

**Clarion University**  
**Council of Trustees' Regular Meeting**  
**Via Zoom**  
**Clarion, PA 16214**  
**Thursday, April 16, 2020**  
**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 February 20, 2020, meeting minutes – See Item 1

RESOLVED, that the Council of Trustees, Clarion University, approve the Consent Agenda for April 20, 2020.

**Report of Student Trustee** ..... Tree Zuzzio

**Report of Venango Campus** ..... Hope Lineman

**Report of Venango Student Senate**..... Trelyn Nelson

**Report of Clarion Student Senate** ..... Brianna Shepherd

**Report of Finance, Administration and Facilities** ..... Len Cullo

1. Grant Awards and Contracts – See Item 2

**Report of University Advancement** ..... Jim Geiger

**Report of Student Affairs** ..... Susanne Fenske

**Report of Faculty Senate** ..... Jim Lyle

**Report of Academic Affairs** ..... Pam Gent

**Report of Council Chair** ..... JD Dunbar

**Committee Reports**.....JD Dunbar

**Report of Enrollment Management**.....David Dollins

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

**Report of PACT** ..... Milissa Steiner Bauer

**Report of the Clarion University Foundation, Inc.** ..... Milissa Steiner Bauer

**Report of the President** .....President Pehrsson

**Other Business** .....JD Dunbar

1. Unfinished Business
2. New Business
  - A. Resolution of Appreciation

**Human Resources** – See Item 3

**Important Dates**

Council of Trustees’ Upcoming Meeting Date: July 16, Sept. 17, Nov. 19

**Adjournment**

MINUTES OF THE MEETING OF THE COUNCIL OF TRUSTEES  
CLARION UNIVERSITY OF PENNSYLVANIA  
THURSDAY, FEBRUARY 20, 2020  
209/210 Wald● S. Tippin Gymnasium  
CLARION, PA 16214  
PUBLIC MEETING  
7:00 P.M.

I. RECORDING OF ATTENDANCE

Chairwoman JD Dunbar called the meeting to order at 7:07 p.m. with the following Trustees present:

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

ABSENT: The Honorable R. Lee James

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

II. PUBLIC COMMENTS – NONE

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 the Proposed Changes to Council of Trustees Bylaws
2. Approval of November Council of Trustee Meeting Minutes

A motion was made by Trustee Zuzzio, seconded by Trustee Weaver, to approve the November 21, 2019, Consent Agenda. The motion carried unanimously.

#### IV. REPORT OF MIDDLE STATES

Drs. Suzanne Boyden, David Hartley, and Adam Roberts updated the Trustees on the Middle States Review. They went over the structure, reviewed the intended outcomes and the institutional priorities, and the self-study timeline. The process is a two-year process to complete. They will asking for the Trustees participation throughout the process.

#### V. REPORT OF THE BOARD OF GOVERNORS

Trustee Weaver reported that the System Redesign is now rapidly moving forward. They are in the second phase – defining the vision and developing detailed implementation plans. The investment needed to begin delivering concretely on the promise of this Redesign is a two-percent increase in our yearly appropriations. Governor Wolf will be visiting each of the 14 State System Institutions to discuss the Nellie Bly Scholarship Tuition Program.

#### VI. REPORT OF UNIVERSITY ADVANCEMENT

Jim Geiger reported that he and Dr. Dale traveled to Florida in January for fundraising opportunities. They are putting the final touches on the marketing for online programs and the nursing program in Somerset.

#### VII. REPORT OF CLARION STUDENT SENATE

Brianna Shepherd, President, provided a comprehensive report. Projects noted were that Senate recommended two new student organizations on campus; they are purchasing the Rugby team new uniforms; Friday evening they are hosting Wingo with 400 students expected to attend; they are working on a voter-friendly campus; Students in Need Scholarship committee is looking at ways to get more applicants; they are soliciting for lighting at the crosswalk next to Tippin; and, they are addressing safety concerns on the Clarion campus at the basketball courts and the stadium and on the Venango campus for security cameras and lighting improvements.

#### VIII. REPORT OF STUDENT TRUSTEES

Student Trustee Zuzzio recognized the student leaders who were present at the meeting. He announced that he is in the process of recruiting students to apply for the student trustee position and that those interviews will take place on March 23. He is presenting at the Spring PACT conference on student leadership and

that their purpose is to work together as a state system and to discover solutions as student government.

#### IX REPORT OF STUDENT AFFAIRS

Susanne Fenske reported the fall 2020 housing application is available for students and they are ahead for students living on campus from last year at this time. They are working on incentives for local students to living in the residence halls. Her staff is working to get new camps on campus this summer. She will be asking for the Trustees' approval of no increase in housing costs for the second year in row at the April meeting.

#### X. REPORT OF FACULTY SENATE

Dr. Jim Lyle provided the Faculty Senate update.

#### XI. REPORT OF FINANCE AND ADMINISTRATION

Jim Geiger provided the report in Len Cullo's absence. He noted that the equipment for the weight room in Tippin Gymnasium would be installed in late spring. The Suhr Library and Learning Commons on the Venango campus reopened to students and faculty on January 27.

#### XII. REPORT OF ENROLLMENT MANAGEMENT

David Dollins reported that his team has been out recruiting. Admissions is collaborating with Edinboro to bus potential students from Erie, Philadelphia and Pittsburgh to both campuses for visit days. His team began hosting "Coffee Day with Clarion" where they buy the family members a cup of coffee, walk them through the financial aid process, and assist with any other questions. They are implementing a financial aid chat room that will be available 24/7.

#### XIII. REPORT OF ACADEMIC AFFAIRS

Provost Pam Gent announced that they interviewed four candidates for Dean for Career and Workforce Education. The new birthing simulator has arrived in Ralston. *US News and World Report* ranked Clarion in the Top 40 in the USA for our undergraduate online programs. She noted that they are still working to coordinate a Common Hour for campus next fall.

#### XIV. COMMITTEE REPORTS

The Trustees Executive Committee met last week and the minutes had been distributed.

XV. PACT REPORT

Trustee Bauer reminded the trustees that the annual spring PACT meeting is April 23 & 24 in Harrisburg. Discussions would focus on, Purposefully Advancing Collaborative Transformation of the System, our Universities and our Students. Four Clarion representatives – Trustees Bauer, Dunbar, Zuzzio, along with, Jim Geiger, will lead the workshop sessions.

XVI. REPORT OF THE UNIVERSITY FOUNDATION, INC.

Trustee Bauer noted that the Annual Report for the University Foundation could be found online.

XVII. REPORT OF THE PRESIDENT

Dr. Dale reported that the big initiative of the PASSHE Redesign is cutting costs and keeping affordability for students. Clarion will following suit with this initiative by looking at the University's operational margin. Her mission as we move into Phase II of the System Redesign is to build a task force on sustainability. She is hosting a Town Hall meeting on February 25 for university employees to discuss the Sustainability Plan. It is due to the Chancellor in September.

XVIII. REPORT OF COUNCIL CHAIR

Trustee Chairwoman Dunbar welcomed Mr. Brendan Shepherd who was appointed to the Council of Trustees on January 27. She noted that they now have a full slate of Council members. She stated that the landscape of higher education has shifted and students, faculty, administrators and trustees are in the process of finding their way. They have established accountability measures, mechanisms and a charted course of new leaders challenging them to step up. She suggested the book: *"The Years That Matter Most – How College Makes or Breaks Us"* by Paul Tough and gave a copy to David Dollins for his work in Enrollment Management.

She announced that the Trustee Bauer was nominated for the 2020 Women of Influence Award presented by the Pittsburgh Business Times. The award winner would be recognized at the event on March 12.

XIV. UNFINISHED BUSINESS – NONE.

XX. NEW BUSINESS – NONE.

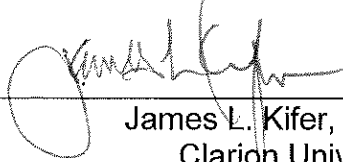
XX1. ADJOURNMENT AND NEXT MEETING

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

Meeting adjourned at 8:50 p.m.

The next meeting of the Council of Trustees will be Thursday, April 16, 2020 on the Venango campus.

Respectfully submitted

A handwritten signature in black ink, appearing to read "James L. Kifer", is written over a horizontal line.

James L. Kifer, Secretary  
Clarion University  
Council of Trustees

Clarion University of PA  
New Grants and Contracts  
2/1/2020 - 3/31/2020

Item 2

<b>Grant Name</b>	<b>Amount</b>	<b>Director</b>
HRSA-White Part C	398,128	Dr. David Miller-Martini
SBDC 2020	281,721	Ms. Cynthia Nellis



Human Resource Report  
 April 16, 2020

**A. President's Office**

1. Appointment

Support Staff

Huber, Cortney, Management Technician, Full-Time, Regular, Institutional Research, March 10, 2020

2. Retirement

Support Staff

Dulavitch, Lois, Management Technician, Full-Time, Regular, Institutional Research, March 27, 2020

**B. Academic Affairs**

1. Appointments

Faculty – E & G Funded

<u>Department</u>	<u>Percent Time</u>	<u>Number Faculty Appointed</u>	<u>Term</u>
Nursing	27%	1	02/26/2020 – 04/01/2020

Grant Funded - Manager

Lander, Jonathan, Systems Analyst, Manager 180, Full-Time, Regular, Computing Services, May 4, 2020

Administrator

Mclaurin, Saunders, Coordinator of High Impact Prevention, SUA 2, Full-Time, Regular, N/W Alliance, February 10, 2020

Support Staff

Dunn, Laura, University Register Nurse, Full-Time, Regular, N/W Alliance, March 16, 2020

2. Appointment – Temporary

Administrator

Thorpe, Hayden, Coordinator of Recreational Services, SUA 1, Full-Time, Temporary, 9 month, Rec Center, August 17, 2020

Ortega-Lopez, Wandaliz, Area Coordinator, SUA 1, Full-Time, Temporary 9 month, Residence Life, August 17, 2020

### 3. Classification

#### Support Staff

Gourley, Sue, Clerk Typist 3 (from Clerk Typist 2), English & Modern Languages Department,  
November 11, 2019

### 4. Retirements

#### Faculty

Bodzioc, Joseph; English and Modern Languages Department, August 24, 2020

Falvo, Nancyann; Nursing Department, August 14, 2020

Hearst, Christina; Disability Support Services Department, August 14, 2020

McCullough, John; Education Department, August 7, 2020

Mitchell, Mark; Psychology Department, August 14, 2020

Pedlow, Michelle; TRiO Student Support Services Department, May 22, 2020

Rose, James; Visual and Performance Arts Department, August 14, 2020

Rourke, Thomas; Social Sciences Department, August 14, 2020

Sabousky, Richard; Special Education Department, August 14, 2020

Smerkar, Jocelynn; Education Department, August 14, 2020

Turner, Lisa; Education Department, August 12, 2020

## C. Finance and Administration

### 1. Appointment – Temporary Extension

#### Support Staff

Kiel, William, Security Officer 1, Part-Time, Temporary, Public Safety, through May 1, 2020

### 2. Resignation/Retirement (as noted)

#### Manager

Allio, Dorothy, Facilities Operations Manager, Manager 170, Full-Time, Regular, Facilities  
Management, March 27, 2020 - Retirement

#### Support Staff

Taylor, Kyle, Custodial Worker 1, Part-Time, Regular, Facilities Management, February 21, 2020 –  
Resignation

Frampton, John, Clerk 2, Full-Time, Regular, Public Safety, March 20, 2020 - Resignation

Kahle, Dana, Building Maintenance Foreman, Full-Time, Regular, Facilities Management,  
March 27, 2020 - Retirement

Hepfl, Steven, Medium Voltage Electrician, Full-Time, Regular, Facilities Management,  
March 27, 2020 - Retirement

Hepfl, Michelle, Management Technician, Full-Time, Regular, Facilities Management, March 27,  
2020 - Retirement

**D. Student Affairs**

## 1. Appointment

Coach

Ream, Alexa, Head Women's Soccer Coach, Intercollegiate Athletics, Full-Time, Regular,  
March 16, 2020

## 2. Resignation

Coach

Jones, Erik, Head Strength & Conditioning Coach, Intercollegiate Athletics, Resignation,  
March 6, 2020