

Clarion University
Council of Trustees' Regular Meeting
Via Zoom
Thursday, November 18, 2021
4:00 p.m.

Agenda

Pledge of Allegiance

Call Meeting to Order and Roll Call of Board Members

Public Comments

Consent Agenda Chair, JD Dunbar

1. Approval of the September 23, 2021, meeting minutes – See Item 1
2. Approval of the Certification of Foundation Compliance – See Item 2

RESOLVED, that the Council of Trustees, Clarion University, approve the Consent Agenda for September 23, 2021.

Report of the University Audited Financial Statements for the Year Ending 2021 Jared Clark and Vicki Raivitch, CliftonLarsonAllen, LLP

Report of Student Affairs Susanne Fenske

Report of the Clarion University Foundation, Inc. Jim Kifer

Report of Academic Affairs Pam Gent

Report of Student Trustee Kathryn Robinson

Report of Clarion Student Senate Ryan Zavinski

Report of Multicultural Student Leadership Council Nia Latham

Report of University Advancement Jim Geiger

Report of Faculty Senate Jacqueline Knaust

Report of Enrollment Management David Dollins

**Report of the Office of Diversity, Social Equity,
& Multicultural Education**..... Rogers Laugand, III

Report of Finance, Administration and FacilitiesLen Cullo
1. Status of Facilities Report – See Item 3

Report of the PresidentPresident Pehrsson

Report of the Board of Governors..... Neil Weaver

Report of PACT Milissa Steiner Bauer

Report of Council ChairJD Dunbar

Committee Reports.....JD Dunbar
1. Naming Committee Lee James

Other BusinessJD Dunbar
1. Unfinished Business
2. New Business
1. ResolutionJD Dunbar

Human Resources – See Item 4

Important Dates

- Council of Trustees’ Upcoming Meeting Date 2022 – Feb. 17, April 21, July 21, Sept.15, Nov 17.
- Winter Commencement – Dec. 11

Adjournment

**MINUTES OF THE MEETING OF THE COUNCIL OF TRUSTEES
CLARION UNIVERSITY OF PENNSYLVANIA
THURSDAY, SEPTEMBER 23, 2021
VIA ZOOM
PUBLIC MEETING
4:00 P.M.**

I. RECORDING OF ATTENDANCE

Chairwoman, JD Dunbar called the meeting to order at 4:00 p.m. with the following Trustees present:

Mrs. Susanne Burns
Ms. Milissa Steiner Bauer, Vice Chairwoman
Ms. JD Dunbar, Chairwoman
The Honorable R. Lee James
The Honorable Donna Oberlander
Mr. Larry Pickett
Ms. Kathryn Robinson, Student Trustee
Mr. Brendan Shepherd
Mr. Howard Shreckengost

ABSENT:

Mr. James Kifer, Secretary
Mr. Neil Weaver

The following members of the University administration attended the meeting:

Dr. Dale-Elizabeth Pehrsson, President
Mr. Len Cullo, Vice President, Finance and Administration
Dr. Laura Delbrugge, Dean, College of Arts and Sciences
Mr. David Dollins, Vice President, Enrollment Management
Dr. Susanne Fenske, Vice President, Student Affairs
Dr. Phillip Frese, Dean, College of Business and Information Sciences
Mr. James Geiger, Vice President, University Advancement
Dr. Pam Gent, Provost and Academic Vice President
Mr. Rogers Laugand, Director, Diversity, Equity & Multicultural Affairs
Dr. Gwen Price, Dean, College of Education, Health and Human Services

II. PUBLIC COMMENTS – None.

III. APPROVAL OF THE CONSENT AGENDA

Chairwoman Dunbar presented the Consent Agenda and asked if any items needed removed for further discussion.

1. Approval of the July 22, 2021, meeting minutes
2. Approval of the September 14, 2021 Special Meeting Minutes
3. Approval of the 2021-2022 Annual Budget

Trustee James made a motion to remove Item #3 from the Consent Agenda for further discussion and then rescinded the motion.

A motion was made by Trustee Burns, seconded by Trustee James, to approve the September 23, 2021 Consent Agenda.

A roll call vote was taken with the following results:

Mrs. Sue Burns	YES
Ms. Milissa Bauer	YES
Ms. JD Dunbar	YES
Mr. R. Lee James	YES
Ms. Donna Oberlander	YES
Mr. Larry Pickett	YES
Ms. Kathryn Robinson	YES
Mr. Brendan Shepherd	YES
Mr. Howard Shreckengost	YES

The motion carried.

IV. REPORT OF ENROLLMENT MANAGEMENT

David Dollins reported that they are wrapping up final fall census data. The Admissions team is traveling more for recruitments and have 250 face-to-face events scheduled this year compared to only 20 events last year due to the pandemic. They launched the Admissions application for 2022 and have received more deposits than at this time last year. They have 50 families registered for Saturday's Open House. They are hosting a guidance counselor workshop on October 20 and working to launch the new student database as part of NewU.

V. REPORT OF STUDENT AFFAIRS

Dr. Susanne Fenske reported that the President's Leadership Academy met last evening with 30 student leaders in attendance from California, Clarion and Edinboro Universities. They are seeing a rise in attendance for in-person events on campus – with masks. Leadership Development held a September 11 event. They hosted a parent-to-parent event at last week's football game with 75 family members in attendance. CSA recently hired a new bookstore manager and they

are working to move the spirit wear store to the permanent location in Gemmell. They have 1100 students living in housing and the staff is busy helping with meal deliveries to those in quarantine.

VI. REPORT OF THE OFFICE OF DIVERSITY, SOCIAL EQUITY, & MULTICULTURAL EDUCATION

Rogers Laugand reported that his office recently provided a luncheon for the 11 new Frederick Douglass scholars. Social Equity is hosting Heritage Week in October that will coincide with ALF with sampling of ethnic foods. They are holding sessions for the Building Bridges program.

VII. REPORT OF CLARION STUDENT SENATE

Ryan Zavinski reported Senate assisted with Welcome Week and Convocation. They hosted Wingo with 174 students in attendance. They are working on RSO budgets, reorganizing a new Fraternity-Omega Psi Phi, and tabling this week in Eagle Commons to hear and address any student concerns.

VIII. REPORT OF STUDENT TRUSTEE

Kathryn Robinson, Student Trustee, reported that the Student Advisory Board meet with Dr. Fenske and reviewed names for NewU. PASSHE student trustees are sharing a line of communication. She introduced student Sam Shannon who is leading student programs on campus.

IX. REPORT OF UNIVERSITY ADVANCEMENT

Jim Geiger reported they implemented a COVID-19 tracker on the website. They hosted a social for employees for Founder's Day. CU Day of Giving raised \$137,000. The name for NewU will be announced in October and students will have the opportunity to review several branding options and logos for NewU.

X. REPORT OF FACULTY SENATE

Dr. Jackie Knaust, Chair, reported they have met two times since the start of the semester. They are working on curricular proposals. The integrated Faculty Senate working group is meeting to organize Faculty Senate for NewU.

XI. REPORT OF ACADEMIC AFFAIRS

Dr. Gent reported they are sharing 50 courses this fall between the three universities. ROTC competed in the Ranger Challenge at West Point and placed second putting them in the top half of the best schools in the nation. Clarion had 1041 students participate in an internship, co-op, or student teaching last year. Forty-six percent of our students did a virtual development conference on how to write a resume and interview in conjunction with California and Edinboro. Continuing Education partnered with CVS on a pharmaceutical program and an

EMT program at Venango campus. We are moving our student information system to Banner for the Integration. The Little Theater opens this weekend.

XII. REPORT OF FINANCE, ADMINISTRATION AND FACILITIES

Len Cullo reviewed the grants and facilities listings that were distributed to the trustees' prior the meeting. In integration, he is overseeing athletics at all three universities and happy to report that all fall teams are participating.

XIII. REPORT OF THE PRESIDENT

President Pehrsson reported CU Points of Pride that included: The Center for Career and Professional Development's increase of student engagement through gamification; Venango Campus celebrates its 60th anniversary this year; the Student COVID Task Force has been engaged to once again develop a peer-led marketing campaign for COVID safety; Sam Shannon is leading the task force with Student Senate; and, they continue working with the NCAA per our plan to retain a full complement of sports on each campus.

XIV. REPORT OF THE BOARD OF GOVERNORS

Trustee Bauer presented the Board of Governors' Report which was shared by Trustee/Governor Neil Weaver in advance of the meeting due to necessary absence after Council workshop. The BOG approved an agreement that basically says any faculty member identified for retrenchment this year or in each of the next two years will not lose their job until June 2024. Faculty at the 14 state universities will get a three-year reprieve from having to worry about losing their job, provided additional one-time state funding promised by Governor and the General Assembly comes through. The board approved the provision to their labor agreement on Wednesday by a 12-3 vote.

Six other amendments to the faculty contract also were approved. Those specifically addressed issues arising from the consolidation of Lock Haven, Mansfield and Bloomsburg universities into one institution and California, Clarion and Edinboro universities into another.

Next week, the BOG will take part in a workshop that will provide an update on the budget analysis being done to prepare the State System's appropriations request for next year. They are planning to share a progress report on the efforts underway by the presidents and their teams along with PASSHE staff to identify how best to invest the \$50 million in one-time funds provided by the Commonwealth this year.

Next board meeting will be in Lancaster on October 13 and 14.

XV. REPORT OF PACT

Trustee Bauer reported that PACT will hold their virtual fall meeting on October 15. They will be discussing student success and how it makes your community successful. They will also be working on Bylaw changes.

XVI. REPORT OF THE CLARION UNIVERSITY FOUNDATION, INC.

Max Smith, Executive Director, University Foundation, shared the investment and fundraising report in Trustee Kifer's absence.

XVII. REPORT OF COUNCIL CHAIR

Chair Dunbar announced that both she and Trustee Pickett will present to the Inaugural Dr. Dale Presidential Leadership Academy (for faculty and staff) by Dr. Gwen Price. She shared that PSU's Rural-Urban Leadership Program (RULE) will hold its upcoming Study Institute at Clarion University on November 4 & 5.

XVIII. COMMITTEE REPORTS – NONE.

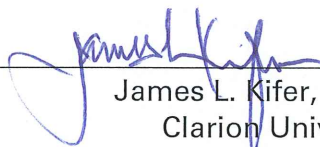
XIX. OTHER BUSINESS – NONE.

XX. ADJOURNMENT AND NEXT MEETING

A motion was made by Trustee Bauer, and seconded by Trustee Shreckengost, to adjourn the meeting.

Meeting adjourned at 5:38 p.m. The next meeting of the Council of Trustees will be Thursday, November 18, 2021.

Respectfully submitted



James L. Kifer, Secretary
Clarion University
Council of Trustees



Clarion University Foundation, Inc.

Seifert-Mooney Center for Advancement
Clarion University of Pennsylvania
840 Wood Street, Clarion, PA 16214-1232
Phone: 814-393-2572 • Text Telephone (TTY/TDD): 814-393-1601
www.clarion.edu/foundation

Memo to: Leonard Cullo, Vice President, Finance/Administration, Clarion University

From: Max R. Smith, Executive Director

RE: Annual Certification of Compliance of Clarion University Foundation, Inc. with PASSHE Policy 1985-04-A

Date: November 8, 2021

CC: Jim Geiger, Vice President, Advancement, Clarion University

In accordance with part D-6 of PASSHE Board of Governors' Policy 1985-04-A: University External Financial Support (attached), I am writing to request Clarion University recommend to the Clarion University Council of Trustees to certify Clarion University Foundation, Inc., an affiliated organization as defined, is in full compliance with the Policy. The text of the Policy is attached for your reference.

To address the specific requirements of the Policy:

- The Foundation makes financial contributions to the University annually. (D-1-a)
- The Foundation is audited by an independent firm of Certified Public Accountants (D-1-b).
- The memorandum of understanding between the University and the Foundation meets PASSHE requirements (D-3)

The Foundation's support for the University includes or has previously included:

- Direct financial contributions to fund student aid awards, campus activities, and programs;
- Fundraising, alumni engagement, and administrative support;
- Administration and compliance for student housing facilities;
- Management, acquisition, and administration of other real estate;
- Management of a portfolio of investments (the endowment);
- Maintaining the database of alumni, friends, and donors;
- Being the legal "home" of the Clarion University Alumni Association;
- Participation in University Committees and Task Forces;
- Acquiring/administering grants;
- Furthering economic development, equity stake activity, etc.

The Foundation's audited financial statements are attached, which include the Statement of Activities. Total costs incurred by the Foundation in support of the University totaled \$6,721,678 for the year ended June 30, 2021. Financial support by the University to underwrite the Foundation's fundraising and administrative activities totaled \$400,000.

CUF, Inc.: PASSHE Policy 1985-04-A - Annual Certification of Compliance
Page Two of Two

Enclosed are the following documents to fulfill the Compliance Reporting for the PASSHE Board of Governors Policy 1985-04-A:

- Sole Source Contract with Certification for the fiscal years ending June 30, 2021 through June 30, 2023;
- Memorandum of Understanding between Clarion University and Clarion University Foundation, Inc., expiring June 30, 2023;
- Current certificates of Liability Insurance and Workers' Compensation Insurance;
- Clarion University Foundation, Inc.'s audited financials dated June 30, 2021;
- A list of the 2021-2022 Clarion University Foundation, Inc. Board of Directors;
- By-laws for Clarion University Foundation, Inc., last amended October 3, 2019;
- Articles of Incorporation for Clarion University Foundation, Inc., last amended October 3, 2019.

Please let me know if you have any questions or concerns or require further information to complete this process. Thank you.

Sincerely,



Max R. Smith
Executive Director

Attachments

Clarion University
Information Items for November 18, 2021 Council of Trustees' Meeting
Status of Facilities Projects

Building	Project	Number	Fund Source	Amount	Status	Project Completion Date
Stevens/Moore Hall	ADA Accessibility Improvements	CL-775	CA	\$5,000,000	C	8/2021
Still Hall	Server Room Fire Extinguishing	CL-796	DM	TBD	P/RB	TBD **
Office Consolidation	Facility Space Renovation, Consolidation, and Demolition	CL-404-64	CA	\$7,300,000	B	TBD

Notes -

***Still Hall Server Room Fire Extinguishing -Design for new bids being sought using an alternative fire suppressions system**

Source of Funds	Status
EG = Education & General Funds	P = Planning
AX = Auxiliary	ID = In Design
DM = Deferred Maintenance	B = Bidding/Contracting
CA = Capital Appropriation	UC = Under Construction
G = Grants	C = Complete
SA = Student Assessment	AF = Awaiting Funds
SR = Special Revenue (e.g., Parking Fees, etc.)	AS = Awaiting Scheduling
CL = Cancelled	RB = Rebid

Clarion University Council of Trustees' Meeting
Human Resource Report
November 18, 2021

A. Academic Affairs

1. Appointments

Faculty – E & G Funded

Department	Percent Time	Faculty Appointed	Winter 2021
Social Sciences	3 credits	1	12/13/2021 – 01/12/2022
Department	Percent Time	Faculty Appointed	Spring 2022
Finance/Law/Accounting Real Estate	25%	2	01/10/2022 – 05/20/2022
Library Science	25%	6	01/10/2022 – 05/20/2022
Nursing	25%	1	01/10/2022 – 05/20/2022
	67%	1	08/23/2021 – 05/20/2022
Psychology	25%	1	07/26/2021 – 05/27/2022
Visual/Performing Arts	13%	1	09/13/2021 – 05/13/2022

Grant Funded

Department	Percent Time	Faculty Appointed	Term (AY 2021/2022)
ACT 101	25%	1	10/18/2021 – 05/06/2022
Science in Motion	100%	1	08/23/2021 – 05/20/2022
Small Business Development Center	100%	1	07/01/2021 – 06/30/2022

Support Staff

Walney, Jacqueline, University Registered Nurse, N/W Alliance, Regular, Full-Time,
November 1, 2021

2. Appointment – Temporary

Administrator

Singh, Tanuj, Student Success Coach Act 101, GFPC 1, Part-Time, Temporary, October
18, 2021

3. Resignation/Retirement (as noted)

Support Staff

Reinsel, Tracy, SBDC, September 14, 2021, Resignation
 Jones, Ronda, N/W Alliance, October 1, 2021, Resignation

4. Retirements

Bhattacharya, Dipendra	Chemistry/Math/Physics	06/03/2022
Kuehn, Myrna	Communication	06/15/2022
Kuehn, Scott	Communication	06/15/2022
Levy, Robert	Visual and Performing Arts	06/03/2022
Madison, Dana	Chemistry/Math/Physics	06/03/2022
Register, Paul Brent	Visual and Performing Arts	06/30/2022
Welsch, Kathleen	English and Modern Languages	06/04/2022

5. Chairperson

There faculty noted below were appointed as Chairperson due to sabbatical leave during the 2021-2022 term

Patterson, Richard	Nutrition, Health and Sport Sciences	Spring 2022
Smith, Chad	Management and Marketing	2021-2022

B. Finance and Administration

1. Retirement/Resignation (as noted)

Manager

Pold, Rein, Purchasing, September 30, 2021, Retirement

Support Staff

Makray, Brenda, Custodial Services, November 2, 2021, Resignation
 Gadley, Joy, Grounds Keeping, October 22, 2021, Resignation

2. Classification

Support Staff

Pearce, Mellisha, Student Financial Services, Management Technician (from Fiscal Assistant),
 May 24, 2021

Knight, Tina, Facilities Management, Fiscal Assistant (from Clerk Typist 2), July 1, 2021

McFarland, Sheldon, Boiler Plant, Utility Plant Operator 2 (from Utility Plant Operator 1),
 September 11, 2021

Linamen, James, Boiler Plant, Utility Plant Operator 2 (from Utility Plant Operator 1),
 September 11, 2021

Walls, Gregory, Boiler Plant, Utility Plant Operator 2 (from Utility Plant Operator 1),
 September 11, 2021

C. Student Affairs

1. Appointment – Temporary

Thorpe, Hayden, SAU 2, Coordinator of Campus Services, Rec Center, 12-month, Full-Time, Temporary, September 13, 2021

Grumley, Cameron, SUA 1, Coordinator of Recreation Services, Temporary, Full-Time, October 4, 2021

2. Resignation/Retirement (as noted)

Support Staff

Ronyak, Terry, Health Center, October 1, 2021, Resignation

D. Enrollment Management

1. Appointment - Temporary

Administrator

Moussa, Ewing, SUA 2, Keep Grant Outreach Coordinator, Student Success Center, Full-Time, Temporary, September 13, 2021