

MANSFIELD UNIVERSITY

COUNCIL OF TRUSTEES MEETING

Wednesday, September 23, 2015
2:00 p.m.

North Hall 6th 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 22, 2015 (Exhibit A)

MOTION:

V. COMMITTEE REPORTS

A. Academic Affairs Report (Dr. Siconolfi)

B. Finance and Administration Report (Mr. Adams)

MOTION to approve \$2,966,914.39 in aggregate value for purchase orders of \$5,000 or more for the period of June 16, 2015 through August 15, 2015 as identified in Exhibit B.

MOTION to approve the Annual Operating Budget.

- C. Employee, Equity and Compliance Services Report (Ms. Carleton)
 - D. Student Affairs & Residence Life Report (Dr. Bridges)
 - E. University Advancement Report (Ms. Dibble)
 - F. Mansfield University Foundation (Ms. Engel)

VI. OLD BUSINESS

VII. NEW BUSINESS

VIII. INFORMATION ITEMS – NO ACTION REQUIRED

IX. EDUCATIONAL FEATURE

Chemistry Department, Ongoing Research

X. REPORTS

President Francis Hendricks

PACT

Student Government Association

XI. OTHER BUSINESS

XII. DATE OF NEXT MEETING

The next regular meeting of the Mansfield University Council of Trustees is scheduled for **Wednesday, November 18, 2015, 2:00 p.m. in the North Hall 6th Floor Community Room.**

XIII. ADJOURNMENT

MANSFIELD UNIVERSITY

COUNCIL OF TRUSTEES MEETING

Wednesday, July 22, 2015
2:00 p.m.

North Hall 6th Floor Community Room

Minutes

I. MEETING CALLED TO ORDER

Chairman Meyer called the meeting to order at 2:10 p.m.

FOR THE RECORD: in accordance with the Sunshine Law, this meeting was advertised in the *Wellsboro Gazette* on July 8, 2015.

II. RECORDING OF ATTENDANCE

The following Trustees attended

Ms. Bobbi J. Kilmer, Member
Mr. Ralph H. Meyer, Chairman
Ms. Karen J. Russell, Member
Mr. Aaron K. Singer, Member
Dr. Robert D. Strohecker, Secretary
Mr. Bruce L. Vickery, Member

The following Trustee were not in attendance.

Mr. Steven M. Crawford, Vice Chairman
Mr. Max Gannon, Member
Mr. Patrick D. Henderson, Member
Commissioner Pamela A. Witmer, Member

Members of the University staff who attended are as follows:

General Francis L. Hendricks, President
Mr. John Adams, Vice President for Finance and Administration
Ms. Chyenne Bostwick, Videographer
Ms. Pamela Boyce, Secretary to the Council of Trustees
Dr. Chris Bridges, Vice President for Student Affairs & Enrollment Management
Ms. Dia Carleton, Executive Director for Employee and Leadership Services
Ms. Rita Dibble, Assistant Vice President for Advancement
Mr. Jacob Flock, Marketing Assistant
Ms. Kayla Grunza, Human Resources Generalist
Mr. Dennis Miller, Director of Public Relations
Mr. James Nixdorf, Camps and Conferences
Dr. Steven Siconolfi, Provost and Senior Vice President for Academic Affairs

Others in Attendance:

Ms. Mackenzie Hafer, Student
Mr. Marquise Isaac-Rivers, Vice President, SGA
Mr. Joseph Maresco, President, Mansfield University Foundation

III. PUBLIC COMMENTS

No comments received.

IV. APPROVAL OF MINUTES

A motion was made by Mr. Singer, seconded by Mr. Vickery, and unanimously carried to approve the minutes of May 27, 2015 as identified in Exhibit A.

V. COMMITTEE REPORTS

A. Academic Affairs Report (Dr. Siconolfi)

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

- Program Moratorium
- Academic Affairs Briefing

B. Finance and Administration Report (Mr. Adams)

Mr. Adams noted the topics discussed in the Finance and Administration Report:

- Review of Purchases
- Fire and Ambulance Association Payment

Finance and Administration Report (continued)

- Fiscal Plans – 2014-2015 and 2015-2016
- Master Plan Overview

Mr. Meyer requested that the Trustees review the final Master Plan once received.

Approval of Purchase Orders of \$5,000 or more

Upon the recommendation of the Vice President for Finance and Administration and the President, **a motion was made by Ms. Kilmer, seconded by Mr. Strohecker and unanimously carried to approve purchase orders of \$5,000 or more for the period of April 16, 2015 through June 15, 2015 for a total of \$2,872,182.39**, as identified in Exhibit B.

Approval of Mansfield Fire Department and Ambulance Association Payment

Upon the recommendation of the Vice President for Finance and Administration and the President, **a motion was made by Ms. Kilmer, seconded by Mr. Singer, and unanimously carried to approve the payment of \$7,500 to the Mansfield Fire Department and \$7,500 to the Mansfield Ambulance Association for critical services and training for fiscal year 2015-2016** as described in Exhibit C.

C. Human Resources/Multicultural Affairs Report (Ms. Carleton)

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

- 2015 Affirmative Action Report
- Impact of Affordable Care Act
- Order of Succession Plan
- Protection of Minors Update

Upon the recommendation of the Executive Director for Employee and Leadership Services and the President, **a motion was made by Mr. Vickery, seconded by Mr. Singer, and unanimously carried to approve the Certifying Resolution for Appointing Interim and Chief Executive Officers for 2015-2016** as described in Exhibit D.

D. Student Affairs & Residence Life Report (Dr. Bridges)

Dr. Bridges noted the topics discussed in the Student Affairs & Residence Life Report:

- Partnership for admissions
- "The 101st" Pre-Orientation Program
- Student Transition Office
- Orientation and New Student Welcome: August 20th – August 23rd
- Athletics
- Admissions
- Residence Life, Housing and Dining

D. University Advancement Report (Ms. Dibble)

Ms. Dibble noted the topics discussed in the University Advancement Report:

- Brief Introduction to the Assistant Vice President
- Advancement Division Accomplishments
- Alumni Reunion Highlights

E. Mansfield University Foundation (Mr. Maresco)

Mr. Maresco noted the topics discussed in the Mansfield University Foundation Report:

- Recap Mansfield Mergers
- The Major Donor Dinner is scheduled for August 30 at Corning Country Club
- Responded to questions from Trustee Gannon

VI. OLD BUSINESS

No old business discussed

VII. NEW BUSINESS

Meeting Dates for 2015-2016

Council of Trustees approved the 2015-2016 meeting dates as outlined in Exhibit E.

Wednesday, September 23, 2015

Wednesday, November 18, 2015

Wednesday, January 27, 2016 – retreat

Wednesday, March 23, 2016

Wednesday, May 25, 2016

Wednesday, July 20, 2016

Meeting schedule for 2015-2016:

10:00 a.m.-12:30 p.m. Coffee Time and Lunch with President

12:30-2:00 p.m. Committee Meetings

2:00-3:00 p.m. COT Meeting

VIII. INFORMATION ITEMS – NO ACTION REQUIRED

Policy Review

Trustees performed an annual review of the following policies and procedures:

1. Public Comments at Council of Trustees' Meetings
2. Procedure for identifying MU's commencement speakers

There were no changes to these policies.

IX. EDUCATIONAL FEATURETransition to Work – Ms. Dia Carleton

Ms. Carleton shared the history of the Transition to Work program with the Trustees. The program was formally approved in 2013. All Transition to Work positions are one-year, temporary positions. Applicants must be a recent MU graduate, have served in a student leadership role or in a community service project, and have been a work study, graduate assistant or student volunteer. The program offers qualified graduates the opportunity to apply knowledge while gaining employment experience. Departments seeking a Transition to Work position request the position which is then reviewed by JEC and the President. All Transition to Work jobs must meet critical need criteria and are classified as non-represented positions. Each participant develops goals and receive an evaluation every three months. A final evaluation is given at the conclusion of the year. Ms. Carleton then turned over the program to the four current Transition to Work employees.

Kayla Grunza graduated from Mansfield University with a degree in Psychology. Ms. Grunza shared that she chose to apply for the Human Resources Generalist position to begin working in her field of interest right after graduation. Ms. Grunza shared that she is thankful for the experience of applying for a job, learning skills applicable to her field, as well as the opportunity to connect with and learn from other Human Resources professionals. Ms. Grunza shared that to-date responsibilities have been professional development, performance management, search process tools, event planning, background clearances, and protection of minors.

James Nixdorf graduated with a degree in Political Science and Philosophy. Mr. Nixdorf, a Reserve in the Coast Guards shared that he likes the University environment. As part of his responsibilities in the Camps and Conferences Office, Mr. Nixdorf has been involved with planning and logistics of camps, collaborated with various offices across campus, and has served as a member of a search team for a CT position. Mr. Nixdorf shared that he is assisting with planning to bring a FEMA Incident Command System to Mansfield. Mr. Nixdorf's plans include graduate school and a continued career in higher education.

Mr. Jacob Flock graduated with a degree in Business Administration and a minor in Criminal Justice Administration. Jacob shared that he loves the campus and wants to help the University be successful. Mr. Flock is working in the Marketing Department. His responsibilities include attending Advancement Department meetings, website improvement (correcting broken links and misspellings) and increasing accessibility. Mr. Flock is working on a website that will list University rankings and accolades including the new Colleges of Distinction recognition. Mr. Flock would like to explore future opportunities in Astro Physics or Law.

Ms. Chyenne Bostwick is a videographer with a degree in Electronic Media and Public Relations. Ms. Bostwick shared that videography is a passion rather than a career. A couple projects she has worked on include "Into the Northern Tier" and "MU60" which gave her experience along with the support from Mansfield University. Ms. Bostwick would like to continue to follow her passion by making more videos.

X. REPORTS

President Francis Hendricks

General Hendricks provided the following report:

- General Hendricks thanked the graduates participating in the Transition Program. He also commended the Marketing Team for the 4th of July video produced.
- The MU Action Plan was presented at the Board of Governors Meeting. The plan was well received and General Hendricks thanked Trustee Steve Crawford, Provost Steve Siconolfi, and VP John Adams as well as other members of the COT for their attendance and support.
- Review of the MU2020 Strategic Plan has begun.
- As Mr. Flock mentioned, MU was recently named a best value (95th nationally and 14th in the northeast). MU was also designated as a College of Distinction.
- General Hendricks reported that he and Steve Siconolfi attended the annual COPLAC meeting in Connecticut in June.
- MU has been recognized as a College of Distinction.
- General Hendricks shared that ongoing outreach and exchange opportunities continue with China. Dr's. John Ulrich and Brad Lint represented Mansfield University at graduation in China this summer. We recently signed a letter of interest with the Global institute of Management and Economics (GIME). We continue to look at other opportunities to bring international students to MU.
- The TRIO grant was approved for 2015-2020. Out of a possible top score of 106, two of the reviewers gave us a perfect score and the third reviewer gave us a score of 104.
- The Police Academy is up and running with 17 cadets.
- October 10 is LUMA (Light up Mansfield Again). Senator Yudichak, a graduate of Wyoming Seminary will throw the switch. We have also invited representatives from Wyoming Seminary to join us. We play West Point.

PACT

Mr. Meyer shared that the PACT Executive Board invited the Council of Trustees to a meeting on July 29th. Mr. Meyer is planning to attend and has extended an invitation to Mr. Crawford to join him at the meeting.

Student Government Association

Mr. Isaac-Rivers provided the following report.

- Mural project initiative is going strong. The artist is working on finalizing the sketch.
- SGA received an outgoing letter from the class of 2015 which will be read to the incoming class by Mr. Brett Helmus.
- SGA is looking forward to the upcoming year. They will work to increase student involvement and school spirit

XI. OTHER BUSINESS

On August 2, the 3rd Annual Freshman Send Off, hosted by Mr. Bob Harman '76 and his wife Louise. The event, held at the Walnut Street Theatre in Philadelphia, PA, welcomes new Mounties and their families to Mansfield.

XII. DATE OF NEXT MEETING

The next regular meeting of the Mansfield University Council of Trustees is scheduled for **Wednesday, September 23, 2015, 2:00 p.m. in the North Hall 6th Floor Community Room.**

XIII. ADJOURNMENT

The meeting was adjourned at 3:00 pm.

Respectfully Submitted,

Pam Boyce

Pam Boyce

**Mansfield University of Pennsylvania
Council of Trustee's Report
Purchases Over \$5,000
From June 16, 2015 thru August 15, 2015**

EXHIBIT B

Vendor-Name	Remarks	PO Date	PO Amount
Talen Energy Marketing	Natural Gas Purchase-Boiler Gas F/Y 2015-2016	06/30/2015	\$463,633.48
Royall & Company	Student Recruitment Services RFP# MU-Recruitment 2015-2	08/12/2015	454,216.00
UGI	Natural Gas Encumbrance F/Y 2015-2016	06/30/2015	218,000.00
Ellucian Company LP	Annual Renewal For Application Server Maintenance For F/Y 2015-2016	06/30/2015	196,140.00
Mansfield Borough	Sewage Collection And Treatment Agreement	06/18/2015	183,552.00
Benedicts Bus Service	Athletic Team Transportation For F/Y 2015-2016	06/17/2015	130,000.00
Lechase Construction Services	Grant Science Center Bio Wing Renovations	07/20/2015	103,500.00
Otis Elevator Co.	Butler and Manser Hall Elevator Upgrade 2015	06/18/2015	98,677.00
Orlando Diefenderfer Elec.	Mitel MX-One Telephone Services F/Y16-18	07/02/2015	91,734.10
Otis Elevator Co.	Elevator Maintenance & Repair Services For F/Y 2015-2016	06/23/2015	70,196.59
Silvertip Inc.	Project # MU13-12 Grant Science Center Biology Wing Renovation	07/24/2015	62,700.00
Williams Oil & Propane	Unleaded Regular Gasoline F/Y 2015-2016	06/30/2015	59,500.00
Frontier	Telecommunications Service Covers Telephone Charges For Campus	06/19/2015	50,450.00
Mac-Gray Services, Inc.	Annual Contract For Washers And Dryers F/Y 2015-2016	06/23/2015	43,710.00
Guthrie Clinic	Health Care Services	08/05/2015	40,000.02
Talen Energy Marketing LLC	Natural Gas Purchase F/Y 2015-2016	06/30/2015	38,000.00
Lyrasis	Database Subscription For F/Y 2015-2016	07/30/2015	36,100.00
Renaissance 3 Architects, P.C.	Grant Science Center Bio Wing	07/02/2015	35,873.39
GE Betz	Boiler/Steam Chemical Treatment For F/Y 2015-2016	07/01/2015	35,133.00
Xpedx	Misc. Paper For Print Shop For F/Y 2015-2016	06/24/2015	35,000.00
Heartland Campus Solutions	Perkins/AR Contract ECSI/Heartland For F/Y 2016	08/10/2015	29,500.00
CDW-G	Sophos Anti-Virus Software For Faculty/Staff & Students	07/17/2015	27,494.38
Talen Energy Marketing LLC	Natural Gas Purchase F/Y 2015-2016	06/30/2015	25,000.00
Pandora Media Inc.	Advertising For F/Y 2015-2016	08/07/2015	25,000.00
OCLC Inc.	OCLC-ILLIAD, ILL Management Fee For F/Y 2015-2016	07/30/2015	23,100.00
Mansfield Borough	License & Registration Permits For Hickory	08/12/2015	21,700.00
Eastern Copy Products	Konica Minolta Color Copier In Print Shop For F/Y 2015-2016 Chargebacks	06/24/2015	21,000.00
Pennsylvania Athletic Conference	PSAC Membership Dues For F/Y 2015-2016	07/09/2015	19,000.00
Unique Source Products & Services	Carpet For North Hall	07/27/2015	18,933.05
Copyright Clearance Center	Copyright For CT Dept. & Dist. Learning For F/Y 2015-2016	07/16/2015	18,600.00
Ebsco Subscription Services	Print Subscription Renewals	08/10/2015	18,200.00
Justifacts Credential Verification	Background Checks For Employment For F/Y 2015-2016	07/15/2015	18,000.00
Dell Marketing	Replacement Laptops For 4th Floor Classroom	06/18/2015	16,511.80
Emta Inc.	Purchase Of Daytime Bus Fares For Mansfield University F/Y 2015-2016	06/29/2015	15,372.50
Southern Tier Independence Ctr	Sign Language Interpreter For MU Student For 2015/2016 Semesters	08/13/2015	15,000.00

**Mansfield University of Pennsylvania
Council of Trustee's Report
Purchases Over \$5,000
From June 16, 2015 thru August 15, 2015**

EXHIBIT B

Vendor-Name	Remarks	PO Date	PO Amount
Williams,Mark	Piano Tuning For F/Y 2015-2016	07/15/2015	14,000.00
Frontier	Long Distance Phone Charges F/Y 2015-2016	06/19/2015	12,300.00
Cipriani Electric	Grant Science Center Bio Wing Renovations	07/24/2015	12,125.00
IDS Of Pennsylvania	Interlibrary Delivery Service For F/Y 2015-2016	07/16/2015	12,000.00
Penelec	Goose Neck Street Lamps Poles	06/25/2015	11,479.38
Gap Technologies Inc.	Online Course Evaluations	07/09/2015	9,995.00
GDI Services Inc.	Decker & Kelchner Fitness Center Gym Floor Maintenance For F/Y 2015-2016	07/27/2015	9,900.00
Merit Pages Inc.	Software Subscription For Student News Releases For F/Y 2015-2016	06/30/2015	9,896.70
Jstor	Arts & Science, Lang & Lit, Music Collection Database For F/Y 2015-2016	07/17/2015	9,880.00
Main Pool & Chemical Co.	Chemicals For Water Plant For F/Y 2015-2016	06/30/2015	9,500.00
GE Betz	Chemicals For Boiler For F/Y 2015-2016	06/30/2015	9,409.00
Berkshire Systems Group Inc.	Maple A Fire Alarm Motherboard F/Y 2015-2016	07/06/2015	8,577.00
Idea Foundry Inc.	Idea Foundry Membership	08/05/2015	8,500.00
WITF Inc.	Radio & TV Ads From Jan.26-May 3	06/18/2015	8,000.00
Eastern Copy Products	Maintenance On Copiers For F/Y 2015-2016	06/24/2015	7,500.00
Ebsco Subscription Services	Online Subscription For F/Y 2015-2016	08/10/2015	7,500.00
DBM Controls	Discharge Replacement Pump And Motor	07/21/2015	7,480.00
Insul Tek	Supplies For Steam & Condensate Replacement	08/05/2015	6,600.00
Seewald Laboratories Inc.	Water Testing For Water Plant & Pool For F/Y 2015-2016	07/13/2015	6,000.00
PALCI Inc.	BioOne 1 & 2 Database for F/Y 2015-2016	07/17/2015	5,970.00
His Thousand Hills	Team Building Exercise For The RA's, GA's, And Interns	08/12/2015	5,700.00
Sega Inc.	Boiler Maintenance For F/Y 2015-2016	07/13/2015	5,500.00
Enterprise Rent-A-Car	Rental Car For Minority Student Recruitment For F/Y 2015-2016	07/14/2015	5,500.00
Sanico	Custodial Supplies	08/14/2015	5,075.00
TOTAL			<u><u>\$2,966,914.39</u></u>

**Mansfield University of Pennsylvania
Council of Trustee's Report
Purchase Summary
From June 16, 2015 thru August 15, 2015**

EXHIBIT B

SUMMARY OF ALL PURCHASES & CONTRACTS

Total Purchases over (>) \$5,000 from June 16, 2015 to August 15, 2015	\$2,966,914.39
Total Purchases under (<) \$5,000 from June 16, 2015 to August 15, 2015	<u>339,134.78</u>
SUB-TOTAL	<u>\$3,306,049.17</u>

CREDIT CARD PURCHASES

June 16, 2015 to August 15, 2015	\$69,093.77
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GRAND TOTAL	<u><u>\$3,375,142.94</u></u>
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**Mansfield University of Pennsylvania
Council of Trustee's Report
Purchases Under \$5,000
From June 16, 2015 thru August 15, 2015**

FOR INFORMATION ONLY

Vendor-Name	Remarks	PO Date	PO Amount
Insul Tek	Pipe Insulation For Steam & Condensate Line	08/13/2015	\$4,875.00
Hampton Inn & Suites	Lodging For Search Candidates For F/Y 2015-2016	08/06/2015	4,800.00
Oscar's Flooring Outlet	Carpet For MAC Oak/Hickory Bldgs.	08/12/2015	4,797.52
Lyrasis	Database Subscription For NY Times For F/Y 2015-2016	07/17/2015	4,752.00
Front Rush LLC	Renewal For Athletic Site Software	08/13/2015	4,674.00
I D Booth Inc.	Pipes For Heating System In Brooks Garage	06/16/2015	4,670.36
CSR	Consulting On Ethernet Switch For F/Y 2015-2016	07/16/2015	4,500.00
Integra One	Consulting With Cisco Products & Services For F/Y 2015-2016	07/16/2015	4,500.00
Knoebel's Amusement Resort	Tickets For Knoebels Gateway Summer	06/29/2015	4,500.00
Berkshire Systems Group Inc.	Misc. Parts For Fire Alarm/Sprinkler Systems For F/Y 2015-2016	06/30/2015	4,500.00
Baker & Taylor Inc.	Print Book Leasing For F/Y 2015-2016	08/11/2015	4,305.00
Ebsco Subscription Services	RILM-File Abstract Music Lit. Database For F/Y 2015-2016	07/17/2015	4,110.00
PALCI Inc.	E-Z Borrow Consortium Membership Dues F/Y 2015-2016	07/16/2015	4,085.00
Ebsco Subscription Services	Annual Renewal For Online Journals, Books, Accreditation For F/Y 2015/2016	07/30/2015	3,990.00
Asics America Corporation	Uniforms For Track & Field	07/13/2015	3,916.00
WTW Architects Inc.	Purchasing Photography & Rights To Photos	06/25/2015	3,903.86
Eastern Copy Products	Konica Minolta Bizhub C284e	08/05/2015	3,885.00
ISEP	International Student Exchange Programs Membership Dues For F/Y 2015-2016	07/22/2015	3,800.00
Beagle Media. LLC	Recruiting Advertisements For F/Y 2015-2016	08/07/2015	3,702.00
Berkshire Systems Group Inc.	Repair To Fire Alarm System In Oak Hall	06/16/2015	3,538.20
Multiview Inc.	School Counselor Banner Advertisement	08/07/2015	3,500.00
PACT	PACT Membership Dues	08/12/2015	3,500.00
Alertus Technologies LLC	Emergency Messaging System Annual Maintenance For F/Y 2015-2016	06/30/2015	3,450.00
Dell Marketing LP	PowerEdge Server For Library	06/18/2015	3,209.74
Copyright Clearance Center	Various Journal Article Fees For F/Y 2015-2016	07/16/2015	3,100.00
Ebsco Subscription Services	Ovid License Fee For F/Y 2015-2016	07/30/2015	3,080.00
Vasco Brands	Custodial Supplies	08/14/2015	3,070.60
Ehrlich	Pest Control For Campus For F/Y 2015-2016	06/23/2015	3,000.00
Eastern Copy Products	Maintenance On Copiers For F/Y 2015-2016	06/24/2015	3,000.00
Ricoh USA	Maintenance On Ricoh Copiers For F/Y 2015-2016	06/24/2015	3,000.00
Lambs Creek Inc.	Dinner & Lunches For Search Candidates For F/Y 2015-2016	07/21/2015	3,000.00
Microtel Inn & Suites Mansfield	Lodging For Search Candidates For F/Y 2015-2016	08/07/2015	3,000.00
Comfort Inn	Lodging For Search Candidates For F/Y 2015-2016	08/14/2015	3,000.00
Apple Inc.	Software For Mac Minis In Allen Hall	07/21/2015	2,999.90
Ebsco Subscription Services	Lib. Literature & Info Science Database For F/Y 2015-2016	07/16/2015	2,931.00

**Mansfield University of Pennsylvania
Council of Trustee's Report
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FOR INFORMATION ONLY

Vendor-Name	Remarks	PO Date	PO Amount
Happenings Magazine	Advertising For F/Y 2015-2016	08/07/2015	2,925.00
Tioga County Ems Training Program	Supplies For 14 Police Academy Cadets	07/15/2015	2,800.00
3M Library Systems	Equipment Warranty For Gate & 3 Workstations For F/Y 2015-2016	07/16/2015	2,800.00
Ebsco Subscription Services	Fish & Fisheries Online Subscription For F/Y 2015-2016	07/16/2015	2,796.00
Dell Marketing LP	Replacement Workstations In Library	06/18/2015	2,741.97
Insul Tek	Insulated Pipe For Steam & Condensate Line	06/17/2015	2,675.00
Keystone Advertising Specialties	MU T-Shirts For Saturday Preview	07/14/2015	2,670.00
PALCI Inc.	E-Z Borrow Maintenance/Access Fee For F/Y 2015-2016	07/16/2015	2,600.00
Chronicle Of Higher Education	Chronicle Of Higher Ed Electronic Subscription Campus Wide For F/Y 2015-2016	07/16/2015	2,600.00
North American Video	Outdoor Security Camera At Sycamore	06/17/2015	2,527.00
The Gallup Organization	Personality Assessment Student Development	06/22/2015	2,497.50
Sega Inc.	Repair #2 Boiler Controller	08/07/2015	2,473.47
Office Equipment Source	Replacement Printer For Library & Toner	06/18/2015	2,471.00
Parsons Pipe Organ Builders	Tuning Of Pipe Organ For F/Y 2015-2016	08/12/2015	2,412.00
Jobtarget LLC	One Click Jobtarget	07/28/2015	2,388.00
Benedicts Bus Service	Transportation For Gateway Program July 4th & July 12th	06/29/2015	2,290.00
Mansfield Municipal Authority	Water Encumbrance For F/Y 2015-2016	06/18/2015	2,250.00
Verizon	E911 Service 18 Units F/Y 2015-2016	06/30/2015	2,200.00
Accreditation Council For Business	Program Membership & Candidacy Fee	06/16/2015	2,150.00
Best Line Equipment	Tracks For Tractor	06/16/2015	2,130.00
Council On Social Work Education	Council On Social Work Ed Membership F/Y 2015-2016	07/14/2015	2,109.00
Faronics	Software Maintenance For F/Y 2015-2016	06/22/2015	2,022.00
Coyne Textile Services	Shop Towel Rental For Garage For F/Y 2015-2016	07/13/2015	2,000.00
Library Technologies Inc.	Authority Express Files/Updates For F/Y 2015-2016	07/17/2015	2,000.00
Qpc Games	Playing Cards-New Student Welcome	08/04/2015	1,998.00
Sega Inc.	Parts For Boiler Repair	06/18/2015	1,991.47
Pro Supply	Custodial Supplies	08/14/2015	1,819.00
Community Broadcasters	NY & PA TEAM Ads on WINK	06/18/2015	1,800.00
Benedicts Bus Service	Bus Transportation To Kutztown University For Gateway Students On July 17, 2015	07/16/2015	1,750.00
Wine And Design	Painting Class For Gateway Students	07/17/2015	1,750.00
Rydin Decal	Parking Permits For Students & Staff F/Y 2015-2016	06/18/2015	1,731.75
Council For Higher Education Accred	CHEA Dues for F/Y 2015-2016	07/13/2015	1,650.00
Univar USA Inc.	Chemicals For Water Plant	07/30/2015	1,639.75
Industrial Piping Systems	Supplies For Heating System In Brooks Garage	06/17/2015	1,628.26
Gale Group	Annual Renewal For Opposing Viewpoints Online For F/Y 2015-2016	08/10/2015	1,623.00

**Mansfield University of Pennsylvania
Council of Trustee's Report
Purchases Under \$5,000
From June 16, 2015 thru August 15, 2015**

FOR INFORMATION ONLY

Vendor-Name	Remarks	PO Date	PO Amount
Robert M. Sides	Repairs & Part Replacements For Instruments For F/Y 2015-2016	07/15/2015	1,600.00
Paris Healthcare Linen	Linen Packs For Alumni Weekend	06/22/2015	1,570.40
CSI International	Employee Recognition Gifts 2015	06/25/2015	1,568.52
Twin Oaks Nurseries	Trees & Flowers Campus Wide	07/28/2015	1,509.00
R & M Paintball	Paintball Course Outing For Gateway Students	07/17/2015	1,500.00
Professional Petroleum Service Co.	Troubleshoot & Repair Fuel Oil Tank Reader At Boiler Plant	08/14/2015	1,500.00
American Academy Of Forensic Science	FEPAC Self Study Fee	06/23/2015	1,500.00
Eastern Copy Products	Maintenance On Copiers For F/Y 2015-2016	06/24/2015	1,500.00
Commission For The Universities	Commission Of President's Dues For F/Y 2015-2016	07/09/2015	1,500.00
Earth Sun Moon Printworks	Professional Attire For Gateway Students, Faculty, Staff, Mentors, Tutors	06/26/2015	1,469.70
Band Shoppe	Marching Band Supplies F/Y 2015-2016	08/04/2015	1,453.60
Best Line Equipment	Boom Lift Rental	08/14/2015	1,426.25
Steve Shannon Tire Company	Replace & Disposal Of Backhoe Tires	07/13/2015	1,400.00
Asics America	Shoes For Field Hockey	07/29/2015	1,398.75
Ferrilli Information Group	Consulting For Production System Cloning Support	07/23/2015	1,320.00
Unique Source Products & Services	Carpet Tiles For Elliott	08/05/2015	1,315.65
Oscar's Flooring Outlet	Adhesives For Carpeting	07/13/2015	1,295.00
Keystone Welding & Fab	Mixer Pipe For Water Storage Tank	06/25/2015	1,291.00
Office Equipment Source	Replacement Printer For Library & Toner	06/18/2015	1,273.00
Unique Source Products & Services	Alumni Hall Carpet	08/04/2015	1,265.27
Encyclopedia Britannica	Online Subscription For F/Y 2015-2016	07/17/2015	1,257.00
Eastern Copy Products	Maintenance On Copiers For F/Y 2015-2016	06/24/2015	1,250.00
Beiters Furniture, Inc.	Mattresses For Oak & Hickory Apts.	07/20/2015	1,250.00
Am Metal Specialties Inc.	Duct Work For Alumni Renovations	08/07/2015	1,213.00
Lancaster Scuba Center	Scuba Diving At Kutztown University For Gateway Students	07/16/2015	1,200.00
Ricoh USA	Copier Reads For F/Y 2015-2016	06/22/2015	1,200.00
Education To Go	Online Educational Courses For F/Y 2015-2016	07/15/2015	1,200.00
Industrial Piping Systems	Pipe Insulation For Alumni Renovations	08/07/2015	1,173.43
Wheeland Lumber Co. Inc.	Mulch For Grounds	08/12/2015	1,170.00
Irr Supply Centers	Drier & Liquefied Gas For Manser Dining	06/18/2015	1,167.94
I D Booth Inc.	Supplies For Water Tank Repair	06/22/2015	1,161.77
Vernier Software & Technology LLC	Lab Supplies	08/14/2015	1,154.00
PMEA	Booth Registration & Membership Dues	08/12/2015	1,150.00
Draperies Plus	Blinds To Replace Attic Stock	08/07/2015	1,121.00
NACAC	Fall 2015 Nation College Fair Booth Registration	07/14/2015	1,080.00

**Mansfield University of Pennsylvania
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FOR INFORMATION ONLY

Vendor-Name	Remarks	PO Date	PO Amount
PALCI Inc.	Rapid ILL For Library For F/Y 2015-2016	07/16/2015	1,045.00
Blue Ridge Cable TV	Cable TV Service- Stillwell House F/Y 2015-2016	06/30/2015	1,025.00
Enterprise Rent-A-Car	Rental Car For General Student Recruitment For F/Y 2015-2016	07/14/2015	1,000.00
Guthrie Clinic	Hepatitis B Vaccinations & Police Physicals For F/Y 2015-2016	07/22/2015	1,000.00
Penn Wells Hotel & Lodge	Lodging For Search Candidates For F/Y 2015-2016	08/13/2015	1,000.00
Ebsco Subscription Services	K-12 Education Database For F/Y 2015-2016	07/17/2015	998.00
Wesco Distribution Inc.	Lights & Parts For Belknap & Retan	08/07/2015	988.80
Community Broadcasters	Radio Ads For Police Academy	06/18/2015	944.00
CLCD LLC	Children's Lit Database For F/Y 2015-2016	07/16/2015	940.00
3M Library Systems	Equipment Warranty For RFID Handheld For F/Y 2015-2016	08/10/2015	939.00
Peirce-Phelps, Inc.	Motor Replacement For Alumni HVAC	07/20/2015	919.72
Chemung Spring Water Co. Inc.	Annual Renewal For Cooler Rental & Water For Various Depts.	06/24/2015	915.60
Captured By Carrie Photography	Campus Photos For Advertising (Digital, Web, Pubs)	06/18/2015	912.50
Zeiser Wilbert Vault Inc.	Manhole Lid & Ring For Steam & Condensate Line Replacement	08/10/2015	900.00
Teachingbooks.Net LLC	TeachingBooks.net Database For F/Y 2015-2016	07/30/2015	893.00
SPST Inc.	Backpacks For Gateway Students	06/22/2015	881.25
Advanced LLC	Maintenance For Carousel Servers In South & North Hall For F/Y 2015-2016	07/21/2015	850.00
Bloss Holiday Market	Food For Gateway Picnic	07/29/2015	850.00
Oscar's Flooring Outlet	Flooring For Retan, Alumni & Elliot Halls	07/27/2015	845.00
Guthrie & Co. P.C.	MAC Phase 1 & 2 Accounting Services	06/16/2015	830.75
Guthrie & Co. P.C.	MAC Accounting Services For Phase I & Phase II	07/29/2015	830.75
Paperthin Inc.	License Fee For Web Design	06/17/2015	825.00
I D Booth Inc.	Pipe For Boiler Repairs	08/07/2015	814.98
Northern Tier Law Enforcement	Police Academy Instructor	06/16/2015	810.00
Titan Sports & Graphics	Embroidery For Track Uniforms	08/06/2015	809.00
Bayard Printing Group	President's List Certificate Paper	08/12/2015	806.03
J R Judd Violins LLC	Repairs Of Stringed Instruments For F/Y 2015-2016	07/15/2015	800.00
Rodman Enterprises/Rodney Manning	Workshop for Mentees and Mentors F/Y 2015-2016	08/06/2015	800.00
Penteledata Limited Partnership	Network Communication For Water Plant For F/Y 2015-2016	06/30/2015	800.00
IMR Limited	Annual Renewal For Library Journal Subscriptions (Microfilm) F/Y 2015-2016	07/17/2015	800.00
Grainger, Inc. W.W.	Heater & Control For Brooks Garage	07/27/2015	799.13
Dorian Business Systems Inc.	Subscription For Marching Band Computer Assistant Program	08/05/2015	795.00
Wild Rose Inc.	Concrete For Paving	08/07/2015	776.00
Captured By Carrie Photography	Alumni Weekend Photos	06/29/2015	775.00
Sur-Lok Storage	Rental Of Storage Unit For Fisheries Boat	07/01/2015	765.00

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Vendor-Name	Remarks	PO Date	PO Amount
Jill D. Cross	Stone For Electric Feed To Campus	08/05/2015	754.64
Xerox Corp	Maintenance & Copy Charges for Copier #WC7232P -= SERIAL #GBP-247268 For F/Y	07/17/2015	752.00
Northern Tier Law Enforcement	Police Academy Instruction	07/17/2015	750.00
Tioga County Development Corp	Tioga County Foundation - Community Leadership Program Tuition For Scott DiMarco	07/29/2015	750.00
Days Inn Indiana Pa	Lodging For Police Academy Cadets Attending IUP For Shooting Range	07/29/2015	747.00
Bearings & Drives Unlimited	Motor For North Hall HVAC	07/20/2015	744.15
Tioga Publishing Company	Ads For Academic & Summer School Placement	06/17/2015	742.00
Mark Custom Recording Service Inc.	CD'S For Major Work Concert	06/16/2015	735.00
Lyrasis	Annual Membership For F/Y 2015-2016	07/17/2015	730.00
Office Equipment Source	Maintenance Agreement On ILL Printer For F/Y 2015-2016	07/15/2015	700.00
Office Equipment Source	Maintenance Agreement On Community Printer In Library For F/Y 2015-2016	07/15/2015	700.00
Nyssma School Music News	NYSSMA Convention Booth & Membership Dues	08/12/2015	700.00
Titan Sports & Graphics	Embroidery For Track & Field Backpacks	08/13/2015	676.00
His Thousand Hills	Zip Line Event For Gateway Students	07/21/2015	675.00
Versalift East, Inc.	Annual Inspection Of Bucket Trucks For F/Y 2015-2016	06/30/2015	650.00
Frontier	Long Distance Phone Charges for Water Plant F/Y 2015-2016	06/19/2015	638.50
Pepsi Cola Company	Soda & Water For Orientation & Employee Picnic	08/07/2015	637.00
4Imprint	USB Bracelets For Gateway Students	06/22/2015	634.97
Academy Of Nutrition And Dietetics	Nutrition Care Manual For F/Y 2015-2016	07/16/2015	630.00
Grosh Scenic Rentals	Backdrop For Holiday Concert	07/22/2015	630.00
Neopost Inc.	Meter Rental For Postage Machine	08/05/2015	624.00
Pennington Professional Products	Chemicals For Treatment Of Baseball Field	07/20/2015	623.18
Robert M. Sides	Piano Tuning For Grand Steinway For F/Y 2015-2016	07/15/2015	606.25
Wes Ramsay/August Press	Choral Music & Rental License Fees	07/29/2015	605.00
Gale Group	Annual Renewal For Book Review Index For F/Y 2015-2016	08/10/2015	603.00
Orlando Diefenderfer Elec.	Power Module To Charge Batteries For Phone System	08/06/2015	600.00
PACAC	Fall College Fair Registrations	08/10/2015	595.00
Campus Bookstore CCSI	USA Today Newspaper Subscription For F/Y 2015-2016	07/17/2015	578.00
Blue Ridge Cable TV	Cable TV Service- Visual News Library F/Y 2015-2016	06/30/2015	575.00
Library Of Congress	Cataloger's Desktop Software For F/Y 2016	08/11/2015	552.00
James David Myers	Tent Rental For University Employee Picnic	08/04/2015	550.00
Praxair Mid-Atlantic	Gas Cylinder Rental For Utility Plant For F/Y 2015-2016	06/30/2015	550.00
Binghamton Hdwr & Hvac	Pipe & Couplings For Alumni Renovations	08/07/2015	541.63
Best Line Equipment	Hydraulic Cylinder For Bobcat	08/10/2015	535.84
Burkholders Towing Service	Emergency Towing Service	08/12/2015	531.00

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Vendor-Name	Remarks	PO Date	PO Amount
Mansfield Embroidery	Earth Camp T-Shirts	07/15/2015	528.00
Library Of Congress	Classification Web For F/Y 2015-2016	08/11/2015	525.00
Aramark Corporation	Breakfast & Lunch For SSHELCO Director's Mtg. June 2015	06/30/2015	514.50
Community Broadcasters	Radio Ads For Summer Session I	06/18/2015	510.00
Jerome Jackson	Speaker For Gateway Summer 2015	06/29/2015	500.00
Hickey's Music Center	Repairs & Replacement Parts For Woodwind Instruments For F/Y 2015-2016	07/15/2015	500.00
Emta Inc.	Mountie Bus For Admissions Recruitment Programs For F/Y 2015-2016	07/14/2015	500.00
Arnot Bldg Supply Inc.	Floor Base For Alumni Renovations	08/07/2015	499.20
Tri-Dim Filter Corp	Piping & Sleeves For Grant Science HVAC	07/20/2015	496.20
The Wall Street Journal	Newspaper Subscription For F/Y 2015-2016	07/17/2015	495.00
Oscar's Flooring Outlet	Flooring For Belknap/Retan	06/23/2015	490.92
Equinox Broadcasting	Radio Ads Through 95 The Met	06/18/2015	480.00
Office Equipment Source	Maintenance On Copiers & Copier Charges For F/Y 2015-2016	08/12/2015	478.00
Anixter, Inc.	Wire Mold For Campus Wireless Project	06/24/2015	475.60
Whitneyville Glass Co.	Glass Replacement For Student Union Room 325	08/13/2015	471.75
Wild Rose Inc.	Stone For Electric Feed To Campus	07/27/2015	450.00
Campus Bookstore CCSI	T-Shirts For Orientation	06/18/2015	432.00
Unique Source Products & Services	Carpet Tile Adhesive	08/04/2015	430.00
3M Library Systems	Equipment Warranty For 1 Port RFID Station For F/Y 2015-2016	07/16/2015	420.00
Elmira Star Gazette	Newspaper Subscription For F/Y 2015-2016	07/17/2015	420.00
SPST Inc.	T-Shirts For Global Art Class & Gateway Graduation T-Shirts	08/07/2015	417.55
WLVY/WELM	Radio Advertising	06/23/2015	417.00
Accreditation Council For Business	Mentor Desk Fee	06/16/2015	400.00
Wild Rose Inc.	Stone For Hillside Drainage	07/27/2015	400.00
Wild Rose Inc.	Concrete For Electric Feed To Campus	08/05/2015	400.00
Emta Inc.	Shuttle For Orientation	08/13/2015	400.00
Robert M. Sides	Flute Methods Course	08/07/2015	399.00
Titan Sports & Graphics	T-Shirts For Music Camp	07/28/2015	393.75
Harder Sporting Goods	T-Shirts For Football Camp	06/24/2015	390.00
Elsevier	Advances In Child Development & Behavior Subscription For F/Y 2015-2016	08/10/2015	363.00
Oscar's Flooring Outlet	Carpet Replacement For Alumni Renovations	08/13/2015	360.00
Gale/Cengage Learning	Virtual Reference Library eBook Access For F/Y 2015-2016	07/17/2015	331.00
Whitneyville Glass Co.	Glass Replacement For Elliott Hall Room 113A	08/13/2015	321.25
Mike Boulas	Umpire Summer Baseball Tournaments F/Y 2015 & 2016	06/24/2015	315.00
Nicholas Spallone	Umpire For Summer Baseball Tournaments F/Y 2015 & 2016	06/24/2015	315.00

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Willie Condon	Umpire For Summer Baseball Tournaments For F/Y 2015-2016	07/15/2015	315.00
Carman Gee	Umpire Summer Baseball Tournaments F/Y 2015-2016	07/20/2015	315.00
Joshua Grant	Umpire Summer Baseball Tournaments F/Y 2015-2016	07/20/2015	315.00
Matthew West	Umpire Summer Baseball Tournaments F/Y 2015-2016	07/20/2015	315.00
Ed Root	Umpire Summer Baseball Tournaments F/Y 2015-2016	07/21/2015	315.00
Mark Colton	Umpire Summer Baseball Tournaments F/Y 2015-2016	07/22/2015	315.00
WNBT	Radio Ads For Summer Session	06/18/2015	309.40
Benedicts Bus Service	School Bus For 30 Participants Community Service	07/20/2015	300.00
WHGL-FM	Ads For Police Academy	06/18/2015	300.00
Blue Ridge Cable TV	Annual Renewal For Cable TV At Water Plant For F/Y 2015-2016	06/30/2015	300.00
Ebsco Subscription Services	Senior High Core Collection Database For F/Y 2015-2016	07/17/2015	273.00
Papa V's	Sub/Wrap Platter For Mentor's Lunch	08/12/2015	269.95
WNBT	Radio Ads For Police Academy	06/18/2015	267.75
Crystal Cleaners	Dry Cleaning Services For Commencement Robes	07/17/2015	265.90
Officemax	Office Supplies	07/20/2015	263.28
I D Booth Inc.	Supplies For Steam & Condensate Replacement	08/05/2015	262.72
Jill D. Cross	Stone For Lutes Field Drainage	07/27/2015	254.96
Titan Sports & Graphics	Music Camp T-Shirts	07/27/2015	253.75
Equipment Depot	Annual Man Life Inspection For F/Y 2015-2016	06/30/2015	250.00
GIS Certification Institute	Professional Certification & Membership For Lee Stocks	07/15/2015	250.00
Ebsco Subscription Services	Children's Core Collection Database For F/Y 2015-2016	07/16/2015	241.00
Channing Bete Co.	CPR Booklets For Police Academy	07/16/2015	240.00
Enterprise Rent-A-Car	Rental Van For Gateway Students	08/12/2015	235.44
Airgas East Inc.	Helium -New Student Welcome Balloons	08/04/2015	230.15
Long Communications Systems Inc.	Reprogramming Of All Portable And Mobile Radios F/Y 2015-2016	07/23/2015	225.00
Williamsport Sun Gazette	Newspaper Subscription For F/Y 2015-2016	08/10/2015	225.00
Sound Music Publications	Music For Mansfieldians	08/07/2015	205.00
Ferguson Waterworks	Level Controls For Water Storage Tank	08/07/2015	203.83
NFHCA	NFHCA Membership For F/Y 2015-2016	07/15/2015	200.00
Asics America Corporation	Track & Field Singlets	08/14/2015	180.00
Enterprise Rent-A-Car	Car Rental For President	07/22/2015	176.00
Captured By Carrie Photography	Graduation Photos	06/29/2015	175.00
Office Equipment Source	Xerox Work Center Copier Maintenance & Copier Charges For F/Y 2015-2016	08/12/2015	175.00
Officemax	Office Supplies	07/15/2015	166.48
Arnot Bldg Supply Inc.	Supplies For Kiosk In Career Center	06/23/2015	164.26

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Vendor-Name	Remarks	PO Date	PO Amount
Campus Bookstore CCSI	Young Artist Camp T-Shirts	07/20/2015	160.00
The Chronicle Of Higher Education	Subscription For Chronicle Of Higher Education	08/05/2015	155.00
Commonwealth Of Pennsylvania	Wastewater Operator Certification Fee	07/27/2015	150.00
Premier Box And Partition Co.	Office Supplies	07/13/2015	149.25
Enterprise Rent-A-Car	Van Rental For Gateway Summer Students	08/11/2015	147.96
Officemax	Office Supplies	06/16/2015	137.88
Hampton Inn & Suites	Lodging For HR Candidate	06/17/2015	135.00
AASLH	History News Print Subscription For F/Y 2015-2016	07/17/2015	132.00
Baker & Taylor	Lease To Purchase Books For F/Y 2015-2016	07/17/2015	132.00
The Chronicle Of Higher Education	Subscription For Chronicle of Higher Ed	06/24/2015	131.00
Timeless Destinations	Lunches & Dinners For Search Candidates	06/30/2015	116.52
Officemax	Office Supplies	06/22/2015	111.90
NA Publishing	National Archive Microfilm Subscription For F/Y 2015-2016	07/17/2015	111.00
Comfort Inn	Lodging For Search Candidate Nicholas Manento	07/28/2015	107.91
Officemax	Office Supplies	06/25/2015	107.23
Susquehanna Library Coop	Annual Renewal Of Membership For Susquehanna Library Coop For F/Y 2015-2016	07/16/2015	105.00
Enterprise Rent-A-Car	Car Rental For President	07/13/2015	102.00
Thomas D'Angelo	Official For Men's Basketball Shootout	06/24/2015	100.00
Duane Potter	Official For Men's Basketball Shootout	06/24/2015	100.00
Tioga County Development Corp	TCDC Annual Membership Dues For F/Y 2015-2016	07/09/2015	100.00
Wellsboro Rental Center	Core Drill Rental For Steam & Condensate Line Replacement	07/27/2015	100.00
Wellsboro Rental Center	Drill & Sander Rental For Steam & Condensate Replacement	08/10/2015	100.00
Officemax	Office Supplies	06/30/2015	98.20
Emta Inc.	Shuttle Service For Alumni Weekend	08/12/2015	98.00
Pudgies Pizza	Pizza For Mentors Training Session	07/27/2015	97.94
Cast & Crew	Lunches & Dinners For Search Candidates	06/30/2015	97.54
Niles Biological Inc.	Live Specimens For Biology Dept.	07/09/2015	95.50
Officemax	Office Supplies	07/09/2015	94.40
Humboldt Mfg Co.	Soil Hydrometers	07/15/2015	90.00
Maple Lanes	Bowling Excursions For Various Summer Camps	07/15/2015	90.00
Wellsboro Gazette	Newspaper Subscription For F/Y 2015-2016	07/17/2015	83.00
Chicago Distribution Center	Requirements For Teacher Certification For F/Y 2015-2016	07/17/2015	80.00
J.W. Pepper & Son Inc.	Music For Mansfieldians	08/07/2015	78.49
Enterprise Rent-A-Car	Car Rental For President	07/15/2015	76.00
Northern Machine Works	Spiral Binders For Print Shop	07/13/2015	73.25

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Agilent Technologies, Inc.	Aluminum Caps For Vials	07/09/2015	72.75
Cast & Crew	Lunches & Dinners For Search Candidates	06/30/2015	69.10
Select Office Systems Inc.	Office Supplies	07/28/2015	63.99
Southwest Strings	Music Books For Orchestra	08/13/2015	60.95
Officemax	Office Supplies	07/14/2015	60.83
NYSACAC	NYSACAC Membership	08/06/2015	60.00
Campus Bookstore CCSI	Balloons For New Student Week	08/14/2015	60.00
Campus Bookstore CCSI	Office Supplies	07/13/2015	56.65
Whittier Mailing Products	Mailing Tabs	06/30/2015	56.50
Bush Designs	Faculty Emeriti Nameplates	07/13/2015	51.00
NYSTAA	NYSTAA Membership for F/Y 2015-2016	07/13/2015	50.00
PACAC	PACAC Membership Dues	08/05/2015	45.00
Campus Bookstore CCSI	Music For Concert Choir	08/12/2015	42.50
Bush Designs	Nameplate Replacement For Faculty Emeriti	08/05/2015	41.00
Enterprise Rent-A-Car	Rental Car For President	07/20/2015	38.00
Roger's Uniforms	Cadet Replacement Shirt	06/22/2015	35.00
Pa Fish & Boat Commission	Permit For Electrofishing	08/12/2015	30.00
Drs. Foster & Smith, Inc.	Aquarium Supplies	07/14/2015	29.96
Sigma-Aldrich, Inc.	Supplies For Biology	07/14/2015	29.17
Accuzip Inc.	Mailing Tray Tags	06/16/2015	23.27
College Board	Additional SAT Score Reports	07/14/2015	17.50
Campus Bookstore CCSI	Binders For Mountie Ambassador Training	06/18/2015	12.00
Guthrie & Co. P.C.	Postage For Mailing MAC Phase II Docs	08/12/2015	5.75

\$339,134.78

MANSFIELD UNIVERSITY

COUNCIL OF TRUSTEES MEETING

Wednesday, November 18, 2015
2:00 p.m.

North Hall 6th 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 23, 2015 (Exhibit A)

MOTION:

V. COMMITTEE REPORTS

A. Academic Affairs Report (Dr. Siconolfi)

B. Finance and Administration Report (Mr. Adams)

MOTION to approve \$164,242.43 in aggregate value for purchase orders of \$5,000 or more for the period of August 16, 2015 through October 15, 2015 as identified in Exhibit B.

MOTION to approve the Annual Physical Inspection of Facilities Report conducted on September 23, 2015 as identified in Exhibit C.

MOTION: to approve the Annual Certification of Compliance with Board of Governors' Policy 1985-04-A: University External Financial Support as identified in Exhibit D.

MOTION to accept the independent auditor’s report for the fiscal year ending June 30, 2015. A copy of CliftonLarsonAllen’s report was distributed and reviewed at the Council of Trustees Audit Report meeting.

C. Employee, Equity and Compliance Services Report (Ms. Carleton)

D. Student Affairs & Enrollment Management Report (Dr. Bridges)

E. University Advancement Report (Ms. Dibble)

F. Mansfield University Foundation (Ms. Engel)

VI. OLD BUSINESS

VII. NEW BUSINESS

Emeritus Status

Based upon the recommendations of the appropriate departments, the Provost & Senior Vice President for Academic Affairs, and in compliance with a poll of the senior faculty, the President recommends that emeritus status be granted to the following individuals:

Dr. June Rudy, a faculty member in the Education Department from January 14, 1967 through May 21, 1999.

VIII. INFORMATION ITEMS – NO ACTION REQUIRED

IX. EDUCATIONAL FEATURE

COPLAC Conference -

X. REPORTS

President Francis Hendricks

PACT

Student Government Association

XI. OTHER BUSINESS

XII. DATE OF NEXT MEETING

The next regular meeting of the Mansfield University Council of Trustees is scheduled for **Wednesday, March 23, 2016, 2:00 p.m. in the North Hall 6th Floor Community Room.**

The Mansfield University Council of Trustees annual retreat will be held on **Wednesday, January 27, 2015 in North Hall.**

XIII. ADJOURNMENT

MANSFIELD UNIVERSITY

COUNCIL OF TRUSTEES MEETING

Wednesday, September 23, 2015
2:00 p.m.

North Hall 6th Floor Community Room

Minutes

I. MEETING CALLED TO ORDER

Chairman Meyer called the meeting to order at 2:23 p.m.

FOR THE RECORD: in accordance with the Sunshine Law, this meeting was advertised in the *Wellsboro Gazette* on September 9, 2015.

II. RECORDING OF ATTENDANCE

The following Trustees attended:

Mr. Steven M. Crawford, Vice Chairman
Mr. Patrick D. Henderson, Member
Ms. Bobbi J. Kilmer, Member
Mr. Ralph H. Meyer, Chairman
Ms. Karen J. Russell, Member
Mr. Aaron K. Singer, Member
Dr. Robert D. Strohecker, Secretary
Mr. Bruce L. Vickery, Member

The following Trustees were not in attendance:

Mr. Max Gannon, Member
Commissioner Pamela A. Witmer, Member

Members of the University staff who attended are as follows:

General Francis L. Hendricks, President
Mr. John Adams, Vice President for Finance and Administration
Ms. Pamela Boyce, Secretary to the Council of Trustees
Dr. Chris Bridges, Vice President for Student Affairs & Enrollment Management
Ms. Dia Carleton, Executive Director for Employee and Leadership Services
Dr. Michele Conrad, Assistant Professor of Chemistry
Mr. Terry Day, Assistant Director, Public Relations

Ms. Rita Dibble, Assistant Vice President for Advancement
Dr. Shaker Ramasamy, Chairperson, Chemistry & Physics Department
Dr. Steven Siconolfi, Provost and Senior Vice President for Academic Affairs
Dr. Nancy Sidell, Interim Dean, Professional Studies
Dr. John Ulrich, Interim Dean, College of Arts and Science

Others in Attendance:

Ms. Mackenzie Hafer, Student
Mr. Brett Helmus, President, SGA
Mr. Joseph Maresco, Mansfield University Foundation
Ms. Megan Terrel, Student

III. PUBLIC COMMENTS

No comments received.

IV. APPROVAL OF MINUTES

A motion was made by Dr. Strohecker, seconded by Ms. Kilmer, and unanimously carried to approve the minutes of July 22, 2015 as identified in Exhibit A.

V. COMMITTEE REPORTS

A. Academic Affairs Report (Dr. Siconolfi)

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

- Academic Meeting and Information Flow
- Academic Promise Task Force
- Academic Message Map
- Pathways Programs to Enhance Student Success
- Graduate Liberal Arts Certificates
- New Institute for Security Studies
- Assessment
- Partnering with Enrollment to Develop Departmental Targets and Funnel

B. Finance and Administration Report (Mr. Adams)

Mr. Adams noted the topics discussed in the Finance and Administration Report:

- Review of Purchases (Exhibit B)
- Approval of Annual Operating Budget
- Annual Inspection of Facilities

Approval of Purchase Orders of \$5,000 or more

Upon the recommendation of the Vice President for Finance and Administration and the President, **a motion was made by Mr. Crawford, seconded by Mr. Singer and unanimously carried to approve purchase orders of \$5,000 or more for the period of June 16, 2015 through August 15, 2015 for a total of \$2,966,914.39**, as identified in Exhibit B.

Approval of the Annual Operating Budget

Upon the recommendation of the Vice President for Finance and Administration and the President, **a motion was made by Mr. Henderson, seconded by Mr. Singer, and unanimously carried to approve the Annual Operating Budget** as discussed in the Finance and Administration Committee meeting.

C. Employee, Equity and Compliance Services Report (Ms. Carleton)

Ms. Carleton noted the topics discussed in the Employee, Equity and Compliance Services Report:

- 2014/15 Professional Development Fund Report
- 2014/15 Mansfield University Title IX Report
- Snapshot of MU's Workforce

D. Student Affairs & Enrollment Management Report (Dr. Bridges)

Dr. Bridges noted the topics discussed in the Student Affairs & Residence Life Report:

- Admissions and New Enrollment
- Transition Programs
- Community Service
- Career Center
- Athletics ECAC Award to Ashley Inman

Upon recommendation of the Council of Trustees, **a motion was made by Mr. Crawford, seconded by Mr. Singer, and unanimously carried to approve the resolution commending Ms. Ashley Inman**. Ms. Boyce will prepare a letter of recognition to Ms. Inman.

D. University Advancement Report (Ms. Dibble)

Ms. Dibble noted the topics discussed in the University Advancement Report:

- New Web Design
- On-line Version of the Viewbook
- LUMA 2015
- .30 Second Commercial COPLAC
- T.E.A.M. PA .30 Second Commercial
- Trademark Applications
- Field Hockey Video
- Pre-game Engagement Events

E. Mansfield University Foundation (Mr. Maresco)

Mr. Maresco noted the topics discussed in the Mansfield University Foundation Report:

- Highlighted Foundation Activities noting that the Foundation exceeded their funding goal
- Fundraising review
- Mr. Maresco shared that there was record attendance at the Annual Donor Dinner which raised \$20,000. Mr. Maresco also showed the MU 60 video produced highlighting the Annual Donor Diner.
- New Foundation Website design

VI. OLD BUSINESS

No old business discussed

VII. NEW BUSINESS

No new business discussed

VIII. INFORMATION ITEMS – NO ACTION REQUIRED

IX. EDUCATIONAL FEATURE

Chemistry Department, Ongoing Research

Dr. Ulrich introduced Dr. Shaker Ramasamy, Department Chair, Chemistry and Physics. Dr. Shaker in turn introduced Dr. Michelle Conrad and student Megan Terrel. Dr. Ramasamy shared that Ms. Terrel is one of four students who worked on the Marcellus Shale Gas Drilling and Tioga County Well Water Quality Project this past summer. Also assisting with the project was Dr. Paul Wendell.

Students and faculty members met with The Tioga County Commissioners regarding this project. The Tioga County Commissioners then assisted in funding this research by using Act 13 monies received by the County.

As part of this project 82 well water samples were collected across Tioga County within a 50 mile radius. Testing was conducted for several metals, methane gas, PH, conductivity and alkalinity of the water at no cost to the home owners. After the water samples were collected, they were put on ice and brought to the lab in Grant Science for testing. For the majority of water samples, the results did not show the presence of methane gas.

Dr. Ramasamy shared that along with a teaching experience, this project gave students an opportunity to conduct research and provide community service. This research also gave students hands-on experience in using equipment that normally isn't given until graduate school.

Each home received a letter outlining the results of the water testing along with the EPA recommended maximums. If appropriate, a recommended remediation was provided.

Going forward, the project will continue to monitor the water through the next phase which will begin in 2017 and will continue in a two year cycle.

This research opportunity will benefit the students as they apply for internships, work and graduate school. Dr. Ramasamy shared that the students felt after this experience they will look at graduate schools.

X. REPORTS

President Francis Hendricks

General Hendricks provided the following report:

- Commended Ms. Terrell for job well done on the research project
- Shared that student, Ms. Tianna Roberts who is featured on the MU Liberal Arts video is currently interning at Saturday Night Live
- Mr. Austin Dragovich, is currently preparing for an internship at Studio City and will be working with Stu Weiss '80.
- Shared that our public engagement efforts continue in sharing the MU Vision and Forecast. Shared that meetings were held with Representative Pickett, Senators Yaw and Scarnati, Commissioner Hall, Sherriff Benedict, BOG and Chancellors Office representatives.
- Hosted Dr. Scopelliti and other representatives from Guthrie. President Hendricks shared that 2019 marks 40 years for our partnership with Guthrie.
- MU has been asked to be partner with the Center for Student Opportunity "I'm First! Project". We will join 200 other institutions nationwide sharing a commitment to first generation students attending college. We are the first public college in PA asked to be a partner in this project.
- Shared that our videos are drawing national attention to our university and our students via social media. We are receiving favorable comments.
- Cornell was here last week for the Sprint football game. The President shared that he had an opportunity to spend time with a high school guidance counselor, promoting what Mansfield has to offer students.
- Shared that that we all have a role to play and that this is an important time to be at MU
- Shared that we are looking forward to reporting on how we are coming with the new Pilots and that there is more to come.

PACT

Mr. Crawford shared that the next PACT conference is in Philadelphia on November 8 and 9. All Trustees were sent the conference details.

Student Government Association

Mr. Helmus provided the following report.

- Membership and diversity within SGA has increased
- E-board working together
- Preparing for 1890s, Homecoming, and LUMA

- The Mural project which will be on the wall between Manser and Grant is progressing. The artist, an MU Alum, will have the final design within the next few weeks
- SGA continues to look for more opportunities to serve the students

XI. OTHER BUSINESS

Introduced Dr. Sidell, Interim Dean – Professional Studies, and Dr. John Ulrich, Interim Dean, Arts and Sciences.

Dr. Mansfield shared that the transition with Dr. Siconolfi and the Deans has been smooth and respectful.

XII. DATE OF NEXT MEETING

The next regular meeting of the Mansfield University Council of Trustees is scheduled for **Wednesday, November 18, 2015, 2:00 p.m. in the North Hall 6th Floor Community Room.**

XIII. ADJOURNMENT

The meeting was adjourned at 2:55pm.

Respectfully Submitted,

Pam Boyce

Pam Boyce

Mansfield University of Pennsylvania
Council of Trustee's Report
Purchases Over \$5,000
From August 16, 2015 thru October 15, 2015

EXHIBIT B

Vendor-Name	Remarks	PO Date	PO Amount
4Imprint	Stainless Steel Tumblers For Recruitment Functions	09/14/2015	\$5,088.17
Otis Elevator Co.	Elevator Standby Coverage For Aug. 20-Aug. 23	08/17/2015	5,164.00
Integra One	Cisco Smartnet Service Agreement	10/06/2015	5,239.27
Borton Lawson Architecture	Architectural Study Of Kelchner Stairs & North Hall Railing	09/17/2015	5,247.06
Tanya Aquiniga	Artist Presentation Of Artwork-Stipend	09/18/2015	5,400.00
Apple Inc.	IPad Air For Faculty In Nutrition Program	09/01/2015	5,446.00
Benedicts Bus Service	Commercial Bus Trip To Allentown - Marching Band.	09/10/2015	5,511.00
G R Noto Electrical Const, Inc.	Emergency Repair Of Bypass Of Grant Science	08/25/2015	6,000.00
Stuart Lisowski Excavation	Pavement Repair Of Doane Parking Lot & Morris Drive	09/30/2015	6,228.00
Apple Inc.	IPad Mini For Students In Nutrition Program	09/01/2015	6,770.00
Multiview Inc.	Web Advertising For NJ & NY School Counselor Assoc.	09/02/2015	6,850.00
College Week Live Inc.	International Recruitment Membership	09/15/2015	7,000.00
Cornerstone Institutional	Mattresses For Residence Halls	08/26/2015	9,290.00
COPLAC	COPLAC Membership Dues	09/09/2015	9,500.00
Grassland Equipment & Irrigation	Softball Field Groomer	09/02/2015	11,068.93
Hilsher Graphics	ViewBooks For Recruitment	09/15/2015	11,946.00
Sportsfever Television Network	Televise Mansfield Football and Field Hockey Games	10/02/2015	18,000.00
Univ Ropes Course Builder	Installation of High Ropes Course Blueback Contract	08/20/2015	34,494.00
TOTAL			<u><u>\$164,242.43</u></u>

**Mansfield University of Pennsylvania
Council of Trustee's Report
Summary of Purchases
From August 16, 2015 thru October 15, 2015**

EXHIBIT B

SUMMARY OF ALL PURCHASES & CONTRACTS

Total Purchases over (>) \$5,000 from August 16, 2015 to October 15, 2015	\$164,242.43
Total Purchases under (<) \$5,000 from August 16, 2015 to October 15, 2015	<u>180,900.97</u>
SUB-TOTAL	\$345,143.40

CREDIT CARD PURCHASES

August 16, 2015 to October 15, 2015	\$24,924.27
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GRAND TOTAL	<u><u>\$370,067.67</u></u>
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**Mansfield University of Pennsylvania
Council of Trustee's Report
Purchases under \$5,000.00
August 16, 2015 thru October 15, 2015**

For Information Only

Vendor-Name	Remarks	PO Date	PO Amount
Airgas East Inc.	Helium Tank Rental	10/05/2015	\$4.20
Campus Bookstore CCSI	Office Supplies	09/03/2015	10.00
Campus Bookstore CCSI	Lanyards For Photographers At Campus Events	09/16/2015	15.92
Stacey Calkins	Police Academy Sweatshirt	09/29/2015	17.50
Credentials Inc.	Transcripts	08/25/2015	20.00
Dressel Welding Supply Inc.	Industrial Cylinder Rental	09/02/2015	29.65
Dressel Welding Supply Inc.	Cylinder Rental For Grounds	09/15/2015	29.65
Northern PA Notary Services	Title Transfer Fee For Police Vehicle	09/18/2015	34.00
Bimbo Foods Inc.	Concession Stand Supplies	09/17/2015	34.56
Enterprise Rent-A-Car	Car Rental For President Hendricks	09/01/2015	38.00
Campus Bookstore CCSI	ID's For International Students	09/01/2015	40.00
Marcums	Annual Membership	09/17/2015	40.00
Bimbo Foods Inc.	Concession Stand Supplies	10/07/2015	42.24
Papa V'S	Refreshments For Student Meeting	09/28/2015	43.91
Dressel Welding Supply Inc.	Cylinder Rental For Athletic Painting	10/05/2015	58.00
National Academic Advising Assn	NACADA Membership Sept. 2015-Sept. 2016	09/01/2015	65.00
National Academic Advising Assn	NACADA Membership	09/15/2015	65.00
Papa V'S	Pizza Party For Transfer Students	09/15/2015	66.55
Northern Tier Solid Waste Authority	Alumni Renovations Household Waste Removal	09/15/2015	68.82
Soldiers & Sailors Memorial Hospital	CPR Cards For Police Academy Cadets	08/27/2015	70.00
Hickey's Music Center	Timpani Supply For Wind Ensemble	08/19/2015	74.95
Band Shoppe	Music For Mansfieldians	10/06/2015	75.00
Griffin Brothers	Washer Repair In Spruce	09/03/2015	79.00
National Soccer Coaches Assoc	NSCAA Membership	09/03/2015	95.00
WNBT	30 Minute Ad Spots For August 2015	09/16/2015	95.20
Jenco Micro Edge Inc.	Paper Knife Sharpening Services For F/Y 2016	08/26/2015	100.00
NCS Pearson, Inc.	Miller Analogy Tests	08/20/2015	100.00
Nacums	Annual Membership	09/17/2015	100.00
NCS Pearson, Inc.	Miller Analogy Tests	09/28/2015	100.00
Mansfield Borough	Pool Passes For Gateway Students	09/24/2015	114.00
Commonwealth Of Pennsylvania	Boiler Certificates For Main Street Property	09/15/2015	124.00
Northern Tier Solid Waste Authority	Alumni Renovations Roll Off Hauling	09/15/2015	125.00
Women'S Basketball Coaches Assn	WBCA Membership	09/03/2015	130.00
Postage Pros Plus Inc.	Postage Meter Cartridge	09/15/2015	139.94
C & D Upholstery	Repairs To Upholstery To Seats In Manser	09/16/2015	140.00

**Mansfield University of Pennsylvania
Council of Trustee's Report
Purchases under \$5,000.00
August 16, 2015 thru October 15, 2015**

For Information Only

Vendor-Name	Remarks	PO Date	PO Amount
J.W. Pepper & Son Inc.	Music For Jazz Band	08/26/2015	149.00
National Academic Advising Assn	NACADA Web Event On 9/16/15	09/01/2015	150.00
PA Trio	PA Trio Membership	09/15/2015	150.00
Chemglass Inc.	Supplies For Chemistry Lab	09/02/2015	155.04
Mansfield Embroidery	Shirts For Speakers At Softball Fall Family Day	08/21/2015	156.90
Thompson Sports	Dept. Shirts For Staff & Student Workers For CT & Mailroom	09/29/2015	176.50
Lucky Sign Shop	Removal Of Reflective Graphics 2012 Dodge Charger	09/04/2015	195.00
Pepsi Cola Company	Water & Soda For Campus Events	09/24/2015	199.62
Laurie Tompkins	Scoreboard Operator For MU Home Football Games	09/09/2015	200.00
Kiley Johnson	Play Clock Operator For Football Games	09/18/2015	200.00
NACWAA	NACWAA Membership	09/02/2015	200.00
Thompson Sports	Dept. Shirts For Staff & Student Workers	09/09/2015	200.00
NJACAC	Registration & Membership For NJACAC Fair	09/14/2015	200.00
Captured By Carrie Photography	Photos For Softball Fall Family Day	08/21/2015	205.24
Northern Tier Solid Waste Authority	Roll Off Hauling for Campus Floor Replacement	09/30/2015	205.93
National Fastpitch Coaches Assoc	NFCA (Softball) Membership	08/19/2015	215.00
MF Athletic	Track & Field Number Set	09/23/2015	219.95
Asics America Corporation	Uniforms For Track Team	08/26/2015	237.00
NAFSA	NAFSA Membership	09/29/2015	240.00
CPUB	CPUB Membership	09/17/2015	250.00
Fisher Scientific Company	Supplies For Chemistry Labs	09/02/2015	264.00
Enterprise Rent-A-Car	Car Rental For President	09/28/2015	269.35
Pac-TE	PAC-TE Membership 7/1/15-6/30/16	09/01/2015	270.00
Timothy Payne	Buck Shot For Rifle Training	09/17/2015	272.00
NACA	College Fair Booth Registration For Philadelphia	08/20/2015	275.00
Eastern College Athletic Conference	Ad For ECAC Journal For Honors Luncheon	09/23/2015	275.00
Hanna Instruments	Lab Supplies For Fisheries & Environmental Biology	08/19/2015	278.00
Trevor Roberts	Repair Of Tuba F/Y 2016	08/31/2015	280.00
National Soccer Coaches Assoc	Soccer Team Membership	09/29/2015	280.00
Enterprise Rent-A-Car	Car Rental For President	09/15/2015	285.00
Titan Sports & Graphics	MU Hats For Homecoming	09/08/2015	288.00
Lyle Cloos	Working Ticket Booth At MU Home Football Games	09/03/2015	300.00
Judith Sornberger	Speaker For English/Modern Language Classes	09/23/2015	300.00
Gannett Central Ny Newspapers	Ads For Police Academy	09/16/2015	300.00
Strategic Value Media	Ad For Institute Of Science & The Environment	09/25/2015	300.00

**Mansfield University of Pennsylvania
Council of Trustee's Report
Purchases under \$5,000.00
August 16, 2015 thru October 15, 2015**

For Information Only

Vendor-Name	Remarks	PO Date	PO Amount
Dehart, W. A.	Football Concession Stand Supplies	10/07/2015	308.00
Carolina Biological Supply Co.	Supplies For Diatom Research	09/03/2015	309.00
Small-R	Resistance Screening License	09/30/2015	310.00
Robert M. Sides	Repair To Digital Lab	10/07/2015	315.00
Papa V'S	Meals For RA Fall Training	09/01/2015	316.83
The Gallup Organization	Personality Assessment Inventory	09/09/2015	319.68
Victoria Theatre LLC	LUMA Advertising	09/08/2015	325.00
Jill D. Cross	Stone For Doane & Morris Drive Repairs	10/05/2015	329.89
Mansfield Embroidery	Medals & Trophies For Cross Country Meet	09/02/2015	332.00
Asics America Corporation	Track & Field Sublimated Tops	09/23/2015	337.50
Pepsi Cola Company	Water & Soda For Move-In Day	09/10/2015	349.05
PASFAA	PASFAA Membership	09/02/2015	350.00
Otis Elevator Co.	Elevator Repair In Kelchner	09/22/2015	356.25
Northern Tier Law Enforcement	Police Academy Instructor Fee	08/24/2015	360.00
Subway	Cross Country Senior Day Lunch	09/22/2015	360.00
Fisher Scientific Company	Chemicals For Chemistry Labs	09/17/2015	361.49
Keystone Mobile Shredding Inc.	Mobile Shredding Services For 9/1/15	09/02/2015	368.00
Papa V'S	Food For Mountie Ambassador Training	09/15/2015	373.17
Wild Rose Inc.	Concrete For Doane & Morris Drive Repairs	10/05/2015	388.00
Beiters Furniture, Inc.	Full Mattress Set For Laurel B GA Apartment	09/03/2015	399.00
Wild Rose Inc.	Concrete For Electric Feed to Campus	10/06/2015	400.00
Jill D. Cross	Stone For Steam & Condensate Line	08/25/2015	416.67
Campus Bookstore CCSI	Gift Bags (300) For Senior Transitions Conference	09/30/2015	425.00
Band Shoppe	Flags For Marching Band	09/03/2015	428.35
Techsmith Corp.	Software For Nutrition Program	09/14/2015	433.00
K & D Factory Service, Inc.	Clean Pilot & Adjust Burners In Manser	09/18/2015	439.00
Demans Team Sports	Shirts For Fall Prospect Clinic	09/23/2015	450.00
Northern Tier Law Enforcement	Instructor For Police Academy	09/29/2015	450.00
KBF Print Technology	Office Supplies	08/27/2015	465.25
RJ Vending & Amusements	Arcade Machine Repairs	09/09/2015	475.00
Sun Gazette	Ads For Police Academy	09/16/2015	480.00
Mansfield Embroidery	T-Shirts For MR 2 Student Workers	09/14/2015	486.00
Marks Carpet Cleaning	Carpet Cleaning For President's Residence	09/01/2015	500.00
Halls Home & Lumber	Bedding Sand For Steam & Condensate Line	09/22/2015	500.00
Huffman's Office Supply	Round Table & Base For Human Resources	09/11/2015	511.16

**Mansfield University of Pennsylvania
Council of Trustee's Report
Purchases under \$5,000.00
August 16, 2015 thru October 15, 2015**

For Information Only

Vendor-Name	Remarks	PO Date	PO Amount
Simplex Grinnell	Power Supply Panel For Butler Music Center	08/18/2015	513.00
4Imprint	MU Candy Jars For Counselor Information Day	08/18/2015	530.25
Nebraska Scientific	Dissection Specimens For Zoology Labs	09/16/2015	587.10
Simpson, Brett	Keynote Speaker For Senior Transitions Conference	10/07/2015	600.00
Nate Wilson	Photographic Services For Athletics	10/08/2015	600.00
Robert M. Sides	Marching Band Equipment	09/10/2015	665.00
Halls Home & Lumber	Bedding Sand For Electric Feed To Campus	09/22/2015	675.00
Mead'S Greenhouse	Plants For Campus Grounds	10/05/2015	733.00
Leslie Bullock	Grant Write For GEAR UP For Summer Camps	09/11/2015	750.00
WYDC Big Fox	June & July Commercials	09/16/2015	765.00
James Steckley Hood & Duct Cleaning	Hood & Duct Cleaning In Manser Dining	09/11/2015	800.00
Guthrie & Co. P.C.	Monthly Accounting Services For MAC	09/11/2015	825.00
Guthrie & Co. P.C.	September 2015 Accounting Services For MAC Phase I & II	09/28/2015	825.00
Hilsher Graphics	Fees & Charges Flyers For Recruitment	09/15/2015	825.35
Fisher Scientific Company	Chemistry Lab Supplies	09/01/2015	828.86
Dell Marketing LP	Laptop For Human Resources	09/29/2015	881.64
Dell Marketing LP	Dell Laptop For Dept. of Academic & Human Development	10/07/2015	881.64
Hardware Specialties	Replacement Door For Alumni	09/22/2015	891.00
ASCAP S&C Licensing	ASCAP License 7/1/15-6/30/16 The American Society of Composers	09/28/2015	901.14
Grainger, Inc. W.W.	Air Compressor For Alumni	09/23/2015	965.70
Sidearm Sports Properties	Annual Fee For Fan Stats For All MU Sports Teams	09/29/2015	1,000.00
Hilsher Graphics	SnapShot Handouts For Recruitment	09/15/2015	1,062.31
Asics America Corporation	Uniforms For Track & Field	09/24/2015	1,077.00
Stacey Calkins	Police Academy T-Shirts & Sweatshirts	09/14/2015	1,078.00
Fisher Scientific Company	Supplies For Chemistry Lab	09/28/2015	1,132.74
Engineered Air	Flue For Grant HVAC	09/15/2015	1,149.00
AJ's Outdoor Power Equipment	Saw For Campus Wide Sidewalk Replacement	08/25/2015	1,169.96
Wesco Distribution Inc.	Supplies For North Hall Lighting	10/05/2015	1,169.98
AJ's Outdoor Power Equipment	Trimmers For Grounds	09/01/2015	1,170.00
Asics America Corporation	Track & Field Singlets	09/22/2015	1,190.00
All Wheels Driven	Storage Trailer Rentals For Grant Science Renovations	09/08/2015	1,200.00
General Supply Co.	Locks for Oak/Hickory & Spruce/Sycamore	08/26/2015	1,228.80
Northern Tier Law Enforcement	Instructor For Police Academy	09/11/2015	1,230.00
Campus Bookstore CCSI	T-Shirts For IMPACT Mentoring Program	10/08/2015	1,237.50
Harder Sporting Goods	T-Shirts For 100 Year Field Hockey Game	09/30/2015	1,328.00

**Mansfield University of Pennsylvania
Council of Trustee's Report
Purchases under \$5,000.00
August 16, 2015 thru October 15, 2015**

For Information Only

Vendor-Name	Remarks	PO Date	PO Amount
Draper Supply	Cat Bulldozer Rental	10/14/2015	1,400.00
Final Touch Accessory	Polo Shirts For Marching Band	09/10/2015	1,426.78
Waitz Corporation	Bandanas And Bags For New Student Welcome	08/18/2015	1,533.60
Robert Packer Hospital	Radiology Program Accreditation & Membership	08/25/2015	1,537.50
4Imprint	Pens For Recruitment Functions	09/15/2015	1,559.64
Campus Bookstore CCSI	Orientation ID's	09/08/2015	1,580.00
WWW.Swivl.Com	Camera & Accessories For Master Program	09/15/2015	1,592.00
Keystone Advertising Specialties	Field Hockey Centennial Glasses	10/05/2015	1,650.00
Apple Inc.	Mac Mini & Software For Chuck Hoy	09/24/2015	1,815.99
Accredit. Ed In Nutrition & Diet	Accreditation Council For Education In Nutrition And Dietetics	09/10/2015	1,850.00
Blockhouse Co Inc.	Adjustable Headboards For Oak & Hickory	08/25/2015	1,860.00
Unique Source Products & Services	Blinds For Alumni Renovations	09/15/2015	1,869.54
Apple Inc.	MacBook For Adam Murtland	09/18/2015	1,928.00
Grainger, Inc.	Janitorial Supplies	08/18/2015	1,934.13
Keystone Advertising Specialties	MU Shirts For Recruitment Functions	09/28/2015	1,945.00
Hilsher Graphics	Transfer Guides For Recruitment	09/15/2015	1,974.00
Upstate Graphic Repairs Inc.	Repairs To Specialized Equipment In Print Shop For F/Y 2016	08/26/2015	2,000.00
Enterprise Rent-A-Car	Rental Car For Transfer Student Recruitment	10/05/2015	2,000.00
American Academy Of Forensic Science	Forensic Science Education Programs Accreditation Commission	10/07/2015	2,000.00
Dell Marketing LP	Dell Laptop XPS 15 Base With Docking Station	08/31/2015	2,014.22
Keystone Advertising Specialties	MU T-Shirts For Recruitment Functions	09/28/2015	2,070.00
Dell Marketing LP	Computers For Student Life Staff	09/30/2015	2,101.53
Educational Furniture Solutions	Supplies for Classroom Furniture Repairs	09/03/2015	2,103.70
National Assn Of Schools Of Music	NASM Membership	09/02/2015	2,120.00
Tyoga Transmission	Parts For Refrigeration Van Transmission	10/08/2015	2,265.10
Wheeland Lumber Co. Inc.	Mulch For Residence Halls	09/09/2015	2,340.00
APL Associates	Instructional Skills & Classroom Management Training	08/25/2015	2,400.00
Gov Connection, Inc.	Unit Printer For Allen Mac Lab	09/03/2015	2,425.00
I D Booth Inc.	Condensate Pump For Van Norman Field House	09/02/2015	2,447.00
Blockhouse Co Inc.	Library Chairs & 30" Round Tables	09/01/2015	2,458.92
Wysox Sand & Gravel Inc.	Concrete Sand For Hillside Drainage & Stabilization	10/06/2015	2,475.00
Northern Tier Tree Service	Removal Of Various Stumps & Trees On Campus For F/Y 2016	10/05/2015	2,500.00
Multiview Inc.	Web Blast Advertising	09/21/2015	2,500.00
Centium Software	EventsAir Software Support	09/17/2015	2,515.59
M.R. Nyren Company	Laundry Carts For Oak/Hickory	09/29/2015	2,531.99

**Mansfield University of Pennsylvania
Council of Trustee's Report
Purchases under \$5,000.00
August 16, 2015 thru October 15, 2015**

For Information Only

Vendor-Name	Remarks	PO Date	PO Amount
Heritage Food Service	Garbage Disposal For Main Dish room In Manser Dining	09/08/2015	2,550.60
Sanico	Melt Off Ice Melt	09/30/2015	2,646.00
Sauder Education	Chairs For Spruce/Sycamore	08/25/2015	2,780.00
Center For Student Opportunity	Membership Fee 7/1/15 to 6/30/16	09/17/2015	2,800.00
Faronics	Maintenance For Power Save Kit For Lab Computers	08/20/2015	2,877.89
Colleges Of Distinction	Colleges Of Distinction Annual Membership	09/02/2015	3,000.00
EduLink, Inc.	License Fee For Act 48 Mansfield University For F/Y 2016	08/26/2015	3,163.00
Association Of Research Libraries	Library Assessment Survey	09/01/2015	3,200.00
Centium Software	Centium Software - EventsAir Monthly Hosting Fee	09/17/2015	3,300.00
Sanico	Housekeeping Supplies	09/30/2015	3,320.13
Dr. Hunter Boylan	Speaker - Dr. Hunter Boylan	09/10/2015	3,429.54
Event LQ Inc.	Online Ticket Sales System Set-Up	10/09/2015	3,465.00
Hilsher Graphics	Presentation Folders For Recruitment	09/15/2015	3,572.00
Accreditation Commission For Nursing	Accreditation Commission For Education In Nursing	09/10/2015	3,825.00
Sidearm Sports Properties	Sidearm Sports Web Design F/Y 2016	09/04/2015	4,600.00
W.E.L. Instrument Co., LLC	Equipment For Physics Lab	08/19/2015	4,926.70
TOTAL			\$180,900.97

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, September 23, 2015 in accordance with the rules and regulations adapted by the Board of Governors.

The inspection was held following the business meeting on the same date and was conducted by General Fran Hendricks, President; Mr. John Adams, Vice President for Finance and Administration; and Mr. Jim Welch Interim Director of Facilities Management.

Members of the Council of Trustees participating were:

- Mr. Ralph H. Meyer
- Mr. Steven Crawford
- Ms. Mackenzie Hafer
- Mr. Patrick Henderson
- Ms. Karen Russell
- Mr. Robert Strohecker
- Mr. Bruce Vickery

The following areas were specifically toured/reviewed:

- Biology wing renovations of Grant Hall
- New Dean's suite in Retan Center
- Straughn Auditorium and interior renovations

Other projects discussed during the tour were:

- Various outdoor projects to maintain or upgrade grounds conditions
- Alumni Hall renovations recently completed on the first and ground floors
- Steam and condensate line repairs
- Replacement of secondary electric feeder to campus
- Drainage project for Shaute Baseball Field

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

Exhibit D

**Resolution of Mansfield University of Pennsylvania
Certification of Compliance with Board of Governors' Policy 1985-04-A:
University External Support**

The Council of Trustees of Mansfield University of Pennsylvania, upon recommendation of the president, hereby certifies, as per Board of Governors' Policy 1985-04-A that the following affiliated entities make a financial contribution to the University or provide similar benefits on a regular basis, satisfactory to this Council of Trustees and to the president.

Mansfield Auxiliary Corporation (MAC)
College Community Services. Inc (CCSI)

The Council of Trustees also certifies that, to the best of its knowledge, information and belief, the affiliated entities are in compliance with Board of Governors' Policy 1985-04-A in that they exist solely for the benefit of the University; the expectations of the relationship between the University and the affiliated entities are memorialized in current executed Memoranda of Understanding; and the affiliated entities require an annual external audit of their funds and provide copies of their audit reports to the University and the Office of the Chancellor.

The Council of Trustees also certifies that, to the best of its knowledge, information and belief, no University employee serves as a voting member of the Board of these affiliated entities nor does any employee of the University risk adverse interest through service to or relationship with an affiliated entity.

A copy of a statement by the University's chief financial officer summarizing both the direct University support provided to the affiliated entities and the contributions made by the affiliated entities to the University covered in this certification is attached hereto and made a part hereof.

As approved by action of the Council of Trustees during a meeting held on November 18, 2015 at Mansfield, Pennsylvania.

Chairman
Council of Trustees

Secretary
Council of Trustees

October 27, 2015

RE: Mansfield University of Pennsylvania
External Financial Support – BOG 1985-04-A
Certification of Support by University and MAC

Direct Support by University for MAC:

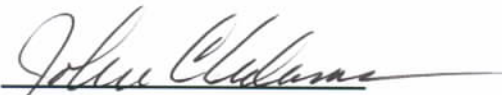
As specified in the Facility Management Agreement between Mansfield University of Pennsylvania of the State System of Higher Education (University) and Mansfield Auxiliary Corporation, Inc. (MAC) the following services are provided by the University to MAC, and are either paid through either direct or indirect support to the University:

- Day-to-day management of all aspects of the operation of the project;
- Marketing and occupancy of project;
- Negotiate service contracts and purchasing;
- Maintenance, repair and replacement of project and furniture, fixtures and equipment;
- Billing and enforcement of collections;
- Supply standard housing contracts to residents;
- Emergency response.

Direct Support by MAC to University:

As specified in the FY 15 audited financial statements of MAC, the following program expenses were provided by MAC for the benefit of the University:

	<u>FY 2014</u>	<u>FY 2014</u>
Scholarships	<u>\$250,000</u>	<u>\$300,000</u>
Total Program Expenses	<u>\$250,250</u>	<u>\$300,000</u>

Submitted by: 
John C. Adams
Vice President for
Finance and Administration

Date: October 27, 2015

October 27, 2015

RE: Mansfield University of Pennsylvania
External Financial Support – BOG 1985-04-A
Certification of Support by University and CCSI

Direct Support by University for CCSI:

As specified in the Memorandum of Understanding between Mansfield University of Pennsylvania (University) and College Community Services, Inc. (CCSI) the following services are provided by the University to CCSI:

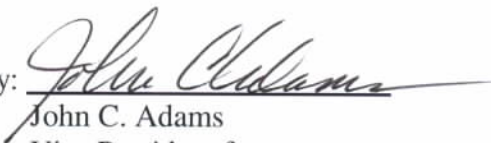
- Communication services including telecommunications;
- Access to University mail and printing services;
- Access to computer network and databases;
- Billing and collection of the student activity fee;
- Consultation on fiscal issues;
- Office space within Alumni Hall Student Center including utilities;
- Access to other University facilities for approved vending.

Direct Support by CCSI to University:

As specified in the FY 15 audited financial statements of CCSI, the following program expenses were provided by CCSI for the benefit of the University:

	<u>FY 2014</u>	<u>FY 2015</u>
Scholarships	\$153,750	\$ 22,250
Donations	650,076	405,406
Capital and equipment	134,166	179,298
Travel	31,599	7,427
Total Program Expenses	<u>\$969,591</u>	<u>\$614,381</u>

Submitted by:


John C. Adams

Vice President for
Finance and Administration

Date: October 27, 2015