

MINUTES OF THE MEETING OF THE COUNCIL OF TRUSTEES
CLARION UNIVERSITY OF PENNSYLVANIA
THURSDAY, APRIL 16, 2020
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:

Ms. Milissa Steiner Bauer, Vice Chairwoman
Ms. JD Dunbar, Chairwoman
The Honorable R. Lee James
Mr. James Kifer, Secretary
The Honorable Donna Oberlander
Mr. Larry Pickett
Mr. Brendan Shepherd
Mr. Howard Shreckengost
Mr. Neil Weaver
Mr. Tree Zuzzio

ABSENT: Mrs. Susanne Burns

The following members of the University administration attended the meeting:

Dr. Dale-Elizabeth Pehrsson, President
Dr. Jeffery Allen, Dean, Health Sciences and Human Services
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
Dr. Gwen Price, Dean, School of Education
Ms. Hope Lineman, Dean, Career and Workforce Development

Due to the current COVID-19 crisis and social distancing guidelines, the Governor's Office of General Counsel (OGC) provided guidance that meetings covered by the Sunshine Act may be held completely through technology, and thus without a physical location. The guidance that follows supersedes prior advice related to the need for a physical location for a public meeting. This guidance only applies while the Governor's Emergency declaration and subsequent "stay at home" orders and social distancing guidelines remain in force.

II. PUBLIC COMMENTS

Dr. Joseph Croskey commended faculty for their hard work and dedication as they work through the challenges during the COVID-19 crisis.

III. APPROVAL OF THE CONSENT AGENDA

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

1. Approval of February Council of Trustee Meeting Minutes

A motion was made by Trustee Zuzzio, seconded by Trustee Kifer, to approve the February 20, 2020, Consent Agenda.

A roll call vote was taken with the following results:

Mrs. Milissa Steiner Bauer	YES
Ms. JD Dunbar	YES
Mr. R. Lee James	YES
Mr. James Kifer	YES
Ms. Donna Oberlander	YES
Mr. Larry Pickett	YES
Mr. Brendan Shepherd	YES
Mr. Howard Shreckengost	YES
Mr. Neil Weaver	YES
Mr. Tree Zuzzio	YES

The motion carried.

IV. REPORT OF STUDENT TRUSTEE

Student Trustee Tree Zuzzio announced this was his last meeting due to his graduation in May. He thanked the Council of Trustees, faculty, administration and President Pehrsson for their guidance and friendships during his time on the Council.

Mr. Zuzzio introduced the student trustee nominee who is awaiting appointment by Governor Wolf.

V. REPORT OF VENANGO CAMPUS

Hope Lineman reported that Venango campus is getting through the COVID-19 crisis. They have two students living in campus housing at this time. They had a student who needed a laptop to complete the semester and her staff assisted in getting one for the student. Student Support Services is providing tutoring and

support to students. Student organizations and clubs are still meeting and holding online activities such as Zoomba.

Further, two certificate programs have been impacted from the cancellation of face-to-face instruction and those students will complete the program at a later date. They are working on fall programs and plan to offer a medical assistance program in a face-to-face format. They continue to work on their strategic planning for the next five years.

VI. REPORT OF VENANGO STUDENT SENATE

Trelyn Nelson, President, noted that this will be her last meeting for she will be completing her clinical during the fall semester. She reported that before classes moved remotely, Senate completed ALICE training with Chief Hendershot. They are working with Chartwells to provide more food options at the Rhoades Café. They have upcoming elections for the empty seats for Student Senate.

VII. REPORT OF CLARION STUDENT SENATE

Brianna Shepherd, President, announced that this was her last meeting due to her graduation in May. She thanked everyone for influencing her leadership while her time on Senate. She reported that before students left campus Senate prepared a contingency plan for work that can be done remotely. They have been working on RSO budgets for the next academic year. They received 37 applications for Students in Need Scholarships and are in the process of reviewing those applications. They recently hosted virtually Reinhard Villages Awards and elections for Student Senate. She introduced Chelsea Mason who will take over as president for Student Senate in the fall.

VIII. REPORT OF FINANCE AND ADMINISTRATION

Len Cullo reported his office had been working on student refunds and those went out last week. The refunds are for housing, meal plans, and selected student fees that totaled \$3.7 million from students having to leave campus and not having access to these services. Clarion is expected to get a substantial amount of state pandemic emergency funding to cover some of these costs. In addition, grounds crews continue to work around campus, as well as, the custodial staff who are sanitizing and cleaning all buildings. They have been working on a rotating schedule.

IX. REPORT OF UNIVERSITY ADVANCEMENT

Jim Geiger provided the Trustees with a fundraising update. The Foundation started a Student Emergency Fund for those in need due to the pandemic and having class instruction remotely. Thus far, they have raised \$25,300 with 95 donors. All students who applied for the funding received \$250 each and those funds have been distributed.

In addition, he shared two advertising videos that will run on streaming services and billboards.

X. REPORT OF STUDENT AFFAIRS

Susanne Fenske reported they do not have the fees ready for the Council's approval due to the fact that there are so many unknowns with our current COVID-19 situation. They are working through things as quickly as they can and will have them to the Trustees when we feel confident in our direction for next year.

Student Affairs is still very busy engaging our students in a variety of ways. They hosted a Zoom webinar for all students who were interested in talking about the changes going on and how we can support them. They have a variety of other online/social media events and programs happening. The staff is doing individual outreach to a large number of students to check in on them. They are contacting students who lived in the residence halls and working on the fall housing process. The Center for Wellness is keeping up with client contact and working on their needs. Athletics is featuring student interview videos on their response to COVID-19 and how it has changed their worlds - and will be doing Senior Spotlights starting next week. They have 23 students left on campus for the next two weeks and they will continue to care for them as usual with their housing and dining needs.

Lastly, they are making plans to move New Student Orientation sessions to a virtual format and have supplementary sessions during Welcome Week to make sure we get our freshmen off to the best start possible.

XI. REPORT OF FACULTY SENATE

Dr. Jim Lyle announced that this would be his last meeting as Faculty Senate chair. They will be electing new officers. He reported they have been involved with the Financial Sustainability Task Force; working with Provost Gent to finalize the new grading policy; and on March 30, Dr. Paul Woodburne introduced a Resolution of Appreciation to Computing Services for their work on getting faculty and the academic programs all online in such a timely response.

XII. REPORT OF ACADEMIC AFFAIRS

Provost Pam Gent reported that all classroom instruction is fully remote and our students missed no instruction time in the process. Sixty-percent of faculty were already trained for online teaching and the other forty-percent were trained by Computing Services over a weekend and are being mentored by other faculty members. Dr. Gwen Price developed online activities for the education students who were student teaching or on block. Because of the movement of classes to remote delivery and the resulting strain on both students and faculty, Clarion University will adopt a change in grading for the spring 2020 semester. Finally,

Clarion has two finalists in the Business Plan Competition taking place next week.

XIII. REPORT OF COUNCIL CHAIR

The Council Chair indicated she did not have a report but wished to share a quote by William Penn. "Love beyond the world cannot be separated by it."

XIV. COMMITTEE REPORT

The Trustees Executive Committee met on April 3 and the minutes have been distributed.

XV. REPORT OF ENROLLMENT MANAGEMENT

David Dollins reported his staff has a rotating schedule going onto campus to review admissions applications, process transcripts, send communication and admissions packets to newly enrolled students. They have extended decision day to June 1. Financial Aid implemented a chat help support for parents and students to assist with financial aid questions. The fall 2021 application opens May 1.

XVI. REPORT OF THE BOARD OF GOVERNORS

Trustee Weaver reported that the BOG voted last week on the Interim President for East Stroudsburg University upon retirement of their current president.

XVII. PACT REPORT

Trustee Bauer reported that the PACT meeting has been rescheduled for September 29 & 30 at the Hershey Lodge.

XVIII. REPORT OF THE CLARION UNIVERSITY FOUNDATION, INC.

Trustee Bauer noted that the Foundation has not met since February and has no new report.

XIX. REPORT OF THE PRESIDENT

Dr. Dale reported that students have moved off campus and are home safely. The Financial Sustainability Advisory Task Force continues with five subcommittees with 62 members. That report is due to the President in June.

XX. UNFINISHED BUSINESS – NONE.

XXI. NEW BUSINESS

1. Trustee Chairwoman Dunbar read and presented a Resolution of Appreciation for Trustee Tree Zuzzio.

WHEREAS, Tree Layton Zuzzio has been a member of the Council of Trustees of Clarion University of Pennsylvania since July 2018 and successfully concludes his stellar service as a member of the Council upon his graduation from the University with a degree of Bachelor of Science in Business Administration in Management, and a Bachelor of Arts, in Political Science on May 2, 2020; and,

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

WHEREAS, Mr. Zuzzio 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. Zuzzio has applied extraordinary talents, integrity and thoughtful consideration in steadfast dedication to Clarion University students and outstanding leadership to campus organizations, including the Clarion University Student Senate, Campus Safety Committee, Student Relations Committee, The Pennsylvania Association of Council of Trustees (PACT) as speaker and facilitator, and Academic Affairs Advisory Board; and,

RESOLVED, that the Council of Trustees of Clarion University of Pennsylvania expresses appreciation to Tree L. Zuzzio for his loyal and effective service as a member of the Council and for his zenith volunteerism, teambuilding and leadership as Chair of the Student Trustee Selection Committee and for his galactic achievement as a student leader, always maximizing opportunities for student voice, and extends to Mr. Zuzzio our very best wishes for continued success and happiness; and,

BE IT FURTHER RESOLVED, that this Resolution is fondly rendered for said Student Trustee Tree Layton Zuzzio with our earnest wishes for his continued success and leadership and shall be made a formal record in the minutes of the Council of Trustees April 16, 2020.

A motion was made by Trustee Weaver, seconded by Trustee James, to approve the Resolution of Appreciation to Student Trustee Tree Zuzzio.

A roll call vote was taken with the following results:

Mrs. Milissa Steiner Bauer	YES
Ms. JD Dunbar	YES
Mr. R. Lee James	YES
Mr. James Kifer	YES
Ms. Donna Oberlander	YES

Mr. Larry Pickett	YES
Mr. Brendan Shepherd	YES
Mr. Howard Shreckengost	YES
Mr. Neil Weaver	YES

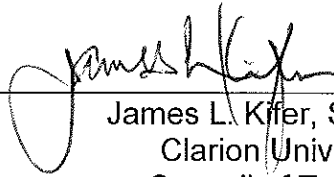
The motion carried.

XXII. ADJOURNMENT AND NEXT MEETING

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

Meeting adjourned at 5:50 p.m. The next meeting of the Council of Trustees will be Thursday, July 16, 2020.

Respectfully submitted



James L. Kifer, Secretary
Clarion University
Council of Trustees