

MINUTES OF THE MEETING OF THE COUNCIL OF TRUSTEES
CLARION UNIVERSITY OF PENNSYLVANIA
APRIL 21, 2016
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
Mr. Randy Seitz
Mr. Howard Shreckengost
Mr. Brendan Shepherd

The following Trustees were absent:

Ms. Donna Oberlander
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 and Information Sciences
Mr. James Geiger, Vice President, University Advancement
Dr. Roxanne Gonzales, Executive Dean, Venango College
Dr. Ronald Nowaczyk, Provost and Academic Vice President
Dr. Todd Pfannestiel, Dean, College of Arts, Education and Sciences
Dr. Karen Whitney, President

II. MINUTES

A motion was made by Mrs. Bauer, seconded by Mr. Shreckengost that the minutes of the February 18, 2016 regular meeting of the Council of Trustees be approved as distributed by mail. The motion carried unanimously.

Chairperson Kifer indicated that the Council's agenda would be re-ordered to allow Mr. G. Chad Thomas to present the Student Affairs Student Spotlight who were in attendance at the meeting.

Mr. Thomas introduced Mr. Cameron Grumley a sophomore from Johnsonburg, Pennsylvania, and Mr. B.J. Andrews a junior from Pikesville, Maryland, who spoke to the trustees about their basketball career at Clarion and their educational goals. They explained the men's basketball team reached the PSAC Tournament for the first time since the 2009-10 season, winning their opening round, but falling on the road in the quarterfinal round.

III. COMMUNICATIONS

A. Public Comments - None

B. Report of Student Senate

President Jarrett Boxley reported that Student Senate participated in Relay for Life last week and raised \$1,000. They also participated in the Reinhard Awards last evening. He stated this was his last trustee meeting due to him graduating in May.

C. Report of Faculty Senate

Faculty Senate Chairperson Mr. Joseph Croskey reported they are working to revise the Senate Bylaws; proposed enhancement to the university's General Education program; they participated in Academic Excellence Week; Relay for Life; and the Reinhard Awards. He noted he has been working with the Honors program and Career Services assisting students to decide on a major.

Mr. Croskey indicated the new Senate officers have been elected and Dr. Jamie Phillips will serve as the Faculty Senate President for the 2016-17 term.

D. Council Chairperson's Report

Mr. Kifer reminded the trustees that the university's Spring 2016 commencement ceremonies would be held on Friday, May 6, at 6:30 p.m. on the Venango campus and Saturday, May 7, at 10 a.m. and 2 p.m. on the Clarion campus. He encouraged trustees to participate in the event.

IV. REPORTS AND RECOMMENDATIONS OF THE PRESIDENT

A. President

Information Items

1. PASSHE Update

Dr. Whitney reported she plans to continue working on five new academic areas over the next five years.

2. Advocacy Day and Spring 2016 PACT Conference

Mr. Brendan Shepherd thanked Trustees James and Oberlander and State Representative Scott Hutchinson for their hospitality in meeting with members of Clarion's Advocacy Team during Advocacy Day in Harrisburg last week.

Trustee Burns reported briefly on the Spring 2016 PACT Conference. She noted it was the best conference for the content and the information will be up on the website that she will forward to everyone.

Dr. Whitney thanked the trustees who attended the Spring 2016 PACT conference. She noted that the Clarion students did exceptional at the event. They met with legislators and the lieutenant governor to talk about the importance of the commonwealth's investment in Clarion University and its students.

3. Points of Pride

President Whitney reviewed items on the April Points of Pride handout, including Brendan Shepherd won third place in the Business Plan Competition along with \$2,500 in seed money for new business venture, a pair of Clarion wrestlers claimed championships in the EWL Championships and Clarion took first place at the Society for Advancement of Management conference.

4. College Student and Faculty Spotlight

Dr. Whitney reviewed the College of Arts, Education and Science Faculty and Student Spotlight that was placed at the trustees' place.

5. Presidential 500-Day Plan April 2016 Status Report

President Whitney reported she will have an analysis of the current plan and will report on the next 500 days moving forward. She also reported that this is Dr. Nowaczyk's last meeting for he is leaving his current position as Provost and Academic Vice President to start his new position as President of Frostburg State University in Maryland on May 9.

B. Academic Affairs

Information Items

1. Enrollment Update

Dr. Nowaczyk reported that deposits and applications continue well above past years. We are seeing really good growth. He contributes that to our new website and branding. Our graduate student deposits are also up from the last two years.

He reported that we are seeing an increase in criminal justice, sports management, and nutrition and fitness majors. He reported that the RN program is at full capacity for next fall and we are currently not taking any additional applications. We are working with those students applying for their interest in other areas of the nursing field.

He stated we have three spring orientations remaining with the largest number of students attending in many years. As far as retention, we are contacting those students who have not yet registered for fall 2016.

Trustee Ali-Zaidi inquired the status of the engineering programs. Dr. Nowaczyk reported we are continuing our exploration of the engineering programs, however, we questioned the final costs of offering these programs. The State System is looking forward to us moving forward with the programs in the future.

Dr. Nowaczyk completed his report by thanking the trustees for the support and friendship over the past five years.

C. Finance and Administration

Action Items

1. Approval of Proposed 2016-2017 Locally Set Fees

Mr. Cullo outlined management's proposed fees for 2016-2017 as presented in detailed information provided to the trustees at the February workshop, as well as, provided in the workshop held earlier that evening prior to their public meeting. He noted the proposed changes to undergraduate student fees are as follows:

Student fee – No change
Student Center Fee - \$28 decrease/semester
Recreation Center Fee - \$35 increase/semester
Student Support Fee – No change
Board – 7% increase/semester

Mr. Shepherd stated he reviewed the fees with Student Senate and that they expressed concern with the increase in meal plans. Discussion followed related to the board increase noting comparative and trend data and the CPI Index on meal plans that had been provided to the trustees in advance of the meeting.

A motion was made by Mr. Shreckengost, seconded by Mrs. Burns that the following resolution be approved.

RESOLVED, that the Council of Trustees, Clarion University, approve the proposed locally set fees for 2016-2017.

A roll call vote was taken with the following results:

Dr. Syed Ali-Zaidi	YES
Mrs. Milissa Steiner Bauer	YES
Mrs. Susanne Burns	YES
Ms. JD Dunbar	YES
Mr. R. Lee James	YES
Mr. James Kifer	YES
Mr. Randy Seitz	NO
Mr. Howard Shreckengost	YES
Mr. Brendan Shepherd	YES

The motion carried.

2. Approval of Proposed Course Fee

Mr. Cullo presented information on the proposed course fee of \$33 per credit to be assessed to all undergraduate courses with a NURS or CSD course prefix; and a course fee of \$33 per credit will be added to all STEM-H discipline undergraduate courses (except NURS and CSD) that include a lab, field, practicum, research or

internship experience where the contact hours exceed the student. He noted these are courses that are high cost and in demand. Last year Council approved our first set of nursing fees and now we are asking to expand those fees to other courses.

A motion was made by Ms. Dunbar, seconded by Mrs. Bauer, to approve the following resolution.

RESOLVED, that the Council of Trustees, Clarion University, approve the proposed Course Fees, effective fall 2016 (not 2017 as written in the Revised Agenda).

A roll call vote was taken with the following results:

Dr. Syed Ali-Zaidi	YES
Mrs. Milissa Steiner Bauer	YES
Mrs. Susanne Burns	YES
Ms. JD Dunbar	YES
Mr. R. Lee James	YES
Mr. James Kifer	YES
Mr. Randy Seitz	NO
Mr. Howard Shreckengost	YES
Mr. Brendan Shepherd	NO

The motion carried.

Information Items

1. Budget Update

Mr. Cullo reported that the Responsibility Managers would be presenting their proposed FY16-17 budgets on April 25 and 26. He added that the university's BudReport is due into the State System in August.

2. Status of Facilities

Mr. Cullo called the trustees' attention to the Status of Facilities report that was attached to their agendas. He specifically noted the Tippin project will be going out for re-bid next fall.

D. Student Affairs

Mr. G. Chad Thomas reported for the Division in Dr. Fenske's absence. Mr. Thomas reported that Clarion joined "It's On Us PA" campaign that kicked off April 4. The campaign is furthering the

effort to end sexual assault on college campuses. Mr. Thomas continuing invited everyone to the Blue-Gold Game Friday night.

E. University Advancement

Information Item

1. Fund-raising Report

Mr. Geiger brought the trustees' attention to the handout that was at their place. He reported the Capital Campaign has raised \$6.3 million to date and will run through September 2018.

2. Marketing Update

Mr. Geiger reported that Zimmerman Agency was on campus this week and presented their 90-Day Plan to various groups on campus.

VI. REPORT OF COMMITTEES

A. Executive Committee

Mr. Kifer noted that the Trustees Executive Committee had met on April 15, 2016, and that copies of the minutes of the meeting would be sent to the trustees.

B. Nominating Committee

Action Item

1. Election of Officers

Reporting on behalf of Nominating Committee Chair Lee James presented the following proposed slate of Council of Trustees officers for 2016-2017:

Mr. James Kifer	Chairperson
Ms. JD Dunbar	Vice Chairperson
Mrs. Milissa Bauer	Secretary

The floor was opened for additional nominations. There were none forthcoming.

A motion to close the nominations was made by Mr. Seitz, seconded by Mr. James. The motion to accept the slate of officers for 2016-2017 as presented by the Nominating Committee carried unanimously.

C. Facilities Committee

Mr. Kifer reminded the Council that the annual trustees' inspection of facilities would be scheduled in advance of the next Council meeting on July 21, 2016 at which time the Facilities Committee would present its report.

VII. UNFINISHED BUSINESS – None

VIII. NEW BUSINESS

Mr. Kifer indicated that the Council would be going into Executive Session to discuss the President Whitney's Triennial Performance Evaluation. He further indicated that the Council would return to public session for any related votes on that matter and then adjourn.

The trustees entered into executive session at 8:42 p.m. to discuss personnel matters and returned to public session at 9:13 p.m.

A. Presidential Leadership Review

A motion was made by Mr. James, seconded by Ms. Bauer to approve the following motion. The motion carried unanimously.

MOVE that the Council of Trustees, Clarion University, recommend to the Board of Governors that the Chancellor be authorized to extend the contract of President Karen M. Whitney for one year.

A roll call vote was taken with the following results:

Dr. Syed Ali-Zaidi	YES
Mrs. Milissa Steiner Bauer	YES
Mrs. Susanne Burns	YES
Ms. JD Dunbar	YES
Mr. R. Lee James	YES
Mr. James Kifer	YES
Mr. Randy Seitz	YES
Mr. Howard Shreckengost	YES
Mr. Brendan Shepherd	YES

IX. ADJOURNMENT - The meeting was adjourned at 9:15 p.m.

Respectfully submitted

A handwritten signature in cursive script, appearing to read "M. Steiner Bauer". The signature is written in black ink and is positioned above a horizontal line.

Milissa Steiner Bauer, Secretary
Council of Trustees