

MINUTES OF THE MEETING OF THE COUNCIL OF TRUSTEES
CLARION UNIVERSITY OF PENNSYLVANIA
NOVEMBER 19, 2015
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
Ms. JD Dunbar, Vice Chairperson
Mr. R. Lee James
Mr. James Kifer, Chairperson
Ms. Donna Oberlander
Mr. Randy Seitz
Mr. Howard Shreckengost

The following trustees were absent from the meeting:

Mr. Jeffrey Szumigale

The following members of the University administration attended the meeting:

Mr. Len Cullo, Vice President, Finance and Administration
Dr. Phillip Frese, Dean, College of Business Administration
Dr. Jocelind Gant, Assistant to the President for Social Equity
Mr. James Geiger, Vice President, University Advancement
Dr. Roxanne Gonzales, Executive Dean, Venango Campus
Mr. Michael Keefer, Chief Executive Officer, Clarion University Foundation, Inc.
Dr. Ronald Nowaczyk, Provost and Academic Vice President
Dr. Todd Pfannestiel, Dean, Arts Education & Sciences
Dr. Karen Whitney – President

II. MINUTES

A motion was made by Dr. Ali-Zaidi, seconded by Mr. Seitz, that the minutes of the September 17, 2015 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, 2015

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 cash and cash equivalents, revenue recognition and collectability of receivables, expenses-payroll and functional allocation, property plant and equipment, debt and related disclosures, other liabilities-pension and other postemployment benefits (OPEB), net position and related disclosures, and related party transactions. She notes that the report emphasizes is on the unfunded pension plan. It was adjusted in this report.

During the audit, an adjustment was identified related to the recording of revenue from the pharmacy program run by the Northeast AIDS Alliance program. An audit adjustment was proposed to record the revenue in the proper period. A prior year period adjustment was also proposed to correct prior year balances and the process for recording revenue for future years.

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. Jarrett Boxley, President of Student Senate, reported that the Student Senate was in the Carlson Library and Eagle Commons asking students to sign a petition to have our student trustee appointed. A letter and the signed petition was sent to Governor Wolf. Mr. Boxley emailed all students sample letters to send to the Governor explaining how the budget impasse is effecting students. The student fall retreat was held in Gemmell Student Complex where they discussed any issues from the beginning of the semester. Student Senate members attended the 21st Annual Student

Senate and Equity Awards Dinner and ceremony last week. He noted future events included their participation in Relay for Life.

C. Report of Faculty Senate

Mr. Joseph Croskey, Chairperson of Faculty Senate, reported that his group is working to create course proposals for a new minor. They recently recognized 140 young ladies who did academically well and met the dean's list and those that achieved Greek life. He mentioned that the budget impasse has effected our students and faculty senate created a food pantry on campus for students.

D. Council Chairperson's Report

Mr. Kifer asked Mrs. Burns to report on the PACT conference which she attended earlier this month. She handed out the 2015 Highlights of the year's accomplishments that had been distributed at the conference. Also, Dr. Ali-Zaidi reported on the Association of Governing Boards (AGB) which he attended earlier this month.

Mr. Kifer reminded the trustees that Winter Commencement would be Saturday, December 12, at 1:00 p.m. and encouraged their participation.

V. REPORTS AND RECOMMENDATIONS OF THE PRESIDENT

A. President

Information Items

1. PASSHE Update

Dr. Whitney reported we are trying to work through the budget stalemate. She spoke with the Chancellor earlier this week and she believed Clarion would receive an increase in state funding.

Dr. Whitney mentioned we are keeping a close eye on those students who are effected by the budget impasse. The food and housing operations have foregone late fees and local landlords are doing the same. Dr. Whitney expressed her displeasure of the student trustee assignments across the state system and is hopeful the Governor will finalize this soon.

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

most of the items are in progress and will conclude this summer. We continue to work on the upcoming capital campaign and she will report more detail in the spring. She expressed her emphasis is for continued funding and increase in enrollment.

Dr. Nowaczyk and Mr. Croskey joined Dr. Whitney to meet with faculty and high school guidance counselors to discuss the new general education program.

3. Points of Pride

Dr. Whitney highlighted items on the Points of Pride handout, including Kristin Day, NCAA Women of the year, award was announced October 18 in Indianapolis.

Clarion football marks a quality season marking a 7-0 start in the season since 1983 and was ranked #25 in the nation by the American Football Coaches Association.

Dr. Whitney highlighted the online accounting degree program ranked seventh in the nation by bestcolleges.com.

Clarion has been designated a 2016 Military Friendly School for the seventh consecutive year.

4. Thank You

President Whitney noted the retirement in January, 2016, of Assistant to the President for Social Equity Dr. Jocelind Gant. She thanked Dr. Gant for her service, noting that her efforts on her commitment and internationalizing this university. Dr. Gant received a standing ovation from the trustees and others in attendance at tonight's meeting.

President Whitney introduced Christopher Weibel, first-year head football coach, and thanked him for attending tonight's meeting. Whitney announced Chris led the Golden Eagles to a 7-4 record this season. Picked to finish last in the West in the pre-season, Weibel led the Eagles to a 7-0 start, their best season start since 1983 and earned their first-ever ranking in the American Football Coaches Association Top 25 Poll. She congratulated Mr. Weibel for leading this team with grace, courage and confidence. Chris received a standing ovation from the trustees and all others in attendance at tonight's meeting.

B. Academic Affairs

Information Item

1. Enrollment and Retention Update

Dr. Nowaczyk reported that Admissions had two successful and well attended open houses for undecided majors earlier this week. We are up an additional 470 completed applications from last year at this time. We are already offering scholarship money for the 2016-17 academic year.

Dr. Nowaczyk reported on our retention efforts for spring. We completed spring enrollment registration and are contacting those students who have financial holds to offer a payment plan or if they qualify for a micro-grant. Also, we are mailing post cards to the home addresses of those not yet enrolled for spring courses as a reminder. In response to a question from Trustee Dunbar about our enrollment increasing, Dr. Nowaczyk noted we have purchased more names for marketing than in the past and we are being more aggressive on the road with meeting high school guidance counselors to encourage their students to submit deposits. Our approach is to turn student applications over in a timely manner.

2. Inquiry-Based Seminars First-Year Students

Dr. Todd Pfannestiel introduced three freshman students who where in attendance at the meeting. Ms. Hannah Frey, Ms. Tanisha King and Ms. Krista Mosi each reported their learning experience with their Inquiry Seminar this semester. Dr. Pfannestiel indicated they have 17 Inquiry Seminars available this fall and will have nine more on the spring schedule. Eighty percent of our freshman have an Inquiry Seminar on their schedule.

C. Finance and Administration

Information Items

1. Status of Facilities Report

Mr. Rein Pold reviewed projects on the Status of Facilities Report that had been attached to the trustees' agenda. He noted that the Tippin Gymnasium project is out for rebid. The project is expected to be completed in May 2018. The building will be LEED Certified. Mr. Pold also reviewed the other projects that were noted on the attached report.

D. Student Affairs

Mr. Shawn Hoke reported for the Student Affairs Division in Dr. Fenske's absence. Mr. Hoke reported on the impact student engagement has on retention.

Information Item

1. Featured Student

Mr. Matt Shaffer, introduced Mr. Tyler Kitzmiller who was in attendance at tonight's meeting. Mr. Shaffer noted Tyler is working on his Master Degree in Science Education and will be student teaching in the spring. He also has his undergraduate degree from Clarion. Tyler talked about his activities and accomplishments at Clarion and his involvement on and off campus. Tyler noted he had an interest in Clarion from his Admissions visit day.

2. Student Affairs' Points of Pride for 2014-2015

Mr. Hoke presented to the trustees the video of Kristin Day, 2015 NCAA Women of the Year for Diving.

E. University Advancement

Information Items

1. Fund-raising Report

Mr. Geiger directed the trustee's attention to his fundraising report that was placed at their seat. He noted we are looking to release our campaign goal within the next few months. He directed their attention to the handout which noted the breakdown for direct fundraising revenue support.

2. Update on Marketing Efforts

Mr. Geiger reported that our marketing firm, Zimmerman, has been looking at our outdoor advertising.

VI. REPORT OF COMMITTEES

A. Executive Committee

Mr. Kifer noted that the Executive Committee had met on November 13 and those minutes will be forwarded to the trustees when approved.

B. Finance Committee

Action Item

1. Approval of Finance Committee Report

A motion was made by Ms. Oberlander, 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 19, 2015.

C. Honorary Degree Committee

Action Item

1. Approval of the Honorary Degree Nomination

Mr. Kifer reported that Honorary Degree Committee had met to review the nomination for the honorary degree. He further reported that the committee had forwarded to President Whitney the nomination for Mr. Charles P. Leach, Jr. and that the committee's recommendation had been endorsed by the President.

A motion was made by Ms. Milissa Bauer, seconded by Ms. Dunbar, that Mr. Charles P. Leach, Jr be approved for the honorary Doctor of Public Service degree. The motion carried unanimously.

VII. UNFINISHED BUSINESS - None

VIII. NEW BUSINESS

Mrs. Bauer recognized former faculty member and football coach, Eugene Sobolewski, who passed away this past week.

Mr. Seitz asked for an update on the Verizon building in Oil City. R. Gonzales reported she is establishing a task force to determine if we want to continue to use this facility. The task force has a list of uses for the building. They met with the Venango County Commissioners and she is complying a review for final determination for Dr. Nowaczyk and K. Whitney to review.

IX. ADJOURNMENT

The meeting was adjourned at 8:45 p.m.

Respectfully submitted

A handwritten signature in cursive script, appearing to read "M. Steiner-Bauer", written over a horizontal line.

Milissa Steiner-Bauer, Secretary
Council of Trustees