

MANSFIELD UNIVERSITY

COUNCIL OF TRUSTEES MEETING

Tuesday, February 19, 2019

1:30 p.m.

North Hall 6th Floor Community Room

A G E N D A

I. EXECUTIVE SESSION

Chair Kilmer has requested an Executive Session at 12:00 p.m. in the 6th Floor Conference Room, North Hall, for the purpose of discussing the Presidential Search.

II. MEETING CALLED TO ORDER

III. RECORDING OF ATTENDANCE

IV. PUBLIC COMMENTS

V. NEW BUSINESS

Presidential Search

In accordance with the policy established by the Board of Governors of the Pennsylvania State System of Higher Education, and having conducted the appropriate search for a successor for Francis L. Hendricks, Ms. Russell, chair of the Presidential Search Committee, wishes to provide relative information for Council's consideration.

MOTION:

VI. DATE OF NEXT MEETING

The next regular meeting of the Mansfield University Council of Trustees will be on **Wednesday, March 20, 2019 at 2:00 p.m. in the North Hall 6th Floor Community Room.**

XIII. ADJOURNMENT

MANSFIELD UNIVERSITY

COUNCIL OF TRUSTEES MEETING

Wednesday, March 20, 2019
2:00 p.m.

North Dining, Manser Hall

A G E N D A

I. MEETING CALLED TO ORDER

II. RECORDING OF ATTENDANCE

III. PUBLIC COMMENTS

IV. APPROVAL OF MINUTES

November 28, 2018 (Exhibit A)
February 19, 2019 (Exhibit A-1)

MOTION:

V. COMMITTEE REPORTS

A. Academic Affairs Report (Dr. Ulrich)

B. Finance and Administration Report (Ms. Crossin)

MOTION to approve \$591,755.63 in aggregate value for purchase orders of \$5,000 or more for the period of October 16, 2018 through February 15, 2019 as identified in Exhibit B.

MOTION to approve the Capital Projects Spending Plan as identified in Exhibit C.

C. Student Affairs Report (Mr. Crofchick)

VI. OLD BUSINESS

VII. NEW BUSINESS

VIII. INFORMATION ITEMS – NO ACTION REQUIRED

IX. EDUCATIONAL FEATURE

Career Outcomes Summary – Class of 2018, Ms. Nichole Lefelhoc

X. REPORTS

Interim President Pete Fackler

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, May 29, 2019, 2:00 p.m. in the North Hall 6th Floor Community Room.**

XIII. ADJOURNMENT

MANSFIELD UNIVERSITY

COUNCIL OF TRUSTEES MEETING

Wednesday, November 28, 2018
2:00 p.m.

North Hall 6th Floor Community Room

Minutes

I. MEETING CALLED TO ORDER

Chairman Kilmer called the meeting to order at 2:00 p.m.

FOR THE RECORD: in accordance with the Sunshine Law, this meeting was advertised in the *Wellsboro Gazette* on November 15, 2018.

II. RECORDING OF ATTENDANCE

The following Trustees attended:

Mr. Steven Crawford, Vice Chairman
Mr. Max Gannon, Member
Ms. Susan Kefover, Member
Ms. Bobbi Kilmer, Chairperson
Mr. Ralph H. Meyer, Member
Ms. Karen J. Russell, Member
Mr. Aaron K. Singer, Member
Dr. Robert D. Strohecker, Member
Ms. Chelsea Thomas, Member
Mr. Bruce L. Vickery, Member

The following Trustee was not in attendance:

Mr. Patrick Henderson, Secretary

Members of the University staff who attended are as follows:

Mr. Peter Fackler, Interim President
Mr. Nick Andre, Chief Information Officer
Dr. Joshua Battin, Interim Associate Dean of the Faculty
Dr. Jeffrey Bosworth, Associate Professor Political Science, Co-Director Study Abroad Program
Ms. Pamela Boyce, Secretary to the Council of Trustees
Ms. Judi Brayer, SCUPA Representative
Ms. Julie Cimino, Director, Student Accounts
Mr. Frank Crofchick, Assistant Vice President & Dean of Students
Ms. Kathryn Crossin, Interim Vice President of Finance and Administration

Ms. Pam Kathcart, Director, Student Financial Aid

Ms. Renee Potter, Controller

Dr. Jonathan Rothermel, Associate Professor Political Science, Co-Director Study Abroad Program

Dr. Kathy Wright, Interim Associate Provost/Dean of the Faculty

Others in Attendance:

Ms. Elyse Elsbree, student

Ms. Sofiyah Ibidunni, student

Ms. Molly Furlong, student

Mr. Andy Lee, Auditor, CliftonLarsonAllen,

III. PUBLIC COMMENTS

Chair Kilmer asked for public comments. There was one request to address the Council.

Good Afternoon. I'm Pam Kathcart, Director of Student Financial Aid. I'm here for two purposes today. The first is simply to increase engagement. You may be aware that during Chancellor Greenstein's visit to campus one of our students, Mr. Cole Ramsey, expressed his concern about the lack of engagement between the Trustees and our students. I echo his sentiments and some of you may recall the last time I spoke to this Council, I expressed a desire to create dialogue between the COT and the campus community. I still have that desire. Realizing that communication is a two-way street, I am going to continue to do my part to engage with the Council even if according to the by-laws, I only have 5 minutes to talk and even if according to the by-laws, you are not required to respond. I still will have done my part. However, most importantly, I would like to encourage you to engage with our students. There are simple steps you can take now towards increasing engagement, that won't require any additional time commitments. When you are on campus for your quarterly meetings, don't sequester yourself on the fifth floor. Visit Manser dining hall and eat lunch with our students. Start a conversation with the students and employees that you run into on your way into North Hall. Or take 15 minutes to a half an hour when you leave here today to walk through Jazzman's. Introduce yourself to a student or a group of students and ask them about their MU experience. Talk to them about their concerns and about their needs and wants. Talk to them about their goals and their dreams. We have an amazing group of students with amazing potential and dreams, and it is our responsibility to help them gain the education and the tools necessary to assist in achieving those dreams. This leads me to the second reason that I am here today.

I can guarantee that if you take the time to talk to our students, one of the concerns they will voice is affordability. Some of you may also recall the last time I addressed the Council I shared that I've been known to use my voice when I believe we are doing something wrong but that I also use my voice to encourage continued forward momentum when we are doing something right. When we simultaneously moved to the per-credit pricing model and the Freeze Individual Tuition, otherwise known as FIT, I used my voice to express my concern and outright objection. At the time, I was completely unaware of the administrative burden these programs were going to create on top of everything else, but I spoke out because I knew it was the wrong decision for our students. On average, our student population runs between 45% - 50% eligible, which means they

have very high need. I knew the majority of our students were not going to be able to afford the additional costs of the new pricing structure. In my opinion, this also started to veer us away from our mission, and the mission of PASSHE, to provide access to a quality and affordable education. As we work to unwind our current pricing model, I want to use my voice to speak up for what I believe we are doing right.

I was among a group of constituents from Mansfield that recently attended the PASSHE Student Success Network conference hosted at Shippensburg University. One topic of discussion was barriers to student success, with food and housing insecurities being at the forefront. According to an article from the Association of American Colleges and Universities, a recent study found that 48% of students faced food insecurity, and 64% of those also experienced housing insecurity. Those percentages increased for under-represented minorities. Eighty-one percent of students that faced food and/or housing insecurities reported that their academic performance was harmed because of these problems, stating that it caused them to miss class or study sessions, to opt-out of buying textbooks, to drop or withdraw from classes, or to completely withdraw from college. Having sat with students that are struggling to pay their bill, I can tell you that we are not immune to these statistics. While the proposed drop in housing costs may seem drastic, coupling the return to the traditional pricing structure with reduced NY/NJ and Out-of-State rates along with more affordable housing options is the right thing to do, not only to assist in our efforts to increase enrollment, but in our efforts to increase student success for the students who choose or have already chosen Mansfield University.

If you haven't done so, I would encourage you to read Chancellor Greenstein's blog. In his post from October 9, he shares that in his campus visits, students have expressed concern about housing and dining costs (among other things), and reminds us of "...our ethical obligation: enrolling a student and taking their hard won tuition dollars entails an ethical responsibility to do everything we can to help them succeed. [His conversations with students] provide real and tangible clues about what faculty and staff and our administration can do more and less of to support all of our students, to improve their success. It reminds us that the student voice is well worth listening to as we work together inclusively to chart our future, that there is significant risk in our not listening to and hearing that voice." Every one of us in this room accepted that responsibility when we chose to work for Mansfield, whether we are faculty or staff, or sitting on a voluntary board.

I don't want you to feel that I am here to chastise you for your previous lack of engagement. Previously it hasn't been an articulated expectation, and I truly believe that you are good people and want to do what is best for our students. As we undergo a much needed culture change as a system, we need to mirror that change on our campus. I debated on whether or not I wanted to speak today, then I realized that no speaking is the same as not voting in an election and then complaining when I don't like the outcome. So I am here today to cast two ballots. One in favor of increased student engagement – to listen to and hear the student voice. The other in favor of providing affordable housing options to aid in increasing enrollment and student success.

The Association of American Colleges & Universities article referenced by Ms. Kathcart is attached to these minutes.

Trustee Meyer commended Ms. Kathcart for an excellent presentation and asked her about herself. Ms. Kathcart shared that she has worked at MU for eight years. She worked in Admissions and Alumni Relations before moving to Financial Aid. Ms. Kathcart is a 2001 Alum. Ms. Kathcart stated that she is passionate about MU and our students. She is involved in community theatre and is currently enrolled in graduate school studying organizational development and leadership.

Trustee Meyer thanked Ms. Kathcart for the good reminder.

IV. APPROVAL OF MINUTES

A motion was made by Mr. Meyer, seconded by Mr. Crawford, and unanimously carried to approve the minutes of September 19, 2018 as identified in Exhibit A.

V. COMMITTEE REPORTS

A. Academic Affairs Report (Dr. Wright)

Dr. Wright noted the following topics discussed in the Academic Affairs Report:

- Agreements with Area School Districts
The Early Start Program (ESP) initiative is designed to allow area high school students, particularly those from high schools in outlying districts, to take MU online courses at a reduced tuition rate.

We have 15 participating school districts so far throughout the northern tier. For 13 of these districts, this is the first agreement of any kind we've had with them.

Austin Area
Canton Area
Coudersport Area
Galeton Area
Northern Potter
Northern Tioga
Port Allegany
Sayre Area
Smethport Area
Southern Tioga
St. Marys Area
Sullivan County
Troy Area
Wellsboro Area
Wyalusing Area

Two more agreements with Loyalsock and South Williamsport School Districts are expected soon.

- **Retention Task Force**
The Retention Task Force was reconstituted this semester and given the task of reviewing our previous Retention Task Force's recommendations with an eye toward identifying actions that could be implemented to improve retention in the short term. The committee has completed its task and forwarded its recommendations to Academic Affairs leadership. The recommendations include areas related to Advising, the Counseling Center, the Library, First Year Seminars, and Orientation among others. The committee's recommendations are currently under review.
- **Student Success Network Conference**
Eleven Mansfield University employees attended the PASSHE Student Success Network Conference at Shippensburg on November 15-16 during a snowstorm that closed at least three PASSHE institutions. Thirteen out of fourteen campuses sent delegates. Employees from the registrar's office, financial aid, career center, academic and human development, University Senate, and faculty represented Mansfield University. The chancellor and chair of the board of governors braved the snowstorm and addressed the group. Their message was that we can't keep doing the same things we have been doing. We need to move forward and create a model of student success that meets the needs of our students and Pennsylvania. The keynote speaker gave us three challenges. She said, "Every student admitted to your university is already a success, every person who works on campus is an educator, and success means you have to know yourself." Speakers discussed mental health, food insecurity, housing insecurity, and filling equity gaps for underrepresented minorities and first generation college students, and how to measure and achieve student success. There were several opportunities for our team to discuss our campus and our needs. We decided to focus on development of an academic advising plan, programming for first-generation students, and improvement of awareness to student support areas.
- **Psychology Proposal: add School Psychology concentration; delete Lifespan Development concentration**
Area school districts have been reporting a need for school psychologists. In order to help address this need, the Psychology program is proposing the elimination of its Lifespan Development concentration (which does not enroll many students) and creating instead a School Psychology concentration. Students interested in becoming school psychologists can select this concentration in preparation for further study at the master's level after graduation. If this concentration is successful (and we expect significant interest), the department may consider proposing a graduate program of its own in this field in the future.

Academic Affairs administration supports this proposal. First, though, the proposed concentration is undergoing review through our curricular process. If approved, the new concentration does not need state system approval. Instead, we simply notify the Chancellor's office of the new concentration.

- Trustee Vickery offered support for the school psychology program sharing that there is a real need for school psychologists and that there are open positions in our local schools.

B. Finance and Administration Report (Ms. Crossin)

Ms. Crossin noted the topics discussed in the Finance and Administration Report:

- Auditors Report
- Review of Purchases over \$5,000
- Annual Physical Inspection of Facilities
- Certifying Resolution: Board of Governors Policy 1985-04-A University External Financial Support
- Tuition & Fee schedule

President Fackler shared that MU needs to grow enrollment. We will reverse the trend of declining enrollment by retention efforts and boosting new student recruitment. We began this effort under the direction of Scott Barton who set the path to end the pilot for the per credit tuition rate. At the same time, the Board of Governor's approved the NY/NJ and Out-of-State rates. We looked at the entire student cost picture, tuition, housing, and SGA for activity fees.

Our proposal is based on what we think PASSHE will approve for tuition rates for PA residents, along with the most typical housing/meal plan (two person-shared room, 14-meal plan). To address and restore affordability, we are proposing a 13.5% decline in charges to the students. Currently MU is the second most expensive among PASSHE schools. The housing reduced price for a two person shared room will be from \$8468 to \$6600. Other prices are adjusted modestly.

Dining costs moved ahead at 2 ½%. We recommend that the Education Fee, Building Fee, and Fitness Center Fee remain flat with no increase.

Chair Kilmer shared that the Trustees and President Fackler had a thoughtful and candid discussion in their session earlier. The Trustees appreciate all the hard work and feel that it is important to move forward.

Approval of the Auditors Report

Upon the recommendation of the Interim Vice President for Finance and Administration and the Interim President, **a motion was made by Mr. Singer, seconded by Mr. Meyer and unanimously carried to accept the independent auditor's report for the fiscal year ending June 30, 2018** as presented during the Finance & Administration Committee report.

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

Upon the recommendation of the Interim Vice President for Finance and Administration and the Interim President, **a motion was made by Mr. Crawford, seconded by Mr. Gannon and unanimously carried to approve purchase orders of \$5,000 or more for the period of August 16, 2018 through October 15, 2018 for a total of \$1,808,786.01**, as identified in Exhibit B.

Annual Physical Inspection of Facilities

Upon the recommendation of the Interim Vice President for Finance and Administration and the Interim President, **a motion was made by Mr. Crawford, seconded by Dr. Strohecker and unanimously carried to approve the Annual Inspection of Facilities conducted on September 19, 2018**, as identified in Exhibit C.

Annual Certification of Compliance with Board of Governor's

Upon the recommendation of the Interim Vice President for Finance and Administration and the Interim President, **a motion was made by Ms. Russell, seconded by Mr. Meyer and unanimously carried to approve the Certifying Resolution Board of Governor's Policy 1985-04-A: University External Support**, as identified in Exhibit D.

Tuition and Fee Schedule

Upon the recommendation of the Interim Vice President for Finance and Administration and the Interim President, **a motion was made by Ms. Kefover, seconded by Mr. Crawford and unanimously carried to approve the tuition and fees schedule** as discussed during the workshop session with the president.

C. Student Life and Living (Mr. Crofchick)

Mr. Crofchick noted the following topics discussed in the Student Life and Living Report:

- First Year Seminar Title IX Presentations
Mr. Crofchick shared that he has been presenting at first year seminar and other classes on campus. Mr. Crofchick thanked faculty members who reached out to him to arrange this training.
- New Student Welcome and Orientation
Mr. Crofchick reported that New Student Welcome and Orientation are moving back to Student Life and Living.
- Upcoming Programs/Events
Mr. Crofchick reported that upcoming events include the first basketball game tonight, upcoming holiday event for students (December 6), Santa's Gift Bag is ongoing. Currently there are only 46 people signed up to assist area families.
- Rentable Electric Bikes/Scooters on Campus
Mr. Crofchick shared that Bird was recently on campus to promote their electric bikes and scooters. If Bird brings the bikes and scooters onto campus, faculty, staff and students would be able to rent them and use around designated areas of campus. Mr. Crofchick is exploring further and may consider the option of including downtown Mansfield.

VI. OLD BUSINESS

No old business

VII. NEW BUSINESS

Report on the status of the Presidential Search (Ms. Russell)

Ms. Russell reported that the search committee has been formed and that they in the process of reviewing a large pool of candidates. The committee is working within a proposed timeline and will continue to accept applications until the position is filled. Applications may be filed through RPA Inc (search firm assisting the committee).

Ms. Russell also shared that a website has been created on the MU page.

Emeritus Status

Upon the recommendation of the appropriate department, the Interim Provost and Vice President for Academic Affairs, the Interim President, and in compliance with a poll of the senior faculty, **a motion was made by Dr. Strohecker, seconded by Mr. Meyer, and unanimously carried to grant emeritus status to the following individuals:**

Ms. Mary Jane Dugan, a faculty member in the Business Administration Department from August 17, 1985 through May 29, 2015.

Ms. Frances Garrison, a faculty member in the Library and Information Resources Department from August 17, 1985 through August 17, 2018.

Ms. Boyce will prepare the appropriate letter of notification on behalf of the Council of Trustees.

VIII. INFORMATION ITEMS – NO ACTION REQUIRED

IX. EDUCATIONAL FEATURE

Dr. Jeffrey Bosworth and Dr. Jonathan Rothermel, Co-Directors of the Study Abroad Program presented the Educational Feature.

Dr. Bosworth shared that the Belize program has progressed since it began in 2014. Over the last five years, almost 100 students have participated. The trip scheduled for 2019 which will be travelling to a different area in Belize, filled in one day. Dr. Bosworth said they have a different experience with each visit. One thing they learned is that a pre-campus component is necessary to give the participants a foundation of knowledge before setting foot in Belize. The trip is focused on field research of environmental challenges, heavy academic component and interactions with government officials.

Ms. Molly Furlong, a pre-law concentration student, shared she had a good understanding of the country before arriving in Belize. She was particularly interested in the politics and people in power and the ways that they interact and grow.

Ms. Sofiyah Ibdunni is a senior in the Early Childhood major and is also completing a minor in Child Welfare. Ms. Ibdunni reported that at first, she was nervous about travelling to South America but as she got to know the other students, Dr. Bosworth and Dr. Rothermel, the overall trip was amazing and they all became family in the end. She still communicates with the other students and Miss Emily, an Educator in Belize. Ms. Ibdunni shared that she believes one way to get out of poverty is to be educated. She is looking forward to the trip she has scheduled to Greece.

Ms. Elyse Elsbree, a senior Psychology major shared that every part of the trip was a new experience. The many different cultures in Belize remind you of the impact you have on the environment. Ms. Elsbree said she loved the ocean and snorkeling. Participating in this trip has encouraged her to travel more, has raised her comfort level and taught her how to be a traveler.

Dr.'s Bosworth and Rothermel thanked SGA for the role they play in providing subsidies for the students to be able to participate. They work hard to keep the cost at a reasonable level.

The question was asked regarding recruiting students from Belize. Unfortunately, there are very few in Belize who could afford an American education. The students do not have the resources. Dr. Bosworth did clarify though that we do retain ties with colleges and that there could be potential partnerships in the future.

Dr. Bosworth shared that he and Dr. Rothermel took over co-directors of the study abroad program this year. Upcoming trips include Dr. Chua taking a group of students to Singapore in January and a trip to Scotland in May. They continue to look at more choices.

X. REPORTS

Interim President Pete Fackler

Interim President Fackler provided the following report:

- Student Recruitment
President Fackler reported that applications and deposit numbers are up. We continue to work with EAB and expect our inquires to soar as they begin the marketing campaign.
- Homecoming
Homecoming was successful with 198 registrants with an estimate of over 300 attendees between the various events. Participation is up 14 ½% over last year. Rain didn't damper the spirit or the parade. The events were all planned with a reduction in cost. Feedback from alums was positive and they appreciated the efforts of those involved in planning.
- Athletics
 - Sprint football finished the year on a four-game winning streak. This is the first winning season since 2003.
 - Field hockey recorded its second straight eight-win season and earned the most conference wins since 2011.
 - The women's soccer team showed continued growth.
 - Men's and Women's basketball opened the season earlier this month and will host Salem University this evening.

PACT

Ms. Russell shared an update on the summer executive meeting. Mansfield, Lock Haven, Bloomsburg, and East Stroudsburg presented. Ms. Russell stated the conference was well attended and gave trustees an opportunity to meet the new Chancellor. Bobbi Kilmer was selected as chair of the Advocacy Committee.

The next PACT meeting will be in the spring.

Student Government Association (C. Hutchison)

Ms. Hutchison reported the new mascot was well received at the football game. The mascot posed for pictures with the students.

The Street Team and SGA are partnering to determine what events students would like to see on campus. Discussions were held at the SGA meeting last evening to encourage students to get involved and participate in planning.

Planning for Spring Fling has begun. Students will have the opportunity to vote on the music genre selected for this event.

XI. OTHER BUSINESS

Trustee Vickery reported that he attended the recent Mansfield Foundation meeting. He shared that the recent Mansfield Foundation audit was clean and in good shape. The Mansfield Foundation indicated they are looking to move forward with fundraising.

XII. DATE OF NEXT MEETING

The next regular meeting of the Mansfield University Council of Trustees is **Wednesday, March 20, 2019, 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 30, 2019 in North Hall.**

XIII. ADJOURNMENT

A motion was made by Mr. Vickery, seconded by Mr. Singer and unanimously carried to adjourn the meeting. The meeting was adjourned at 3:00 pm.

Respectfully Submitted,

Pam Boyce

Pam Boyce



Association of American Colleges & Universities

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AAC&U NEWS

INSIGHTS AND CAMPUS INNOVATIONS IN LIBERAL EDUCATION

AAC&U News, January/February 2017

Facts & Figures – Food and Housing Insecurities Disproportionately Hurt Black, First-Generation, and Community College Students

Two recent studies report pervasive levels of food insecurity and housing insecurity (the struggle to pay rent, mortgages, or utilities) among students at two- and four-year institutions. The first and largest of the studies, *Hunger on Campus: The Challenge of Food Insecurity for College Students*, analyzed responses from nearly 3,800 students from thirty-four community colleges and four-year institutions in twelve states. The second study, *Struggling to Survive – Striving to Succeed: Food and Housing Insecurities in the Community College*, surveyed 3,647 California community college students. Both studies reported that insecurities were more common with students of color (especially black students) and can have widespread educational consequences. *Hunger on Campus* reported that insecurities were also more common among community college and first-generation students and caused students to skip classes, withdraw from courses, or opt out of buying required textbooks. In addition, *Struggling to Survive* found that food insecure students were more likely to plan on dropping out. Most ominously, *Hunger on Campus* reported that interventions such as campus meal plans, Pell Grants, student loans, and the Supplemental Nutrition Assistance Program (SNAP) have not been completely effective in eliminating food insecurity, requiring administrators and policy makers to reimagine their responses.

Food Insecurity and Housing Insecurity

- *Hunger on Campus* found that 48 percent of students faced food insecurity in the previous month, with 22 percent reporting “very low levels of food security that qualify them as hungry.”
- Food-insecure students in that study were more prone to housing insecurity. Within the past year, 64 percent experienced housing insecurity, while 15 percent reported homelessness, “the most extreme form of housing insecurity.”
- In *Struggling to Survive*, more community college students reported housing insecurity (33 percent) than food insecurity (12 percent). Three-quarters of students with food insecurity also experienced housing insecurity.

Poverty and Nontraditional Students

- *Hunger on Campus* said that changing demographics, including increases in nontraditional and lower-income students, may contribute to high food and housing insecurity. Fifty-two percent of off-campus students who do not live with relatives are “at or near” the poverty line.
- Nearly three-quarters of college students are “nontraditional students, meaning that they fit one of six criteria: they attend college part-time, are employed full-time, are financially independent, must provide for dependents, are a single parent, or do not have a high school diploma,” *Hunger on Campus* said. Twenty-four percent are “highly nontraditional” and meet four criteria, and 31 percent are “moderately nontraditional” and meet two or three criteria.
- Fifty-six percent of first-generation students in that study reported food insecurity compared to 45 percent of other students.

Food Insecurity More Prevalent at Community Colleges

NEWS & EVENTS

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FACTS & FIGURES

[Facts & Figures – Food and Housing Insecurities Disproportionately Hurt Black, First-Generation, and Community College Students](#)

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ABOUT AAC&U NEWS

AAC&U News is written and edited by Ben Dedman. If you have questions or comments about the newsletter's contents, please e-mail dedman@aacu.org.

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Renner at

memberservices@aacu.org

- According to *Hunger on Campus*, 50 percent of community college students and 47 percent of four-year college students reported food insecurity. Twenty-five percent and 20 percent (respectively) had very low food security. At community colleges, “13 percent of all respondents (regardless of food insecurity) experienced homelessness, compared to 7 percent at four-year schools.”

for questions about AAC&U membership.

Some Students of Color Face More Insecurity

- *Hunger on Campus*, which surveyed a national sample of students at two- and four-year institutions, said that 57 percent of black students and 56 percent of Latino students reported food insecurity compared to 40 percent of white and 45 percent of Asian students.
- *Struggling to Survive*, which surveyed community college students in California, reported that black students (15 percent/44 percent) and Southeast Asian students (14 percent/41 percent) faced food/housing insecurity at higher rates than Asian (8 percent/30 percent), Hispanic (13 percent/32 percent), and white (11 percent/29 percent) students.

Insecurities Affect Learning

- Of students who reported either hunger or housing instability in *Hunger on Campus*, 81 percent said that the problems harmed their academic performance. The most common effects were missing class (53 percent), missing study sessions (54 percent), opting out of extracurricular activities (55 percent), and not buying textbooks (55 percent). A quarter reported dropping a class.
- *Struggling to Survive* reported that 8 percent of community college students with food insecurity planned to drop out entirely, while only 3 percent of other students planned to do so. Students facing food/housing insecurity took more developmental writing (62/65 percent), reading (58/60 percent), and mathematics (71/74 percent) courses. These students felt less on-track, confident, in control, focused, and interested in their school work. They also felt that college was less worthwhile, felt less welcomed by faculty, and felt less engaged both inside and outside of the classroom.

Did You Know?

Neither student efforts to earn money nor financial aid have been entirely successful in solving the food insecurity crisis. According to *Hunger on Campus*, students with food insecurity had paying jobs (56 percent), enrolled in meal plans (43 percent at four-year institutions), received Pell Grants (52 percent), took out loans (37 percent), and used SNAP (25 percent).

Hunger on Campus argued that campuses and policy makers must “pursue a wide range of creative ways to address food insecurity, including the creation of campus food pantries, campus community gardens, food recovery programs, and coordinated benefits access programs. More significantly, policymakers should take steps to improve students’ access to existing federal programs, including expanding the SNAP eligibility requirements for college students, simplifying the FAFSA process (particularly for homeless students), and adding food security measurements to the annual National Postsecondary Student Aid Study.”

Editor’s Note: Figures from Struggling to Survive have been rounded in this article.

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MANSFIELD UNIVERSITY

COUNCIL OF TRUSTEES SPECIAL MEETING

Tuesday, February 19, 2019
1:30 p.m.

North Hall 6th Floor Community Room

Minutes

I. MEETING CALLED TO ORDER

Chair Kilmer called the meeting to order at 1:30 p.m.

FOR THE RECORD: in accordance with the Sunshine Law, this meeting was advertised in the *Wellsboro Gazette* on January 31, 2019.

II. RECORDING OF ATTENDANCE

The following Trustees attended in person:

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

The following Trustee was not in attendance:
Ms. Chelsea Thomas, Member

Members of the University staff who attended are as follows:
Mr. Peter Fackler, Interim President
Mr. Nick Andre, Chief Information Officer
Dr. Joshua Battin, Interim Associate Dean of the Faculty
Ms. Pamela Boyce, Secretary to the Council of Trustees
Ms. Judi Brayer, SCUPA Representative
Mr. Frank Crofchick, Assistant Vice President & Dean of Students
Ms. Kathryn Crossin, Interim Vice President of Finance and Administration
Dr. Brian Loher, President, APSCUF
Dr. Karri Verno, Secretary, University Senate
Mr. Michael Wilson, President, AFSCME
Dr. Kathy Wright, Interim Associate Provost/Dean of the Faculty

III. EXECUTIVE SESSION

Chair Kilmer reported that an Executive Session was held at 12:00 p.m. today, February 19, 2019 for the purpose of discussing the Presidential Search.

IV. PUBLIC COMMENTS

Chair Kilmer asked for public comments. Mr. Steve McCloskey gave the following comments.

Mr. McCloskey shared that up to two years ago he was an employee at Mansfield University and that he and his wife are both alums, and that he is currently serving on the Mansfield Borough.

Mr. McCloskey addressed the relationship between the Borough and the University. At the Borough Council's last meeting (February 13), they celebrated their 162nd birthday. Just a few weeks prior, Mansfield University celebrated its 162nd birthday. Mr. McCloskey noted that many of the same founders of the Borough were founders of the University.

Mr. McCloskey relayed how proud those people are of what we have become. Mr. McCloskey shared that he wanted the University to know that we appreciate you. They made a resolution to support the University and took first steps by meeting with State Representative Clint Owlett. Mr. Owlett has agreed to serve as the catalyst to get all supporting organizations together.

As you determine your next president, the Borough has your back. Your success is our success. Everyone on the Borough Council has a vested interest in Mansfield University. As you make this journey, I want you to know that you don't walk alone. We will all do everything in our power to support this organization and wonderful place to the best of our ability.

Mr. McCloskey shared a personal story of his son who had to withdraw from the University. He mentioned that employees in the Student Services division sent his son a card, even though some of them may not know his son personally. It reminded him that MU cares. At a time of greatest need, support from the university and friends made him feel the need to reciprocate. No matter where we go – we have your back.

Chair Kilmer thanked Mr. McCloskey for his comments expressing that these mean so much to us. She wished his son and family all the best.

V. NEW BUSINESS

Chair Kilmer reported that the presidential search committee in accordance with the Pennsylvania State System of Higher Education guidelines, had completed the search process.

Ms. Karen Russell, Chair of the presidential search committee gave the following report:

- The presidential search committee formed in September 2018. The committee was formed as outlined in the PASSHE Presidential Search Policy
- The search committee was guided by the consulting firm - RPA Inc.
- In late September, the position was advertised, RPA began networking over 10,000 professionals across the United States.

- 117 applications were received. The presidential search committee reviewed all applications.
- The candidate pool was narrowed to eight candidates who were invited to an off-site interview in Harrisburg, PA (January 19 & 20, 2019)
- Three candidates were invited to campus between the dates of February 4 – 14, 2019. Each candidate was on-campus for a day and a half.

The presidential search committee is pleased to advance two candidate names to move forward to Chancellor and Board of Governors:

- Dr. Charles E. Patterson
- Dr. Anne E. Huot

Upon the recommendation of the Chair of the Presidential Search Committee, **a motion was made by Mr. Crawford, seconded by Mr. Singer and unanimously carried to advance candidates Dr. Charles E. Patterson and Dr. Anne E. Huot to the Chancellor and the Pennsylvania State System Board of Governors for further review.**

Chair Kilmer thanked everyone who served on the search committee for their good work. She thanked Ms. Russell for leading the committee and Ms. Boyce for providing administrative support to the search committee.

Chair Kilmer thanked RPA for their assistance throughout the search.

Chair Kilmer reminded the Trustees that the PACT Conference is April 11 & 12. She shared that there will be important conversation regarding system design at the conference.

With no other items to discuss, Chair Kilmer adjourned the meeting at 1:42 pm.



Bobbi J. Kilmer
Chair, Council of Trustees



Pam Boyce
Secretary to the Council of Trustees

Mansfield University
Council of Trustees
Purchases Over \$5,000
October 16, 2018 - February 15, 2019

Exhibit B

Vendor	Product Description	Document Date	PO Net Value
VIAMEDIA	NOVEMBER 2018 ADVERTISING	10/17/2018	\$ 10,250.00
ELSEVIER	SCIENCE DIRECT COLL. 1-1-19 TO 6-30-19	10/19/2018	\$ 17,107.39
NEW HOLLAND AUTO GROUP	2019 DODGE RAM 1500 SSV	10/19/2018	\$ 39,231.00
DIGITAL ARCHITECTURE	ACALOG 1/1/2019-6/30/2019	10/22/2018	\$ 6,368.00
D2L LTD	INTELLIGENT LEARNING PLATFORM	10/22/2018	\$ 7,400.00
D STAFFORD & ASSOCIATES	TITLE IX CONSULTING SERVICES	10/25/2018	\$ 20,000.00
NRCCUA	JR/SOPH NAME PURCHASE THROUGH EAB	10/26/2018	\$ 5,075.00
ACT INC	SENIOR NAMES FROM ACT-EOS	10/29/2018	\$ 6,750.00
TOPP BUSINESS SOLUTIONS	TIME/MATERIALS FOR RICOH PRINTERS	10/30/2018	\$ 8,000.00
COLLEGE BOARD	SENIOR NAMES, 32,000	11/5/2018	\$ 36,900.00
WEBER MURPHY FOX	PROFESSIONAL SITE SURVEY-MAPLE MANOR	11/7/2018	\$ 14,465.00
R.C. KOLSTAD WATER CORP.	REPAIR EXISTING GE TWIN WATER SOFTENER S	11/8/2018	\$ 9,686.00
THE ZIMMERMAN AGENCY LLC	MARKETING AND COMMUNICATION INITIATIVES	11/14/2018	\$ 20,000.00
IDEMIA IDENTITY & SECURITY LLC	MORPHO TRUST/INDEMIA FINGERPRINT CODES	11/15/2018	\$ 6,255.00
SHANER AIRPORT HOTEL LP	ACCOMODATIONS/CATERING	11/20/2018	\$ 13,000.00
AMERICAN ROCK SALT COMPANY LLC	BULK ICE CONTROL SALT	12/5/2018	\$ 9,942.24
HONDRU FORD, INC.	2019 FORD SUPER DUTY F-250 SRW	12/11/2018	\$ 81,850.00
THE ZIMMERMAN AGENCY LLC	MARKETING AND COMMUNICATION INITIATIVES	12/18/2018	\$ 222,000.00
FINE ANTIQUARIAN BOOK, LLC	26751 FRANKLIN STOCK CERT	1/22/2019	\$ 9,130.00
WILLIAM REESE COMPANY	WHISKY REBELLION: AN ACT REPEALING IN PA	1/22/2019	\$ 12,750.00
L & L BOILER MAINTENANCE	REPAIRS BOILER 1	1/22/2019	\$ 17,696.00
GEORGE S. MACMANUS	SAMMELBAND OF ALMANACS	2/5/2019	\$ 10,000.00
COLLEGIATE EMPOWERMENT SERVICES	STUDENT SEMINARS DEPOSIT	2/13/2019	\$ 7,900.00
			\$ 591,755.63

Mansfield University of Pennsylvania
Council of Trustees
Summary of Purchases
October 16, 2018 to February 15, 2019

Exhibit B

SUMMARY OF ALL PURCHASES & CONTRACTS

Total Purchases over (>) \$5,000 from October 16, 2018 to February 15, 2019

591,755.63

Total Purchases over (=<) \$5,000 from October 16, 2018 to February 15, 2019

214,973.25

SUB-TOTAL

806,728.88

CREDIT CARD PURCHASES

173,714.04

GRAND TOTAL

980,442.92

**Pennsylvania State System of Higher Education
Capital Projects Spending Plan
Proposed Program for FY 2019-20 - FY 2023-2024**

MANSFIELD PRIORITY	PROJECT	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	TOTAL
1	Utility Infrastructure Repairs		\$14,280,000				\$14,280,000
2	Deferred Maintenance Roof and Mechanical Systems Replacement			\$4,944,000			\$4,944,000
3	North Hall Renovation Phase I			\$14,865,000			\$14,865,000
4	North Hall Renovation Phase II				\$13,510,000		\$13,510,000
5	Field House Replacement					\$4,620,000	\$4,620,000
	University Total	\$0	\$14,280,000	\$19,809,000	\$13,510,000	\$4,620,000	\$52,219,000

MANSFIELD UNIVERSITY

COUNCIL OF TRUSTEES MEETING

Wednesday, May 29, 2019
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

March 20, 2019 (Exhibit A)

MOTION:

V. COMMITTEE REPORTS

A. Academic Affairs Report (Dr. Ulrich)

B. Finance and Administration Report (Ms. Crossin)

MOTION to approve \$421,662.37 in aggregate value for purchase orders of \$5,000 or more for the period of February 16, 2019 through April 15, 2019 as identified in Exhibit B.

MOTION to approve the Commonfund Resolution as identified in Exhibit C.

C. Student Affairs Report (Mr. Crofchick)

VI. OLD BUSINESS

VII. NEW BUSINESS

Meeting Dates for 2019-2020

Attached is a 2019-2020 calendar as Exhibit D for Council’s consideration. Proposed Council of Trustees meeting dates and locations are as follows:

- Wednesday, September 25, 2019; North Manser Dining
- Wednesday, November 20, 2019 (Thanksgiving is Nov. 28); North Manser Dining
- Wednesday, January 22, 2020, Retreat; North Hall **OR** North Manser Dining
- Wednesday, March 25, 2020; North Manser Dining
- Wednesday, May 27, 2020; North Hall – 6th Floor Community Room
- Wednesday, July 22, 2020; North Hall – 6th Floor Community Room

Proposed meeting schedule for the coming year:

- | | |
|---------------------|---------------------------------------|
| 10:00 am – 12:30 pm | COT Workshop and Lunch with President |
| 12:30 – 2:00 pm | Committee Meetings |
| 2:00 – 3:00 pm | COT Public Meeting |

Emeritus Status

Based on the recommendations of the appropriate department, the Interim Provost and Vice President for Academic Affairs, and in compliance with a poll of the senior faculty, the Interim President recommends that emeritus status be granted to the following individual:

Mr. Abe Ghods, a faculty member in the Business Administration Department from August 20, 1983 through January 5, 2019.

VIII. INFORMATION ITEMS – NO ACTION REQUIRED

IX. EDUCATIONAL FEATURE

North China University of Water Resources and Electric Power Delegation
(or) Public Safety Institute

X. REPORTS

Interim President Pete Fackler

PACT

Student Government Association

XI. OTHER BUSINESS

XII. DATE OF NEXT MEETING

The next regular meeting of the Mansfield University Council of Trustees is on **Wednesday, July 17, 2019, 2:00 p.m. in the North Hall 6th Floor Community Room.**

XIII. ADJOURNMENT

MANSFIELD UNIVERSITY

COUNCIL OF TRUSTEES MEETING

Wednesday, March 20, 2019

2:00 p.m.

North Dining, Manser Hall

Minutes

I. MEETING CALLED TO ORDER

Chairman Kilmer called the meeting to order at 2:07 p.m.

FOR THE RECORD: in accordance with the Sunshine Law, this meeting was advertised in the *Wellsboro Gazette* on February 28, 2019.

II. RECORDING OF ATTENDANCE

The following Trustees attended:

Mr. Patrick Henderson, Secretary
Ms. Susan Kefover, Member
Ms. Bobbi Kilmer, Chairperson
Mr. Ralph H. Meyer, Member
Ms. Karen J. Russell, Member
Mr. Aaron K. Singer, Member
Dr. Robert D. Strohecker, Member
Ms. Chelsea Thomas, Member (executive session)
Mr. Bruce L. Vickery, Member

The following Trustees were not in attendance:

Mr. Steven Crawford, Vice Chairman
Mr. Max Gannon, Member

Members of the University staff who attended are as follows:

Mr. Peter Fackler, Interim President
Mr. Nick Andre, Chief Information Officer
Dr. Joshua Battin, Interim Associate Dean of the Faculty
Ms. Pamela Boyce, Secretary to the Council of Trustees
Ms. Judi Brayer, SCUPA Representative
Mr. Frank Crofchick, Assistant Vice President & Dean of Students
Ms. Kathryn Crossin, Interim Vice President of Finance and Administration
Ms. Nichole Lefelhoc, Director, Career Center
Mr. John Maslar, Interim Director, Marketing & Communications
Dr. Gretchen Sechrist, President University Senate
Dr. Kathy Wright, Interim Associate Provost/Dean of the Faculty

Others in Attendance:

Ms. Caroline Hutchison, President, Student Government Association (SGA)

III. PUBLIC COMMENTS

Chair Kilmer asked for public comments and there were none.

IV. APPROVAL OF MINUTES

A motion was made by Dr. Strohecker, seconded by Mr. Henderson, and unanimously carried to approve the minutes of November 28, 2018 as identified in Exhibit A and the minutes of February 19, 2019 as identified in Exhibit A-1.

V. COMMITTEE REPORTS

A. Academic Affairs Report (Ulrich)

Dr. Ulrich noted the following topics discussed in the Academic Affairs Report:
Updated council on the following

- System Redesign: Program and Course Sharing
 - PASSHE Chief Academic Officers Meetings:
 - Modified Degree Program Approval Process
 - Open PASSHE Task Group
 - Collaborative PASSHE Task Group: most likely starting point = foreign language programs
 - Developmental Education Task Group
 - Local MU Discussions:
 - APSCUF M & D
 - Department Chairs
 - University Senate
 - Town Hall Meeting: Monday, March 25, at 4:00 in Allen 104
- System Redesign: Student Success
 - System-Level Task Student Success and Retention Group in process of formation.
 - Local MU Level:
 - Formalize Student Success Committee as central resource for generating ideas, disseminating best practices, and supporting efforts related to student success
 - Reconstitute the Advising Resource Group to serve as central source of advising reform and support; review membership and duties as stated in the University Senate Constitution
 - Inventory degree program course sequencing plans and ensure such plans are easily accessible and drive departmental course scheduling and academic advising

- Implement Student Support Services Fair and incorporate into New Student Welcome Week
 - Use data-driven decision making to determine best deployment of tutoring and supplemental instruction services
 - Create new Diversity & Inclusion plan for Mansfield University
 - Town Hall on Student Success held on Feb. 26
- Middle States Commission on Higher Education: Annual Institutional Update:
 - In addition to the usual institutional data, brief narrative responses to recommendations requiring annual updates are required
 - To request that, beginning in 2019 and in conjunction with each Annual Institutional Update prior to the Self-Study Evaluation visit in 2021-2022, the institution will provide; (1) further evidence of investment in strategies to measure and assess the adequacy and efficient utilization of institutional resources required to support the institution’s mission and goals and (2) further evidence of the use of assessment results linked to planning and resource allocation (Standard VI). The next evaluation visit is scheduled for 2021-2022
 - Reporting window: April 15 – May 17
- Pennsylvania Department of Education Major Review: Teacher Certification Programs
 - The Pennsylvania Department of Education (PDE) has re-approved Mansfield University’s teacher certification programs as part of PDE’s “Major Review” process conducted every seven years. The university’s re-approved certification programs include:
 - Early Childhood Education, grades PK-4
 - Special Education, grades PK-8
 - Music, grades PK-12
 - Earth and Space Science, grades 7-12
 - English, grades 7-12
 - Mathematics, grades 7-12
 - Social Studies, grades 7-12

B. Finance and Administration Report (Ms. Crossin)

Ms. Crossin noted the topics discussed in the Finance and Administration Report:

- Review of Purchases over \$5,000
- Capital Projects and Spending Plan

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

Upon the recommendation of the Interim Vice President for Finance and Administration and the Interim President, **a motion was made by Mr. Henderson, seconded by Mr. Singer and unanimously carried to approve purchase orders of \$5,000 or more for the period of October 16, 2018 through February 15, 2019 for a total of \$591,755.63**, as identified in Exhibit B.

Capital Projects and Spending Plan

Upon the recommendation of the Interim Vice President for Finance and Administration and the Interim President, **a motion was made by Mr. Singer, seconded by Ms. Russell and unanimously carried to approve the Capital Projects and Spending Plan**, as identified in Exhibit C.

C. Student Affairs (Mr. Crofchick)

Mr. Crofchick noted the following topics discussed in the Student Life and Living Report:

- The Big Event
 - The Big Event will be held on April 20. Please contact Frank with any projects
- Title IX Investigator Training at Lock Haven
 - Frank reported that we will now have an investigator on campus
- Mansfield Activities Mobile App
 - SGA approved the purchase of a Mobile App for students to use for communication

VI. OLD BUSINESS

No old business

VII. NEW BUSINESS

No new business

VIII. INFORMATION ITEMS – NO ACTION REQUIRED

IX. EDUCATIONAL FEATURE

Ms. Nichole Lefelhoc, Director of the Career Center, presented the Educational Feature “Career Outcomes Summary – Class of 2018”.

Ms. Lefelhoc shared the Career Outcomes Summary – Class of 2018 report with the trustees. As background, Ms. Lefelhoc gave a brief history of the Career Center, the services and support for “all things career” provided to current students and alumni. Ms. Lefelhoc recognized her two amazing career peer students who provide entry-level career requests, base level career exploration, document preparation, and many other services.

Ms. Lefelhoc reported that the Career Outcomes Summary uses protocols from the National Associations of Colleges and Employers (NASE). Ms. Lefelhoc shared that this is the third survey we have completed. The process began with sending an electronic survey of recent alums from

August 2017, December 2017, and May 2018 followed by contacting non-respondents by phone. This year the survey response rate is 38%. Ms. Lefelhoc then reviewed highlights from this Outcomes Summary.

Ms. Lefelhoc will submit our survey results to NASE. NASE will benchmark our results against other universities and provide a final report in the fall.

This Career Outcomes Survey is shared with the greater campus community, admissions, and academic departments.

Ms. Lefelhoc also shared the internship process. She reviewed how employers request interns as well as how the Career Center assists students as they apply and prepare for an internship.

The Trustees thanked Ms. Lefelhoc for all she does.

X. REPORTS

Interim President Pete Fackler

Interim President Fackler provided the following report:

- The PASSHE Board of Governors recently voted to appoint Dr. Charles Patterson as the next President of Mansfield University. He will begin on July 1. A reception was held immediately following the announcement. Dr. Patterson and his family appreciated those who attended the reception.
- April is a busy month. President Fackler will be attending the Presidential Inauguration of Dr. Dale-Elizabeth Pherson. Pete has been asked to introduce her as part of the Inaugural activities.
- Advocacy Day is April 10 in Harrisburg. We will be sending teams of faculty, staff, and students.
- April 11 is the employee recognition luncheon. We will celebrate the employees' years of service, retirees, employee of the year, and academic awards.
- Chancellor Greenstein may visit in the month of April.
- The annual Student Scholarship Showcase will be held on April 17.
- There are many end-of-year music events.
- May 4 is Commencement. Chancellor Greenstein has accepted our invitation to be the Commencement Speaker.

PACT

- Ms. Russell shared the PACT conference will be held on April 11 & 12 in Harrisburg. The focus will be system redesign. There will be an opportunity for discussion on the system redesign.
- A number of committees have been formed separating the universities into geographical areas. Other universities that are part of our regional committee include East Stroudsburg, Lock Haven and Bloomsburg.

- The fall PACT conference is September 11. All trustees are invited to this one-day event being held at East Stroudsburg University.

Student Government Association (C. Hutchison)

Ms. Hutchison shared the following report:

- SGA is sponsoring a drag show at the Hut on Friday.
- Spring Fling is April 26. There will be a Spring Fling block party on Saturday, April 27.
- SGA is sponsoring the purchase of the MU Mobile App. The App will be deployed in April for use at orientation. There will be a push over the summer and full deployment next semester. The students are very excited about this.
- SGA elections will be held during the first week in April.
- SGA is working on recruiting this semester.
- SGA is working on events for next semester.

Chair Kilmer thanked Ms. Hutchison for serving on presidential search committee.

XI. OTHER BUSINESS

Chair Kilmer thanked Ms. Boyce for her work with the trustees and expressed their appreciation of her hard work.

XII. DATE OF NEXT MEETING

The next regular meeting of the Mansfield University Council of Trustees is **Wednesday, May 29, 2019, 2:00 p.m. in the North Hall 6th Floor Community Room.**

XIII. ADJOURNMENT

The meeting was adjourned at 2:45 pm.

Respectfully Submitted,

Pam Boyce

Pam Boyce

Mansfield University
 Council of Trustees
 Purchases Over \$5,000
 February 16, 2019 - April 15, 2019

Exhibit B

Vendor	Product Description	Document Date	PO Net Value
CONCEPT3D			\$ 5,138.00
PAPERTHIN INC.	CS CLOUD RENEWAL / SOFTWARE FEE	02/28/2019	\$ 5,425.00
WITMER PUBLIC SAFETY GROUP INC	1000 ROUNDS LOOSE PACK OF 9MM AMMO BY BL	03/20/2019	\$ 5,560.50
LAMAR COMPANIES	DIGITAL POSTER WLMSPT 6/22-10/6	03/20/2019	\$ 6,000.00
JOKERS COAL & MORRIS BLOCK			\$ 6,128.75
GOV CONNECTION INC			\$ 6,370.94
PASCO	DA TANK LEVEL CONTROL RETROFIT	02/20/2019	\$ 9,100.00
WITMER PUBLIC SAFETY GROUP INC			\$ 9,930.90
GLASS ERECTORS INC	FURNISH & INSTALL KAWNEER ALUMINUM DOOR	03/20/2019	\$ 11,851.00
BRINJAC ENGINEERING INC	DESIGN SERVICES FOR DOANE BOILER	03/11/2019	\$ 15,000.00
ADIRONDACK SOLUTIONS INC			\$ 15,350.00
PAPERTHIN INC.			\$ 17,453.00
LAMAR COMPANIES			\$ 19,500.00
UGI ENERGY SERVICES INC	NATURAL GAS	03/27/2019	\$ 143,716.73
UGI ENERGY SERVICES INC			\$ 145,137.55
			\$ 421,662.37

Mansfield University
Council of Trustees
Summary of Purchases
February 16, 2019 - April 15, 2019

SUMMARY OF ALL PURCHASES & CONTRACTS

Total Purchases over (>) \$5,000 from February 16, 2019 to April 15, 2019	\$ 421,662.37
Total Purchases over (=<) \$5,000 from February 16, 2019 to April 15, 2019	\$ 241,129.12
SUB-TOTAL	\$ 662,791.49

CREDIT CARD PURCHASES

	\$ 56,424.93
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GRAND TOTAL

	<u>\$ 719,216.42</u>
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**COUNCIL OF TRUSTEE RESOLUTION
FOR CONTINUED MEMBERSHIP IN THE COMMONFUND**

At a meeting of the Mansfield University Council of Trustees held on May 29, 2019 upon motion duly made it was voted that:

1. Mansfield University shall continue to be a Member of The Common Fund for Nonprofit Organizations (“Commonfund”), a New York Membership corporation, pursuant to the Constitution, By-laws and Rules of Commonfund, thereby becoming entitled to invest in the various investment funds established and maintained or sponsored by Commonfund.
2. The individuals holding the following offices be designated as authorized Representatives:

President

Vice President Finance & Administration

Controller

Assistant Controller

Each referred to herein as an Authorized Representative, to act on behalf of and in the name of the Institution in matters relating to Commonfund and, in particular, to specify to Commonfund the investment fund(s) of Commonfund in which Assets of the Institution should be invested or to which they should be transferred, to specify the distribution option or options applicable to such investment, to withdraw all or any portion of the Assets from any one or more of the investment fund(s), to make representations and warranties and to extend covenants binding upon the Institution, and generally to conduct affairs with Commonfund on behalf of the Institution, subject, however, to the understanding that any withdrawal shall be limited to a remittance by Commonfund to a bank or other depositor institution for credit to an account of the Institution.

3. This resolution shall supersede prior resolutions concerning the subject matter hereof to the extent inconsistent herewith and shall continue in full force and effect until written notice of any amendment or rescission hereof has been received by Commonfund, and, in the case of the Short term Fund, the Trustee.
4. The Secretary of the Institution or any one of the Authorized Representatives designated herein or pursuant hereto may certify to Commonfund and to the Trustee and to any affiliate of either, as to the adoption of this resolution and the text hereof and as to the identity and authenticity of the signatures of each Authorized Representative in paragraph 2 and to exercise one or more of the powers conferred herein. Such certification as to identify and authenticity may be made on Fund Transfer Agreements (Forms 3 and 3A) or Master Money Transfer Agreements (Forms 4 and 5) or otherwise. Commonfund and the Trustee shall be entitled as against the Institution to presume conclusively that the persons so certified shall continue to be authorized to act on behalf of the Institution until otherwise notified in writing by an Authorized Representative.

Approved: _____ May 29, 2019

Bobbi J. Kilmer, Chairperson
Mansfield University Council of Trustees

September 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
1	LABOR DAY	2	3	4	5	6	7
8	9	10	11	12	13	14	15
15	16	17	18	19	20	21	22
22	23	24	COT MEETING North Manser Dining	25	26	27	28
29	30						

November 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
	3	4	5	6	7	8
						9
	10	11	12	13	14	15
						16
	17	18	19	20	21	22
			COT MEETING North Manser Dining			
	24	25	26	27	28	29
				THANKSGIVING		
						30

January 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
			COI RETREAT North Manser Dining OR North Hall, Community Room			
26	27	28	29	30	31	

March 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	COT MEETING North Manser Dining			

May 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
	MEMORIAL DAY		COT MEETING North Hall, Community Room			
31						

July 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
			COT MEETING North Hall, Community Room			
26	27	28	29	30	31	

MANSFIELD UNIVERSITY

COUNCIL OF TRUSTEES MEETING

Wednesday, July 17, 2019

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

May 29, 2019 (Exhibit A)

MOTION:

V. COMMITTEE REPORTS

A. Academic Affairs Report (Dr. Ulrich)

B. Finance and Administration Report (Ms. Crossin)

MOTION to approve \$1,109.898 in aggregate value for purchase orders of \$5,000 or more for the period of April 16, 2019 through June 15, 2019 as identified in Exhibit B.

MOTION to approve the Mansfield Fire and Ambulance as identified in Exhibit C.

MOTION to approve the Order of Succession as identified in Exhibit D.

C. Student Affairs Report (Mr. Crofchick)

VI. OLD BUSINESS

VII. NEW BUSINESS

VIII. INFORMATION ITEMS – NO ACTION REQUIRED

IX. EDUCATIONAL FEATURE

Public Safety Institute

X. REPORTS

President Charles Patterson

PACT

Student Government Association

XI. OTHER BUSINESS

XII. DATE OF NEXT MEETING

The next regular meeting of the Mansfield University Council of Trustees is on **Wednesday, September 25, 2019, 2:00 p.m. in the North Manser Dining.**

XIII. ADJOURNMENT

MANSFIELD UNIVERSITY

COUNCIL OF TRUSTEES MEETING

Wednesday, May 29, 2019

2:00 p.m.

North Hall, 6th Floor Community Room

Minutes

I. MEETING CALLED TO ORDER

Chairman Kilmer called the meeting to order at 2:05 p.m.

FOR THE RECORD: in accordance with the Sunshine Law, this meeting was advertised in the *Wellsboro Gazette* on May 16, 2019.

II. RECORDING OF ATTENDANCE

The following Trustees attended:

Mr. Patrick Henderson, Secretary
Ms. Susan Keffer, Member
Ms. Bobbi Kilmer, Chairperson
Mr. Ralph H. Meyer, Member
Ms. Karen J. Russell, Member
Dr. Robert D. Strohecker, Member
Mr. Steven Crawford, Vice Chairman
Mr. Max Gannon, Member
Mr. Bruce L. Vickery, Member

The following Trustees were not in attendance:

Mr. Aaron K. Singer, Member
Ms. Chelsea Thomas, Member (executive session)

Members of the University staff who attended are as follows:

Mr. Peter Fackler, Interim President
Dr. Charles Patterson, President-Select
Mr. Nick Andre, Chief Information Officer
Dr. Joshua Battin, Interim Associate Dean of the Faculty
Dr. Kathy Wright, Interim Associate Provost/Dean of the Faculty
Dr. John Ulrich, Interim Provost and Vice President for Academic Affairs
Ms. Kathryn Crossin, Interim Vice President of Finance and Administration
Mr. Frank Crofchick, Assistant Vice President & Dean of Students
Ms. Jill L. Scott, Secretary to the Council of Trustees
Ms. Judi Brayer, SCUPA Representative
Mr. Mike Wilson, AFSCME President

Mr. Brian Loher, APSCUF President

Mr. John Maslar, Interim Director, Marketing & Communications

Dr. Gretchen Sechrist, President University Senate

Mr. Scott Henry, Director Police Services & Safety

Others in Attendance:

III. PUBLIC COMMENTS

Chair Kilmer asked for public comments and there were none.

IV. APPROVAL OF MINUTES

A motion was made by Mr. Meyers, seconded by Mr. Henderson, and unanimously carried to approve the minutes of March 20, 2019 as identified in Exhibit A.

V. COMMITTEE REPORTS

A. Academic Affairs Report (Ulrich)

Dr. Ulrich noted the following topics discussed in the Academic Affairs Report:

Updated council on the following

- Systemness Update
 - Chief Academic Officers Meeting to be held in June
 - Development Education Team
- Early Start Program (ESP)
 - Reduced rates to offer college credit courses to High School students
 - High School on-line course offerings that don't conflict with other local colleges
 - Currently 20 agreements within Northern Tier Pennsylvania and 1 with New York State.
 - Pilot program might be assessed for further development and expansion of ESP.
- Virtual Reality Lab Update
 - Dr. Russ Dodson a former faculty of our Geoscience Department gifted a sum of money for a Virtual Reality (VR) lab.
 - Its current use with our Act 120 Police Academy has proven to be a valuable teaching tool to test reactions to fee-real situations. The ability to utilize this sort of technology will enhance multidisciplinary fields of study for our students across various programs.
 - The VR lab is currently located and Doane Center and utilized in Public Safety Training. Renovations are being made during the summer to relocate the VR lab to be in North Hall with planned completion by the fall 2019.

B. Finance and Administration Report (Ms. Crossin)

Ms. Crossin noted the topics discussed in the Finance and Administration Report:

- Review of Purchases over \$5,000
- Commonfund Resolution

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

Upon the recommendation of the Interim Vice President for Finance and Administration and the Interim President, **a motion was made by Mr. Henderson, seconded by Mr. Crawford and unanimously carried to approve purchase orders of \$5,000 or more for the period of February 16, 2019 through April 15, 2019 for a total of \$272,520.64**, as identified in Exhibit B (Revised).

Commonfund Resolution

Upon the recommendation of the Interim Vice President for Finance and Administration and the Interim President, **a motion was made by Mr. Henderson, seconded by Mr. Meyers and unanimously carried to approve the Capital Projects and Spending Plan**, as identified in Exhibit C.

C. Student Affairs (Mr. Crofchick)

Mr. Crofchick noted the following topics discussed in the Student Life and Living Report:

- New Hires for Student Affairs
 - Austin Boroach is a new Residence Director
 - Judi Brayer has transition to Women's Center
 - William Kluge is our Student Conduct Officer
- 2018/2019 Title IX Review
 - Frank reported the following
 - Title IX hearings during this year was zero, all reported incidences were able to be resolved outside of formal hearing.
- Orientation Surveys
 - 98% approval rating currently
 - Keep utilizing surveys to improve
- Reported upcoming announcement in July for a major concert this fall 2019.

VI. **OLD BUSINESS**

No old business

VII. NEW BUSINESS

Meeting Dates for 2019-2020

The following dates for 2019/2020 Mansfield University Council of Trustee meetings were accepted:

- Wednesday, September 25, 2019; North Manser Dining
- Wednesday, November 20, 2019 (Thanksgiving is Nov. 28); North Manser Dining
- Wednesday, January 29, 2020, Retreat; North Hall **OR** North Manser Dining
- Wednesday, March 25, 2020; North Manser Dining
- Wednesday, May 27, 2020; North Hall – 6th Floor Community Room
- Wednesday, July 22, 2020; North Hall – 6th Floor Community Room

Proposed meeting schedule for the coming year:

- 10:00 am – 12:30 pm COT Workshop and Lunch with President
- 12:30 – 2:00 pm Committee Meetings
- 2:00 – 3:00 pm COT Public Meeting

Emeritus Status

Upon the recommendation of the appropriate department Interim Provost and Vice President for Academic Affairs, the Interim President, and in compliance with a poll of the senior faculty, **a motion was made by Ms. Russell, seconded by Dr. Strohecker and unanimously carried to approve the emeritus status to the following individuals:**

Mr. Abe Ghods, a faculty member in the Business Administration Department from August 20, 1983 through January 5, 2019.

VIII. INFORMATION ITEMS – NO ACTION REQUIRED

IX. EDUCATIONAL FEATURE

Educational Feature: Public Safety Institute was deferred until the July 2019 meeting date due to the severity of weather in the local area.

X. REPORTS

XI. OTHER BUSINESS

Chair Kilmer provided Interim President Pete Fackler with Resolution. See Exhibit E.

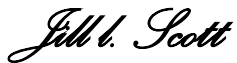
XII. DATE OF NEXT MEETING

The next regular meeting of the Mansfield University Council of Trustees is **Wednesday, July 17, 2019, 2:00 p.m. in the North Hall 6th Floor Community Room.**

XIII. ADJOURNMENT

The meeting was adjourned at 2:35 pm.

Respectfully Submitted,



Jill L. Scott

Revised: 5/28/2019

Mansfield University
 Council of Trustees
 Purchases Over \$5,000
 February 16, 2019 - April 15, 2019

Exhibit B

Vendor	Product Description	Document Date	PO Net Value
CONCEPT3D			\$ 5,138.00
WITMER PUBLIC SAFETY GROUP INC	1000 ROUNDS LOOSE PACK OF 9MM AMMO BY BL	03/20/2019	\$ 5,560.50
LAMAR COMPANIES	DIGITAL POSTER WLMSPT 6/22-10/6	03/20/2019	\$ 6,000.00
JOKERS COAL & MORRIS BLOCK			\$ 6,128.75
GOV CONNECTION INC			\$ 6,370.94
PASCO	DA TANK LEVEL CONTROL RETROFIT	02/20/2019	\$ 9,100.00
WITMER PUBLIC SAFETY GROUP INC			\$ 9,930.90
GLASS ERECTORS INC	FURNISH & INSTALL KAWNEER ALUMINUM DOOR	03/20/2019	\$ 11,851.00
BRINJAC ENGINEERING INC	DESIGN SERVICES FOR DOANE BOILER	03/11/2019	\$ 15,000.00
ADIRONDACK SOLUTIONS INC			\$ 15,350.00
PAPERTHIN INC.			\$ 17,453.00
LAMAR COMPANIES			\$ 19,500.00
UGI ENERGY SERVICES INC			\$ 145,137.55
			\$ 272,520.64

**COUNCIL OF TRUSTEE RESOLUTION
FOR CONTINUED MEMBERSHIP IN THE COMMONFUND**

At a meeting of the Mansfield University Council of Trustees held on May 29, 2019 upon motion duly made it was voted that:

1. Mansfield University shall continue to be a Member of The Common Fund for Nonprofit Organizations (“Commonfund”), a New York Membership corporation, pursuant to the Constitution, By-laws and Rules of Commonfund, thereby becoming entitled to invest in the various investment funds established and maintained or sponsored by Commonfund.
2. The individuals holding the following offices be designated as authorized Representatives:

President

Vice President Finance & Administration

Controller

Assistant Controller

Each referred to herein as an Authorized Representative, to act on behalf of and in the name of the Institution in matters relating to Commonfund and, in particular, to specify to Commonfund the investment fund(s) of Commonfund in which Assets of the Institution should be invested or to which they should be transferred, to specify the distribution option or options applicable to such investment, to withdraw all or any portion of the Assets from any one or more of the investment fund(s), to make representations and warranties and to extend covenants binding upon the Institution, and generally to conduct affairs with Commonfund on behalf of the Institution, subject, however, to the understanding that any withdrawal shall be limited to a remittance by Commonfund to a bank or other depositor institution for credit to an account of the Institution.

3. This resolution shall supersede prior resolutions concerning the subject matter hereof to the extent inconsistent herewith and shall continue in full force and effect until written notice of any amendment or rescission hereof has been received by Commonfund, and, in the case of the Short term Fund, the Trustee.
4. The Secretary of the Institution or any one of the Authorized Representatives designated herein or pursuant hereto may certify to Commonfund and to the Trustee and to any affiliate of either, as to the adoption of this resolution and the text hereof and as to the identity and authenticity of the signatures of each Authorized Representative in paragraph 2 and to exercise one or more of the powers conferred herein. Such certification as to identify and authenticity may be made on Fund Transfer Agreements (Forms 3 and 3A) or Master Money Transfer Agreements (Forms 4 and 5) or otherwise. Commonfund and the Trustee shall be entitled as against the Institution to presume conclusively that the persons so certified shall continue to be authorized to act on behalf of the Institution until otherwise notified in writing by an Authorized Representative.

Approved: _____ May 29, 2019

Bobbi J. Kilmer, Chairperson
Mansfield University Council of Trustees

September 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 LABOR DAY	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25 COT MEETING North Manser Dining	26	27	28
29	30					

November 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20 COT MEETING North Manser Dining	21	22	23
24	25	26	27	28 THANKSGIVING	29	30

January 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
			COT RETREAT North Manser Dining OR North Hall, Community Room			

March 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25 COT MEETING North Manser Dining	26	27	28
29	30	31				

May 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25 MEMORIAL DAY	26	27 COT MEETING North Hall, Community Room	28	29	30
31						

July 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22 COT MEETING North Hall, Community Room	23	24	25
26	27	28	29	30	31	

MANSFIELD UNIVERSITY COUNCIL OF TRUSTEES

RESOLUTION

Mr. Peter Fackler

Whereas Mr. Peter Fackler's dedicated service as Interim President of Mansfield University of Pennsylvania will come to a close on June 30, 2019;

Whereas, in his role as our Interim President, he has met the highest standard of dedication to the core educational mission of Mansfield University;

Whereas, through his commitment to open, honest, and inclusive dialogue, Mr. Fackler has built strong and meaningful relationships with the faculty, staff, and students of the University;

Whereas he has skillfully led the University through numerous decision-making processes regarding tuition and housing pricing, enrollment management, financial aid, and marketing, making our institution more attractive as an educational destination for prospective students and their families;

Whereas he has advocated passionately and effectively for Mansfield University at the state system level in meetings with the Chancellor and as an active member of the Council of Presidents;

Whereas he has faithfully supported and promoted numerous campus-wide events and activities, demonstrating his personal devotion to the life of the campus;

Whereas, during his time as our Interim President, Mr. Fackler has dedicated his time, talent, and energy to supporting and sustaining all aspects of our campus community in a manner befitting his office; and

Whereas Pete and Kelly decided to tie the knot during his term as our Interim President, and we wish them much happiness and success in their future together;

Now, therefore, be it resolved on this 29th day of May 2019 that the Mansfield University Council of Trustees hereby expresses, on behalf of the entire campus community, our sincere appreciation to Mr. Peter Fackler for his exemplary leadership, dedicated service, and positive contributions to our institution.

Bobbi J. Kilmer, Chairperson, Mansfield University Council of Trustees

Patrick D. Henderson, Secretary, Mansfield University Council of Trustees

Mansfield University
Council of Trustees
Purchases Over \$5,000
April 16, 2019 - June 15, 2019

Exhibit B

Vendor-Name	Item Description	PO Date	PO Amount
GOVERNMENTJOBS.COM INC dba NEOGOV	NEOGOVS HR APPLICANT SOFTWARE FY20	6/14/2019	\$ 5,198.68
WAYFARE FACILITY MANAGEMENT	FITNESS CENTER FLOOR REFINISHING FY20	4/24/2019	\$ 5,350.00
AASCU-PENSON	MEMBERSHIP DUES 7/1/19 - 6/30/20	5/20/2019	\$ 5,705.00
WHEELER ASSESSMENT & CONSULTIN, LLC	POLICE ACADEMY INSTRUCTIONAL HOURS FY20	5/22/2019	\$ 6,000.00
EMD MILLIPORE CORP	WATER PURIFICATION SUPPLIES - BIOLOGY/CHEMISTRY/PHYSICS FY20	5/31/2019	\$ 6,712.70
VEOLIA ES TECHNICAL SOLUTIONS, LLC	HAZ-WASTE PICK-UP & DISPOSAL FY20	6/11/2019	\$ 7,000.00
BERKSHIRE SYSTEMS GROUP INC	MISC. PARTS FIRE ALARMS & SPRINKLERS FY20	6/4/2019	\$ 7,120.00
HARBOR BUSINESS COMPLIANCE CORP	ANNUAL FUNDRAISING STATE REGISTRATIONS	5/30/2019	\$ 7,175.00
DUNMORE APPLIANCE INC.	MED302RWS 30-INCH DOUBLE BUILT-IN OVEN	5/3/2019	\$ 7,298.00
JSTOR	ARTS & SCIENCES, LANG./LIT., MUSIC 2/3/20 to 2/4/21	6/7/2019	\$ 7,300.00
JOEL SCARINCI	LABOR ONLY LIBRARY FURNITURE REPAIRS	4/18/2019	\$ 8,400.00
IDS OF PENNSYLVANIA	IDS MEMBERSHIP FEE FY20 1/1/20-6/30/20	6/5/2019	\$ 9,262.00
EDC CORP.	PARKING PERMIT/TICKET SOFTWARE FY20	6/4/2019	\$ 9,750.00
MERIT PAGES INC	RENEWAL MERIT SOFTWARE FY20	5/3/2019	\$ 9,896.00
BAYARD PRINTING GROUP	PRINTING, POSTAGE, SET-UP FEE FOR 32,900 JUNIOR MAILERS	5/31/2019	\$ 10,208.75
IDEMIA IDENTITY & SECURITY LLC	FINGERPRINT CODES - BCKGRND CLEARANCES FY20	6/13/2019	\$ 10,425.00
NSENA INC	LAW ENFORCEMENT VR SUBSCRIPTION	5/6/2019	\$ 10,787.79
WATSON DIESEL INC.	11' STAHL SERVICE BODY & ATTACHMENTS FOR F550 INCL. INSTALLATION	6/3/2019	\$ 11,541.00
ADVANTAGE SPORT & FITNESS INC	PREVENTATIVE MAINTENANCE PROPOSAL FY20	4/30/2019	\$ 11,600.00
PIVOT PHYSICAL THERAPY OF PA LLC	FITNESS FACILITIES FOR RPH STUDENTS FY20	4/30/2019	\$ 12,000.00
MIDDLE STATES COMMISSION ON HIGHER	MIDDLE STATES ANNUAL MEMBERSHIP FY20	6/10/2019	\$ 12,796.00
ALERTUS TECHNOLOGIES LLC	ALERTUS ENS SERVICE RENEWAL FY20	6/14/2019	\$ 13,365.00
WOLFE COMMUNICATION SYSTEMS INC	INSTALLATION OF SINGLE MODE FIBER PRES. HOUSE	4/30/2019	\$ 14,958.00
GOV CONNECTION INC	15 APC SMART-UPS SMT2200C & APC UPS NETWORK MGMT CARDS	4/22/2019	\$ 15,590.30
CINTAS FIRE PROTECTION	CINTAS- FIRE EXT. INSP. FY20	6/3/2019	\$ 16,625.00
CHEMTRON SUPPLY CORPORATION	NH, MANSER & MAIN BOILERS; POTABLE WATER SVC FY20	6/3/2019	\$ 17,736.00
G & W ELECTRIC COMPANY	15KV, 110 KV BIL SF6 INSULATED PADMOUNT SWITCH	4/30/2019	\$ 23,022.00
BERKSHIRE SYSTEMS GROUP INC	FIRE ALARM INSP.-E&G BUILDINGS FY20	6/7/2019	\$ 33,000.00
OCLC ONLINE COMPUTER LIBRARY CENTER	OCLC MONTHLY FEES FOR FY20	6/7/2019	\$ 33,025.00
WATSON DIESEL INC.	STEEL DUMP BODY & STEEL ANGLE PLOW	5/31/2019	\$ 38,725.00
NEW HOLLAND AUTO GROUP	2019 F- 550 CHASSIS- GAS ENGINE VEHICLE	5/24/2019	\$ 39,935.00
HANOVER RESEARCH	AGREEMENT FOR HIGHER ED RESEARCH SVCS FY20	5/30/2019	\$ 47,500.00
MANSFIELD BOROUGH	SEWAGE COLLECTION 1/19 - 12/19	5/6/2019	\$ 219,940.04
UNIQUESOURCE PRODUCTS & SERVICES	JANITORIAL SERVICES FOR AUXILIARIES FY20	6/5/2019	\$ 414,951.11
			\$ 1,109,898.37

Mansfield University
Council of Trustees
Summary of Purchases
April 16, 2019 - June 15, 2019

Exhibit B

SUMMARY OF ALL PURCHASES & CONTRACTS

Total Purchases over (>=) \$5,000 from April 16, 2019 to June 15, 2019	\$ 1,109,898.37
Total Purchases under (<) \$5,000 from April 16, 2019 to June 15, 2019	\$ 206,916.77
SUB-TOTAL	<u>\$ 1,316,815.14</u>

CREDIT CARD PURCHASES

April 16, 2019 - June 15, 2019	\$79,334.73
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GRAND TOTAL \$ 1,396,149.87

Mansfield Fire and Ambulance Association Payments

The Mansfield Fire Department and the Mansfield Ambulance Association provide a critical service to the University. Upon the recommendation of the Vice President Finance & Administration and the President, we are requesting the Council of Trustees authorize the University to pay a total of \$7,500 to the Mansfield Fire Department and \$7,500 to the Mansfield Ambulance Association for the 2019-20 Fiscal Year. Payments will be processed through the Purchasing Department via properly executed purchasing documents.

**CERTIFYING RESOLUTION
BOARD OF GOVERNORS POLICY 1983-14-A
APPOINTING INTERIM AND CHIEF EXECUTIVE OFFICERS**

WHEREAS, Board of Governors Policy 1983-14-A, Appointing Interim and Chief Executive Officers, requires that each PASSHE university president develop and publish an Order of Succession identifying, in rank order, members of its university's executive management team who will act on behalf of the president in his/her absence, in the event s/he is temporarily unable to fulfill his/her responsibility, or in the event there is a vacancy;

WHEREAS, Board of Governors Policy 1983-14-A, Appointing Interim and Chief Executive Officers, requires that prior to the beginning of each academic year, the president deliver the university Order of Succession Plan to the Chancellor after a resolution and vote by the university's Council of trustees;

WHEREAS, the attached Order of Succession Plan, provided by the President of Mansfield University, lists in rank order the members of Mansfield University's executive management team to act on his behalf in his absence or in the event he is temporarily unable to fulfill his responsibilities, or in the event there is a vacancy during Fiscal Year 2019 to 2020;

THEREFORE, BE IT RESOLVED, that the Council of Trustees approves and certifies the attached Order of Succession Plan and directs the President of Mansfield University to deliver the Plan to the Chancellor, in accordance with Board of Governors Policy 1983-14-A.

Approved this 17th day of July 2019.

Ms. Bobbi J. Kilmer, Chairperson
Mansfield University of Pennsylvania
Council of Trustees

MANSFIELD UNIVERSITY

Order of Succession

2019-2020

Provost and Vice President for Academic Affairs

Vice President for Finance & Administration

Associate Provost/Dean of Faculty

Associate Dean of Faculty

MANSFIELD UNIVERSITY

COUNCIL OF TRUSTEES MEETING

Wednesday, September 25, 2019
2:00 p.m.

North Manser Dining

A G E N D A

I. MEETING CALLED TO ORDER

II. RECORDING OF ATTENDANCE

III. PUBLIC COMMENTS

IV. APPROVAL OF MINUTES

July 17, 2019 as identified in Exhibit A.

MOTION:

V. COMMITTEE REPORTS

A. Academic Affairs Report (Dr. Ulrich)

- New Tenure-Track Faculty: Fall 2019
- Academic Planning / Hanover Research
- Interfolio
- Middle States Self-Study
- Respiratory Care Program Recognition

B. Finance and Administration Report (Ms. Crossin)

- Review of Purchases over \$5,000 (Exhibit B)
- Approval of Annual Operating Budget

C. Student Affairs Report (Ms. Lindner)

- Enrollment Management Report

VI. OLD BUSINESS

VII. NEW BUSINESS

VIII. INFORMATION ITEMS – NO ACTION REQUIRED

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 submission to the Board of Governors.

IX. EDUCATIONAL FEATURE

X. REPORTS

President Charles Patterson

PACT

Student Government Association

XI. OTHER BUSINESS

XII. DATE OF NEXT MEETING

The next regular meeting of the Mansfield University Council of Trustees is on **Wednesday, November 20, 2019, 2:00 p.m. in the North Manser Dining.**

XIII. ADJOURNMENT

MANSFIELD UNIVERSITY

COUNCIL OF TRUSTEES MEETING

Wednesday, July 17, 2019

2:00 p.m.

North Hall, 6th Floor Community Room

Minutes

I. MEETING CALLED TO ORDER

Chairman Kilmer called the meeting to order at 1:58 p.m.

FOR THE RECORD: in accordance with the Sunshine Law, this meeting was advertised in the *Williamsport Gazette* on July 15, 2019.

II. RECORDING OF ATTENDANCE

The following Trustees attended:

Mr. Patrick Henderson, Secretary
Ms. Susan Keffer, Member
Ms. Bobbi Kilmer, Chairperson
Mr. Ralph H. Meyer, Member
Ms. Karen J. Russell, Member
Dr. Robert D. Strohecker, Member
Mr. Steven Crawford, Vice Chairman
Mr. Max Gannon, Member
Mr. Bruce L. Vickery, Member
Mr. Aaron K. Singer, Member
Ms. Chelsea Thomas, Member (executive session)

The following Trustees were not in attendance:

All present.

Members of the University staff who attended are as follows:

Charles E. Patterson, PhD, President
Mr. Nick Andre, Chief Information Officer
Dr. Joshua Battin, Interim Associate Dean of the Faculty
Dr. Kathy Wright, Interim Associate Provost/Dean of the Faculty
Dr. John Ulrich, Interim Provost and Vice President for Academic Affairs
Ms. Kathryn Crossin, Interim Vice President of Finance and Administration
Ms. Jill L. Scott, Secretary to the Council of Trustees
Ms. Judi Brayer, SCUPA Representative
Mr. Brian Loher, APSCUF President
Mr. John Maslar, Interim Director, Marketing & Communications

Mr. Scott Henry, Director Police Services & Safety

Mr. Jim Welch, Environmental Health & Safety Director

Ms. Roxy Leblanc, Public Safety Training Institute Administrative Assistant

Mr. Mark Thompson, Instructor, Chemistry & Physics, Public Safety Training Institute

Ms. Casey Wood, Director of Alumni Relations

Others in Attendance:

III. PUBLIC COMMENTS

Chair Kilmer asked for public comments and there were none.

IV. APPROVAL OF MINUTES

A motion was made by **Mr. Singer**, seconded by **Mr. Vickery**, and unanimously carried to approve the minutes of **May 29, 2019** as identified in Exhibit A.

V. COMMITTEE REPORTS

A. Academic Affairs Report (Ulrich)

Dr. Ulrich updated council on the following

- System Redesign Update
Following the meeting in June three Academic Success Teams have been formed with a representation of faculty, staff, student and union representation.
 - Collaborative PASSHE Team: Develop and implement a cross-institutional delivery of academic programs.
 - PASSHE Online Pathways Team: Assess need for offering or expanding online programs.
 - Development Education Team: Review current approaches to developmental education needs and assess broader potential of shared services.
- Dr. Ulrich is on the Development Education Team

Currently all three teams are in the process of gathering survey data and will begin the process of data analytics. Rosa Lara has been appointed Redesign Project Manager. The process as a whole is on track and moving forward to provide recommendations for student success and retention.

Trustee Chair Bobbi Kilmer expressed appreciation to Dr. Ulrich for being a voice at PASSHE for Mansfield University.

B. Finance and Administration Report (Ms. Crossin)

Ms. Crossin noted the topics discussed in the Finance and Administration Report:

- Review of Purchases over \$5,000
- Mansfield Fire and Ambulance
- Order of Succession

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

Upon the recommendation of the Interim Vice President for Finance and Administration and the President, a motion was made by **Mr. Singer**, seconded by **Mr. Vickery** and unanimously carried to approve purchase orders of \$5,000 or more for the period of April 16, 2019 through June 15, 2019 for a total of **\$1,109,898.37**, as identified in Exhibit B.

Mansfield Fire and Ambulance

Upon the recommendation of the Interim Vice President for Finance and Administration and the President, a motion was made by **Mr. Henderson**, seconded by **Ms. Russell** and unanimously carried to approve the Mansfield Fire and Ambulance payment request, as identified in Exhibit C.

Order of Succession

Upon the recommendation of the Interim Vice President for Finance and Administration and the President, a motion was made by **Mr. Crawford**, seconded by **Ms. Russell** and unanimously carried to approve the **Order of Succession, BOG Policy 1983-14-A**, as identified in Exhibit D.

C. Student Affairs (Mr. Crofchick)

No report from the Student Life and Living.

VI. OLD BUSINESS

No old business

VII. NEW BUSINESS

No new business

VIII. INFORMATION ITEMS – NO ACTION REQUIRED

IX. EDUCATIONAL FEATURE

Public Safety Institute

The Public Safety Institute was formed in April 2018 to provide public safety training including students, employees and provide opportunity to local community.

Key provisions of the program:

- Augment and subsidize our education for Mansfield University
- Engage in safety management
- Understanding what our practitioners need
- Provide need based training here at Mansfield University

Within the first year of operation here at Mansfield University there has been 53 training classes and so far 750 people have taken advantage of the training provided at the Public Safety Institute. This institute provides innovation and leads to out of the box thinking in planning for trainings to take place both here at MU or at other locations. It is leading the field currently throughout Pennsylvania and many look toward our location for its direction on next steps.

Although the VR lab is not a replacement for fieldwork it does provide great skill-sets for training along with direct interaction in the field. The VR (Virtual Reality) Lab is on-track and should be completed sometime in the fall. John Maslar is working to provide a news release to the website to hype the interest of the VR Lab.

In looking toward the future trainings and partnerships the Public Safety Institute

- National Fire Academy (NFA)
- Pennsylvania Game Commission (PGC)
- DUI Association
- NSENA
- Drone Technology & Training
- Comprehensive Active Assailant Training

Chief Scott Henry recognized those directly involved with making the Public Safety Institute such a success, through their numerous hours of dedication to the institute.

- Dr. Joshua Battin, Interim Associate Dean of the Faculty
- Mr. Jim Welch, Environmental Health & Safety Director
- Ms. Roxy Leblanc, Public Safety Training Institute Administrative Assistant
- Mr. Mark Thompson, Instructor, Chemistry & Physics, Public Safety Training Institute

Trustee Chair Bobbi Kilmer thanked the group for their continued good work with the institute.

X. REPORTS

Trustee Chair Bobbi Kilmer officially welcomed President Charles Patterson.

President Patterson reported he has been working directly with the transition team including those at the office of the president, cabinet and directors across campus. He plans to develop a goal alignment tem to focus on goals of the institution. This will provide flow to carry Mansfield University forward with enhanced growth.

Currently at Mansfield University we are at a 20% increase in our undergraduate applications with 27% increase in deposits. The larger class size and no drops in enrollment leaves us with leveling and possibly a slight increase in enrollment over last year.

Thanks to the grant funding support from Senator Joe Scarnati office this will lead to the direct benefit to our Mansfield University students through our Pennsylvania Student Success Awards.

At Mansfield University we have an active search for a new Baseball Coach which should be completed in the near future.

PACT, Trustee Karen Russell:

Save the date for the upcoming regional PACT meetings. For Mansfield University it will be September 11th along with Lock Haven University, Bloomsburg University and head at East Stroudsburg. This will be a one day meeting and it is requested those in attendance wear their school colors. Topics will be Systemness redesign, Advocacy, Student Trustee Selection Process and Regional Round table.

XI. OTHER BUSINESS

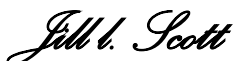
XII. DATE OF NEXT MEETING

The next regular meeting of the Mansfield University Council of Trustees is **Wednesday, September 25, 2019, 2:00 p.m. in the North Manser Dining.**

XIII. ADJOURNMENT

The meeting was adjourned at 2:45 pm.

Respectfully Submitted,



Jill L. Scott

Mansfield University
Council of Trustees
Summary of Purchases
June 16, 2019 - August 15, 2019

Exhibit B

SUMMARY OF ALL PURCHASES & CONTRACTS

Total Purchases over (>=) \$5,000 from June 16, 2019 - August 15, 2019

\$ 5,021,329.28

Total Purchases under (<) \$5,000 from June 16, 2019 - August 15, 2019

\$ 217,768.06

SUB-TOTAL \$ 5,239,097.34

CREDIT CARD PURCHASES

June 16, 2019 - August 15, 2019

\$88,939.67

GRAND TOTAL \$ 5,328,037.01

Exhibit B

Vendor	PO Number	Vendor-Name	Item Description	PO Date	PO Amount
1006881	4000056810	K & D FACTORY SERVICE, INC.	REPAIRS TO EQUIPMENT IN MANSER	6/18/2019	\$ 5,000.00
1031873	4000056812	AKROM ASSOCIATES	SERVICE REPAIR ON DINING EQUIPMENT	6/18/2019	\$ 5,000.00
1098405	4500600101	STUART LISOWSKI EXCAVATION	CAMPUS WIDE EXCAVATION	6/21/2019	\$ 5,000.00
1027385	4500600125	PASCO	PHONE & FIELD SUPPORT FOR BLDG AUTOMATION SYSTEM FY19-20	6/21/2019	\$ 5,000.00
1100141	4500603026	THE ZIMMERMAN AGENCY LLC	PAID SOCIAL MEDIA JULY19 THRU FEB20	7/24/2019	\$ 5,000.00
1091638	4500604895	HODGES RASH CO	GROUPS PRODUCTS & FERTILIZER	8/15/2019	\$ 5,051.40
1027180	4000056882	BENEDICTS BUS SERVICE	BENEDICT BUS FOR SUMMER GATEWAY D.C TRIP	6/21/2019	\$ 5,592.00
1045637	4500602441	BEAGLE MEDIA. LLC	MOUNTAIN HOME ADS MARCH THRU NOV 2019	7/17/2019	\$ 5,700.00
1113452	4500602827	CCSI, INC.	ANNUAL BOILER MAINTENANCE	7/23/2019	\$ 5,700.00
1099670	4500601416	NPF SPORTS	ADVERTISING PACKAGE FY20	7/5/2019	\$ 6,000.00
1113593	4500602145	JACKSON WELDING & GAS PRODUCTS	WELDER GENERATOR LIN K3459-1 RANGER 330MX	7/15/2019	\$ 6,049.00
1112001	4000056862	PACE ANALYTICAL SERVICES LLC	POOL WATER TESTING	6/21/2019	\$ 6,260.00
1027070	4500603504	MANSFIELD FIREMANS AMBULANCE ASSOC	AMBULANCE ASSOCIATION FY20	7/30/2019	\$ 7,500.00
1027107	4500604262	MANSFIELD FIRE DEPT	FIRE DEPARTMENT FY20	8/7/2019	\$ 7,500.00
1084555	4500602526	BAYARD PRINTING GROUP	PRINTING OF 34,900 VISIT MAILERS	7/18/2019	\$ 8,010.00
1007397	4500602828	LAWN & GOLF SUPPLY CO	VENTRAC AERA-VATOR W/ ROLLER & SEEDER KITS	7/23/2019	\$ 8,095.65
1060998	4500603699	JOKERS COAL & MORRIS BLOCK	LANDSCAPE BRICKS - CORNERSTONES AND CAPS	8/1/2019	\$ 9,599.25
1041532	4500599696	MAIN POOL & CHEMICAL CO	CHEMICALS FOR WATER PLANT	6/18/2019	\$ 9,500.00
1099691	4500604301	COPLAC	COPLAC MEMBERSHIP DUES 7-1-19 TO 6-30-20	8/8/2019	\$ 9,500.00
1035375	4000056797	L & L BOILER MAINTENANCE	KEELER "CP" BOILERS #1, 2 & 3 FIREBOX INSPECTIONS	6/18/2019	\$ 9,904.00
1111980	4500601350	SMARTEVALS LLC	GAP TECH ONLINE CRSE EVALS 19/20	7/3/2019	\$ 9,995.00
1027213	4500601930	ENTERPRISE RENT-A-CAR	ADMISSIONS FY19-20 RENTAL CAR FOR STUDENT RECRUITMENT	7/11/2019	\$ 13,500.00
1078384	4500600113	ACOUSTICAL SURFACES INC.	VIRTUAL REALITY LAB WINDOW UNITS, FRAMES & INSTALLATION KITS	6/21/2019	\$ 13,654.78
1026923	4000056871	WILLIAMS,MARK	PIANO TUNING	6/21/2019	\$ 14,000.00
1105373	4500600516	STRYDER CORPORATION	CAREER CENTER - HANDSHAKE CSM 5YRS 7/2019-6/2024	6/25/2019	\$ 14,075.00
1026904	4500600130	POSTMASTER MANSFIELD	POSTAGE CHARGES 19/20	6/21/2019	\$ 15,000.00
1100141	4500602622	THE ZIMMERMAN AGENCY LLC	PAID SEARCH JULY 2019	7/19/2019	\$ 15,039.57
1028375	4500600117	IBM CORP	IBM SPSS CAMPUS EDITION SOFTWARE LICENSE FY20	6/21/2019	\$ 15,655.00
1021634	4000057265	LAMAR COMPANIES	POSTERS/BULLETINS N. TIER & WILLIAMSPORT 8/2019-3/2020	7/17/2019	\$ 18,000.00
1016956	4500604918	4IMPRINT	MESH JERSEY V-NECK T-SHIRTS	8/15/2019	\$ 19,118.53
1059096	4500600123	PRO SUPPLY	SUPPLIES FOR PRINT SHOP FY 19/20	6/21/2019	\$ 20,000.00
1063395	4500603838	TOPP BUSINESS SOLUTIONS	PAPER CUT SOFTWARE LICENSE, MAINT. & SUPPORT	8/2/2019	\$ 20,536.23
1026205	4500601644	PSAC	PSAC MEMBERSHIP DUES 2019-2020	7/9/2019	\$ 22,000.00
1111934	4000057230	INTERFOLIO INC	REVIEW, PROMOTION & TENURE SOFTWARE LICENSE 39 MONTHS	7/16/2019	\$ 26,045.61
1112001	4000057005	PACE ANALYTICAL SERVICES LLC	CRYPTO WATER TESTING	6/28/2019	\$ 26,910.00
1005137	4500599697	GLASSMERE FUEL SERVICE INC	GASOLINE & DIESEL FUEL	6/18/2019	\$ 28,500.00
1066920	4500600129	CMRS-POC	ANNUAL RENEWAL POSTAGE BY PHONE	6/21/2019	\$ 30,000.00
1060003	4500600578	FRONTIER	PHONE USAGE CHARGES	6/26/2019	\$ 31,400.00
1045699	4500600230	BLACKBOARD INC	ONE CARD ACCESS, HARDWARE & SOFTWARE LICENSES	6/24/2019	\$ 48,405.00
1110366	4500600421	CAMPUSLOGIC, INC	STUDENT FORMS & AWARD LETTER SOFTWARE SUBSCRIPTION	6/25/2019	\$ 49,500.00
1063395	4500602243	TOPP BUSINESS SOLUTIONS	MULTI-FUNCTION PRINTER/COPIER CONTRACT	7/15/2019	\$ 49,728.51
1027073	4500603562	BLUE RIDGE CABLE TV	CABLE TV SERVICE	7/31/2019	\$ 57,481.68
1113594	3900010293	J. L. WATTS EXCAVATING INC	RESERVOIR DEBRIS REMOVAL	7/15/2019	\$ 75,370.00
1068288	4500599860	OTIS ELEVATOR CO	CAMPUS WIDE ELEVATOR SERVICE & MAINTENANCE	6/19/2019	\$ 77,131.36
1110470	3900010318	NELSON & STREETER CONSTRUCTION CO	PAVING & PATCHING	7/18/2019	\$ 80,974.00
1027180	4500599753	BENEDICTS BUS SERVICE	BASEBALL	6/19/2019	\$ 150,727.00
1013172	4500603877	UGI ENERGY SERVICES INC	NATURAL GAS UTILITIES	8/4/2019	\$ 155,136.82
1073571	3900010312	CLARK CONTRACTORS INC	STRAUGHN ROOF REPLACEMENT	7/17/2019	\$ 210,327.01
1014875	4500600582	ELLUCIAN SUPPORT INC.	ANNUAL MAINTENANCE RENEWAL	6/26/2019	\$ 224,858.00
1068401	4500603876	UGI CENTRAL PENN GAS	NATURAL GAS UTILITIES	8/4/2019	\$ 229,684.86
1073571	3900010311	CLARK CONTRACTORS INC	GRANT ROOFS - GRANT SCIENCE CTR.	7/17/2019	\$ 230,341.97
1073571	3900010314	CLARK CONTRACTORS INC	KECHNER BOILER EQUIPMENT/PARTS	7/17/2019	\$ 367,094.69
1073571	3900010310	CLARK CONTRACTORS INC	KELCHNER ROOF RECONDITION	7/17/2019	\$ 553,942.15
1073571	3900010308	CLARK CONTRACTORS INC	MANSER BOILER EQUIPMENT & PARTS	7/17/2019	\$ 885,900.16
1009859	4500603620	PENELEC	ELECTRICITY - UTILITIES	7/31/2019	\$ 1,086,875.00
					\$ 5,021,329.28

MANSFIELD UNIVERSITY

COUNCIL OF TRUSTEES MEETING

Wednesday, November 20, 2019
2:00 p.m.

North Manser Dining

A G E N D A

- I. MEETING CALLED TO ORDER**
- II. RECORDING OF ATTENDANCE**
- III. PUBLIC COMMENTS**
- IV. APPROVAL OF MINUTES**

September 25, 2019 as identified in Exhibit A.

MOTION:

V. COMMITTEE REPORTS

A. Academic Affairs Report (Dr. Ulrich)

- New Concentration: BS Geosciences – Geoarchaeology
- New Concentration: BS Chemistry -- Plant Extraction Chemistry
- Collaboration with Bloomsburg on MSW program -- update
- Middle States Self-Study

B. Finance and Administration Report (Ms. Crossin)

- Review of Purchases over \$5,000 (Exhibit B)
- Approval of Annual Physical Inspection of Facilities (Exhibit C)
- Fees Schedule
- Approval of Auditors Report
- Annual Certifying Resolution of Affiliated Entities (Exhibit D)
- Budget Update

C. Student Affairs Report (Ms. Lindner)

- Enrollment Management Report
- Student Affairs Update

VI. OLD BUSINESS

VII. NEW BUSINESS

Emeritus Status

Based on the recommendations of the appropriate department, the Provost and 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 individual:

Mr. Clarence Lienhard, a faculty member in the Mathematics and Computer Information Science Department from August 15, 1987 through May 24, 2019.

Mr. Howard Iseri, a faculty member in the Mathematics and Computer Information Science Department from August 10, 1991 through May 24, 2019.

Dr. Bonnie Kutbay, a faculty member in the Art Department from August 11, 1990 through May 24, 2019.

Dr. Martha Whitehouse, a faculty member in the Art Department from August 12, 2000 through January 11, 2019.

VIII. INFORMATION ITEMS – NO ACTION REQUIRED

IX. EDUCATIONAL FEATURE

X. REPORTS

President Charles Patterson

PACT

Student Government Association

XI. OTHER BUSINESS

XII. DATE OF NEXT MEETING

The next regular meeting of the Mansfield University Council of Trustees is **Wednesday, March 25, 2020, 2:00 p.m. in the North Manser Hall.**

The Mansfield University Council of Trustees annual retreat will be held on **Wednesday, January 29, 2020 in North Hall 6th Floor Community Room.**

XIII. ADJOURNMENT

MANSFIELD UNIVERSITY

COUNCIL OF TRUSTEES MEETING

Wednesday, September 25, 2019

2:00 p.m.

North Manser

Minutes

I. MEETING CALLED TO ORDER

Chairman Kilmer called the meeting to order at 1:59 p.m.

FOR THE RECORD: in accordance with the Sunshine Law, this meeting was advertised in the *Wellsboro Gazette* on September 11, 2019.

II. RECORDING OF ATTENDANCE

The following Trustees attended:

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

The following Trustees were not in attendance:
Ms. Chelsea Thomas, Member (executive session)

Members of the University staff who attended are as follows:

Charles E. Patterson, PhD, President
Dr. John Ulrich, Provost and Vice President for Academic Affairs
Dr. Kathy Wright, Associate Provost/Dean of Natural and Social Sciences
Dr. Joshua Battin, Dean, College of Arts and Humanities
Ms. JoEllen Lindner, Interim VP Student Affairs and Enrollment Management
Ms. Kathryn Crossin, Interim Vice President of Finance and Administration
Mr. Nick Andre, Chief Information Officer
Ms. Jill L. Scott, Secretary to the Council of Trustees
Ms. Judi Brayer, SCUPA Representative
Dr. Gretchen Sechrist, President University Senate
Mr. Brian Loher, APSCUF President

Others in Attendance:
Mr. James Nixdorf, Mansfield Foundation

III. PUBLIC COMMENTS

Chair Kilmer asked for public comments and there were none.

IV. APPROVAL OF MINUTES

A motion was made by **Mr. Aaron Singer**, seconded by **Mr. Ralph H. Meyer**, and unanimously carried to approve the minutes of **July 17, 2019** as identified in Exhibit A.

V. COMMITTEE REPORTS

A. Academic Affairs Report (Ulrich)

Dr. John Ulrich discussed the following:

- New Tenure-Track Faculty:
 - Shared with the Trustees that we have welcomed new tenure track faculty to Mansfield University for this fall semester.
- Academic Planning/Hanover Research:
 - Provided an update on where we are with regards to academic planning. He is working with our Academic Planning Committee (APC) on program planning to identify areas for growth. We have partnered with Hanover Research which has provided useful resources in our program planning for trends in both employment growth along with identifying areas of need areas.
 - In program planning there has been good collaboration between other PASSHE schools to enable use of resources to provide opportunity for further growth.
- Interfolio:
 - Gave a brief update on the Interfolio which will provide paperless platform. Faculty to receive demonstration on this new way of instruction.
- Middle States Self Study:
 - Currently groups are being formed for the upcoming self-study. Once the groups are established they will design the framework for middle-states and if approved will move forward. The timeline has been developed by Dr. Wright which has a timeframe for full completion in 2021-2022.
- Respiratory Care Program Recognition:
 - Highlight that our respiratory care was recognized for the 4 year in a row by COARC (Commission on Accreditation for Respiratory Care) for Distinguished Respiratory Therapist Success.

B. Finance and Administration Report (Ms. Crossin)

Ms. Crossin noted the topics discussed in the Finance and Administration Report:

- Review of Purchases over \$5,000
- Annual Operating Budget

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

Upon the recommendation of the Interim Vice President for Finance and Administration and the President, a motion was made by **Mr. Steven Crawford**, seconded by **Mr. Max Gannon** and unanimously carried to approve purchase orders of \$5,000 or more for the period of June 16, 2019 through August 15, 2019 for a total of **\$5,021,329** as identified in Exhibit B.

Annual Operating Budget

Upon the recommendation of the Interim Vice President for Finance and Administration and the President, a motion was made by **Mr. Ralph H. Meyer**, seconded by **Mr. Aaron Singer** and unanimously carried to approve the Annual Operating Budget.

C. Student Affairs (Ms. Lindner)

- Enrollment Management Report:
 - JoEllen Lindner shared about her background in enrollment management and student affairs with the Trustees.
 - Shared a snapshot of the 2019 enrollment data in comparison to 2018. Growth was reflected in all categories.

VI. OLD BUSINESS

No old business

VII. NEW BUSINESS

No new business

VIII. INFORMATION ITEMS – NO ACTION REQUIRED

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 submission to the Board of Governors.

IX. EDUCATIONAL FEATURE

None provided

X. REPORTS

President, Charles Patterson

- Updated the Trustees on the PASSHE redesign.
- Recently completed the following permanent appointments:
 - Dr. John Ulrich, Provost and Vice President for Academic Affairs
 - Dr. Kathy Wright, Associate Provost/Dean of Natural and Social Sciences
 - Dr. Joshua Battin, Dean, College of Arts and Humanities
- Introduced Ms. JoEllen Lindner, Interim VP Student Affairs and Enrollment Management.
- Touched upon additional outreach receptions for the Office of the President and provided updates on relationship building with the Mansfield Foundation.
- Enrollment applications up 38% over last year with total enrollment up 2% for fall 2019, which stops a 9 year enrollment decline.

PACT, Trustee Karen Russell:

- 9/11/19 the NE regional meet at Stroudsburg meet and the chancellor attending and spoke about redesign and had good trustee sharing with where we were with our universities. This will be a continued one if well accepted. This fall one might be cancelled.
- SGA: Student involvement is up along with enrollment. Reach out for any help.

XI. OTHER BUSINESS

- James updated from the Mansfield Foundation that they are upbeat about the discussion and excited for the relationship building that is going on.
- November 11th: Chancellor Annual Public Forum.
- Upon recommendation from the Cabinet the Council of Trustees unanimously approved Dr. Lee Wright to be our Keynote Speaker at the Fall Commencement.
- Looking for recommendations for commencement speaker for the spring.

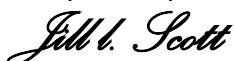
XII. DATE OF NEXT MEETING

The next regular meeting of the Mansfield University Council of Trustees is **Wednesday, November 20, 2019, 2:00 p.m. in the North Manser Dining.**

XIII. ADJOURNMENT

The meeting was adjourned at 2:15 pm.

Respectfully Submitted,



Jill L. Scott

Mansfield University
Council of Trustees
Summary of Purchases
August 16, 2019 - October 15, 2019

SUMMARY OF ALL PURCHASES & CONTRACTS

Total Purchases over (>=) \$5,000 from August 16, 2019 - October 15, 2019	\$ 891,517.72
Total Purchases under (<) \$5,000 from August 16, 2019 - October 15, 2019	<u>\$ 132,014.26</u>
SUB-TOTAL	\$ 1,023,531.98

CREDIT CARD PURCHASES

August 16, 2019 - October 15, 2019	<u>\$113,036.80</u>
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GRAND TOTAL \$ 1,136,568.78

Mansfield University
 Council of Trustees
 Purchases Over \$5,000
 August 16, 2019 - October 15, 2019

Vendor	PO Number	Vendor-Name	Item Description	PO Date	PO Amount
1021597	4500608864	INTEGRA ONE	CATALYST 9200L 48 PORT POE	9/27/2019	\$ 5,317.45
1082014	4500608630	B&H PHOTO VIDEO PRO AUDIO	ASTRBRTX2060	9/25/2019	\$ 5,706.93
1027897	4000057978	L/B WATER SERV INC	MSC-900000188 US SAWS VALVE EXERSICER-DE	9/11/2019	\$ 5,755.00
1048779	4000058358	HARDWARE SPECIALTIES	REMOVE EXISTING FRAME & DOORS, INSTALL N	10/9/2019	\$ 5,975.00
1007397	4500609964	LAWN & GOLF SUPPLY CO	RV602 (39.55361) ATTACHMENT VACUUM COLL,	10/11/2019	\$ 6,775.85
1113913	4500605561	AIRBORNE ATHLETICS, INC.	BASKETBALL SHOOTING MACHINE	8/22/2019	\$ 6,890.00
1090558	4000058038	WALDO	STATISTA	9/13/2019	\$ 7,062.26
1001512	4500605247	TRANSACT CAMPUS INC	MF-4100-OF CONTACTLES MULTI-FUNCTION RDR	8/20/2019	\$ 7,216.50
1027815	4500607298	WVIA	ADVERTISING TV & RADIO 9/6/19-6/30/20	9/11/2019	\$ 7,500.00
1063395	4500606772	TOPP BUSINESS SOLUTIONS	RFIDEAS PC Prox Plus SP	9/5/2019	\$ 9,814.76
1113099	4000058255	S & B FLOORING AND TILE INC.	RESTROOM RENOVATION	10/1/2019	\$ 10,225.25
1083589	4500609182	AMERICAN ROCK SALT COMPANY LLC	BULK ICE CONROL SALT	10/2/2019	\$ 11,808.00
1110470	3900010423	NELSON & STREETER CONSTRUCTION CO I	VARIOUS PATCHING AND PAVING	9/30/2019	\$ 12,910.00
1027828	4500607307	COLLEGE BOARD	2020 SENIOR SEARCH CAMPAIGN COLLEGE BOAR	9/11/2019	\$ 13,160.00
1021597	4500605079	INTEGRA ONE	CATALYST 9200L 48 PORT POE+, 4 X 1G NETW	8/16/2019	\$ 13,174.26
1005190	4500609015	GOLF CARS INC	2020 CLUB CAR 6 PASSENGER	10/1/2019	\$ 14,626.00
1027140	4000057754	EMTA INC	SHUTTLE FALL 2019 - 2 MONTHS	8/21/2019	\$ 16,000.00
1043614	4500606603	ELSEVIER	SCIENCE DIRECT LINE 1: 1/1/20 - 6/30/20	9/4/2019	\$ 17,600.00
1113941	4000057809	GREGORI J. ZAGOZEWSKI	TITLE IX INVESTIGATION SVCS	8/27/2019	\$ 20,000.00
1007501	4500609238	THE LERRO CORPORATION	BLACK MAGIC DESIGN MINI CONVERTER	10/2/2019	\$ 24,672.30
1103141	4500605967	CSC, INC	PHASE II WASHERS AND DRYERS RENTAL	8/27/2019	\$ 28,080.00
1004115	4500605050	EDUCATIONAL COMPUTER SYSTEMS, INC.	3RD PARTY BILLING PERKINS	8/16/2019	\$ 28,600.00
1009579	4500608147	UNIQUESOURCE PRODUCTS & SERVICES	BUTLER HALL DRAPERIES	9/19/2019	\$ 29,720.64
1077134	4500605562	REGISTRY FOR COLLEGE AND	INTERIM VP STDT AFFAIRS-JOELLEN LINDER	8/22/2019	\$ 59,381.36
1042376	4500609136	RPA, INC.	VP OF F&A SEARCH FEE	10/1/2019	\$ 60,000.00
1027010	4500609383	NORTHERN TIER SOLID WASTE AUTHORITY	STUDENT UNION	10/3/2019	\$ 60,575.47
1027140	4500609046	EMTA INC	SHUTTLE FA19/SP20	10/1/2019	\$ 196,400.00
1073571	3900010368	CLARK CONTRACTORS INC	DOAN BOILER IWO 068186.02.01	8/19/2019	\$ 206,570.69
					\$ 891,517.72

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 25, 2019 in accordance with the rules and regulations adapted by the Board of Governors.

The inspection took place following the business meeting on the same date and was conducted by Mr. Brad Lawton, Director of Facilities Management, accompanied by Ms. Lori Ranck, Senior Budget Analyst.

Members of the Council of Trustees participating were:

- Ms. Bobbi J. Kilmer
- Mr. Patrick D. Henderson
- Ms. Susan Kefover
- Ms. Karen Russell
- Mr. Aaron Singer
- Dr. Robert Strohecker
- Mr. Bruce Vickery, Esquire

President Charles Patterson accompanied the Trustees on the tour.

Mr. Lawton began by explaining most of the projects performed since the last tour were underground or in walls. Projects presented were:

- Boilers – Manser (3), KFC, and Doane
- Refurbished Roofs – Grant Science & Straughn Auditorium
- Straughn Auditorium Floor Coating Delamination
- Wilson Street & East Lot Entrance
- Salt Storage Shed
- Morris Drive Runoff
- KFC – Refurbished Roof & Building Paint
- Planned Building Demolitions & Anticipated Space Usage
- President's House – Front Yard & Sidewalks

The Tour ended at the Alumni Hall parking lot.

Bobbi J. Kilmer '84, Chairperson
Mansfield University of Pennsylvania
Council of Trustees

CERTIFYING RESOLUTION
BOARD OF GOVERNORS POLICY 1985-04-A
UNIVERSITY EXTERNAL FINANCIAL SUPPORT

WHEREAS, Board of Governors Policy 1985-04-A, University External Financial Support, permits institutions to establish relationships with various affiliated organizations provided the institutions comply with certain criteria;

WHEREAS, Mansfield University of Pennsylvania has entered into a written Memorandum of Understanding with College Community Services, Inc. (CCSI) in accordance with the Board of Governors Policy 1985-04-A;

WHEREAS, the attached statement, provided by the Vice President for Finance and Administration, summarizes direct support provided by Mansfield University of Pennsylvania to CCSI and contributions made by CCSI to Mansfield University of Pennsylvania for the fiscal year ending June 30, 2019;

THEREFORE, BE IT RESOLVED, that the Council of Trustees certifies Mansfield University of Pennsylvania to be in compliance with Board of Governors Policy 1985-04-A.

Approved this 20th day of November 2019.

Bobbi Kilmer, Chairperson
Mansfield University of Pennsylvania
Council of Trustees

November 20, 2019

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 FY19 audited financial statements of CCSI, the following program expenses were provided by CCSI for the benefit of the University:

	<u>FY 2019</u>	<u>FY 2018</u>
Scholarships	\$ 9,101	\$ 3,045
Donations	301,866	364,742
Capital and equipment	0	0
Travel	<u>5,024</u>	<u>3,238</u>
Total Program Expenses	<u>\$315,991</u>	<u>\$371,025</u>

Submitted by: _____
Kathryn M. Crossin
Interim Vice President for
Finance and Administration

Date: _____

CERTIFYING RESOLUTION
BOARD OF GOVERNORS POLICY 1985-04-A
UNIVERSITY EXTERNAL FINANCIAL SUPPORT

WHEREAS, Board of Governors Policy 1985-04-A, University External Financial Support, permits institutions to establish relationships with various affiliated organizations provided the institutions comply with certain criteria;

WHEREAS, Mansfield University of Pennsylvania has entered into a written Memorandum of Understanding with the Mansfield University Foundation (Foundation) in accordance with the Board of Governors Policy 1985-04-A;

WHEREAS, the attached statement, provided by the Vice President for Finance and Administration, summarizes direct support provided by Mansfield University of Pennsylvania to the Foundation and contributions made by the Foundation to Mansfield University of Pennsylvania for the fiscal year ending June 30, 2019;

THEREFORE, BE IT RESOLVED, that the Council of Trustees certifies Mansfield University of Pennsylvania to be in compliance with Board of Governors Policy 1985-04-A.

Approved this 20th day of November 2019.

Bobbi Kilmer, Chairperson
Mansfield University of Pennsylvania
Council of Trustees

November 20, 2019

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

Direct Support by University for Foundation:

As specified in the Memorandum of Understanding between Mansfield University of Pennsylvania (University) and the Mansfield University Foundation (Foundation) the following services are provided by the University to the Foundation:

- Communication services including telecommunications, postage, printing, public relations and similar services;
- Use of facilities for conducting Foundation functions and activities;
- Operational and technology support services, including but not limited to, telephone, network connectivity, links to the Foundation web pages, mail and maintenance agreements to which the University is a party;
- Professional services by the President and other executive officers and support staff as requested and at the University's discretion.

Direct Support by Foundation to University:

As specified in the FY19 audited financial statements of the Foundation, the following contributions were provided by the Foundation for the benefit of the University:

	<u>FY 2019</u>	<u>FY 2015</u>
Scholarships	\$485,873	\$301,388
Donations	957	9,911
Capital and equipment	16,287	1,324
Departmental Support	<u>37,754</u>	<u>321,999</u>
Total Contributions	<u>\$540,871</u>	<u>\$634,622</u>

Submitted by: _____
Kathryn M. Crossin
Interim Vice President for
Finance and Administration

Date: _____