation on payments and reimbursements made by the university to employees for their use of cell phones and other wireless communication devices for business. The policy must ensure compliance with IRS rules and regulations.

## 3. Tuition Relief

Dr. Grunenwald called the trustees' attention to two handouts at their places on the Governor's proposed Tuition Relief plan designed to provide \$150 million in additional tuition relief to first-year students at PASSHE universities and PA community colleges and to be funded through video poker proceeds. He also shared information on an alternative proposal introduced today by State Senator Jeff Piccola that would limit annual tuition increases to the inflation rate and apply to students attending PASSHE universities and community colleges as well as state-related and state-affiliated schools. He noted that funding for the Piccola plan was to come, in part, from the state's tax credit program for movies made in PA. Noting that Clarion University had the lowest family income of any PASSHE university other than Cheyney University, Dr. Grunenwald indicated that he was pleased that additional state aid to students and their families was being proposed.

## B. Academic Affairs

### Information Item

#### 1. The Harrisburg Internship Semester (THIS)

Dr. James introduced Dr. Robert Balough, outgoing faculty coordinator for The Harrisburg Internship Semester (THIS) program. Dr. Balough provided background information on the

program, begun by the State System in 1989 as a means of providing students with valuable insight into the workings of state government at the policy-making level. Dr. Balough introduced Clarion University senior Sean Gilfillan who discussed his THIS experience with the Center for Rural Pennsylvania. Mr. Gilfillan reviewed his Fall 08 internship at the Center and the opportunities it had afforded for applying research to real-world problems, contributing to articles for publication, and networking.

2. Moratoria

Dr. James reviewed university Education programs placed in moratorium due to new Pennsylvania Department of Education certification requirements.

3. Creation of Department of Sociology

Dr. James noted the creation of the Department of Sociology, effective Spring 2009. He added that change had been made to enhance the potential for growth and curricular development of the university's sociology and social work offerings, which had been formerly housed in the Department of Political Science, Sociology, and Philosophy.

4. Department Chair Elections

Dr. James announced the election of Dr. Andrew Turner as chair of the Department of Biology and Dr. Catherine Petrissans as chair of the Department of Sociology.

5. Third International Environmental Conference

Dr. James announced that Clarion University would host the Third International Environmental Conference on March 31 and April 1. Noting his involvement with the undertaking at his former institution, Dr. James indicated that the event would bring scholars from diverse backgrounds to campus and provide an opportunity for faculty presentations that would be published in a refereed journal. Dr. James also announced that he and Dr. Jocelind Gant would be taking a week-long trip to Japan, Taiwan, and Korea to recruit students.

6. PASSHE Course Sharing Agreement

Dr. James briefly discussed a PASSHE initiative to share courses and save resources.

7. Appointment of Director of Academic Services

Dr. James introduced Dr. Ryan Theroux, new Director of Academic Services. Dr. James noted that Dr. Theroux's responsibilities would include accreditation and program review coordination, undergraduate and graduate research grant programs and other academic support duties. Dr. Theroux indicated that he was very excited to join the university community and to work with its students, faculty, and staff.

C. Finance and Administration

Action Item

1. Approval of Capital Program Submissions, 2010-2011

Mr. Bylaska reviewed projects on the university's Capital Program Submissions for 2010-2011. He noted that the Governor's recent budget proposal included an increase in capital appropriations from \$65 to \$130 million. Approval of the increase, noted Mr. Bylaska, might help to accelerate the time line for approval of Clarion's program submissions.

A motion was made by Mr. Hilinski, seconded by Mr. Kifer, that the following resolution be approved. The motion carried unanimously.

RESOLVED, that the Council of Trustees, Clarion University, approve the 2010-2011 Capital Program Submissions to the State System of Higher Education.

Information Items

1. Auditors' Report for Year Ended June 30, 2008

Mr. Bylaska introduced Mr. Rick Bair and Mr. Bill Kelly of the auditing firm Parente Randolph. Mr. Kelly reviewed the auditing process and reported that his firm had expressed an unqualified opinion on the university's financial statements for the year ended June 30, 2008. Mr. Bair noted proactive changes that Clarion had taken that had positioned the university well despite the challenges

of tough budgets. Mr. Bylaska thanked recently retired University Comptroller John Frances and former Budget Director now Director of Budget and Accounting Mark Angel and their staffs for their excellent work.

2. Status of Facilities Report

Mr. Bylaska reviewed facilities projects outlined in the Status of Facilities Report attached to the Council's agenda. He highlighted the completion of a feasibility study for the renovation of 100 year old Becht Hall into a comprehensive Student Success Center. He also noted that there would be a lot of activity in the center of the Clarion campus this Summer with the completion of the Science and Technology Center, demolition of Chandler Dining Hall, and other work. Mr. James recognized the efforts of Dr. Reber and his team related to the renovation of the West End Pond, which is nearing completion at the Venango Campus.

D. Student and University Affairs

Action Items

1. Approval of Proposed 2009-2010 Room and Board Rates

Mr. Tripp reviewed his recommendations for a residence hall room increase of 5% for 2009-2010 and a meal plan increase of 6% for the same time period. He also reviewed comparative data on the university's ranking within the PASSHE for room and board rates.

Mr. Hilinski proposed that the resolutions on the proposed 2009-2010 Room and Board Rates be voted on together.

A motion was made by Dr. Ali-Zaidi, seconded by Mr. Hilinski, that the following resolutions be approved. The motion carried unanimously.

RESOLVED, by the Council of Trustees, Clarion University, that room rates be set as follows, effective with the Fall semester, 2009:

Double Room Semester	-	\$2174
Double Room Summer Session	-	\$ 725
Double Room Summer Weekly	-	\$ 145
Single Room Semester	-	\$2786
Single Room Summer Session	-	\$ 928
Single Room Summer Weekly	-	\$ 186

RESOLVED, by the Council of Trustees, Clarion University, that board rates be set as follows, effective with the Summer I semester, 2009:

19 Standard	-	\$ 1021 semester
19 Meal Flex	-	\$1268 semester
14 Meal Flex	-	\$1231 semester
10 Meal Flex	-	\$1000 semester
5 Meal Flex	-	\$ 715 semester
Block 175 Flex	-	\$1184 semester
Block 75 Flex	-	\$ 749 semester
Summer Session	-	\$ 339
Summer Weekly	-	\$ 68

Information Item

1. Fund-raising Report

Mr. Tripp reported that the Foundation had raised a total of \$1.99 million in private support for FY08-09 to date. He noted the receipt of a \$500,000 gift for the Science and Technology Center and indicated that a little over \$600,000 still needed to be raised as the university's match for that project.

V. REPORT OF COMMITTEES

A. Executive Committee

Mr. James reported that the Executive Committee had met on February 10, 2009, and that copies of the minutes from that session would be mailed to trustees.

B. Finance Committee

A motion was made by Mr. Hilinski, seconded by Mr. McMunn, that the following resolution be approved. The motion carried unanimously.

RESOLVED, that the Council of Trustees, Clarion University, approve the Finance Committee Report for October 14 to December 9, 2008.

VI. UNFINISHED BUSINESS - None

## VII. NEW BUSINESS

### A. Property Issues

Mr. James noted that the Council would be going into Executive Session to discuss property issues and would return to public session to vote on related property acquisitions before adjourning.

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The trustees entered into executive session at 9:20 p.m. to discuss property issues and returned to public session at 9:40 p.m.

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#### Action Items

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

WHEREAS, the property owned by Mr. Frank Schaeffer Jr. and located at 206 Wilson Street in the Borough of Clarion is available to Clarion University of Pennsylvania to provide opportunities for expansion, therefore, be it

RESOLVED, that the Council of Trustees of Clarion University of Pennsylvania authorizes the President to purchase the above named property, subject to the approval of the Chancellor, and the Board of Governors of the State System of Higher Education, and all other necessary conditions, and be it further

RESOLVED, that the Council of Trustees authorizes the President to proceed with obtaining the approval of the Board of Governors.

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

WHEREAS, the property owned by Mr. David Rhea and located at 1061 East Wood Street in the Borough of Clarion is available to Clarion University of Pennsylvania to provide opportunities for expansion, therefore, be it

RESOLVED, that the Council of Trustees of Clarion University of Pennsylvania authorizes the President to purchase the above named property, subject to the approval of the Chancellor, and the Board of Governors of the State System of Higher Education, and all other necessary conditions, and be it further



RESOLVED, that the Council of Trustees authorizes the President to proceed with obtaining the approval of the Board of Governors.

VIII. ADJOURNMENT

A motion was made by Mr. Hilinski to adjourn the meeting. The meeting was adjourned at 9:46 p.m.

Respectfully submitted

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Richard Hilinski, Secretary  
Council of Trustees