

MINUTES OF THE MEETING OF THE COUNCIL OF TRUSTEES
CLARION UNIVERSITY OF PENNSYLVANIA
NOVEMBER, 2014
108 EAGLE COMMONS
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
Mrs. Susanne Burns
Mr. James Kifer, Chairperson
Ms. Donna Oberlander
Mr. Randy Seitz
Mr. Howard Shreckengost
Mr. Darren Young

The following trustees were absent from the meeting:

Ms. JD Dunbar, Vice Chairperson
Mr. R. Lee James
Mr. Jeffrey Szumigale

The following members of the University administration attended the meeting:

Mr. Peter Fackler, Interim Vice President for Finance and Administration
Mr. James Geiger, Vice President for University Advancement
Dr. Ronald Nowaczyk, Provost and Academic Vice President
Dr. Colleen McAleer, Interim Executive Dean, Venango College
Mr. Harry Tripp, Vice President for Student Affairs
Dr. Karen Whitney, President

II. MINUTES

A motion was made by Dr. Ali-Zaidi, seconded by Mrs. Burns, that the minutes of the September 18, 2014 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, 2014

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 related to internal controls, cash, revenue recognition, capital assets, net assets, payroll expenses and related accruals, significant estimates and information technology. She reported that her firm had rendered an "unmodified" opinion, which she described as the highest and best of the audit profession. In providing a financial recap, Ms. Gunza noted that the net position of the university had decreased by \$6.3 million from the prior year with increases in liabilities exceeding the growth of assets. She pointed out that a large portion of the liability was related to uncompensated absences and postretirement benefits.

Pointing to changes for next year, Ms. Gunza indicated that Clarion University would be required under GASB No. 68 and No. 71 to report its share of unfunded pension liabilities, an amount that was expected to be significant.

Dr. Whitney thanked Interim Vice President for Finance and Administration Pete Fackler, 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

Ms. Marissa Kealey, President of Student Senate, reported that the Student Senate fall retreat had helped her group set goals for the academic year. She also shared information about the Senate's 2014 Social Equity Week, culminating in a dinner and awards event.

C. Report of Faculty Senate

Dr. Jamie Phillips, Chairperson of Faculty Senate, reported that his group had reviewed 130 curriculum proposals during the fall 2014 semester. He also noted that as a means of underscoring the importance of general education and its assessment, Faculty Senate had reconstituted the university's General Education Council to become a standing committee of

Faculty Senate. Dr. Phillips concluded his report by commending outgoing Vice President for Student Affairs Harry Tripp for his service to the university.

D. Council Chairperson's Report

Mr. Kifer thanked trustees Ali-Zaidi, Burns, James, and Young for representing the Council at the Fall 2014 PA Association of Councils of Trustees (PACT) conference in Harrisburg. Mrs. Burns noted that PASSHE Vice Chancellors had served as presenters at the event and that a copy of their remarks and session notes was at the trustees' places. Dr. Whitney noted that if there were trustee interest in learning more about any of the conference topics, she could arrange for a PASSHE representative to come to campus.

Mr. Kifer reminded the trustees that Winter Commencement would be Saturday, December 13, at 1:00 p.m. He indicated that former Presidents Diane Reinhard and Joe Grunenwald would be attending the ceremony to assist President Whitney in awarding the President's Medallion Award to Harry Tripp in honor of his distinguished tenure at the university.

Mr. Kifer asked Trustee Young for an update on the Student Trustee search. Mr. Young reported that the search committee had interviewed three candidates on October 31, 2014, and had advanced a recommendation to President Whitney. He added that President Whitney had endorsed the recommendation and had advanced it to the PASSHE Chancellor's Office.

Mr. Kifer concluded his report by providing an update on changes to the evaluation process for PASSHE Presidents. He noted that the PASSHE was considering changing the evaluation cycle from the calendar year to the fiscal year and that, as a result, the trustees' interviews with campus constituent group leaders were not expected to occur until sometime from January through March 2015.

V. REPORTS AND RECOMMENDATIONS OF THE PRESIDENT

A. President

Information Items

1. PASSHE Update

Dr. Whitney reported that in response to an invitation from Governor-elect Tom Wolf to appoint a System representative to his transition team, Chancellor Frank Brogan had named Edinboro

University President Julie Wolman. She also shared other System news, including efforts to build the PASSHE FY15-16 budget and Clarion's successful participation in the Fall 2014 State Employee Combined Appeal (SECA) campaign. She thanked Ms. Shelly Williams, Manager of Employee Services, and Dr. Jamie Phillips, for their leadership in helping the university exceed its SECA goal.

2. Presidential 500-Day Plan V.3.

Dr. Whitney called the trustees' attention to copies of her Presidential 500-Day Plan V.3., which had been set at their places. She noted that she had received some helpful comments on a draft of the plan and had incorporated those into the five goals and 38 action items in the updated plan.

3. Points of Pride

Dr. Whitney highlighted items on the Points of Pride handout, including the university's acceptance of recommendations presented by the Athletics Task Force to strategically invest in four current athletics programs and to expand women's athletics programs. She acknowledged the year-long effort of the volunteer task force members, including Trustee Milissa Steiner-Bauer, to conduct a thorough and thoughtful review of Clarion's Intercollegiate Athletics program. Trustee Bauer praised the task force and its members' commitment to working together to find solutions focused on student recruitment, retention and graduation.

4. Thank You

President Whitney noted the retirement in January, 2015, of Vice President for Student Affairs Harry Tripp after 21 years of outstanding service to Clarion University. She thanked Mr. Tripp for his service, noting that his efforts had changed the lives of students. She also commended Mr. Tripp for establishing the Harry E. Tripp Endowment for Women's Athletics to provide support for the growth and development of women's athletics at Clarion University.

B. Academic Affairs

Action Items

Dr. Nowaczyk discussed the multiple-month process for seeking approval for new academic programs. He noted that two proposals had been

reviewed by the Chancellor's Office and, with Council of Trustees' approval, would likely come before the Board of Governors in January.

He distributed executive summaries for Clarion's proposed Bachelor of Science in Criminal Justice Administration and Bachelor of Science in Nutrition and Fitness.

1. Proposed Bachelor of Science Degree in Criminal Justice Administration

Dr. Nowaczyk noted that the proposed B.S. in Criminal Justice Administration was designed for students who had already completed an associate degree or were law enforcement officials. He noted that the university projected a starting class of 20-25 students. Trustee Bauer noted the increasing demand for forensics accounting and skills to confront computer hacking. Dr. Nowaczyk replied that consideration was being given to offerings related to cyber security.

A motion was made by Ms. Oberlander, seconded by Mr. Young, to approve the following resolution. The motion carried unanimously.

Resolved, pending approvals from the State System Office of the Chancellor, that the Clarion University Council of Trustees approves the Bachelor of Science degree completion program in Criminal Justice Administration.

2. Proposed Bachelor of Science Degree in Nutrition and Fitness

Dr. Nowaczyk indicated that the proposed B.S. in Nutrition and Fitness had been in the works for a year and modeled after a similar program at Purdue University. He indicated that the program would be the only bachelor's level program in nutrition and fitness within the PASSHE. He further indicated that a fall 2015 class of 25-30 students was being projected.

A motion was made by Mr. Seitz, seconded by Mr. Shreckengost to approve the following resolution. The motion carried unanimously.

RESOLVED, pending approvals from the State System Office of the Chancellor, that the Clarion University Council of Trustees approves the Bachelor of Science degree program in Nutrition and Fitness.

Trustee Ali-Zaidi asked about the status of nanotechnology and engineering programs at Clarion University. Dr. Nowaczyk reported that faculty were working on a letter of intent for nanotech and that the College of Arts, Education and Sciences and the College of Business Administration and Information Sciences wanted to work together to bring in a consultant to discuss the development of a civil and/or industrial engineering program.

Information Item

1. Enrollment Management Update

Dr. Nowaczyk introduced Dr. David Behrs, Interim Dean of Enrollment Management. Dr. Behrs talked about efforts to re-establish Clarion University's presence in the marketplace through print, electronic and face-to-face communication and re-messaging. In response to a question from Trustee Ali-Zaidi about enrollment targets for fall 2015, Dr. Behrs indicated that it was not unreasonable to expect a 10% increase in applications and a 6-7% increase in freshman enrollment for next fall.

C. Finance and Administration

Action Item

1. Certification of Clarion Students' Association (CSA) Compliance with Board of Governors Policy 1985-04, University External Financial Support

Mr. Fackler indicated that he wished to delay the presentation to the trustees of the Certification of Foundation Compliance with Board of Governors Policy 1985-04 until the February, 2015 Council meeting to allow additional time for producing a fuller report.

Mr. Fackler did share information to certify the compliance of the Clarion Students' Association with Policy 1985-04, indicating that for fiscal year 2014, Clarion University had provided \$21,859 in support to the CSA in reimbursement of fees for services, while the CSA had provided \$1.397 million in support to the university, including services that promoted and supported educational, cultural, and recreational activities for students of the Clarion and Venango campuses.

A motion was made by Mr. Seitz, seconded by Ms. Oberlander, to approve the following resolution. The motion carried unanimously.

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.

Information Items

1. Status of Facilities Report

Mr. Fackler reviewed projects on the Status of Facilities Report that had been attached to the trustees' agenda. He noted that the Becht Hall project was expected to be completed in the second week of July 2015. Noting that the Tippin project would begin in March 2015, Mr. Fackler offered to share information with the trustees on the six phases of that undertaking at the February 2015 Council meeting.

D. Student Affairs

Information Item

1. Student Affairs' Points of Pride for 2013-2014

Mr. Tripp called the trustees' attention to copies of a Student Affairs Points of Pride brochure that had been set at their places. He thanked Trustees Bauer and Young for their work on the Athletics Task Force and noted that the Clarion Students' Association had approved a major increase in Student Activity Fee funding for Intercollegiate Athletics. Mr. Tripp thanked the Council of Trustees and all his colleagues for their friendship and support during his tenure at the university.

E. University Advancement

Information Items

1. Fund-raising Report

Mr. Geiger reported more than \$349,000 in private support had been raised by the Clarion University Foundation, Inc., from July 1 to October 31, 2014. He announced that Foundation President Jane France had agreed to serve as chair of the university's capital

campaign steering committee and that President Whitney, Trustee Sue Burns and six others would be on the committee.

2. Update on Marketing Efforts

Mr. Geiger and Director of Marketing and Communication David Love shared samples of the university's latest tv ads for the Pittsburgh and Erie markets. Mr. Geiger noted that \$750,000 had been allocated for this year's media buy that would also include radio spots, digital billboards, and bus wraps

VI. REPORT OF COMMITTEES

A. Executive Committee

Mr. Kifer noted that the Executive Committee had not met in November.

B. Finance Committee

Action Item

1. Approval of Finance Committee Report

A motion was made by Mrs. Burns, 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 November 20, 2014.

VII. UNFINISHED BUSINESS - None

VIII. NEW BUSINESS

A. Resolution of Appreciation

Mr. Kifer called on Trustee Bauer to read the following resolution of appreciation for Student Trustee Darren Young:

WHEREAS, Darren L. Young has been a member of the Council of Trustees of Clarion University of Pennsylvania since November 9, 2012, and must terminate his membership with the Council because of his graduation from the University with the degree of Bachelor of Arts in Political Science/Economics on December 13, 2014; and,

WHEREAS, Mr. Young, throughout his tenure on the Council of Trustees, has consistently manifested a mature understanding of the role of Council in the governance of the University; and,

WHEREAS, Mr. Young has conscientiously discharged his responsibilities as a Trustee, achieving an admirable melding of his role as an advocate of student interests with his responsibility for directing his judgment and influence toward the concerns and challenges of the whole institution; and,

WHEREAS, in addition to his service on the Council of Trustees, Mr. Young provided outstanding leadership to campus organizations, including the Clarion University Student Senate Executive Board, Clarion Student Association Board of Directors, and Sigma Phi Epsilon Fraternity; and

WHEREAS, as part of his Clarion University experience Mr. Young participated in numerous leadership development opportunities, including the Emerging Leader Program, Leaders in Action Conference, and serving as a student delegate to the 2012 Democratic National Convention; now, therefore, be it

RESOLVED, that the Council of Trustees of Clarion University of Pennsylvania expresses appreciation to Darren L. Young for his loyal and effective service as a member of the Council and for his achievement as a student leader and extends to Mr. Young its very best wishes for continued success and happiness; and be it further

RESOLVED, that this Resolution shall be made a matter of formal record in the Minutes of the Council of Trustees for November 20, 2014.

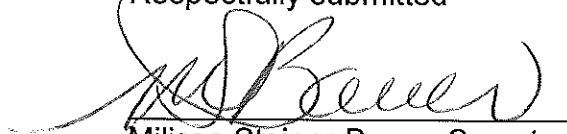
A motion was made by Mr. Seitz and seconded by Mrs. Burns to approve the resolution. The motion carried.

Mr. Young expressed his appreciation of the trustees and university administration during his time on the Council.

IX. ADJOURNMENT

The meeting was adjourned at 8:35 p.m.

Respectfully submitted



Milissa Steiner-Bauer, Secretary
Council of Trustees