

**MANSFIELD UNIVERSITY**  
**Mansfield, Pennsylvania**

**Wednesday, July 28, 2010**  
**North Hall, 6<sup>th</sup> Floor Community Room**  
**2:00 p.m.**

**COUNCIL OF TRUSTEES**

**MINUTES**

**I. MEETING CALLED TO ORDER**

Chairman Meyer called the meeting to order at 2:08 p.m.

**FOR THE RECORD:** In accordance with the Sunshine Law, this meeting was advertised in the *Wellsboro Gazette* on July 14, 2010.

**II. OATH OF OFFICE**

The Honorable Richard P. Cashman administered the Oath of Office to Mr. Steven M. Crawford in accordance with PASSHE regulations.

Mr. Crawford noted that he is a native of Columbia County which is located just outside of Bloomsburg, PA. He is a first generation college student and alumnus from Mansfield University. He chose MU because it “feels like home” and noted that he wanted to attend a smaller university. His experiences at Mansfield put him on his career path which has been with, by and large, the Commonwealth of PA. Mr. Crawford took some credit and made some apologies for the budgets put forth that, at times, are almost unworkable and promised that he will do the best he can as a Mansfield University Trustee.

**III. RECORDING OF ATTENDANCE**

The following Trustees were in attendance:

Mr. Richard P. Cashman, Secretary  
Mr. Steven M. Crawford, Member  
Mr. Charles R. Ike, Member  
Mr. Lewis B. Lee, Member  
Mr. Ralph H. Meyer, Chair  
Ms. Ada Mae Saxton, Member  
Mr. Louis Setzer, Student Member  
Dr. Robert D. Strohecker, Vice Chair

The following Trustees were not in attendance:

Mr. Thomas A. Browning, Member  
Mr. Howard J. Smith, Jr., Member  
Ms. Carol J. Tama, Member

### III. RECORDING OF ATTENDANCE (Continued)

Members of the University staff who were in attendance are as follows:

Dr. Maravene Loeschke, President  
Dr. James Brown, Dean of Arts and Sciences  
Dr. J.P. Burke, Dean of Education, Professional and Graduate Studies  
Ms. Dia Carleton, Executive Director of Human Resources  
Mr. Charles Colby, Associate Vice President for Residence Life  
Mr. Terrance Day, Assistant Director of Public Relations and Publications  
Mr. James Harrington, Associate Vice President for Student Affairs  
Ms. Anne M. LaVancher, Secretary to the Council of Trustees  
Mr. Dennis Miller, Director of Public Relations and Publications  
Mr. Michael L. Reid, Vice President of Finance and Administration

Others in Attendance:

Ms. Cheryl Clarke, *Williamsport Sun-Gazette*

### IV. PUBLIC COMMENTS

No comments were received.

### V. APPROVAL OF MINUTES

May 26, 2010 (Exhibit A)

**A motion was made by Mr. Lee, seconded by Dr. Strohecker, and unanimously carried to approve the minutes of May 26, 2010 as written and identified in Exhibit A.**

### VI. COMMITTEE REPORTS

#### A. Academic Affairs Report

Dr. Brown noted the topics discussed in the Academic Affairs report:

- Programs recommended for moratorium: M.Ed. Art; B.A./B.S.E. French; B.A./B.S.E. German; A.S. Geography: Mapping Technology; B.S. Geography: Regional Planning Concentration.
- Fees for high cost academic programs.
- Fall enrollment update – applications up; confirmed admissions down 7% for incoming freshman; overall fall enrollment down .5%; retention not calculated until freeze data is received.
- New faculty update.
- Program review and discussion.

**VI. COMMITTEE REPORTS (continued)**

A. Academic Affairs Report (continued)

Approval to Place Programs into Moratorium

Upon the recommendation of the Provost and the President, **a motion was made by Dr. Strohecker, seconded by Ms. Saxton, and unanimously carried to place the following programs into moratorium: M.Ed. Art; B.A./B.S.E. French; B.A./B.S.E. German; A.S. Geography: Mapping Technology; B.S. Geography: Regional Planning Concentration.**

B. Finance and Administration Report

Mr. Meyer noted the topics discussed in the Finance and Administration report:

- Purchase orders as identified in Exhibits B and C for the period of April 16, 2010 through June 15, 2010.
- Budget update.
- Water quality update.
- Annual facilities tour update.

Approval of Purchase Orders of \$10,000 or more

Upon the recommendation of the Vice President for Finance and Administration and the President, **a motion was made by Mr. Cashman, seconded by Mr. Ike, and unanimously carried to approve the purchase orders of \$10,000 or more for the period of April 16, 2010 through June 15, 2010 for a total of \$444,158.59 as identified in Exhibit B.**

Approval of Purchase Orders less than \$10,000

Upon the recommendation of the Vice President for Finance and Administration and the President, **a motion was made by Mr. Lee, seconded by Mr. Crawford, and unanimously carried to approve the purchase orders of less than \$10,000 for the period of April 16, 2010 through June 15, 2010 for a total of \$796,937.83 as identified in Exhibit C.**

C. Human Resources Report

Ms. Carleton noted the topic discussed in the Human Resources Report:

- Healthcare reform legislation and benefit costs.

## VI. COMMITTEE REPORTS (continued)

### D. Student Affairs/Residence Life Report

Mr. Colby and Mr. Harrington noted the topics discussed in the Student Affairs/Residence Life Report:

- Student Affairs Report:
  - Ms. Nicole Hall provided a presentation about MU Career Services
    - Works with students and alumni.
    - Collaboration with area businesses and academic programs.
- Residence Life Report:
  - Mr. Colby's management goals update
    - Replacement housing update.
    - Manser Hall renovations update.

### E. University Advancement Report

No report provided.

## VII. OLD BUSINESS

No items for discussion.

## VIII. NEW BUSINESS

### Election of Officers

In accordance with the by-laws of the Council of Trustees of Mansfield University, *“The Reorganization/election of Officers meeting of the Council of Trustees shall be held every two years in the month of July. At this meeting the officers of the Council of Trustees for the next two years shall be elected. Those elected shall take office beginning with the July Reorganization/election of Officers meeting.”*

Mr. Meyer asked for additional nominations for Officers. None were received.

**A motion was made by Mr. Lee, seconded by Mr. Setzer, and unanimously carried to close nominations and approve following Council members for reelection to the noted positions:**

- 1. Mr. Ralph H. Meyer – Chair;**
- 2. Dr. Robert D. Strohecker - Vice Chair;**
- 3. Mr. Richard P. Cashman – Secretary.**

**VIII. NEW BUSINESS** (continued)Honorary Degree

In accordance with Board of Governors' Policy 1984-12-A, "The honorary degree may be awarded to recognize distinguished service, creativity, scholarship, or other individual accomplishment in the service of humanity, whether in scientific, social, academic, creative, business, public, or other appropriate sphere."

Upon the recommendation of the President, **a motion was made by Mr. Lee, seconded by Dr. Strohecker, and unanimously carried to award an honorary Doctor of Public Service degree from Mansfield University to Representative Matthew E. Baker.** This recommendation was approved by University Senate in Spring Semester 2010 and will be submitted to the PA State System of Higher Education. A copy of the rationale for this motion is attached to the official minutes as *Exhibit D*.

Annual Physical Inspection of Facilities

In accordance with the rules and regulations adopted by the Board of Governors, the Mansfield University Council of Trustees will conduct the annual physical inspection of facilities this afternoon. A report of this inspection will be on the next agenda for the Council of Trustees' approval and for submission to the Board of Governors.

**IX. INFORMATION ITEMS**

No Strategic Plan Implementation Team report provided.

**X. EDUCATIONAL FEATURE – Institutional Research Program and Reporting**

Dr. John Cosgrove, Director of Institutional Research and Assessment, noted that he is a native of Sullivan County with strong ties to Mansfield University. He received his Ph.D. from Penn State and his undergraduate degree from St. Bonaventure. Dr. Cosgrove was employed at Clarion University for four years.

Dr. Cosgrove provided background about the Office of Institutional Research, their responsibilities, structure and annual reports provided by their office. He also noted that Institutional Research involves applied research and analysis.

## **XI. REPORTS**

### President Loeschke

President Loeschke provided the following report:

- Ground breaking for the privatized housing plan is projected take place at the beginning of the fall semester. Several activities such as band practice and intramural sports will be temporarily displaced for parking during construction.
- MU received a \$1M grant for School Library and Information Technology.
- An MU student, Richard Springman, recently passed away in a vehicle accident while answering a call as an emergency responder. He will be missed and loved for a long time by his MU family.

### Student Government Association (SGA)

No report provided.

### PACT

Mr. Meyer provided the following report:

- The next PACT meeting will be held at Kutztown University on October 13-14.

## **XII. OTHER BUSINESS**

No other business to report.

## **XIII. DATE OF NEXT MEETING**

The next regular meeting of the Mansfield University Council of Trustees will be held on **Wednesday, September 22, 2010 at 2:00 p.m. in the North Hall, 6<sup>th</sup> Floor Community Room.**

## **XIV. ADJOURNMENT**

**The meeting was adjourned at 2:43 p.m.**

Respectfully Submitted,

*Anne Lavancher*

Anne M. LaVancher  
Recording Secretary

**MANSFIELD UNIVERSITY**  
**COUNCIL OF TRUSTEES MEETING**

Wednesday, September 22, 2010  
2:00 p.m.

North Hall 6<sup>th</sup> Floor Community Room

**A G E N D A**

**I. MEETING CALLED TO ORDER**

**II. RECORDING OF ATTENDANCE**

**III. PUBLIC COMMENTS**

**IV. APPROVAL OF MINUTES**

July 28, 2010 (Exhibit A)

**MOTION:**

**V. COMMITTEE REPORTS**

A. Academic Affairs Report (Dr. Keller)

B. Finance and Administration Report (Mr. Reid)

**MOTION** to approve \$123,535.75 in aggregate value for purchase orders of \$10,000 or more for the period of June 16, 2010 through June 30, 2010 as identified in Exhibit B.

**MOTION** to approve \$688,186.37 in aggregate value for purchase orders of \$10,000 or more for the period of July 1, 2010 through August 15, 2010 as identified in Exhibit B1.

**MOTION** to approve \$190,068.64 in aggregate value for purchase orders of less than \$10,000 for the period of June 16, 2010 through June 30, 2010 as identified in Exhibit C.

**MOTION** to approve \$179,525.35 in aggregate value for purchase orders of less than \$10,000 for the period of July 1, 2010 through August 15, 2010 as identified in Exhibit C1.

**MOTION** to approve \$483,076.73 in aggregate value for recurring contracts of less than \$10,000 for the period of March 1, 2010 through August 15, 2010 as identified in Exhibit C2.

**MOTION** to approve the report of the Annual Physical Inspection of Facilities conducted on July 28, 2010 as identified in Exhibit D.

**MOTION** to approve the Mansfield University 2011 Fiscal Plan (budget) as discussed in the Finance and Administration Committee meeting.

C. Human Resources Report (Ms. Carleton)

D. Student Affairs Report (Mr. Colby and Ms. Kollar)

E. University Advancement Report (Dr. Maravene Loeschke)

**VI. OLD BUSINESS**

**VII. NEW BUSINESS**

**VIII. INFORMATION ITEMS – NO ACTION REQUIRED**

**IX. EDUCATIONAL FEATURE**

Residence Life First Year Experience (FYE) – Ms. Amie Fox



**X. REPORTS**

President Maravene Loeschke

PACT

Student Government Association

**XI. OTHER BUSINESS**

**XII. DATE OF NEXT MEETING**

The next regular meeting of the Mansfield University Council of Trustees will be held on **Wednesday, November 17, 2010 at 2:00 p.m. in the North Hall 6<sup>th</sup> Floor Community Room.**

**XIII. ADJOURNMENT**



# Committee Agendas



**Mansfield University**  
**Council of Trustees**  
**Academic Affairs Committee**  
**Agenda, September 22, 2010**

1. Fall Enrollment Update
2. Overview of the AASCU Red Balloon Project
3. Academic Affairs Goals for 2010-2011
4. Revised Fees for Preliminary Consideration
5. Retrenchment Planning Update



**Mansfield University**  
**Council of Trustees**  
**Finance and Administration Committee**  
**Agenda for September 22, 2010**

1. Review of Purchases (Exhibits B, B1, C, C1, & C2)
2. Budget Update
3. Annual Inspection of Facilities Report (Exhibit D)





TO: Mike Reid, Vice President  
Of Finance & Administration

FROM: Tekeste Abraham  
Director of Purchasing/Contracts

DATE: September 1, 2010

SUBJECT: Reports of Purchases of Greater than > \$10,000  
Summary of the Purchases of less than < \$10,000

The following is the listing of the purchase expenditures of over \$10,000 dollars and summary of purchases less than \$10,000 dollars for the period starting June 16, 2010 to June 30, 2010 and from July 1, 2010 to August 15, 2010.

**JUNE 16, 2010 TO JUNE 30, 2010 (Exhibit B)**

<b><u>HEMMLER &amp; CAMAYD ARCHITECTS:</u></b> Campus Traffic Survey.....\$	18,600.00
Open Ended Engineering/Architectural Contract.	
<b><u>NEXTSTEP MAGAZINE:</u></b> Subscribing for High School recruitment, Public Relations Department.....,	10,000.00
<b><u>PIBH:</u></b> Carpet installation Maple Hall, Residence Life Department.....	29,160.75
<b><u>ROBERT M. SIDES :</u></b> Purchase of Steinway Piano.....	<u>65,775.00</u>
Sub total	\$ 123,535.75

**JULY 1, 2010 TO AUGUST 15, 2010 (Exhibit B)**

<b><u>ADVANTAGE SPORT &amp; FITNESS, INC:</u></b> Replacement of old GYM Equipment....\$	55,036.00
Sole Source Approved.	
<b><u>EDC CORP:</u></b> SOFTWARE FOR PARKING TICKETS.....	15,865.01
Sole Source Approval.	
<b><u>ELDORADO WALL COMPANY, INC:</u></b> Rock Climbing Wall, Kelchner Fitness .....	134,218.00
Competitive Bidding with Request for Proposal (RFP)	
<b><u>GRAYBAR:</u></b> Software upgrade, Information Technology Department.....	12,000.00
<b><u>H B MCCLURE COMPANY:</u></b> State Library Humidity Control, Sole Source.....	127,105.00
<b><u>HRI, INC</u></b> Campus Temporary Parking Lot, Open Ended Paving Contract .....	141,500.00
<b><u>HRI, INC:</u></b> Installing Retaining Wall, Open Ended Paving Contract.....	75,000.00
<b><u>INTERCON AUTOMATION, INC:</u></b> State Library Temperature Control, Sole Source	48,570.00
<b><u>MICRO TECHLGY:</u></b> Materials for Fisheries.....	18,730.20
<b><u>PIBH:</u></b> Installation of Draperies for Hut Building.....	11,281.16
<b><u>POOL WORLD :</u></b> Purchase of Pool Tables.....	18,945.00
Competitive Bid, Student Activities	

<b><u>POOL WORLD:</u></b> Purchase of Game Tables, Competitive Bids.....	11,936.00
<b><u>PSAC:</u></b> Pennsylvania State Athletic Conference (PSAC) .....	<u>17,000.00</u>
Sub-Total	<b>\$ 688,186.37</b>

**SUMMARY OF PURCHASES:**

1. Purchases Over (>) \$10,000 June 16, to June 30, 2010 (Exhibit B).....	\$ 123,535.75
2. Purchases Over (>) \$10,000 July 1, to August 15, 2010 (Exhibit B).....	688,186.37
3. Purchases Under (<)\$10,000 June 16, to June, 30, 2010 (Exhibit C).....	190,068.64
4. Purchases Under (<)\$10,00 July 1 to August 15,2010 (Exhibit C).....	179,525.35
5. Recurring Contracts Over (>) \$10,000 April 1, 2010 to August 15, 2010.....	4,305,777.92
6. Recurring Contracts Under (<) \$10,000 March 1, 2010 to August 15, 2010.....	483,076.73
7. Unencumbered Purchases by various Departments.	
8. Purchases of Visa Cards for the Departments	

Month of June	\$69,182.06
Month of July	<u>\$73,849.15</u>

Sub-total	\$ <u>143,031.21</u>
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<b>Grand Total Purchases/Contracts.....</b>	<b>\$ <u>6,113,201.97</u></b>
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**Mansfield University  
Council of Trustees  
Human Resources/Multicultural Affairs Committee  
Agenda, September 22, 2010**

1. Annual MU Affirmative Action Plan Update



**Mansfield University**  
**Council of Trustees**  
**Student Affairs and Residence Life Committee**  
**Agenda, September 22, 2010**

1. Update on Student Life and Leadership – Mary Beth Kollar
  
2. Update on Residence Life – Charles Colby
  - a. Mansfield Auxiliary Corporation
  - b. Manser renovation – operational highlights
  - c. Housing Deposit
    1. Adjustments/recommendations after year one
    2. Appropriate legal review and contract revisions



**Mansfield University  
Council of Trustees  
University Advancement Committee Meeting  
Agenda, September 22, 2010**

1. Restriction on PASSHE Related 501c3 – Dr. Maravene Loeschke
2. Consultant Analysis – Dr. Maravene Loeschke





# Exhibit A



**MANSFIELD UNIVERSITY**  
**Mansfield, Pennsylvania**

**Wednesday, July 28, 2010**  
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**2:00 p.m.**

**COUNCIL OF TRUSTEES**

**MINUTES**

**I. MEETING CALLED TO ORDER**

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**FOR THE RECORD:** In accordance with the Sunshine Law, this meeting was advertised in the *Wellsboro Gazette* on July 14, 2010.

**II. OATH OF OFFICE**

The Honorable Richard P. Cashman administered the Oath of Office to Mr. Steven M. Crawford in accordance with PASSHE regulations.

Mr. Crawford noted that he is a native of Columbia County which is located just outside of Bloomsburg, PA. He is a first generation college student and alumnus from Mansfield University. He chose MU because it “feels like home” and noted that he wanted to attend a smaller university. His experiences at Mansfield put him on his career path which has been with, by and large, the Commonwealth of PA. Mr. Crawford took some credit and made some apologies for the budgets put forth that, at times, are almost unworkable and promised that he will do the best he can as a Mansfield University Trustee.

**III. RECORDING OF ATTENDANCE**

The following Trustees were in attendance:

Mr. Thomas A. Browning, Member  
Mr. Richard P. Cashman, Secretary  
Mr. Steven M. Crawford, Member  
Mr. Charles R. Ike, Member  
Mr. Lewis B. Lee, Member  
Mr. Ralph H. Meyer, Chair  
Ms. Ada Mae Saxton, Member  
Mr. Louis Setzer, Student Member  
Dr. Robert D. Strohecker, Vice Chair

The following Trustees were not in attendance:

Mr. Howard J. Smith, Jr., Member  
Ms. Carol J. Tama, Member

### III. RECORDING OF ATTENDANCE (Continued)

Members of the University staff who were in attendance are as follows:

Dr. Maravene Loeschke, President  
Dr. James Brown, Dean of Arts and Sciences  
Dr. J.P. Burke, Dean of Education, Professional and Graduate Studies  
Ms. Dia Carleton, Executive Director of Human Resources  
Mr. Charles Colby, Associate Vice President for Residence Life  
Mr. Terrance Day, Assistant Director of Public Relations and Publications  
Mr. James Harrington, Associate Vice President for Student Affairs  
Ms. Anne M. LaVancher, Secretary to the Council of Trustees  
Mr. Dennis Miller, Director of Public Relations and Publications  
Mr. Michael L. Reid, Vice President of Finance and Administration

Others in Attendance:

Ms. Cheryl Clarke, *Williamsport Sun-Gazette*

### IV. PUBLIC COMMENTS

No comments were received.

### V. APPROVAL OF MINUTES

May 26, 2010 (Exhibit A)

**A motion was made by Mr. Lee, seconded by Dr. Strohecker, and unanimously carried to approve the minutes of May 26, 2010 as written and identified in Exhibit A.**

### VI. COMMITTEE REPORTS

#### A. Academic Affairs Report

Dr. Brown noted the topics discussed in the Academic Affairs report:

- Programs recommended for moratorium: M.Ed. Art; B.A./B.S.E. French; B.A./B.S.E. German; A.S. Geography: Mapping Technology; B.S. Geography: Regional Planning Concentration.
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- New faculty update.
- Program review and discussion.

**VI. COMMITTEE REPORTS** (continued)

A. Academic Affairs Report (continued)

Approval to Place Programs into Moratorium

Upon the recommendation of the Provost and the President, **a motion was made by Dr. Strohecker, seconded by Ms. Saxton, and unanimously carried to place the following programs into moratorium: M.Ed. Art; B.A./B.S.E. French; B.A./B.S.E. German; A.S. Geography: Mapping Technology; B.S. Geography: Regional Planning Concentration.**

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Mr. Meyer noted the topics discussed in the Finance and Administration report:

- Purchase orders as identified in Exhibits B and C for the period of April 16, 2010 through June 15, 2010.
- Budget update.
- Water quality update.
- Annual facilities tour update.

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Approval of Purchase Orders less than \$10,000

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C. Human Resources Report

Ms. Carleton noted the topic discussed in the Human Resources Report:

- Healthcare reform legislation and benefit costs.

## VI. COMMITTEE REPORTS (continued)

### D. Student Affairs/Residence Life Report

Mr. Colby and Mr. Harrington noted the topics discussed in the Student Affairs/Residence Life Report:

- Student Affairs Report:
  - Ms. Nicole Hall provided a presentation about MU Career Services
    - Works with students and alumni.
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- Residence Life Report:
  - Mr. Colby's management goals update
    - Replacement housing update.
    - Manser Hall renovations update.

### E. University Advancement Report

No report provided.

## VII. OLD BUSINESS

No items for discussion.

## VIII. NEW BUSINESS

### Election of Officers

In accordance with the by-laws of the Council of Trustees of Mansfield University, *“The Reorganization/election of Officers meeting of the Council of Trustees shall be held every two years in the month of July. At this meeting the officers of the Council of Trustees for the next two years shall be elected. Those elected shall take office beginning with the July Reorganization/election of Officers meeting.”*

Mr. Meyer asked for additional nominations for Officers. None were received.

**A motion was made by Mr. Lee, seconded by Mr. Setzer, and unanimously carried to close nominations and approve following Council members for reelection to the noted positions:**

1. **Mr. Ralph H. Meyer – Chair;**
2. **Dr. Robert D. Strohecker - Vice Chair;**
3. **Mr. Richard P. Cashman – Secretary.**

**VIII. NEW BUSINESS** (continued)Honorary Degree

In accordance with Board of Governors' Policy 1984-12-A, "The honorary degree may be awarded to recognize distinguished service, creativity, scholarship, or other individual accomplishment in the service of humanity, whether in scientific, social, academic, creative, business, public, or other appropriate sphere."

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**IX. INFORMATION ITEMS**

No Strategic Plan Implementation Team report provided.

**X. EDUCATIONAL FEATURE – Institutional Research Program and Reporting**

Dr. John Cosgrove, Director of Institutional Research and Assessment, noted that he is a native of Sullivan County with strong ties to Mansfield University. He received his Ph.D. from Penn State and his undergraduate degree from St. Bonaventure. Dr. Cosgrove was employed at Clarion University for four years.

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### President Loeschke

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- Ground breaking for the privatized housing plan is projected take place at the beginning of the fall semester. Several activities such as band practice and intramural sports will be temporarily displaced for parking during construction.
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- An MU student, Richard Springman, recently passed away in a vehicle accident while answering a call as an emergency responder. He will be missed and loved for a long time by his MU family.

### Student Government Association (SGA)

No report provided.

### PACT

Mr. Meyer provided the following report:

- The next PACT meeting will be held at Kutztown University on October 13-14.

## **XII. OTHER BUSINESS**

No other business to report.

## **XIII. DATE OF NEXT MEETING**

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## **XIV. ADJOURNMENT**

**The meeting was adjourned at 2:43 p.m.**

Respectfully Submitted,

*Anne Lavancher*

Anne M. LaVancher  
Recording Secretary



# Exhibit B



Mansfield University of Pennsylvania  
 Council of Trustees Report  
 Purchases Over \$10,000  
 Between June 16, 2010 Through June 30, 2010

<b>Vendor-Name</b>	<b>Vendor</b>	<b>ITEM DESCRIPTION</b>	<b>PO Number</b>	<b>PO Date</b>	<b>PO Amount</b>	<b>Remarks</b>
HEMMLER & CAMAYD ARCHITECTS	104556	TRAFFIC SURVEY	4500290512	6/29/2010	\$ 18,600.00	OPEN ENDED E/A CONTRACT
NEXTSTEP MAGAZINE	103154	MAGAZINE	4500290095	6/25/2010	\$ 10,000.00	PUBLIC RELATIONS DEPT. NO BID REQUIRED
PIBH	100957	CARPET MAPLE HALL	4500289967	6/24/2010	\$ 29,160.75	RESIDENCE LIFE-NO BID REQUIRED
ROBERT M. SIDES	101935	PURCHASE OF STEINWAY PIANO	4500290564	6/30/2010	\$ <u>65,775.00</u>	MUSIC DEPARTMENT-SOLE SOURCE APPROVAL
				<b>TOTAL</b>	<b>\$ 123,535.75</b>	

MANSFIELD UNIVERSITY  
COUNCIL OF TRUSTEES REPORT  
PURCHASES OVER \$10,000  
BETWEEN JULY 1, 2010 THROUGH AUGUST 15, 2010

Vendor-Name	Vendor	ITEM DESCRIPTION	PO Number	PO Date	PO Amount	Remarks	
ADVANTAGE SPORT & FITNESS INC	100024	Replacement of various Gym eqpt	4500292899	7/20/2010	\$ 56,036.00	Kelchner Fitness Center- (STATE CONTRACT)	
EDC CORP.	102793	Software for Parking Tickets	4500293502	7/23/2010	\$ 15,865.01	Campus Police (SOLE SOURCE)	
ELDORADO WALL COMPANY INC	107473	Rock Climbing Wall	4300000600	8/2/2010	\$ 134,218.00	ROCK CLIMBING WALL - RFP - KELCHNER FITNESS CENTER	
GRAYBAR	100528	Software Upgrade	4500295000	8/6/2010	\$ 12,000.00	SOFTWARE UPGRADE- INFORMATION TECHNOLOGY DEPARTMENT - PASSHE CONTRACT	
H B MCCLURE COMPANY	106302	State Library Humidity Control	4500293992	7/29/2010	\$ 127,105.00	RARE BOOKS - SOLE SOURCE APPROVAL	
HRI	102721	Temporary Parking Lot	3900004169	7/26/2010	\$ 141,500.00	OPEN-ENEDED PAVING/CONCRETE CONTRACT - CONSTRUCTION OFFICE	
HRI	102721	Install Retaining Wall	3900004197	8/12/2010	\$ 75,000.00	OPEN ENDED PAVING/CONCRETE CONTRACT - CONSTRUCTION OFFICE	
INTERCON AUTOMATION, INC.	101725	State Library Teperature Control	4500293976	7/29/2010	\$ 48,570.00	RARE BOOK PROJECT - SOLE SOURCE APPROVAL	
MICRO TECHLGY	107737	Materials for Fisheries	4500294594	8/4/2010	\$ 18,730.20	EDUCATIONAL MATERIAL - FISHERIES DEPARTMENT (STATE CONTRACT)	
PIBH	100957	Draperies for the Hut	4500294116	7/30/2010	\$ 11,281.16	Student Activities (STATE CONTRACT)	
POOL WORLD	107781	Purcahse of 5 Pool Tables	4500294816	8/5/2010	\$ 18,945.00	POOL TABLES - STUDENT ACTIVITIES - BID	
POOL WORLD	107781	Purchase of Game Tables	4500295494	8/11/2010	\$ 11,936.00	GAME TABLES - BID - STUDENT ACTIVITIES	
PSAC	100960	PSAC Membership Dues	4500294394	8/2/2010	\$ 17,000.00	MEMBERSHIP DUES - PRESIDENT'S OFFICE	
					<b>TOTAL</b>	<b>\$ 688,186.37</b>	

# Exhibit C



MANSFIELD UNIVERSITY  
COUNCIL OF TRUSTEES REPORT  
PURCHASES UNDER \$10,000  
BETWEEN JUNE 16, 2010 THROUGH JUNE 30, 2010

Vendor-Name	Vendor	ITEM DESCRIPTION	PO Number	PO Date	PO Amount	Remarks
3D MOLECULAR DESIGNS	107257	Cup Water Kit Sets & NACL Lattice 4x4x4	4500288988	6/21/2010	\$ 168.00	Grant Science Departments
ACTIVE DATA EXCHANGE	100018	Advanced Registration Module	4500289927	6/24/2010	\$ 2,148.00	Information Technology Department
ACUHO-I CENTRAL OFFICE	100018	Educational Membership Dues	4500288479	6/16/2010	\$ 710.00	Resident Life Department
ALL AMERICAN PUBLISHING	107710	Library School Ad.	4500289235	6/21/2010	\$ 295.00	Provost Office
B & C PHOTO INC	103520	Nikon Camera Lens & ESJ Lamp Installed	4500290726	6/30/2010	\$ 694.95	Arts Department.
BAUDVILLE INC.	100123	Miscellaneous Purchase	4500288476	6/16/2010	\$ 40.40	Alumni Relations Office
BEITERS FURNITURE, INC.	102710	Purchased of Beds, Box Springs etc	4500288467	6/16/2010	\$ 3,343.00	Residence Life Purchase of House Hold Goods
BLACKBOARD, INC.	102470	BlackBoard Inc	4500288775	6/17/2010	\$ 662.81	Reader Verifone VX570 Blackboard
C&J CATERING LLC	106364	SSHELCO-LUNCHEON CONFERENCE	4500290090	6/25/2010	\$ 253.92	
CAMPUS BOOKSTORE CCSI	102708	Supplies for Honors Program	4500288771	6/17/2010	\$ 28.02	Honors Program
CAMPUS BOOKSTORE CCSI	102708	Graduation Tassels	4500289582	6/23/2010	\$ 122.48	Arts /Communication Department
CAMPUS BOOKSTORE CCSI	102708	Purchase of books	4500289945	6/24/2010	\$ 60.25	Language & Literture
CASE	100212	Membership Dues	4500288766	6/17/2010	\$ 465.00	Alumni Relation Department
CASE	100212	ASAP Membership	4500288767	6/17/2010	\$ 125.00	Alumni Relation Membership dues
CASE MEMBERSHIP	100213	Advancement Office Membership dues	4500288468	6/16/2010	\$ 190.00	Annual CASE Membership
CHERYL B EDGCOMB	103635	Summer School	4500290485	6/29/2010	\$ 240.00	Publication Department
COLLEGE ENTRANCE EXAMINATION BOARD	106290	Orientation Placement Exams	4500288781	6/17/2010	\$ 4,200.00	Admission-College Entrance Examination Board
COMCAST SPOTLIGHT	105528	Advertisements	4500290910	6/30/2010	\$ 5,139.07	Physical Plant Department
CRESCENDO	107731	Planned Giving Training	4500288985	6/21/2010	\$ 300.00	University-Advancement Office
CUPA-HR	100317	Renewal of Membership	4500290415	6/29/2010	\$ 1,470.00	HR-Department
CXTEC	103318	CISCO CATALYST 2960	4500290483	6/29/2010	\$ 2,351.31	Information Technology Department
DAILY REVIEW	102713	Festival Chorus Ad	4500289930	6/24/2010	\$ 215.64	Music Department-Band
DELL COMPUTERS LLC	107223	Purchase of Ell Cmputers, LLc	4500288815	6/18/2010	\$ 3,349.12	I T Department
DELL COMPUTERS LLC	107223	High Yield Black Toner	4500289585	6/23/2010	\$ 97.64	Information Technology Department

MANSFIELD UNIVERSITY  
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Vendor-Name	Vendor	ITEM DESCRIPTION	PO Number	PO Date	PO Amount	Remarks
DELL COMPUTERS LLC	107223	Dell 233 dn Printer	4500289971	6/24/2010	\$ 293.76	Information Technology Department
DELL COMPUTERS LLC	107223	COSTAR-3 I T HARDWARE	4500290096	6/25/2010	\$ 2,603.32	Information Technology Department
DELL COMPUTERS LLC	107223	Black & Color Print Cartridges	4500290208	6/28/2010	\$ 66.97	Academic Advising Cter
DELL COMPUTERS LLC	107223	Latitude E4310 Computers	4500290491	6/29/2010	\$ 1,301.66	Information Technology Department
DICK BLICK ART MATERIALS	100364	Richeson Duice Easel #51513-1001	4500290089	6/25/2010	\$ 2,015.84	The New Allen Hall-Arts Department
DIMON & BACORN	107744	Moving Equipment from Old Allen-New	4000022016	6/29/2010	\$ 4,650.00	Moving Large Equipment from Old Allen to the New Allen
DUKERICH,LARRY	107389	Reimbursement for Meals & Travel	4000021886	6/21/2010	\$ 3,255.00	Work Shop -Chemistry Department Workshop
DUKERICH,LARRY	107389	Workshop-Modeling Instruction-Chemistry	4000021888	6/21/2010	\$ 7,500.00	Workshop Chemistry Department
DUKERICH,LARRY	107389	Speaker-Modeling Instruction-Chemistry	4000021889	6/21/2010	\$ 1,715.00	Travel Reimbursement Airfare-Chemistry Department
DYKES, JESS EARL	107734	Workshp-Modeling instruction-Physics	4000021903	6/21/2010	\$ 3,430.00	Workshop-Physics department
DYKES, JESS EARL	107734	Reimbursement for Meals & Travel	4000021912	6/22/2010	\$ 3,255.00	Workshop for Physics Department
DYKES, JESS EARL	107734	WorkShop Modeling Instruction	4000021913	6/22/2010	\$ 7,500.00	Numerous Workshop & Instructions Physics Department
EDUCATIONAL BENCHMARKING INC	100411	Educational BenchMarking Inc.	4500288544	6/16/2010	\$ 4,671.05	Custom Standard Statistical Report-Residence Life
EDUCATIONAL FURNITURE SOLUTIONS	100412	Educational Furniture Solution	4500288777	6/17/2010	\$ 1,813.12	Reconfiguration of Cubicles in South Hall
EDUCATIONAL TESTING SERVICES	107583	T/ B Reasoning Tests	4500289239	6/21/2010	\$ 456.00	Enrolment Service-Admission Dept.
FIRST BOOK NATIONAL BOOK BANK	103672	GED Various Books	4500290202	6/28/2010	\$ 248.95	Reach Program
FISHER SCIENTIFIC COMPANY	101610	10 & 30 ml Bottle top Dispencers	4500288990	6/21/2010	\$ 747.45	Education Department
GANNETT CENTRAL NY NEWSPAPERS	103180	Ads-Dump Truck	4500290663	6/30/2010	\$ 56.70	Purchasing Department
GLENCOE/MCGRAW-HILL	102850	GED Complete ISBN #9780809294695	4500290201	6/28/2010	\$ 1,679.66	Reach Program
GOV CONNECTION, INC.	102484	Digital Flip Slide HD Camcorder	4500290100	6/25/2010	\$ 891.13	Information Technology Department
GOV CONNECTION, INC.	102484	Xeros Black Toner Cartridge	4500290286	6/28/2010	\$ 207.70	Information Technology Department
GRAINGER, INC. W.W.	102472	Ear Plugs-Red-Vinly	4500290092	6/25/2010	\$ 517.94	Custodial-Physical Plant Department
H B MCCLURE COMPANY	106302	Repairs of Steam Valves	4500288466	6/16/2010	\$ 1,669.34	State Library- A Grant Administered by MU
HEWLETT PACKARD CORPORATION	103150	HP Laser Jet P2055m Printers	4500289589	6/23/2010	\$ 844.18	Information Technology Department
HRI	102721	Cross Walk Paving	3900004115	6/30/2010	\$ 8,759.00	OPEN END PAVING/CONCRETE CONTRACT - CONSTRUCTION OFFICE



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Vendor-Name	Vendor	ITEM DESCRIPTION	PO Number	PO Date	PO Amount	Remarks
HUFFMAN'S OFFICE SUPPLY	101940	Fax Machine Toner & Toner Cartridge	4500289183	6/21/2010	\$ 89.00	History Department
HUFFMAN'S OFFICE SUPPLY	101940	Vertical Paper Sorter	4500289586	6/23/2010	\$ 141.44	HR-Department
HUFFMAN'S OFFICE SUPPLY	101940	Replacement Keys filing cabinet	4500290729	6/30/2010	\$ 18.00	Library Department
J. W. PEPPER & SON, INC.	100632	Musical Disc & DVD	4500290106	6/25/2010	\$ 429.92	Music Department-Band
JOHNSON CTR FOR ENTRPRNRSHIP & INNV	107359	GCEC-Membership	4500288487	6/16/2010	\$ 200.00	Center for Life Long Learning-Department
L/B WATER SERV INC	102789	Purchase of PVC Pipe Awwa-C900-07	4500290091	6/25/2010	\$ 549.51	Utility Plant Purchases of repair items
LAMAR TEXAS LIMITED PARTNERSHIP	102655	Ad & Bill Boards	4500290099	6/25/2010	\$ 825.00	Provost Office
LARRY V SMTIH ASSOC	107742	Repair of Bathtub Unit Maple	4500290498	6/29/2010	\$ 570.00	Residence Life Department
LEADER	102701	Ads. Washers & Dryers	4500290665	6/30/2010	\$ 50.50	Purchasing Department
LEFF MEDIA INC	102745	Advertisements	4500290914	6/30/2010	\$ 1,447.64	Physical Plant Department
LEHIGH VALLEY COMPUTER LEARNING CTR	103177	Purchased of software	4500289357	6/22/2010	\$ 9,445.00	Purchasing Department
LENOVO DIRECT	105153	1GB Memory and other items	4500289959	6/24/2010	\$ 359.50	Information Technology Department
LENOVO DIRECT	105153	Warrant Self Maint-Renewal Fee	4500289983	6/24/2010	\$ 500.00	Information Technology Department
MANSFIELD LIONS CLUB	107229	Ads.	4500290460	6/29/2010	\$ 250.00	Publication Office
MATT COPPADGE PHOTO	107743	Alumni Week Phottos	4500290467	6/29/2010	\$ 400.00	Publication Office
MCMASTER-CARR	106240	Clamp on TEE & Elbow	4500288818	6/18/2010	\$ 152.34	Utility Plant Purchases of repair items
MELTWATER NEWS US INC.	106687	Confirmation payoff to eht end Contract	4500288817	6/18/2010	\$ 5,000.00	Provost Office
MICHAEL GREEN	102728	Speaker for Orientation-Program	4000022014	6/29/2010	\$ 3,000.00	Drug & Alcohol Speaker-Straughn Auditorium
MICHAELS ASSOCIATES	100839	Writing Sense	4500288814	6/18/2010	\$ 20.00	Education-Department
MICRO TECHLGY	107737	Tissue Processing Virology	4500289584	6/23/2010	\$ 2,721.20	Grant Science Departments
MORNING TIMES	106240	Three (30 Ads.	4500290459	6/29/2010	\$ 337.67	Publication Department
NACAC	106699	NACAC Membership Dues	4500289238	6/21/2010	\$ 51.00	Enrolment Service-Admission Dept.
NASCO	100884	TB1693T Giant GeoSolids Volume Shape	4500288989	6/21/2010	\$ 133.90	Grant Science Departments
NCS PEARSON INC	102748	Mat Computer Base Test	4500290151	6/28/2010	\$ 100.00	Career Center
NEXTSTEP MAGAZINE	103154	High School Recruitment Magazine	4500290095	6/25/2010	\$ 10,000.00	Contract for 2010-2011 Publication Department

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Vendor-Name	Vendor	ITEM DESCRIPTION	PO Number	PO Date	PO Amount	Remarks
NORTHEAST BRADFORD SCHL DIST	107741	Early Intervention Program	4500290105	6/25/2010	\$ 253.79	Enrolment Service-Admission Dept.
OFFICE MAX	102473	Toner for barbie	4500289934	6/24/2010	\$ 102.91	Registrar's Office
OFFICE MAX	102473	Fax Toner	4500290458	6/29/2010	\$ 160.00	Registrar's Office
OFFICEMAX	103636	Purchase of office supplies	4500288473	6/16/2010	\$ 1,155.21	Arts Department- Purchase of Supplies
OFFICEMAX	103636	Office Supplies	4500288765	6/17/2010	\$ 44.80	Education Department.
OFFICEMAX	103636	Printer Toner Cartridge	4500288986	6/21/2010	\$ 65.74	Psychology Department
OFFICEMAX	103636	HP-Inkjet Cartridge	4500288987	6/21/2010	\$ 145.40	Residence Life Department
OFFICEMAX	103636	Voce Recorder	4500289583	6/23/2010	\$ 116.40	Arts/Communication Department
OFFICEMAX	103636	Cartridges of various kinds	4500290214	6/28/2010	\$ 1,495.57	Financial Planning Department
OFFICEMAX	103636	Purchases of Office supplies	4500290454	6/29/2010	\$ 335.54	Education Department
PA BUS CNCL	107740	Job Readines Summit Fee	4500289929	6/24/2010	\$ 25.00	Arts/Communication Department
PAPER CLIP COMMUNICATIONS	100967	Orientation Brochures	4500288776	6/17/2010	\$ 3,400.00	Admission Department
PEMBROOKPINES WVIN	107742	Sponsorship	4500290462	6/29/2010	\$ 400.00	Publication Office
PENNY SAVER INC	102709	Ads-For ABE/GED	4500290633	6/30/2010	\$ 1,000.00	Reach Program
PENNY SAVER INC	102709	Ads. For Washers & Dryers	4500290664	6/30/2010	\$ 149.50	Purchasing Department
PIBH	100957	Sunscreen Shades	4500290501	6/29/2010	\$ 3,491.07	New Allen Hall- Facilities
PRESSTEK INC	104387	MEGA- Activator/Stablizier	4500290616	6/30/2010	\$ 292.05	Pint Shop Department
RECORDING FOR THE BLIND & DYSLEXIC	103241	RFB & D Membership	4500290102	6/25/2010	\$ 500.00	Physical Plant Department
RLM SPORTS	107711	Web Casts	4500290487	6/29/2010	\$ 700.00	Publication Office
ROBERT M. SIDES	101935	Headphones for Lab	4500289580	6/23/2010	\$ 1,402.20	Music Department-Band
ROBERT M. SIDES	101935	3Roland Keyboard RP-201	4500289933	6/24/2010	\$ 1,499.99	Music Department-Band
ROBERT M. SIDES	101935	Keyboard Lock	4500290108	6/25/2010	\$ 100.00	Music Department
ROBERT M. SIDES	101935	Purchase of Piano-ESSEX	4500290600	6/30/2010	\$ 9,998.00	Music Department
RYDIN DECAL	101945	2010-2011-Parking Decals	4500290094	6/25/2010	\$ 1,147.91	Campus Policy
SAXONGWARA, TAMARA LYNN	107734	Workshop-Modeling Instruction-Chemistry	4000021895	6/21/2010	\$ 7,005.00	Workshop Chemistry Department

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Vendor-Name	Vendor	ITEM DESCRIPTION	PO Number	PO Date	PO Amount	Remarks
SAXONGWARA, TAMARA LYNN	107734	Workshop-Modeling Instruction-Chemistry	4000021896	6/21/2010	\$ 1,715.00	Travel Reimbursement Airfare-Chemistry Department
SCHOONOVER PLUMBING & HEATING	102701	Emergency Pipe Repairs	4000021989	6/28/2010	\$ 2,000.00	PIPING REPAIRS (CEDARCREST) - RESIDENCE LIFE
SHI INTERNATIONAL CORP	101185	Professional Feed for Nessus computer	4500289587	6/23/2010	\$ 1,200.00	Information Technology Department
SIGN SHOP	102699	Employee of the Year Sign	4500290203	6/28/2010	\$ 164.37	HR-Department
STACEY CALKINS	102696	Purchase of Multicultural Affairs Plaque	4500288474	6/16/2010	\$ 45.00	Multicultural Affairs Department
STACEY CALKINS	102696	T-shirts Purchases	4500290199	6/28/2010	\$ 402.00	Residence Life Department
STACEY CALKINS	102696	MISO Plaque	4500290210	6/28/2010	\$ 45.00	HR-Department
STACEY CALKINS	102696	Ultra Club Pique Shirts	4500290212	6/28/2010	\$ 65.94	Center for Life Long Learning-Department
STACEY CALKINS	102696	T-shirts Purchases	4500290540	6/29/2010	\$ 366.00	Retan
STEVEN JOHNSTON	106351	Purchase of T-Shirts	4500288821	6/18/2010	\$ 675.00	Music Department-Band
STEVEN WEST	102696	Repair, body work Ford Windstar	4500290318	6/28/2010	\$ 310.00	Purchasing Department
TEXAS LIB ASSOC	107132	Purchase of 2010 TLA Journal	4500288463	6/16/2010	\$ 1,520.00	Education Department-Fall, Winter, Spring & Summer Journal
THE PATRIOT NEWS COMPANY	101273	Ads-Washers & Dryers	4500290660	6/30/2010	\$ 285.00	Purchasing Department
TIME WARNER CABLE	106321	Advertisements	4500290891	6/30/2010	\$ 314.50	Enrolment Service-Admission Dept.
TIMES SHAMROCK WEEKLY GROUP	102711	Ads-Dump Truck	4500290662	6/30/2010	\$ 552.57	Purchasing Department
USABLENET	103933	Usablenet Support	4500289358	6/22/2010	\$ 6,247.50	lubfmrnatuib ib /tegbikigt
VIAMEDIA	107116	Summer School	4500290468	6/29/2010	\$ 212.50	Publication Office
VIAMEDIA	107116	Advertisements	4500290909	6/30/2010	\$ 1,287.59	Enrolment Service-Admission Dept.
VISION WEAR INTERNATIONAL, INC.	105200	Purchase of International Sash-China	4500288470	6/16/2010	\$ 46.45	HR-Department
VISION WEAR INTERNATIONAL, INC.	105200	International Student Sashes	4500288816	6/18/2010	\$ 293.70	Multicultural Affairs Department
WAITZ CORPORATION	101361	Admission Packages for Student	4500288773	6/17/2010	\$ 4,465.00	Admission-Recruitment
WBNG 12 ACTION NEWS	107116	Summer School	4500290488	6/29/2010	\$ 854.25	Publication Office
WDKC 101.5	102709	Summer Camp Radio Ad	4500289935	6/24/2010	\$ 200.00	Publication Office
WDKC 101.5	102709	Radio Ad.	4500290207	6/28/2010	\$ 300.00	Family Literacy Program
WENY TV NEWS CHANNEL 36	107116	TV & News Channel 36	4500290476	6/29/2010	\$ 510.00	Publication Office

MANSFIELD UNIVERSITY  
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Vendor-Name	Vendor	ITEM DESCRIPTION	PO Number	PO Date	PO Amount	Remarks
WENY TV NEWS CHANNEL 36	107116	Advertisements	4500290889	6/30/2010	\$ 510.00	Enrolment Service-Admission Dept.
WETM CHANNEL 18	107114	Channel 18	4500290479	6/29/2010	\$ 680.00	Publication Office
WETM CHANNEL 18	107114	Ads Channel 18	4500290887	6/30/2010	\$ 680.00	Enrolment Service-Admission Dept.
WILLIAMSPORT SUN-GAZETTE	102687	Ads. Dump Truck	4500290666	6/30/2010	\$ 262.08	Purchasing Department
WILSON LANGUAGE TRAINING	107537	WRSTAB All Workbood	4500289581	6/23/2010	\$ 382.80	Family Literacy Program
WLIH 107.1 FM	102717	Safety Package	4500290461	6/29/2010	\$ 100.00	Publication Office
WLVY/WELM	102704	Policy Academy Spot	4500288489	6/16/2010	\$ 200.00	Workshop Policy Academy
WNBT	102717	Summer Camp Radio Ad	4500289941	6/24/2010	\$ 101.15	Publication Office
WNBT	102717	WNBT-Radio Ad.	4500290107	6/25/2010	\$ 202.30	Publication Office
WSKG PUB TV & RADIO	102723	WSKG PUB TV & RADIO	4500288490	6/16/2010	\$ 200.00	Policy Adcademy
WSKG PUB TV & RADIO	102723	TV & Radio Services	4500290098	6/25/2010	\$ 355.00	Provost Office
WYDC BIG FOX	107116	Summer School	4500290480	6/29/2010	\$ 433.50	Publication Office
WYDC BIG FOX	107116	Recruitment Ads	4500290888	6/30/2010	\$ 272.00	Enrolment Service-Admission Dept.
XPEDX	102785	Purchase of Misc. Papers for Print Shop	4500290137	6/28/2010	\$ 3,016.36	Print Shop Department
					<b>TOTAL</b>	<b>\$ 190,068.64</b>

MANSFIELD UNIVERSITY  
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Vendor-Name	Vendor	ITEM DESCRIPTION	PO Number	PO Date	PO Amount	Remarks
TYMESON, PERRY	107752	Disassembling Printing Press-Art Dept	400022056	7/6/2010	\$ 3,000.00	PRINTING PRESS DISASSEMBLING - ART DEPARTMENT
ACUTA	102960	Institutional Membership	4500291897	7/12/2010	\$ 422.00	Information Technology Department
AMERICAN ASSN OF COLLEGE OF NURSING	104252	Membership Dues	4500291264	7/7/2010	\$ 3,876.00	Provost Department
AMERICAN ASSN OF STATE COLLEGES&UNI	100008	Membership Dues	4500294398	8/2/2010	\$ 5,900.00	MEMBERSHIP DUES - PRESIDENT'S OFFICE
AMERICAN COUNCIL ON EDUCATION	102538	Special Dues Assessment	4500293362	7/22/2010	\$ 880.00	Provost Department
ANIXTER, INC.	102081	Purchase of Altronix T2428100C	4500291907	7/12/2010	\$ 375.66	Information Technology Department
ANIXTER, INC.	102081	Computer Accessories	4500294803	8/4/2010	\$ 3,100.00	Information Technology Department
ASSN OF COLGT BUS SCHOOLS & PROGRAM	107520	Membership Dues	4500293168	7/22/2010	\$ 1,250.00	Provost Department
BEITERS FURNITURE, INC.	102710	Bedroom Set-Cedarcrest	4500295297	8/10/2010	\$ 700.00	Residence Life Department
BLACKBOARD, INC.	104569	Security Reader for Blackboard	4500293351	7/22/2010	\$ 2,209.00	One Card Department
BLACKBOARD, INC.	102470	Terminals for Merchants VX570	4500295882	8/13/2010	\$ 1,300.00	One Card Department
BUTTER KRUST BAKERY CO., INC.	104501	concession items for Baseball Tour.	4500295785	8/13/2010	\$ 33.12	Athletics Department
CAMPUS BOOKSTORE CCSI	102708	Sweatshirt for handout	4500292229	7/14/2010	\$ 39.44	Enrolment Services-Admission
CAMPUS BOOKSTORE CCSI	102708	Supplies for Camp	4500294267	8/2/2010	\$ 26.42	Center for Life Long Learning Dept.
CAMPUS BOOKSTORE CCSI	102708	Gown & Hood Rental	4500295886	8/13/2010	\$ 40.95	Student Activities Department
CHEA	102799	Membership Dues	4500294395	8/2/2010	\$ 501.00	President's Office Dept
COMMISSION FOR THE UNIVERSITIES	100274	Membership Dues	4500294385	8/2/2010	\$ 1,000.00	President's Office Dept
COMMONWEALTH OF PA	102722	Annual Operating Permit Fee	4500294529	8/3/2010	\$ 375.00	Facilities Department
COREY CREEK GOLF CLUB	104337	Golf Tournament Sponsor	4500295298	8/10/2010	\$ 200.00	RECRUITMENT ADVERTISEMENTS - PUBLIC RELATIONS DEPARTMENT
COUNCIL ON SOCIAL WORK EDUCATION	102729	Membership Dues	4500295781	8/13/2010	\$ 195.00	Social works Department
COUNCIL ON SOCIAL WORK EDUCATION	102729	Membership Dues	4500295782	8/13/2010	\$ 1,640.00	Social works Department
COYLE, DENNIS	107237	T-Shirts for Gifted Camp	4500292451	7/15/2010	\$ 565.00	Center for Life Long Learning Dept.
COYLE, DENNIS	107237	T-Shirts for Young Artist Camp	4500293944	7/28/2010	\$ 217.00	Center for Life Long Learning Dept.
COYLE, DENNIS	107237	Additional Shirts for Gifted Camp	4500294014	7/29/2010	\$ 19.00	Center for Life Long Learning Dept.

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Vendor-Name	Vendor	ITEM DESCRIPTION	PO Number	PO Date	PO Amount	Remarks
CXTEC	103318	Compatible GIG Copper	4500295927	8/13/2010	\$ 615.80	Information Technology Department
CYBERGUYS	100321	Mobile Computer Workstation & Access.	4500293487	7/23/2010	\$ 9,447.74	Information Technology Department
DIMON & BACORN	107744	Moving Equipment from Old Allen	400022458	8/11/2010	\$ 1,550.00	Moving Equipment from Old Allen to the New Allen
DUTCHER, DABRINA	107766	Honorarium Presentation on Math.	400022200	7/16/2010	\$ 1,000.00	Speaker on Math & Media
EASTERN COPY PRODUCTS	104157	Maintenance on Copier	4500291033	7/2/2010	\$ 1,500.00	Print Shop Department
EASTERN COPY PRODUCTS	104157	Maintenance on Copier	4500291034	7/2/2010	\$ 3,000.00	Print Shop Department
EDUCATIONAL TESTING SERVICE	104349	SAT Scores Sheets	4500293078	7/21/2010	\$ 36.10	Admissions Department
ELMIRA DOWNTOWN AREA	107773	Recruitment Advertisements	4500294815	8/5/2010	\$ 600.00	RECRUITMENT ADVERTISEMENTS - PUBLIC RELATIONS DEPARTMENT
EXTREME ENTREPRENEURSHIP	107471	Educational Material	4500295158	8/9/2010	\$ 2,997.00	EDUCATIONAL MATERIAL - CENTER FOR LIFE LONG LEARNING
FAME 38TH ANNUAL CONF	107178	Advertisement of Program	4500293081	7/21/2010	\$ 720.00	School Library Ed Department
GANNETT CENTRAL NY NEWSPAPERS	103180	Daycare Ad	4500295172	8/9/2010	\$ 81.49	Purchasing Dept
GARRISON, DENISE	107760	Advertising Co-Ed Soccer Day Camp	4500292126	7/13/2010	\$ 100.00	Athletics Department
GRAINGER INC	101359	supplies-Hand Soap & Tissue	4500292130	7/13/2010	\$ 6,532.30	Custodial Department
GRAINGER, INC. W.W.	102472	Folding tables/Receptical Bins	4500292498	7/16/2010	\$ 1,575.55	Facilities Department
GRAINGER, INC. W.W.	102472	Custodial Material	4500294852	8/5/2010	\$ 652.40	CUSTODIAL MATERIAL - CUSTODIAL DEPARTMENT
GRAYBAR	100528	Networking Supplies	4500294814	8/5/2010	\$ 7,237.00	NETWORKING SUPPLIES - INFORMATION TECHNOLOGY DEPARTMENT - PASSHE CONTRACT
HILLYARD INC	107261	Supplies	4500295783	8/13/2010	\$ 2,860.79	Custodial Department
HOLIDAY INN HISTORIC DISTRICT	103736	Facility Usage Phila. Reception	4500292234	7/14/2010	\$ 1,071.80	Facilities Department
HORWITZ PAPER & PCKG CO INC	102724	Mats (Allen Hall)	4500294848	8/5/2010	\$ 423.20	MATS (ALLEN HALL) - CUSTODIAL DEPARTMENT
I D BOOTH INC	102704	Plug Cock	4500294996	8/6/2010	\$ 847.00	Utility Plant Department
I D BOOTH INC	102704	Misc. items	4500295738	8/12/2010	\$ 1,509.23	Utility Plant Department
INTERNATIONAL READING ASSOCIATION	100624	Booth for Conference	4500294997	8/6/2010	\$ 1,600.00	School Library Ed Department
INTERNATIONAL STUDENT EXCHANGE PROG	100628	ISEP Annual Membership Dues	4500292978	7/21/2010	\$ 3,150.00	English & Mod. Languages Department
JERRYS SPORT CENTER INC	102751	Ammunition	4500295532	8/11/2010	\$ 7,650.00	AMMUNITION - STATE CONTRACT - LAW ENFORCEMENT ACADEMYS

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Vendor-Name	Vendor	ITEM DESCRIPTION	PO Number	PO Date	PO Amount	Remarks
JILL D. CROSS	102694	RC Stone	4500294847	8/5/2010	\$ 434.69	RC STONE - MAINTENANCE OF GROUNDS DEPARTMENT
KEYSTN MBL SHREDDING INC	107672	Shredding Documents	4500294441	8/3/2010	\$ 300.00	Purchasing Dept
L/B WATER SERV INC	102789	Gate Valve Replacement	4500292453	7/15/2010	\$ 953.09	Utility Plant Department
L/B WATER SERV INC	102789	Maintenance Repair Material	4500294849	8/5/2010	\$ 6,420.64	MAINTENANCE REPAIR MATERIAL - UILITY PLANT DEPARTMENT
LAMAR TEXAS LIMITED PARTNERSHIP	102655	Ad-Billboard	4500294999	8/6/2010	\$ 825.00	Public Relations Department
LARRY V SMTIH ASSOC	107742	Angle for Laurel Ramp	4500295451	8/10/2010	\$ 28.84	Residence Life Department
LEADER	102701	Daycare Ad	4500295157	8/9/2010	\$ 49.69	Purchasing Dept
LONG COMMUNICATIONS SYSTEMS INC	102714	Batteries-Kenwood Radio	4500294002	7/29/2010	\$ 90.00	Storeroom Dept
LORDLY & DAME INC.	101415	Artist Performance-Straughn Auditorium	4000022278	7/26/2010	\$ 4,000.00	SPEAKER - STUDENT ACTIVITIES
LOUISIANA LIBRARIES ASSOC	107749	Advertisement of Program	4500293075	7/21/2010	\$ 1,100.00	School Library Ed Department
MAIN TWIST	106085	Erie Meadville Group-Ice Cream Week	4500295883	8/13/2010	\$ 705.00	Enrolment Services-Admission
MANSFIELD BOROUGH	102706	Rental of Poll-Erie Meadville Group	4500295788	8/13/2010	\$ 450.00	Enrolment Services-Admission
MANSFIELD FIRE DEPT	102710	Facility Usage	4500294832	8/5/2010	\$ 375.00	FACILITY USAGE - CENTER FOR LIFE LONG LEARNING
MANSFIELD FOUNDATION	100787	MU ID Holder for Erie Meadville Group	4500295786	8/13/2010	\$ 61.50	Enrolment Services-Admission
MAPLE LANES	102706	Bowling & Shoe Rental Erie Meadville	4500295884	8/13/2010	\$ 231.00	Enrolment Services-Admission
MARK PASSMORE	102723	Design of Exhibit Space	4500293111	7/21/2010	\$ 600.00	School Library Ed Department
MARK PASSMORE	102723	Postcards for Advertising	4500294530	8/3/2010	\$ 810.00	School Library Ed Department
MARK PASSMORE	102723	Advertisement Revisions	4500294593	8/4/2010	\$ 1,080.00	School Library Ed Department
MARKL SUPPLY COMPANY INC	106460	Body Armor Vest	4500293371	7/23/2010	\$ 789.00	Campus Police
MIDDLE STATES ASSOCIATION OF	100846	Annual Membership Dues	4500292976	7/21/2010	\$ 4,050.00	Provost Department
NACUBO	101957	NACUBO-Membership	4500295570	8/12/2010	\$ 3,274.00	VP-Finance & Administration
NATIONAL WRITING PROJECT	103975	Sponsorship of Writing Project	4500292452	7/15/2010	\$ 500.00	Education/SpecEd Department
NATL ASSN OF CAMPUS CARD USERS INC	103972	Membership Dues	4500295299	8/10/2010	\$ 420.00	MEMBERSHIP DUES - CONTROLLER'S OFFICE
NCATE	100904	Accreditation Fee	4500291265	7/7/2010	\$ 2,330.00	Provost Department

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Vendor-Name	Vendor	ITEM DESCRIPTION	PO Number	PO Date	PO Amount	Remarks
NIMLOK PITTSBURGH/COASTAL DISPLAYS	106386	Update Banners for Advertisement	4500294533	8/3/2010	\$ 660.00	School Library Ed Department
NOUVIR LIGHTING	104327	Hallway Lighting	4500292977	7/21/2010	\$ 3,450.00	Facilities Department
NY CITY DEPT OF EDUC - NYCSLS	107292	Exhibitor Fee Fall 2010	4500293076	7/21/2010	\$ 25.00	School Library Ed Department
NYSSMA SCHOOL MUSIC NEWS	103764	NYSSMA Conference	4500295568	8/12/2010	\$ 650.00	Music Department
OFFICEMAX	103636	Office Supplies	4500293945	7/28/2010	\$ 123.98	Library Department
PACCPP	103560	Membership Dues	4500294812	8/5/2010	\$ 50.00	MEMBERSHIP - UNIVERSITY POLICE DEPARTMENT
PALS SPORTS CTR	102703	T-Shirts	4500295784	8/13/2010	\$ 424.45	Athletics Department
PENNY SAVER INC	102709	Advertising Co-Ed Soccer Day Camp	4500291964	7/12/2010	\$ 78.00	Athletics Department
PENNY SAVER INC	102709	Daycare Ad	4500295156	8/9/2010	\$ 104.00	Purchasing Dept
PHENSA, INC.	101003	Membership Dues	4500294525	8/3/2010	\$ 392.00	Health Sciences Dept
POOL WORLD	107781	Tables & Shffle Boards	4500295608	8/12/2010	\$ 9,750.00	SHUFFLE BOARD TABLES - STUDENT ACTIVITIES
POSTMASTER-WILLIAMSPORT	101938	Postage for Mansfieldian	4500294813	8/5/2010	\$ 3,577.96	MAILING OF MANSFIELDIAN - PUBLIC RELATIONS DEPARTMENT
REED HANN LITHO COMPANY	101080	Printing of Mansfieldina	4500295821	8/13/2010	\$ 7,129.00	PRINTING MANSFIELDIAN - PUBLIC RELATIONS DEPARTMENT
RICKER, JESSICA	104376	Erie-Meadville Program Misc. Expenses	4000022164	7/14/2010	\$ 1,500.00	Erie Meadville Program-Grant Miscellaneous Expenses
RICOH AMERICAS CORPORATION	106614	Maintenance on Copier	4500291035	7/2/2010	\$ 4,000.00	Print Shop Department
ROOFS WATER CO	102690	Water Cooler Refills	4500292861	7/20/2010	\$ 405.00	Counseling Department
SIDELL, MIKE	107771	Building Bicycle Trailer-Out Door	4000022276	7/26/2010	\$ 480.00	Outdoor Recreation Leadership Program
SIGN SHOP	102699	Signs for Parking Lots	4500294811	8/5/2010	\$ 394.00	SIGNS FOR PARKING LOTS - UNIVERSITY POLICE DEPARTMENT
SLMS/NYLA	105968	Advertisement of Program	4500293074	7/21/2010	\$ 720.00	School Library Ed Department
ST JAMES EPISCOPAL CHURCH	107777	Facilities Usage	4500294592	8/4/2010	\$ 1,127.00	School Library Ed Department
STACEY CALKINS	102696	T-Shirts for Erie Meadville Group	4500295787	8/13/2010	\$ 399.00	Enrolment Services-Admission
STEVEN JOHNSTON	106351	Purchase of T-Shirts -Soccer Camp	4500291976	7/12/2010	\$ 586.00	Athletics Department
SUN GAZETTE	102722	Misc. Bid Advertisements	4500295482	8/11/2010	\$ 277.68	MISCELLANEOUS BID ADVERTISEMENTS - PURCHASING DEPARTMENT
SUPERIOR BUSINESS SOLUTIONS	101494	Checks -Supplies	4500295888	8/13/2010	\$ 97.60	Controller's Department



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TALK POINTS	107759	Talk-Point for resolving issues	4500291983	7/12/2010	\$ 280.00	Residence Life Department
TEXAS LIB ASSOC	107132	TLA Exhibit Booth Rental	4500293073	7/21/2010	\$ 1,278.00	School Library Ed Department
TEXAS LIB ASSOC	107132	Supplies	4500294534	8/3/2010	\$ 90.00	School Library Ed Department
THE CHRONICLE OF HIGHER EDUCATION	100243	Chronicle Subscription	4500293072	7/21/2010	\$ 82.50	Provost Department
TIMES SHAMROCK WEEKLY GROUP	102711	Daycare Bid Advertisements	4500295300	8/10/2010	\$ 203.91	BID ADVERTISEMENTS - PURCHASING DEPARTMENT
TIOGA COUNTY DEVELOPMENT CORP	103139	Membership Dues	4500291737	7/9/2010	\$ 50.00	Center for Life Long Learning Dept.
TIOGA COUNTY DEVELOPMENT CORP	103139	Membership Dues	4500294397	8/2/2010	\$ 100.00	President's Office Dept
TIOGA PUBLISHING COMPANY	102717	COT Mtg. Notice	4500294383	8/2/2010	\$ 40.00	President's Office Dept
TRAVEL DESIGNS LTD	102753	Air Fare for F-10 Group	4500291668	7/8/2010	\$ 8,596.40	Provost Department
UNISOURCE	107529	Paper (Stores Catalog)	4500295002	8/6/2010	\$ 8,592.00	PAPER (STORES CATALOG) - STOREROOM
VASCO BRANDS	107756	Supplies	4500291738	7/9/2010	\$ 1,017.00	Custodial Department
WADE SPENCER	102698	Production of Holiday Concert	4000022483	8/12/2010	\$ 1,600.00	RECORDING HOLIDAY CONCERT - PUBLIC RELATIONS DEPARTMENT
WESCO DISTRIBUTION INC.	101374	Ve3-532W -Bllast	4500295572	8/12/2010	\$ 698.40	Facilities Department
WILD ROSE INC.	102705	Test of Water 4000-PSI	4500291266	7/7/2010	\$ 682.50	Facility Department
WILD ROSE INC.	102705	PSI 3500	4500294480	8/3/2010	\$ 192.00	Facilities Department
WLMA CONFERENCE 2009	107190	Exhibit Space WLMA &WALW Conf. 2010	4500293110	7/21/2010	\$ 375.00	School Library Ed Department
WNKZ-KZ 104	107783	Ad for Veterans	4500294998	8/6/2010	\$ 300.00	Public Relations Department
WSKG PUB TV & RADIO	102723	Ad-TV & Radio	4500295001	8/6/2010	\$ 355.00	Public Relations Department
					<b>TOTAL</b>	<b>\$ 175,432.82</b>
<b>UNENCUMBERED EXPENSES BY DEPTS</b>						
1. EMPLOYEE REIMBURSEMENT FOR ITEM PURCHASE	\$	295.00				
2. EXXON MOBIL GAS EXPENSE	\$	885.00				
3. MISC EXPENSES	\$	1,669.54				
4. LIBRARY BOOKS & SUBSCRIPTIONS	\$	1,242.99				
					\$ 4,092.53	
					<u>\$ 179,525.35</u>	



RECURRING CONTRACTS <\$10K

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EXHIBIT C2

VENDOR NAME	VENDOR NO	PO NUMBER	PO DATE	AMOUNT	REMARKS
3M LIBRARY SYSTEMS	100001	4500279213	4/1/2010	\$ 1,210.00	RECURRING CONTRACT - LIBRARY DETECTION SYSTEM
3M LIBRARY SYSTEMS	100001	4500279288	4/2/2010	\$ 495.00	RECURRING CONTRACT - 3M WARRANTY
ADVANTAGE SPORT & FITNESS INC	100024	4500280358	4/13/2010	\$ 6,000.00	PARTS
BLUE RIDGE CABLE TV	102707	4500277067	3/15/2010	\$ 359.40	MONTHLY FEE
CAREER DIMENSIONS INC	100204	4500280277	4/12/2010	\$ 975.00	SOFTWARE LICENSE RENEWAL
COYNE TEXTILE SERV	102725	4000020494	3/1/2010	\$ 2,500.00	SHOP TOWELS
EAGLE JANITORIAL SUPPLY CO	100397	4000021041	4/12/2010	\$ 280.00	NOBLES SCRUBBER
EDC CORP.	102793	4500277065	3/15/2010	\$ 2,250.04	SOFTWARE LICENSE
ELUMINATE USA, INC.	103941	4500278872	3/30/2010	\$ 6,100.00	LICENSE RENEWAL
FEDERAL EXPRESS CORP	102711	4500279074	3/31/2010	\$ 3,000.00	SHIPPING
	102737	4500279147	4/1/2010	\$ 1,000.00	PHONE BOOKS
MANSFIELD FIRE DEPT	102710	4500277048	3/15/2010	\$ 7,500.00	SERVICE
MANSFIELD FIREMANS AMBULANCE ASSOC	102707	4500277049	3/15/2010	\$ 7,500.00	AMBULANCE
MOYER HOTELS LLC	102708	4000020686	3/15/2010	\$ 1,400.00	LODGING
MOYER HOTELS LLC	102708	4000020697	3/15/2010	\$ 3,000.00	LODGING
NORTHERN TIER SOLID WASTE AUTHORITY	102701	4500274887	2/23/2010	\$ 6,000.00	BUILDING MAINTENANCE
OFFICE EQUIPMENT SOURCE	102703	4500279207	4/1/2010	\$ 735.00	METER READING
RALPH YOUMANS	102699	4000020685	3/15/2010	\$ 200.00	FIREARM QUALIFICATIONS
RICOH AMERICAS CORPORATION	106614	4500280259	4/12/2010	\$ 575.00	MAINTENANCE
ROBERT FITZGERALD	102695	4000020688	3/15/2010	\$ 500.00	LODGING-COUNCIL OF TRUSTEES
ROBERT FITZGERALD	102695	4000020698	3/15/2010	\$ 1,000.00	LODGING
SUSQUEHANNA PAPER & SANITARY SUP	101938	4000021039	4/12/2010	\$ 1,500.00	BETCO MAINTENANCE
UNITED PARCEL SERV	102724	4500279148	4/1/2010	\$ 5,000.00	SHIPPING
VERIFICATIONS INC.	107304	4000020701	3/15/2010	\$ 9,000.00	BACKGROUND CHECKS
VERIZON WIRELESS	102683	4500277050	3/15/2010	\$ 1,100.00	CELL PHONES
EASTERN COPY PRODUCTS	104157	4000021376	5/17/2010	\$ 9,000.00	RECURRING CONTRACT - PRINT SHOP
BRUCE DART	102696	4000021336	5/13/2010	\$ 3,000.00	RECURRING CONTRACT -
CINTAS FIRE PROTECTION	105477	4000021795	6/14/2010	\$ 4,925.00	RECURRING CONTRACT -
CINTAS FIRE PROTECTION	105477	4000021796	6/14/2010	\$ 6,000.00	RECURRING CONTRACT -
CONVERSION IMAGE TECHNOLOGY INC	107408	4000021792	6/14/2010	\$ 1,740.00	RECURRING CONTRACT -
CSR	102684	4000021446	5/19/2010	\$ 9,300.00	RECURRING CONTRACT -
DEAN EVANS & ASSOC INC	102749	4500285424	5/24/2010	\$ 3,015.00	RECURRING CONTRACT -

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VENDOR NAME	VENDOR NO	PO NUMBER	PO DATE	AMOUNT	REMARKS
DEPT OF VETERANS AFFAIRS	107590	4500288241	6/15/2010	\$ 700.00	RECURRING CONTRACT -
DIGITAL ARCHITECTURE	105509	4500284761	5/19/2010	\$ 4,972.24	RECURRING CONTRACT -
EASTERN COPY PRODUCTS	104157	4000021378	5/17/2010	\$ 9,872.72	RECURRING CONTRACT -
EDUCATION MANAGEMENT SOLUTIONS	107581	4500284003	5/12/2010	\$ 2,050.00	RECURRING CONTRACT -
EDUCATIONAL BENCHMARKING INC	100411	4500284855	5/19/2010	\$ 9,630.00	RECURRING CONTRACT -
EDUCATIONAL COMPUTER SYSTEMS	100411	4000021132	4/21/2010	\$ 4,000.00	RECURRING CONTRACT -
EMPIRISOFT CORPORATION	106205	4500284326	5/14/2010	\$ 2,500.00	RECURRING CONTRACT -
ENTRINSIK INC	104425	4500285303	5/21/2010	\$ 3,100.00	RECURRING CONTRACT -
GAP TECHNOLOGIES INC.	106427	4500284800	5/19/2010	\$ 9,995.00	RECURRING CONTRACT -
GE BETZ, INC.	102725	4500283859	5/11/2010	\$ 8,447.00	RECURRING CONTRACT -
HOBSONS, INC.	100577	4500281740	4/23/2010	\$ 3,000.00	RECURRING CONTRACT -
HUFFMAN'S OFFICE SUPPLY	101940	4000021785	6/14/2010	\$ 265.00	RECURRING CONTRACT -
IKON OFFICE SOLUTIONS	102734	4500281722	4/23/2010	\$ 1,000.00	RECURRING CONTRACT -
IKON OFFICE SOLUTIONS	102734	4000021168	4/23/2010	\$ 1,200.00	RECURRING CONTRACT -
MARTHA HORTON	102693	4000021692	6/7/2010	\$ 1,200.00	RECURRING CONTRACT -
MCGINLEY MAINTENANCE	102723	4500281957	4/26/2010	\$ 1,300.00	RECURRING CONTRACT -
MILLIPORE CORP	102733	4000021769	6/14/2010	\$ 5,662.80	RECURRING CONTRACT -
PAC INDUSTRIES INC.	101959	4000021182	4/26/2010	\$ 1,000.00	RECURRING CONTRACT -
PACAC	100961	4500281762	4/23/2010	\$ 1,000.00	RECURRING CONTRACT -
PEOPLEWARE INC	100996	4500281689	4/23/2010	\$ 2,286.90	RECURRING CONTRACT -
PITNEY BOWES INC	102729	4500287995	6/14/2010	\$ 750.00	RECURRING CONTRACT -
PITNEY BOWES INC	102729	4500287831	6/11/2010	\$ 1,512.00	RECURRING CONTRACT -
PITNEY BOWES INC	102729	4500282105	4/27/2010	\$ 3,012.00	RECURRING CONTRACT -
REDROCK SOFTWARE CORP	103589	4500281453	4/21/2010	\$ 750.00	RECURRING CONTRACT -
ROBERT M. SIDES	101935	4000021409	5/19/2010	\$ 606.25	RECURRING CONTRACT -
ROBERT M. SIDES	101935	4000021408	5/19/2010	\$ 1,550.00	RECURRING CONTRACT -
SCRIP-SAFE SECURITY PRODUCTS	101500	4500281480	4/21/2010	\$ 4,500.00	RECURRING CONTRACT -
SYSIX TECHNOLOGIES	105496	4500285286	5/21/2010	\$ 2,680.00	RECURRING CONTRACT -
TEACHINGBOOKS.NET LLC	107708	4500286878	6/4/2010	\$ 850.00	RECURRING CONTRACT -
VERIZON WIRELESS	102683	4500284768	5/19/2010	\$ 525.00	RECURRING CONTRACT -
VERIZON WIRELESS	102683	4500281456	4/21/2010	\$ 565.00	RECURRING CONTRACT -
ENTERPRISE RENT-A-CAR	102721	4500281835	4/26/2010	\$ 1,500.00	RECURRING CONTRACT - ADMISSIONS OFFICE
LearnHub	107007	4000021373	5/17/2010	\$ 9,600.00	RECURRING CONTRACT - ADMISSIONS OFFICE

RECURRING CONTRACTS <\$10K

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PAC INDUSTRIES INC.	101959	4000021660	6/4/2010	\$ 1,300.00	RECURRING CONTRACT - ATHLETIC DEPARTMENT
EMPIRE AIRGAS, INC.	102723	4000021389	5/18/2010	\$ 2,400.00	RECURRING CONTRACT - BIOLOGY & FISHERIES DEPARTMENTS
EDUCATION TO GO	106985	4000021166	4/23/2010	\$ 4,500.00	RECURRING CONTRACT - CENTER FOR LIFE LONG LEARNING
EMPIRE AIRGAS, INC.	102723	4000021391	5/18/2010	\$ 4,400.00	RECURRING CONTRACT - CHEMISTRY DEPARTMENT
SUR-LOK STORAGE	102726	4500284586	5/18/2010	\$ 800.00	RECURRING CONTRACT - GRANT SCIENCE CENTER - FISHERIES DEPARTMENT
HARLAND TECHNOLOGY SERVICES	101141	4000021656	6/4/2010	\$ 1,075.00	RECURRING CONTRACT - INFORMATION TECHNOLOGY DEPARTMENT
AASTRA INTECOM INC	104712	4500284870	5/19/2010	\$ 1,010.00	RECURRING CONTRACT - INFORMATION TECHNOLOGY DEPARTMENT
ABDICK, PRESSTEK	100002	4000021366	5/17/2010	\$ 4,092.00	RECURRING CONTRACT - INFORMATION TECHNOLOGY DEPARTMENT
ALL-MODE COMMUNICATIONS INC	104416	4500284367	5/14/2010	\$ 5,000.00	RECURRING CONTRACT - INFORMATION TECHNOLOGY DEPARTMENT
AMERICAN CHEMICAL SOCIETY	103151	4500284472	5/17/2010	\$ 5,622.21	RECURRING CONTRACT - INFORMATION TECHNOLOGY DEPARTMENT
ARIN	100088	4500284013	5/12/2010	\$ 100.00	RECURRING CONTRACT - INFORMATION TECHNOLOGY DEPARTMENT
ASHCOM TECHNOLOGIES INC.	106518	4500281661	4/22/2010	\$ 1,980.00	RECURRING CONTRACT - INFORMATION TECHNOLOGY DEPARTMENT
BAKER & TAYLOR INC	100115	4500288080	6/14/2010	\$ 3,175.00	RECURRING CONTRACT - INFORMATION TECHNOLOGY DEPARTMENT
BENJAMIN H SHAW	102695	4500286800	6/4/2010	\$ 6,900.00	RECURRING CONTRACT - INFORMATION TECHNOLOGY DEPARTMENT
BERKSHIRE SYSTEMS GROUP INC	100133	4500281583	4/22/2010	\$ 4,900.00	RECURRING CONTRACT - INFORMATION TECHNOLOGY DEPARTMENT
BIELS INFO TECH SYSTEMS CORP	102801	4000021201	4/27/2010	\$ 845.00	RECURRING CONTRACT - INFORMATION TECHNOLOGY DEPARTMENT
CENTURION TECHNOLOGIES INC	103413	4500284351	5/14/2010	\$ 1,275.00	RECURRING CONTRACT - INFORMATION TECHNOLOGY DEPARTMENT
D & S COMMUNICATIONS, INC.	103516	4000021365	5/17/2010	\$ 4,900.00	RECURRING CONTRACT - INFORMATION TECHNOLOGY DEPARTMENT
FARONICS	100455	4500285310	5/24/2010	\$ 2,200.00	RECURRING CONTRACT - INFORMATION TECHNOLOGY DEPARTMENT
HOT BANANA	106009	4500284026	5/12/2010	\$ 8,550.00	RECURRING CONTRACT - INFORMATION TECHNOLOGY DEPARTMENT
NETWOLVES	102723	4500284404	5/17/2010	\$ 3,500.00	RECURRING CONTRACT - INFORMATION TECHNOLOGY DEPARTMENT
PENN SYSTEMS GROUP, INC	100989	4500283571	5/10/2010	\$ 4,975.00	RECURRING CONTRACT - INFORMATION TECHNOLOGY DEPARTMENT
SPLUNK INC.	107278	4500284346	5/14/2010	\$ 1,350.00	RECURRING CONTRACT - INFORMATION TECHNOLOGY DEPARTMENT
THOMSON SCIENTIFIC, INC.	100617	4500283983	5/12/2010	\$ 4,200.00	RECURRING CONTRACT - INFORMATION TECHNOLOGY DEPARTMENT
USABLENET	103933	4500283557	5/10/2010	\$ 6,575.00	RECURRING CONTRACT - INFORMATION TECHNOLOGY DEPARTMENT
VERIZON	101347	4500285191	5/21/2010	\$ 2,200.00	RECURRING CONTRACT - INFORMATION TECHNOLOGY DEPARTMENT
INTERLIBRARY DELIVERY SERVICE	100621	4000021632	6/3/2010	\$ 7,538.76	RECURRING CONTRACT - INTERLIBRARY LOAN DEPARTMENT
ADVANTAGE SPORT & FITNESS INC	100024	4000021675	6/7/2010	\$ 5,748.00	RECURRING CONTRACT - KELCHNER FITNESS CENTER
H.W. WILSON COMPANY	100541	4500285646	5/25/2010	\$ 3,100.00	RECURRING CONTRACT - LIBRARY ACQUISITIONS
JSTOR	101593	4500286623	6/3/2010	\$ 7,200.00	RECURRING CONTRACT - LIBRARY ACQUISITIONS
MARCIVE INC	100790	4500284519	5/17/2010	\$ 1,925.00	RECURRING CONTRACT - LIBRARY ACQUISITIONS
OCLC	102907	4500287215	6/8/2010	\$ 2,926.00	RECURRING CONTRACT - LIBRARY ACQUISITIONS
PUBLISHING TECHNOLOGY, INC./UNCOVER	106093	4500285520	5/25/2010	\$ 1,330.00	RECURRING CONTRACT - LIBRARY ACQUISITIONS

RECURRING CONTRACTS <\$10K

MANSFIELD UNIVERSITY  
 COUNCIL OF TRUSTEES REPORT  
 RECURRING CONTRACTS UNDER \$10,000  
 FROM MARCH 1, 2010 TO AUGUST 15, 2010

EXHIBIT C2

VENDOR NAME	VENDOR NO	PO NUMBER	PO DATE	AMOUNT	REMARKS
ACCESSIBLE ARCHIVES INC	101683	4500285537	5/25/2010	\$ 385.00	RECURRING CONTRACT - LIBRARY ACQUISITIONS DEPARTMENT
AMERICAN DIETETIC ASSOCIATION	102887	4500285531	5/25/2010	\$ 400.00	RECURRING CONTRACT - LIBRARY ACQUISITIONS DEPARTMENT
AMERICAN FISHERIES SOCIETY	102734	4500285505	5/25/2010	\$ 1,366.00	RECURRING CONTRACT - LIBRARY ACQUISITIONS DEPARTMENT
CHOICE REVIEWS ONLINE	106815	4500285513	5/25/2010	\$ 435.00	RECURRING CONTRACT - LIBRARY ACQUISITIONS DEPARTMENT
CLCD COMPANY LLC	100254	4500285509	5/25/2010	\$ 858.00	RECURRING CONTRACT - LIBRARY ACQUISITIONS DEPARTMENT
EBSCO SUBSCRIPTION SERVICES	100405	4500285517	5/25/2010	\$ 1,900.00	RECURRING CONTRACT - LIBRARY ACQUISITIONS DEPARTMENT
MARCIVE INC	100790	4500285518	5/25/2010	\$ 2,115.00	RECURRING CONTRACT - LIBRARY ACQUISITIONS DEPARTMENT
NOODLE TOOLS INC	107696	4500285546	5/25/2010	\$ 396.00	RECURRING CONTRACT - LIBRARY ACQUISITIONS DEPARTMENT
OVID TECHNOLOGIES, INC.	103331	4500285536	5/25/2010	\$ 175.00	RECURRING CONTRACT - LIBRARY ACQUISITIONS DEPARTMENT
PALCI - UNIVERSITY OF PITTSBURGH	100964	4500285653	5/25/2010	\$ 6,900.00	RECURRING CONTRACT - LIBRARY ACQUISITIONS DEPARTMENT
PALCI	106651	4500285657	5/25/2010	\$ 1,500.00	RECURRING CONTRACT - LIBRARY RESOURCES
AKROM ASSOCIATES	103187	4000021185	4/26/2010	\$ 2,500.00	RECURRING CONTRACT - MANSER DINING HALL
HICKEY'S MUSIC CENTER	103784	4000021216	4/28/2010	\$ 1,000.00	RECURRING CONTRACT - MUSIC DEPARTMENT
J R JUDD VIOLINS	103734	4000021217	4/28/2010	\$ 800.00	RECURRING CONTRACT - MUSIC DEPARTMENT
UPSTATE GRAPHIC REPAIRS INC	102725	4000021215	4/28/2010	\$ 2,500.00	RECURRING CONTRACT - PRINT SHOP
BLUE RIDGE CABLE TV	102707	4500282163	4/28/2010	\$ 225.00	RECURRING CONTRACT - PROVOST OFFICE
SANDRA NORTON BUTTERS	105823	4000021334	5/13/2010	\$ 800.00	RECURRING CONTRACT - PUBLIC RELATIONS DEPARTMENT
ANDREW WORTHINGTON	102698	4000021333	5/13/2010	\$ 1,000.00	RECURRING CONTRACT - PUBLIC RELATIONS DEPARTMENT
MARK PASSMORE	102723	4000021335	5/13/2010	\$ 5,000.00	RECURRING CONTRACT - PUBLIC RELATIONS DEPARTMENT
EDULINK, INC.	103331	4500281482	4/21/2010	\$ 3,300.00	RECURRING CONTRACT - REGISTRAR OFFICE
PARIS-WILLIAMSPORT HEALTHCARE LINEN	102163	4000021420	5/19/2010	\$ 6,400.00	RECURRING CONTRACT - RESIDENCE LIFE & STUDENT AFFAIRS OFFICES
IMPULSE POINT	106157	4500283733	5/11/2010	\$ 7,750.00	RECURRING CONTRACT - RESIDENCE LIFE DEPARTMENT
SWANK MOTION PICTURES, INC.	101239	4000021678	6/7/2010	\$ 8,851.00	RECURRING CONTRACT - RESIDENCE LIFE DEPARTMENT
VERIZON WIRELESS	102683	4500281928	4/26/2010	\$ 8,500.00	RECURRING CONTRACT - RESIDENCE LIFE DEPARTMENT
BERKSHIRE SYSTEMS GROUP INC	100133	4500281613	4/22/2010	\$ 6,500.00	RECURRING CONTRACT - RESIDENCE LIFE, STUDENT UNION, KELCHNER FITNESS CENTER & MANSER DINING
AERC RECYCLING SOLUTIONS	104907	4500286798	6/4/2010	\$ 1,520.00	RECURRING CONTRACT - SAFETY OFFICE
MOBILE LIFTS INC.	100857	4500284569	5/17/2010	\$ 2,000.00	RECURRING CONTRACT - SAFETY OFFICE
LYRASIS	100964	4500282162	4/28/2010	\$ 610.00	RECURRING CONTRACT - SCHOOL LIBRARY PROGRAM
LAUREL BEHAVIORAL HEALTH	102691	4000021658	6/4/2010	\$ 1,650.00	RECURRING CONTRACT - STUDENT HEALTH FEE
LAMBS CREEK STORAGE	102706	4500282164	4/28/2010	\$ 1,225.00	RECURRING CONTRACT - UNIVERSITY PLAYERS
FRONTIER	106000	4500284406	5/17/2010	\$ 455.00	RECURRING CONTRACT - UTILITY PLANT
MANSFIELD MUNICIPAL AUTHORITY	102706	4500283879	5/11/2010	\$ 1,200.00	RECURRING CONTRACT - UTILITY PLANT
SEEWALD LABORATORIES INC	102719	4000021798	6/15/2010	\$ 6,050.00	RECURRING CONTRACT - UTILITY PLANT

RECURRING CONTRACTS <\$10K

MANSFIELD UNIVERSITY  
 COUNCIL OF TRUSTEES REPORT  
 RECURRING CONTRACTS UNDER \$10,000  
 FROM MARCH 1, 2010 TO AUGUST 15, 2010

VENDOR NAME	VENDOR NO	PO NUMBER	PO DATE	AMOUNT	REMARKS
R.R. BOWKER, LLC	102843	4500285528	5/25/2010	\$ 1,100.00	RECURRING CONTRACT- LIRARY ACQUISITIONS DEPARTMENTS
EQUIPMENT DEPOT	107067	4500281617	4/22/2010	\$ 650.00	RECURRING CONTRACT- SAFETY
NACA	100877	4500281788	4/23/2010	\$ 2,700.00	RECURRING CONTRACT- ENROLLMENT SERVICES
R.R. BOWKER, LLC	102843	4500286870	6/4/2010	\$ 1,030.00	RECURRING CONTRACT- LIRARY ACQUISITIONS DEPARTMENTS
TWIN TIER IMAGING SYSTEMS	104013	4000021367	5/17/2010	\$ 210.00	RECURRING CONTRACT- PRINT SHOP
BIELS INFO TECH SYSTEMS CORP	102801	4000022296	7/26/2010	\$ 1,090.00	RECURRING CONTRACT-LIBRARY INFO RESOURCES
WADE SPENCER	102698	4000022483	8/12/2010	\$ 1,600.00	RECURRING CONTRACT- HOLIDAY CONCERT PUBLIC RELATIONS
EASTERN COPY PRODUCTS	104157	4500291160	7/6/2010	\$ 9,120.00	RECURRING CONTRACT- PRINT SHOP
PALCI	106651	4500292620	7/16/2010	\$ 9,350.00	RECURRING CONTRACT- INFORMATION RESOURCES
PALCI	106651	4500292639	7/16/2010	\$ 1,585.00	RECURRING CONTRACT-LIBRARY ACQUISITIONS
ROOF'S WATER CO	102690	4500292857	7/20/2010	\$ 270.00	RECURRING CONTRACT- MAAAP
ROOF'S WATER CO	102690	4500292861	7/20/2010	\$ 405.00	RECURRING CONTRACT- COUNSELING AND LEARNING CENTER
VERIZON WIRELESS	102683	4500292956	7/20/2010	\$ 607.41	RECURRING CONTRACT- SPORT INFORMATION
MIDDLE STATES ASSOCIATION	100846	4500292976	7/21/2010	\$ 4,050.00	RECURRING CONTRACT- PROVOST
PEMBROOKPINES WVIN	107742	4500293855	7/28/2010	\$ 1,700.00	RECURRING CONTRACT- PUBLIC RELATIONS
WNBT	102717	4500293866	7/28/2010	\$ 800.00	RECURRING CONTRACT-PUBLIC RELATIONS
WHGL-FM	102714	4500293888	7/28/2010	\$ 1,200.00	RECURRING CONTRACT- PUBLIC RELATIONS
WDKC-101.5	102709	4500293893	7/28/2010	\$ 1,000.00	RECURRING CONTRACT- PUBLIC RELATIONS
XEROX CORP	102735	4500293913	7/28/2010	\$ 700.00	RECURRING CONTRACT- LIBRARY INFO SERVICE
COLONIAL RADIO GROUP	107138	4500294110	7/30/2010	\$ 1,200.00	RECURRING CONTRACT- PUBLIC RELATIONS
WETM CHANNEL 18	107114	4500294111	7/30/2010	\$ 1,500.00	RECURRING CONTRACT- PUBLIC RELATIONS
WEMY TV NEWS CHANNEL 36	107116	4500294112	7/30/2010	\$ 1,000.00	RECURRING CONTRACT- PUBLIC RELATIONS
WYDC BIG FOX	107116	4500294113	7/30/2010	\$ 500.00	RECURRING CONTRACT- PUBLIC RELATIONS
WPNG 12 ACTION NEWS	107116	4500294114	7/30/2010	\$ 500.00	RECURRING CONTRACT- PUBLIC RELATIONS
ELMIRA DOWNTOWN AREA	107773	4500294815	8/5/2010	\$ 600.00	RECURRING CONTRACT- PUBLIC RELATIONS
LOUIS MARINO	102723	4000022024	6/30/2010	\$ 2,700.00	RECURRING CONTRACT- CUSTODIAL DEPT
LOUIS MARINO	102723	4000022025	6/30/2010	\$ 6,785.00	RECURRING CONTRACT- KELCHNER FITNESS
VERIZON WIRELESS	102683	4500290266	6/28/2010	\$ 1,125.00	RECURRING CONTRACT- INFORMATION TECHNOLOGY
GUTHRIE CLINIC	102691	4500290565	6/30/2010	\$ 5,000.00	RECURRING CONTRACT- HUMAN RESOURCES DEPT
PROQUEST INFO AND LEARNING	101045	4500290645	6/30/2010	\$ 8,100.00	RECURRING CONTRACT- LIBRARY ACQUISITIONS
ROOF'S WATER CO	102690	4500290710	6/30/2010	\$ 325.00	RECURRING CONTRACT- CENTER FOR LIFE LONG LEARNING
ROOF'S WATER CO	102690	4500290711	6/30/2010	\$ 700.00	RECURRING CONTRACT- INFORMATION TECHNOLOGY
ROOF'S WATER CO	102690	4500290721	6/30/2010	\$ 525.00	RECURRING CONTRACT- PURCHASING DEPT

RECURRING CONTRACTS <\$10K

MANSFIELD UNIVERSITY  
 COUNCIL OF TRUSTEES REPORT  
 RECURRING CONTRACTS UNDER \$10,000  
 FROM MARCH 1, 2010 TO AUGUST 15, 2010

VENDOR NAME	VENDOR NO	PO NUMBER	PO DATE	AMOUNT	REMARKS
ROOF'S WATER CO	102690	4500290743	6/30/2010	\$ 350.00	RECURRING CONTRACT- INFORMATION RESOURCES
CHEMUNG SPRING WATER CO	102701	4500290749	6/30/2010	\$ 500.00	RECURRING CONTRACT- ADMISSIONS
CHEMUNG SPRING WATER CO	102701	4500290752	6/30/2010	\$ 900.00	RECURRING CONTRACT- RESIDENCE LIFE
				\$ 483,076.73	



# Exhibit D



**Annual Physical Inspection of Facilities  
Mansfield University of Pennsylvania**

**Report to the Board of Governors**

Mansfield University's Council of Trustees conducted its annual physical inspection of the facilities on Wednesday, July 28, 2010 in accordance with the rules and regulations adopted by the Board of Governors. The inspection was held following the business meeting on the same date and was conducted by Benjamin Jones, Director of Facilities Management and Operations. Members of the Council of Trustees participating were:

Mr. Ralph H. Meyer  
Ms. Ada Mae Saxton  
Mr. Richard Cashman  
Dr. Robert D. Strohecker  
Mr. Charles R. Ike

The following areas were specifically reviewed:

Allen Hall  
Manser Hall Dining Renovation  
Water Treatment Plant  
Residence Life Housing Project Location

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Ralph H. Meyer, Chairperson  
Mansfield University of Pennsylvania  
Council of Trustees



**MANSFIELD UNIVERSITY**  
**COUNCIL OF TRUSTEES MEETING**

Wednesday, November 17, 2010  
2:00 p.m.

North Hall 6<sup>th</sup> Floor Community Room

**A G E N D A**

**I. MEETING CALLED TO ORDER**

**II. RECORDING OF ATTENDANCE**

**III. PUBLIC COMMENTS**

**IV. APPROVAL OF MINUTES**

September 22, 1010 (Exhibit A)

**MOTION:**

**V. COMMITTEE REPORTS**

A. Academic Affairs Report (Dr. Keller)

**MOTION** to implement a fee of \$100 per credit hour for music lessons beginning with the fall 2011 semester.

B. Finance and Administration Report (Mr. Reid)

**MOTION** to approve \$145,250.34 in aggregate value for purchase orders of \$10,000 or more for the period of August 16, 2010 through October 15, 2010 as identified in Exhibit B.

**MOTION** to approve \$1,162,841.06 in aggregate value for purchase orders of less than \$10,000 for the period of August 16, 2010 through October 15, 2010 as identified in Exhibit C.

C. Human Resources Report (Ms. Carleton)

D. Student Affairs Report (Mr. Colby and Ms. Kollar)

E. University Advancement Report (Dr. Maravene Loeschke)

**VI. OLD BUSINESS**

**VII. NEW BUSINESS**

**VIII. INFORMATION ITEMS – NO ACTION REQUIRED**

SPIT Report  
Ms. Anne Lavancher

**IX. EDUCATIONAL FEATURE**

Honors Program and President's Intern  
Ms. Angela Martinez

**X. REPORTS**

President Maravene Loeschke

PACT

Student Government Association

**XI. OTHER BUSINESS**

**XII. DATE OF NEXT MEETING**

The Mansfield University Council of Trustees retreat will be held on **Wednesday, January 26, 2010 in the North Hall 5<sup>th</sup> Floor North Conference Room** followed by a **Special meeting at 2:00 p.m. in the North Hall 6<sup>th</sup> Floor Community Room.**

The next regular meeting of the Mansfield University Council of Trustees will be held on **Wednesday, March 23, 2011, 2:00 p.m. in the North Hall 6<sup>th</sup> Floor Community Room.**

**XIII. ADJOURNMENT**

**MANSFIELD UNIVERSITY**  
**Mansfield, Pennsylvania**

**Wednesday, September 22, 2010**  
**North Hall, 6<sup>th</sup> Floor Community Room**  
**2:00 p.m.**

**COUNCIL OF TRUSTEES**

**MINUTES**

**I. MEETING CALLED TO ORDER**

Chairman Meyer called the meeting to order at 2:01 p.m.

**FOR THE RECORD:** In accordance with the Sunshine Law, this meeting was advertised in the *Wellsboro Gazette* on September 8, 2010.

**II. RECORDING OF ATTENDANCE**

The following Trustees were in attendance:

Mr. Thomas A. Browning, Member  
Mr. Richard P. Cashman, Secretary  
Mr. Lewis B. Lee, Member  
Mr. Ralph H. Meyer, Chair  
Ms. Ada Mae Saxton, Member  
Mr. Louis Setzer, Student Member  
Mr. Howard J. Smith, Jr., Member  
Dr. Robert D. Strohecker, Vice Chair  
Ms. Carol J. Tama, Member

The following Trustees were not in attendance:

Mr. Steven M. Crawford, Member  
Mr. Charles R. Ike, Member



## **II. RECORDING OF ATTENDANCE (Continued)**

Members of the University staff who were in attendance are as follows:

Dr. Maravene Loeschke, President  
Ms. Dia Carleton, Executive Director of Human Resources  
Mr. Charles Colby, Associate Vice President for Residence Life  
Dr. Scott Davis, University Senate President  
Mr. Terrance Day, Assistant Director of Public Relations and Publications  
Ms. Amie Fox, Residence Director  
Dr. Peter Keller, Provost/Vice President for Academic Affairs  
Ms. Mary Beth Kollar, Interim Manager of Student Affairs  
Ms. Anne M. LaVancher, Secretary to the Council of Trustees  
Mr. Dennis Miller, Director of Public Relations and Publications  
Mr. Michael L. Reid, Vice President of Finance and Administration  
Mr. William Chabala, APSCUF President

Others in Attendance:

Mr. Will Brown, SGA President  
Mr. Scott Hakes, Student  
Ms. Brittany Hendler, Student  
Mr. Ryan Miller, Student  
Ms. Kate Plaska, Student  
Ms. Meredith Shewell, Student

## **III. PUBLIC COMMENTS**

No comments were received.

## **IV. APPROVAL OF MINUTES**

July 28, 2010 (Exhibit A)

**A motion was made by Mr. Browning, seconded by Ms. Saxton, and unanimously carried to approve the minutes of July 28, 2010 as identified in Exhibit A with changes noted (July 28, 2010, page 1, section II, Mr. Thomas Browning was not in attendance).**

## V. COMMITTEE REPORTS

### A. Academic Affairs Report

Dr. Keller noted the topics discussed in the Academic Affairs Report:

- Enrollment update post freeze date: total graduate and undergraduate students is 3411
- AASCU Red Balloon project discussion; Mansfield University is interested in this project
- Academic Affairs goals summary
- Fee recommendations
  - Use of fees to support music lessons
  - Increase in library's late return of borrowed items fee
- Retrenchment Planning Update

### B. Finance and Administration Report

Mr. Reid noted the topics discussed in the Finance and Administration report:

- All purchase orders for the period June 16, 2010 through August 15, 2010 for an aggregate value of \$1,664,392.84 as identified in Exhibits B, B1, C, C1 and C2
- 2011 Fiscal Plan which currently shows a negative balance due to flat enrollment planning
  - Enrollment is lower than anticipated
  - MU plans to generate funds to account for the negative balance
- Annual Inspection of Facilities Report

Upon the recommendation of the Vice President for Finance and Administration and the President, **a motion was made by Mr. Lee, seconded by Mr. Smith, and unanimously carried to approve the following purchases:**

#### Approval of Purchase Orders of \$10,000 or more

**Purchase orders of \$10,000 or more for the period of June 16, 2010 through June 30, 2010 for a total of \$123,535.75 as identified in Exhibit B.**

**Purchase orders of \$10,000 or more for the period of July 1, 2010 through August 15, 2010 for a total of \$688,186.37 as identified in Exhibit B1.**

#### Approval of Purchase Orders less than \$10,000

**Purchase orders of less than \$10,000 for the period of June 16, 2010 through June 30, 2010 for a total of \$190,068.64 as identified in Exhibit C.**

**Purchase orders of less than \$10,000 for the period of July 1, 2010 through August 15, 2010 for a total of \$179,525.35 as identified in Exhibit C1.**

**Recurring contracts of less than \$10,000 for the period of March 1, 2010 through August 15, 2010 with an aggregate value of \$483,076.73 as identified in Exhibit C2.**

V. COMMITTEE REPORTS (continued)

B. Finance and Administration Report (continued)

Approval of Annual Physical Inspection of Facilities

Upon the recommendation of the Vice President for Finance and Administration and the President, **a motion was made by Dr. Strohecker, seconded by Mr. Cashman, and unanimously carried to approve the report of the Annual Physical Inspection of Facilities conducted on July 28, 2010** as identified in Exhibit D.

Approval of Mansfield University 2011 Fiscal Plan

Upon the recommendation of the Vice President for Finance and Administration and the President, **a motion was made by Mr. Browning, seconded by Ms. Tama, and unanimously carried to approve the Mansfield University 2011 Fiscal Plan with the understanding that Administration will bring the budget into balance by the end of the fiscal year** as discussed in the Finance and Administration Committee meeting.

C. Human Resources/Multicultural Affairs Report

Ms. Carleton noted the topics discussed in the Human Resources/Multicultural Affairs Report:

- Affirmative Action Plan discussion

D. Student Affairs Report

Mr. Colby and Ms. Kollar noted the topics discussed in the Student Affairs Report:

- SGA's plan to financially assist the University with student services
- Career Center update
- Campus Ministry's memorial service for student Richard Springman
- Privatized Housing update; projected occupancy January 2012
- Manser and Hut renovations update
- Housing Deposit update

E. University Advancement Report

Dr. Loeschke noted the topics discussed in the University Advancement Report:

- MU is currently in compliance with state regulations ensuring the operations of the Foundation are completely separate from the University
- A consultant from RPA in Williamsport has been retained to assist with meaningful fundraising efforts for the University

**VI. OLD BUSINESS**

No old business discussed.

**VII. NEW BUSINESS**

No new business discussed.

**VIII. INFORMATION ITEMS – NO ACTION REQUIRED**

No Strategic Plan Implementation Team report provided.

**IX. EDUCATIONAL FEATURE**

Residence Life First Year Experience (FYE) – Ms. Amie Fox

Ms. Mary Beth Kollar introduced Ms. Amie Fox, Residence Director for the First Year Experience. Ms. Fox and several FYE students explained many of the innovative programs for first year students. They discussed personal experiences, Living/Learning floors, the Community Assistant (CA) program, issues that students experience, and ways that they handle disciplinary concerns.

**X. REPORTS**

President Maravene Loeschke

President Loeschke provided the following report:

- Thanks and congratulations to Mr. Colby for his dedication to the privatized housing project and bringing it to fruition
- This year's US News and World Report's university rankings one and two have been combined decided with Mansfield University ranked in the top level
- Recognition of the MU crew's welcome to Cornell guests during the Sprint football game

PACT

Mr. Meyer provided the following report:

- The next PACT conference will be held at Kutztown University in mid-October

**X. REPORTS (continued)**

Student Government Association

Mr. Will Brown, President SGA, provided the following report:

- SGA goals for the year include: striving for an “Era of a Dignified SGA” (working on image, PR, programming and events, student survey), improving constitution; increase student involvement in SGA
- MU Crew have been actively working hard for all Mansfield University sporting events
- Free admission for all SGA students to attend 1890’s events
- Board of Student Government Presidents plan to send letters to BOG regarding their concerns

**XI. OTHER BUSINESS**

Dr. Davis noted that faculty continue to work hard to revise General Education for Mansfield. He also noted the difficulty across campus in dealing with possible retrenchment. He asked that the Trustees review and discuss motions as they come forward to assure fiscal responsibility in all decisions.

Mr. Chabala echoed Dr. Davis’ comments. He noted that faculty are committed to the University and the students. Discussions will continue with administration to find reasonable alternatives to retrenchment and solutions to issues.

Mr. Miller noted that the 1890’s event will take place this weekend.

**XII. DATE OF NEXT MEETING**

The next regular meeting of the Mansfield University Council of Trustees will be held on **Wednesday, November 17, 2010 at 2:00 p.m. in the North Hall 6<sup>th</sup> Floor Community Room.**

**XIII. ADJOURNMENT**

**The meeting was adjourned at 2:34 p.m.**

Respectfully Submitted,

*Anne Lavancher*

Anne M. LaVancher  
Recording Secretary



MANSFIELD UNIVERSITY OF PENNSYLVANIA  
 COUNCIL OF TRUSTEES REPORT  
 PURCHASES OVER \$10,000  
 8/16/2010 - 10/15/2010

EXHIBIT B

Vendor-Name	VENDOR NO	PO Number	PO Date	PO Amount	Remarks
HRI	102721	3900004232	9/13/2010	\$82,833.20	OPEN-ENDED PAVEING/CONCRETE CONTRACT-CONS. OFFICE
ROBERT M. SIDES	101935	4500296288	8/17/2010	\$18,798.00	PIANOS (3) - SOLE SOURCE APPROVAL - MUSIC DEPARTMENT
ANTIOCH UNIVERSITY SEATTLE	106632	4500299753	9/16/2010	\$16,737.54	Grant AUS SCHOLARSHIP &TRAVEL - GRANT
H B MCCLURE COMPANY	106302	4500299946	9/17/2010	\$14,683.60	RARE BOOKS-STATE LIBRARY-STATE CONTRACT
APPLE COMPUTER, INC.	101510	4500300242	9/21/2010	\$12,198.00	COMPUTERS-STATE CONTRACT
		TOTAL		\$145,250.34	

MANSFIELD UNIVERSITY OF PENNSYLVANIA  
COUNCIL OF TRUSTEES REPORT  
PURCHASES OVER \$10,000  
8/16/2010 - 10/15/2010

EXHIBIT B

Exhibit B