

MANSFIELD UNIVERSITY

COUNCIL OF TRUSTEES MEETING

Wednesday, March 24, 2021

2:00 p.m.

Web Conferencing

A G E N D A

I. MEETING CALLED TO ORDER

II. RECORDING OF ATTENDANCE

III. PUBLIC COMMENTS

IV. APPROVAL OF MINUTES

November 18, 2020 as identified in Exhibit A.

MOTION:

V. COMMITTEE REPORTS

A. Academic Affairs Report (Dr. Ulrich)

- Integration: Academic Affairs

B. Finance and Administration Report

- Review of Purchases over \$5,000 (Exhibit B)
- Capital Project Spending Plan Review (Exhibit C)

C. Student Affairs Report (Ms. Lindner)

- Enrollment Management Report
- Housing Report
- Career Outcomes Summary (Ms. Lefelhoc)

VI. OLD BUSINESS

VII. NEW BUSINESS

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 on **Wednesday, May 26, 2021, 2:00 p.m. via zoom meeting.**

XIII. ADJOURNMENT

MANSFIELD UNIVERSITY

COUNCIL OF TRUSTEES MEETING

Wednesday, November 18, 2020
2:00 p.m.

North Manser

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 5, 2020.

II. RECORDING OF ATTENDANCE

The following Trustees attended:

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. Patrick Henderson, Secretary
Ms. Sarah Hart, Member

The following Trustees were not in attendance:

Mr. Aaron K. Singer, Member

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
Mr. Phillip Swank, Chief of Staff
Ms. JoEllen Lindner, Interim VP Student Affairs and Enrollment Management
Mr. Todd Garnier, Vice President of Finance and Administration
Mr. Ryan McNamara, Director, Marketing & Communications
Ms. Jill L. Scott, Secretary to the Council of Trustees

Others in Attendance:

Ms. Yuliya Ostapenko, Clifton Larson Allen, LLP
Mr. Andrew Lee, Clifton Larson Allen, LLP
Ms. Colleen Jackson, Assistant Controller

III. PUBLIC COMMENTS

Chair Kilmer asked for public comments and there were none.

IV. APPROVAL OF MINUTES

A motion was made by **Mr. Steven Crawford**, seconded by **Dr. Robert Strohecker**, and unanimously carried to approve the minutes of **September 30, 2020** as identified in **Exhibit A**.

V. COMMITTEE REPORTSA. Academic Affairs Report (Ulrich)

Dr. John Ulrich discussed the following:

- Faculty Complement

Dr. Ulrich provided the Trustees with an update regarding our adjustment to our faculty complement. Within the guidance Dr. Ulrich noted a reduction of faculty totaling 13 FTE (Full Time Equivalent) over the next year. These reductions will primarily affect our regular part-time and part-time faculty via reduced work-load assignments. Also there were 3 tenure track faculty who received notifications of retrenchment at the end of October. These will be in effect for the fall 2021 semester. Along with these reductions an athletic trainer position which became vacant in September will not be filled at this time. Estimated cost savings for these reductions is approximately 1.1 million.

Dr. Ulrich noted within Article 29 of the CBA (Collective Bargaining Agreement) it has certain guidelines such as attrition through either resignation or retirement for adjusting faculty complement levels. Due to unknowns for planning purposes in the future this could be subject to change.

- Integration: Academic Affairs

Dr. Ulrich updated the Trustees on formation of working groups and subgroups within the integration planning process. Currently building out structure to bring cohesive planning into academic array of programs. The various roles are being finalized with leads, co-leads and sub-members which will be comprised primarily of faculty.

Chairperson Kilmer extended a 'Thank you' to all involved for their efforts in this process.

B. Finance and Administration Report (Mr. Garnier)

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

- Review of Purchases over \$5,000 (Exhibit B)

Upon the recommendation of the Vice President for Finance and Administration and the President, a motion was made by **Mr. Max Gannon**, seconded by **Mr. Steven Crawford** and unanimously carried to approve purchase orders of \$5,000 or more for the period of August 16, 2020 through October 15, 2020 for a total of **\$542,291.48** as identified in Exhibit B.

- Approval of Auditors Report

Mr. Garnier and the CLA Auditors Ms. Ostapenko and Mr. Lee presented to the Trustees an overview of the Auditor's Report. The audit of the financial statements of Mansfield University in accordance with Generally Accepted Auditing Standards (GAAS) was completed in October.

Upon the recommendation of the Vice President for Finance and Administration and the President, a motion was made by **Mr. Max Gannon**, seconded by **Mr. Steven Crawford** and unanimously carried to accept the independent auditor's report for the fiscal year ending June 30, 2020 as presented during the Finance & Administration Committee report.

- Annual Certifying Resolution of Affiliated Entities (Exhibit C)

Upon the recommendation of the Vice President for Finance and Administration and the President, a motion was made by **Mr. Patrick Henderson**, seconded by **Dr. Robert Strohecker** and unanimously carried to approve the Annual Certifying Resolution of Affiliated Entities for CCSI (College Community Services Inc.).

Chairperson Kilmer noted for the record there will be no certifying of the Mansfield Foundation for the June 2019-2020 period due to lack of an active MOU (Memorandum of Understanding) between the university and foundation.

- Fees Schedule

Adjustment to fee schedule was discussed by Vice President for Finance and Administration and the President to increase the student fee schedule by 1% for the 2021-22 academic year.

Upon the recommendation of the Vice President for Finance and Administration and the President, a motion was made by **Mr. Steven Crawford**, seconded by **Ms. Susan Kefover** and unanimously carried to approve the fee schedule.

C. Student Affairs and Enrollment Management (Ms. Lindner)

- Enrollment Management Report

Ms. Lindner provided the Trustees with an overview including new student enrollment for the fall 2021 semester which reflected a decreased number of applications by 16% and an increased in admitted student by 20% and deposits are decreased by 6% overall. Ms. Lindner shared current occupancy in the residence halls for the spring 2021 is currently at 38% and planning for full attendance in the fall 2021.

Mountie Mania is a virtual outreach to prospective students for engagement in learning more about Mansfield University. Sessions being offered include Medical Monday, Transfers & Taco Tuesday, Housing Wednesday, FAFSA & Football Thursday and Lingo Bingo Friday.

Planning due to the ongoing effects of the pandemic has provided an underlying uncertainty for both applications and commitments. The positive outcome of the pandemic along with its implications of limitations is the renewed appreciation of involvement in both campus and personal life during this time.

VI. OLD BUSINESS

Chair Kilmer asked for old business and there were none.

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:

Dr. David Solan, a faculty member in the Business Administration, Mathematics and Computer Science and Information Systems Department from August 16, 1986 through August 14, 2020.

Upon the recommendation of 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, a motion was made by **Mr. Patrick Henderson**, seconded by **Dr. Robert Strohecker** and unanimously carried to approve emeritus status.

VIII. INFORMATION ITEMS – NO ACTION REQUIRED

IX. EDUCATIONAL FEATURE

Academic Affairs: Presentation on Accreditation Process

Dr. Wright provided an overview of the Middle States accreditation and Mansfield accreditation timelines, and discussed board members roles in accreditation and integration. Middle States is student focused, maintains accountability through self-appraisal and continuous improvement processes. Integration and accreditation will work in tandem and will be subject to approval by multiple regulators.

Timeline for accreditation as the following:

2021

- January-February - Share first drafts of chapters with campus community
- May - Final drafts of reports due
- August - Circulate first draft of the entire self-study
- September - Host open forums with campus community
- October - November - MSCHE Team Chair preliminary visit
- October - November - Self-Study final editing
- December - Coordinated writing process

2022

- January – February – Continue coordinated editing
- February – March - Submit Self-Study final draft to MSCHE and Visiting Team with full-evidence inventory
- February – March - Share final Self-Study with campus
- February - April campus-wide town halls
- April - Middle States team site visit
- November – Receive Middle States review report

X. REPORTS**President, Charles Patterson**

Dr. Patterson updated the Trustees on the PSAC for both fall and winter sports. He discussed the faculty complement reductions. Shared current integration updates for Lock Haven, Bloomsburg and Mansfield University as being Northeast Region. Discussed current levels of debt and levels of advocacy by the Trustees.

PACT, Trustee Karen Russell

Ms. Russel provided a PACT update on recent virtual conference held with our student trustee Ms. Hart was one of the representatives at the live Student Trustee Panel which provided good questions and an overall good meeting which was very informational for participants.

SGA

Treasurer, Ms. Hart provided an update to the Trustees regarding event planning during the pandemic and shared upcoming events including entertainment during the dinner hour in the Student Restaurant. She also noted that the stricter health and safety guidelines by the administration were appreciated by students.

XI. OTHER BUSINESS**XII. DATE OF NEXT MEETING**

The next regular meeting of the Mansfield University Council of Trustees:
Wednesday, March 24, 2020, 2:00 p.m. in the North Manser Hall.

The Mansfield University Council of Trustees Annual Retreat:
Wednesday, January 20, 2020 in North Hall 6th Floor Community Room.

XIII. ADJOURNMENT

The meeting was adjourned at 2:33 pm

Respectfully Submitted,

Jill L. Scott

Jill L. Scott

Mansfield University
Council of Trustees
Summary of Purchases
October 16, 2020 - February 15, 2021

SUMMARY OF ALL PURCHASES & CONTRACTS

Total Purchases over (>=) \$5,000 from October 16, 2020 - February 15, 2021	\$ 792,218.61
Total Purchases under (<) \$5,000 from October 16, 2020 - February 15, 2021	\$ 93,893.55
SUB-TOTAL	\$ 886,112.16

CREDIT CARD PURCHASES

October 16, 2020 - February 15, 2021	\$ 110,287.28
--------------------------------------	---------------

GRAND TOTAL \$ 996,399.44

Mansfield University
 Council of Trustees
 Purchases Equal to and Over \$5,000
 October 16, 2020 - February 15, 2021

Vendor	PO Number	Vendor-Name	Item Description	PO Date	PO Amount
1026913	4000061906	GUTHRIE CLINIC	20-21 MEDICAL SERVICES-ATHLETIC TRAINING	1/7/2021	\$ 5,000.00
1073923	4000062154	MAXIENT LLC	MAXIENT STDT CONDUCT MGR SOFTWARE FY21	2/9/2021	\$ 5,000.00
1108373	4500635244	TOWNSQUARE MEDIA-BINGHAMTON LLC	YOUTUBE TRUE VIEW ADVERTISING	12/8/2020	\$ 5,000.00
1024846	4500633695	GOV CONNECTION INC	COVID-19 LIBRARY TECH UPGRADES	10/30/2020	\$ 5,129.75
1038987	4000061450	COLLEGIATE EMPOWERMENT	REDUCING UNDERAGE DRINKING PROGRAMMING	10/19/2020	\$ 5,600.00
1016956	4500636031	4IMPRINT	ALUMNI MAGNETS,TUMBLERS, MUGS	1/5/2021	\$ 6,537.98
1055099	4500634245	DIGITAL ARCHITECTURE	ACALOG 12/16/20 TO 6/30/21	11/13/2020	\$ 6,887.63
1026913	4000061985	GUTHRIE CLINIC	OH 407 RESPIRATORY QUESTION FORM REVIEW	1/19/2021	\$ 7,545.60
1063395	4500633492	TOPP BUSINESS SOLUTIONS	KONICA MINOLTA C3070 - MAINTENANCE	10/27/2020	\$ 8,000.00
1026555	4500635572	HILSHER GRAPHICS	CAMPAIGN MAILER-DONOR SOLICITATION	12/15/2020	\$ 9,048.40
1059096	4500634742	PRO SUPPLY	PPE SUPPLIES-COVID	11/24/2020	\$ 9,496.70
1116820	4000061703	CLASSEDU INC.	CLASS FOR ZOOM	11/25/2020	\$ 11,250.00
1000248	4000062191	ADVANTAGE SPORT & FITNESS INC	PREVENTATIVE MAINTENANCE CONTRACT/ANNUAL	2/12/2021	\$ 11,600.00
1109893	4000062063	PIVOT PHYSICAL THERAPY OF PA LLC	GYM MEMBERSHIPS FOR SAYRE STUDENTS	1/28/2021	\$ 12,000.00
1019415	4500636280	MARKL SUPPLY CO.	AMMUNITION-MUPSTI	1/13/2021	\$ 13,648.08
1083589	4500634629	AMERICAN ROCK SALT COMPANY LLC	BULK ICE CONTROL SALT	11/23/2020	\$ 13,933.44
1113238	4500634745	WATSON DIESEL INC.	INSTALL 9' STAHL SERVICE BODY ON 2021 FORD F-350	11/24/2020	\$ 16,142.00
1113941	4000061509	GREGORI J. ZAGOZEWSKI	TITLE IX INVESTIGATION SERVICES	10/27/2020	\$ 20,000.00
1024846	4500634275	GOV CONNECTION INC	20-ZH406 1080P DLP PROJECTORS	11/13/2020	\$ 30,559.00
1005884	4500634744	HONDRU FORD, INC.	2021 FORD SUPER DUTY F-350 SRW XL 4WD	11/24/2020	\$ 32,965.00
1116657	4500635643	VIRUS GEEKS INC	COVID-19 TESTING-ATHLETES	12/17/2020	\$ 49,980.00
1021597	4500634632	INTEGRA BUSINESS CENTER	FORTIGATE & FORTIANALYZER - IT EQUIPMENT	11/23/2020	\$ 78,105.29
1003502	4500634266	DELL MARKETING LP	55-MOBILE PRECISION 5540 LAPTOPS	11/13/2020	\$ 83,849.70
1013171	4500634348	UGI CORP.	NATURAL GAS SERVICE & METER SET UPGRADES	11/16/2020	\$ 130,000.00
1027062	4500636198	MANSFIELD BOROUGH	SEWAGE COLLECTION	1/11/2021	\$ 214,940.04
					\$ 792,218.61

Mansfield University

Exhibit C

Pennsylvania State System of Higher Education Capital Projects Spending Plan Proposed Program for FY 2020-21 - FY 2024-2025

MANSFIELD PRIORITY	PROJECT	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	TOTAL
1	Utility Infrastructure Repairs	\$24,000,000					\$24,000,000
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
	University Total	\$24,000,000	\$19,809,000	\$13,510,000	\$0	\$0	\$57,319,000

MANSFIELD UNIVERSITY

COUNCIL OF TRUSTEES MEETING

Wednesday, May 26, 2021
2:00 p.m.

Conference/Zoom Meeting

A G E N D A

I. MEETING CALLED TO ORDER

II. RECORDING OF ATTENDANCE

III. PUBLIC COMMENTS

IV. APPROVAL OF MINUTES

March 24, 2021 (Exhibit A)

MOTION:

V. COMMITTEE REPORTS

A. Academic Affairs Report (Dr. Ulrich)

- Integration

B. Finance and Administration Report (Ms. Dicello and Dr. Battin)

- Purchase Orders > \$21,300 (Exhibit B)
- Commonfund Resolution (Exhibit C)
- Dining Meal Plans
- CPP Update
- COVID-19 Funding & Financial Impact

C. Student Affairs Report (Ms. Lindner)

- Enrollment Management Report
- Housing Report

VI. OLD BUSINESS

VII. NEW BUSINESS

Meeting Dates for 2021-2022 (Exhibit D)

Attached is a 2021-2022 calendar for Council’s consideration. Proposed Council of Trustees meeting dates and locations are as follows:

- Wednesday, September 29, 2021; North Hall 6th floor Community Room
- Wednesday, November 17, 2021 (Thanksgiving is Nov. 25); North Manser Dining
- Wednesday, January 19, 2022, Retreat; North Hall 6th floor Community Room
- Wednesday, March 23, 2022; North Manser Dining
- Wednesday, May 25, 2022; North Hall 6th floor Community Room
- Wednesday, July 20, 2022; North Hall 6th floor Community Room

Proposed meeting schedule for the coming year:

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

VIII. INFORMATION ITEMS – NO ACTION REQUIRED

IX. EDUCATIONAL FEATURE

Scholars at Risk (SAR)

Dr. Jonathan Rothermel, Ms. Ky’le Cole (*22) and Ms. Brittany Murphy (*22)

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, July 21, 2021 at 2:00 p.m. in the North Hall 6th Floor Community Room.**

XIII. ADJOURNMENT

MANSFIELD UNIVERSITY

COUNCIL OF TRUSTEES MEETING

Wednesday, March 24, 2021

2:00 p.m.

Via Zoom Conference Call

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 March 11, 2021.

II. RECORDING OF ATTENDANCE

The following Trustees attended:

Ms. Bobbi Kilmer, Chairperson
Ms. Susan Kefover, Member
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. Patrick Henderson, Secretary
Mr. Aaron K. Singer, Member
Ms. Sarah Hart, Member (executive session)

The following Trustees were not in attendance:

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, Interim Associate Vice President for Administration & Dean of the College of Arts and Humanities
Mr. Phillip Swank, Chief of Staff
Ms. JoEllen Lindner, Interim Vice President of Student Affairs and Enrollment Management
Ms. Jill L. Scott, Secretary to the Council of Trustees
Dr. Jonathan Rothermel, University Senate
Ms. Judi Brayer, SCUPA Representative

Mr. Ryan McNamara, Director, Marketing & Communications
Mr. Anthony Mastroianni, SGA President

Others in Attendance:

Larry Mansfield
Ron Goodwin
Bob Shorb

III. PUBLIC COMMENTS

Chair Kilmer asked for public comments and there were none.

IV. APPROVAL OF MINUTES

A motion was made by **Mr. Ralph Meyer** seconded by **Mr. Robert Strohecker**, and unanimously carried to approve the minutes of **November 18, 2020** as identified in Exhibit A.

V. COMMITTEE REPORTS

A. Academic Affairs Report (Ulrich)

Dr. John Ulrich discussed the following:

- Integration: Academic Affairs

Dr. Ulrich shared with Trustees progress being made on integration planning in academic affairs. The subgroups and sub-subgroups who were temporarily on pause have restarted their work on program design. Negotiations are ongoing between PASSHE and APSCUF with CBA issues regarding curricular review and approval process to be used for the integrated university. Next steps will be preliminary draft of the program array to be shared with faculty as well as survey and a separate survey to students at all three campuses in the northeast for their comment and input.

Chairperson Kilmer thanked Dr. Ulrich, along with his colleagues for all the hard work.

B. Finance Report

Chairperson Kilmer shared the Finance Report items as Trustees had opportunity to review along with ask questions during committee meeting.

- Review of Purchases over \$5,000 (Exhibit B)
- Capital Projects and Spending Plan (Exhibit C)

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

Upon the recommendation of the Interim Associate Vice President of Finance and the President, a motion was made by **Mr. Steven Crawford**, seconded by **Ms. Sarah Hart** and unanimously carried

to approve purchase orders of \$5,000 or more for the period of October 16, 2020 through February 15, 2021 for a total of **\$792,218.61** as identified in Exhibit B.

Approval of Capital Projects and Spending Plan (Exhibit C)

Upon the recommendation of the Interim Associate Vice President of Finance and the President, a motion was made by **Ms. Susan Kefover**, seconded by **Mr. Bruce Vickery** and unanimously carried to approve the Capital Projects Spending Plan as identified in Exhibit C.

C. Student Affairs (Ms. Lindner)

- Enrollment Management Report
- Housing Report
- Career Outcomes Summary (Ms. Lefelhoc)

Ms. Lindner reported to the Trustees our enrollment numbers for first-time freshmen as being down in deposits by 12 or 5.5% as we were last year at this time for the fall 2021. As compared to other PASSHE schools our numbers are competitive. With total undergraduate as down by 12 or 4.7% for fall 2021. Housing applications for 2021 are up 65 students from 2020 and 155 from 2019 so it is reflecting positive return for the fall. Reported a virtual Student Accepted Day is scheduled for April 17th with 124 currently signed up. Also reported in Student Affairs and across campus this week is Wellness Week with events planned for students due to no spring break this year. Events include, Mountie Mile, Special Guest Speakers and special food promotions by Sodexo. Ms. Lindner shared that Ms. Nichole Lefelhoc presented to the Trustees during the committee meeting our 2020 Career Outcomes Summary which can also be located on the website.

VI. OLD BUSINESS

No old business

VII. NEW BUSINESS

VIII. INFORMATION ITEMS – NO ACTION REQUIRED

IX. EDUCATIONAL FEATURE

None provided

X. REPORTS

President, Charles Patterson

President Patterson gave an update to the trustees with respect to PASSHE initiatives in the integration triad of the northeast. Diversity, Equity and Inclusion efforts at the system level along with Bias training for faculty, staff and students here on campus. Covered finance and

administration priorities with CPP, financial sustainability efforts and system level initiatives with tuition policy and allocation formulas to be determined. Discussed student affairs efforts with

COVID testing protocols and application process review with ban the box for student application processing. Overlooked information technology governance and the need for upgrades to data security. Provided an update on our faculty council regarding working with DEI issues along with sharing faculty views on integration. Provided to the trustees an Integration updated with presented timeline, naming conventions of campuses and integrated entity, program array, council of trustees' structures and emerging organization chart. Campus update on pilot program for the PrePared4PA initiative. Noted planned Spring commencement will be Saturday, May 15th with two socially distanced ceremonies along with discussion on possible speaker. Updated the trustees on the ESLP program as an incentive for early retirement being offered to eligible employees systemwide.

PACT, Trustee Karen Russell

Ms. Russell shared that a PACT Annual Spring Conference will be a virtual meeting on April 28th. Planned integration update, role of the Council of Trustees with review of advocacy and Act 50.

Student Government Association, President, Anthony Mastroianni

President Mastroianni reported that SGA has begun its nomination election process. He also reported that SGA has approved a Spring Fling event which will encompass events over two weeks on Spaulding Field to enable social distancing. SGA held a build a bear during Wellness week with good participation among students.

Senate:

APSCUF:

SCUPA:

XI. OTHER BUSINESS

XII. DATE OF NEXT MEETING

The next regular meeting of the Mansfield University Council of Trustees is **Wednesday, May 26, 2021, 2:00 p.m. in the North Hall 6th Floor Community Room.**

XIII. ADJOURNMENT

The meeting was adjourned at 2:25 p.m.

Respectfully Submitted,

Jill L. Scott

Jill L. Scott



EXHIBIT B

Mansfield Board of Trustees

Date range 02/16-04/15/21
Subj: Purchases > \$21,300

PO Net Value	Product Description	PO Document	Vendor Name	State	Document Date
\$ 25,000	POSTAGE BY PHONE (POST. METER REPLEN.)	4500640189	CMRS-POC	PA	04/06/2021
\$ 28,500	GASOLINE 87 OCT	4500640210	GLASSMERE FUEL SERVICE INC	PA	04/06/2021
\$ 28,600	3RD PARTY BILLING PERKINS	4500640691	EDUCATIONAL COMPUTER SYSTEMS, INC.	PA	04/13/2021
\$ 32,820	4500Z (39.51208) VENTRAC TRACTOR:KN, 450	4500639859	VENTURE PRODUCTS INC	OH	03/30/2021
\$ 36,700	FRONTIER FACILITY USAGE CHARGES	4500640277	FRONTIER	PA	04/07/2021
\$ 40,332	2021 DODGE DURANGO 4 DOOR AWD PURSUIT	4500638725	NEW HOLLAND AUTO GROUP	PA	03/09/2021
\$ 49,729	TOPP BUSINESS SOLUTIONS COPIER CONTRACT	4500640476	TOPP BUSINESS SOLUTIONS	PA	04/09/2021
\$ 170,865	NATURAL GAS- BOILER ACCOUNT	4500640451	DIRECT ENERGY BUSINESS	NJ	04/09/2021
\$ 214,940	SEWAGE COLLECTION 1/22-6/22	4500640505	MANSFIELD BOROUGH	PA	04/09/2021
\$ 229,410	NATURAL GAS- UTILITIES	4500640454	UGI CENTRAL PENN GAS	PA	04/09/2021
\$ 234,912	MU WASTE REMOVAL	4500640693	NORTHERN TIER SOLID WASTE AUTHORITY	PA	04/13/2021
\$ 461,782	RESIDENCE LIFE	4500640696	UNIQUESOURCE PRODUCTS & SERVICES	PA	04/13/2021
\$ 1,086,875	ELECTRIC-UTILITIES	4500640278	PENELEC	NJ	04/07/2021
\$ 2,640,465					

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

At a meeting of the Mansfield University Council of Trustees held on May 26, 2021 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 are designated as authorized Representatives:

President

Interim Vice President for Finance

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 identity 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 26, 2021

Bobbi J. Kilmer, Chairperson

Mansfield University Council of Trustees

EXHIBIT D

Council of Trustees 2021-2022 proposed Council of Trustees meeting dates and locations are as follows:

- Wednesday, September 29, 2021; North Hall 6th floor Community Room
- Wednesday, November 17, 2021 (Thanksgiving is Nov. 25); North Manser Dining
- Wednesday, January 19, 2022, Retreat; North Hall 6th floor Community Room
- Wednesday, March 23, 2022; North Manser Dining
- Wednesday, May 25, 2022; North Hall 6th floor Community Room
- Wednesday, July 20, 2022; North Hall 6th floor Community Room
-

Proposed meeting schedule for the coming year:

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

September						
<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
			1	2	3	4
5	6 Labor Day	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29 Council of Trustees North Hall 6 th Floor Community Room	30		

2021

EXHIBIT D

November

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
	1	2 Election Day	3	4	5	6
7 Daylight Saving Time Ends	8	9	10	11 Veterans Day	12	13
14	15	16	17 Council of Trustees North Manser Dining	18	19	20
21	22	23	24	25 Thanksgiving Holiday	26 Thanksgiving Break	27
28	29	30				

2021

January

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
						1 New Year's Day
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19 Council of Trustees North Hall 6 th Floor Community Room	20	21	22
23	24	25	26	27	28	29
30	31					

2022

EXHIBIT D

March

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
		1	2	3	4	5
6	7	8	9	10	11	12
13 Daylight Savings Time Begins	14	15	16	17	18	19
20	21	22	23 Council of Trustees North Manser Dining	24	25	26
27	28	29	30	31		

2022

May

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
1 May Day	2	3	4	5	6	7
8 Mother's Day	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25 Council of Trustee North Hall 6 th Floor Community Room	26	27	28
29	30 Memorial Day	31				

2022

EXHIBIT D

July

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
					1	2
3	4 Independence Day	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20 Council of Trustees North Hall 6 th Floor Community Room	21	22	23
24	25	26	27	28	29	30
31						

2022

MANSFIELD UNIVERSITY

COUNCIL OF TRUSTEES MEETING

Wednesday, July 21, 2021
2:00 p.m.

Conference/Zoom Meeting

A G E N D A

I. MEETING CALLED TO ORDER

II. RECORDING OF ATTENDANCE

III. PUBLIC COMMENTS

IV. APPROVAL OF MINUTES

May 26, 2021 (Exhibit A)

MOTION:

V. COMMITTEE REPORTS

- A. Academic Affairs Report (Dr. Ulrich)
 - Integration
 - Tenure and Promotion Decisions
- B. Finance Report (Ms. Dicello)
 - Purchase Orders > \$21,300 (Exhibit B)
- C. Administration Report (Dr. Battin)
 - Demolition Update
 - Weather Damage Update
- D. Student Affairs Report (Ms. Lindner)
 - Enrollment Management Report
 - Housing Report
 - Suicide Prevention Policy

VI. OLD BUSINESS

VII. NEW BUSINESS

VIII. INFORMATION ITEMS – NO ACTION REQUIRED

IX. EDUCATIONAL FEATURE

X. REPORTS

President

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 29, 2021 at 2:00 p.m. in the North Hall 6th Floor Community Room.

XIII. ADJOURNMENT

MANSFIELD UNIVERSITY

COUNCIL OF TRUSTEES MEETING

Wednesday, May 26, 2021
2:00 p.m.

Conference Zoom

Minutes

I. MEETING CALLED TO ORDER

Chairman Kilmer called the meeting to order at 2:06 p.m.

FOR THE RECORD: in accordance with the Sunshine Law, this meeting was advertised in the *Wellsboro Gazette* on May 13, 2021.

II. RECORDING OF ATTENDANCE

The following Trustees attended:

Mr. Aaron K. Singer, Member
Ms. Susan Kefover, Member
Ms. Bobbi Kilmer, Chairperson
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. Patrick Henderson, Secretary
Ms. Sarah Hart, Member

The following Trustees were not in attendance:

Mr. Ralph H. Meyer, Member

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, Interim VP for Administration, Dean, College of Arts and Humanities
Ms. JoEllen Lindner, Interim VP Student Affairs and Enrollment Management
Ms. Amy Dicello, Interim VP of Finance
Ms. Jill L. Scott, Secretary to the Council of Trustees

Others in Attendance:

Dr. Jonathan Rothermel, University Senate
Ms. Judi Brayer, SCUPA Representative
Dr. Jimmy Guignard, Professor
Ms. Geneva Murray, SGA President
Ms. Kyle Cole '22, Student
Ms. Brittany Murphy '22, Student

III. PUBLIC COMMENTS

Chair Kilmer asked for public comments and there were none.

IV. APPROVAL OF MINUTES

A motion was made by **Mr. Max Gannon**, seconded by **Dr. Robert Strohecker**, and unanimously carried to approve the minutes of **March 24, 2021** as identified in **Exhibit A**.

V. COMMITTEE REPORTS

A. Academic Affairs Report (Dr. Ulrich)

• Integrations

Dr. Ulrich shared with the council the progress the Provost are making toward the integration planning. The Provosts are mapping out organizational structure for the Academic Affairs division, to include colleges and their affiliated departments. Currently looking at 5 academic colleges, 35 departments with many non-degree programs included in the integrated program array. This will be more widely shared as the process moves forward. He also shared preliminary numbers on expansion of free program access, this would enable Mansfield University students' opportunities if integration approved. Currently we offer 38 degree programs at Mansfield but this would increase to 72 if integration moves forward.

B. Finance and Administration Report (Ms. Dicello and Dr. Battin)

Ms. Dicello shared with the Trustees an overview of the Comprehensive Planning Process (CPP) Update and the COVID-19 Federal Funding Allocations & Financial Impact report.

- Review of Purchases over \$21,300 (Exhibit B)

Ms. Dicello shared a review along with answering questions regarding Exhibit B containing \$2,640,465 in aggregated value for purchase orders over \$21,300 for the period of February 16, 2021 through April 15, 2021.

- Commonfund Resolution (Exhibit C)

Upon the recommendation of the Interim Vice President for Finance and the President, a motion was made by **Mr. Patrick Henderson**, seconded by **Mr. Max Gannon** and unanimously carried to approve the Commonfund Resolution.

- Dining Meal Plans (Exhibit E)

Ms. Dicello the Interim Vice President of Finance shared review of Exhibit E, in which further student choices for additional flex along with meal plans to be adjusted to align with new food service vendor Aramark.

Upon the recommendation of the Interim Vice President for Finance and the President, a motion was made by **Mr. Steven Crawford**, seconded by **Ms. Susan Kefover** and unanimously carried to approve the adjustment of meal plan options.

C. Student Affairs and Enrollment Management (Ms. Lindner)

➤ Enrollment Management Report

Ms. Lindner provided the Trustees with an update on both the current enrollment and housing report. She noted that housing applications have continued to increase and they have extended the timeframe in order to provide opportunity to attend this fall. The first year deposits are down but moving closing as trends indicate student are staying in close proximity to home. She shared that visitation to campus for tours and advisor meetings has increased so they are experiencing increased interest in visiting campus and being more involved. Current housing is a 58% occupancy with a expected goal of 80% by fall 2021.

VI. OLD BUSINESS

Chair Kilmer asked for old business and there were none.

VII. NEW BUSINESS

VIII. INFORMATION ITEMS – NO ACTION REQUIRED

IX. EDUCATIONAL FEATURE

SAR: Scholars at Risk, Student Advocacy Seminar

Trustees were joined by Ms. Ky'Le Cole '22, Ms. Brittany Murphy '22 and Dr. Jonathan Rothermel in which they provided an overview of the SAR (Scholars at Risk) Student Advocacy Seminar. Both Ms. Cole and Ms. Murphy shared work within the campaign for SAR and spoke about two chosen for Mansfield University to advocate for Niloufar Bayani and Ahmadreza Djalali who both are imprisoned in Iran. Campus campaign includes, messages to the Iranian country leaders, along with letters of support, other items include flyers, stickers, pens and posters all utilized to bring awareness to the Scholars at Risk.

X. REPORTS

President, Charles Patterson

Dr. Patterson updated the Trustees on the University Integrations plans for the Northeast region and process for both public hearing and comment period leading up to the Board of Governors vote at the July meeting.

Dr. Patterson reviewed the Trustees on the Sustainability Plan along with upcoming leadership transition in July, with by Order of Succession, Dr. John Ulrich will assume position responsibilities. Dr. Patterson provided an update on the demolition of our residence halls to the Trustees with timeline and expectations of completion.

PACT, Trustee Karen Russell:

Ms. Russell shared that at the April 28, 2021 PACT spring conference discussions of roles of Trustees and future of universities were discussed with Chancellor Greenstein. Planned Executive Board PACT meeting is scheduled for June 24, 2021 and a Fall PACT Conference is currently being planned.

SGA

Geneva Murray, the newly elected SGA President introduced herself to the Trustees and reported the spring semester was positive for students and looking forward to the fall semester with ability of expanded venues for students.

Senate:

APSCUF:

SCUPA:

XI. OTHER BUSINESS

Chairperson Kilmer provided Dr. Kathy Wright and Dr. Charles Patterson with Resolution. She expressed appreciation for both Dr. Kathy Wright and Dr. Charles Patterson and felt Mansfield University was very fortunate to have their service. She further stated Mansfield University was blessed to have Dr. John Ulrich serve in this important role at this time.
See Exhibit F and G

XII. DATE OF NEXT MEETING

The next regular meeting of the Mansfield University Council of Trustees is **Wednesday, July 21, 2021, 2:00 p.m. in the North Hall Community Room.**

XIII. ADJOURNMENT

The meeting was adjourned at 2:44 pm

Respectfully Submitted,

Jill L. Scott

Jill L. Scott

MANSFIELD UNIVERSITY
COUNCIL OF TRUSTEES MEETING

Wednesday, September 29, 2021
2:00 p.m.

Conference/Zoom Meeting

A G E N D A

I. MEETING CALLED TO ORDER

II. RECORDING OF ATTENDANCE

III. PUBLIC COMMENTS

IV. APPROVAL OF MINUTES

July 21, 2021 (Exhibit A)

MOTION:

V. COMMITTEE REPORTS

A. Academic Affairs Report (Dr. Ulrich)

- COVID update
- Integration update
- ESLP update

B. Finance Report (Ms. Dicello)

- CPP Overview
- Review of Purchase Orders > \$21,300 (Exhibit B)
- 2021-2022 Budget

C. Administration Report (Dr. Battin)

- Demolition Update
- Order of Succession (Exhibit C)

D. Student Affairs Report (Dr. Ulrich)

- Enrollment Management Report
- Housing Report

E. Diversity, Equity and Inclusion (Mr. Jones)

- DEI 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:

Dr. Steven Stein, a faculty member in the Natural Sciences Department from August 23, 2003 through August 14, 2020.

VIII. INFORMATION ITEMS – NO ACTION REQUIRED

IX. EDUCATIONAL FEATURE

Peer Research Consultants (PRCs)

Ms. Holly Jackson and Dr. Christopher Cummings

X. REPORTS

President

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 17, 2021 at 2:00 p.m. in the North Hall 6th Floor Community Room.**

XIII. ADJOURNMENT

MANSFIELD UNIVERSITY

COUNCIL OF TRUSTEES MEETING

Wednesday, July 21, 2021
2:00 p.m.

Conference via Zoom

Minutes

I. MEETING CALLED TO ORDER

Chairman Kilmer called the meeting to order at 2:02 p.m.

FOR THE RECORD: in accordance with the Sunshine Law, this meeting was advertised in the *Wellsboro Gazette* on July 8, 2021.

II. RECORDING OF ATTENDANCE

The following Trustees attended:

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

The following Trustees were not in attendance:

Mr. Max Gannon, Member

Members of the University staff who attended are as follows:

Dr. John Ulrich, Acting President, Provost and Vice President for Academic Affairs
Dr. Joshua Battin, Interim VP for Administration, Dean, College of Arts and Humanities
Ms. JoEllen Lindner, Interim VP Student Affairs and Enrollment Management
Ms. Amy Dicello, Interim VP of Finance
Mr. Ryan McNamara, Director of Marketing and Communications
Ms. Jill L. Scott, Secretary to the Council of Trustees

Others in Attendance:

Dr. Jonathan Rothermel, University Senate
Ms. Judi Brayer, SCUPA Representative
Dr. Brian Loher, APSCUF President
Ms. Geneva Murray, SGA President

III. PUBLIC COMMENTS

Chair Kilmer asked for public comments and there were none.

IV. APPROVAL OF MINUTES

A motion was made by **Mr. Bruce Vickery**, seconded by **Mr. Aaron Singer**, and unanimously carried to approve the minutes of **May 26, 2021** as identified in **Exhibit A**.

V. COMMITTEE REPORTS

A. Academic Affairs Report (Dr. Ulrich)

- Integrations

Dr. Ulrich reported with the Board of Governors approving the Integration of Mansfield, Lock Haven and Bloomsburg Universities at their recent meeting. The next steps will be working on phasing in of academic program array to bring our programs across the three universities into one array. Expectations of work within the curricular process is general education followed by graduate program with remaining program arrays to be fulling ready for registration by students for fall 2023.

- Tenure and Promotion Decisions

Dr. Ulrich shared the tenure and promotion decisions that will take effect with the start of the 2021-22 academic year. This is a cumulative effort by department committees, department chairs, and university-wide committees involved in the review process.

B. Finance and Administration Report (Ms. Dicello)

- Review of Purchases over \$21,300 (Exhibit B)

Ms. Dicello shared a review along with answering questions regarding Exhibit B containing \$1,172,372 in aggregated value for purchase orders over \$21,300 for the period of April 16, 2021 through June 15, 2021.

C. Administration Report (Dr. Battin)

- Demolition Update

Dr. Battin reported the demolition is on schedule and once Pinecrest Manor is cleared the next hall will be Laurel Hall with an August/September timeframe.

- Weather Damage Update

Dr. Battin reported there was significant rain damage along roadways and baseball fields on campus along with local community. Follow up discussions to address damage and safety concerns planned.

Acting President Ulrich extended a Thank you to our Facilities department for all of the hard work performed due to the recent weather along with other tasks across the campus.

D. Student Affairs and Enrollment Management (Ms. Lindner)

- **Enrollment Management Report**

Ms. Lindner shared with the trustee's current enrollment for fall 2021 as being down 5% overall. She reported on a recent survey completed by Longmire in which Mansfield University participated to assess the impact of COVID on student enrollment, outcomes included 1) The need to avoid adding to student stress. 2) Students prefer to stay closer to home. 3) Students are applying to various colleges. 4) Visiting campuses less. She went on to share that students are highly interested in health & safety guidelines and our admissions summer visits are picking up with both daily and weekend visits.

- **Housing Report**

Ms. Lindner shared current housing occupancy is at 65% with goal of obtaining 70% by the start of the semester. Currently 819 committed with 884 committed to meal plans, variety is being infused into meals via new vendor Aramark for the upcoming semester.

- **Suicide Prevention Policy**

Ms. Lindner provided an overview of the suicide prevention policy to the trustees for their awareness as well as updates to policy as we transition back to campus.

Ms. Lindner shared an upcoming event 'Spotlight on Mansfield' for employees to gain information about various opportunities across the campus along with tours and a sponsored picnic by Aramark. Event is planned to take place August 10th on South Mall with details upcoming.

VI. OLD BUSINESS

Chair Kilmer asked for old business and there were none.

VII. NEW BUSINESS

Chair Kilmer asked for old business and there were none.

VIII. INFORMATION ITEMS – NO ACTION REQUIRED

Chair Kilmer wished to extend appreciation for all of the hard work during this time of transition to Acting President Dr. John Ulrich.

IX. EDUCATIONAL FEATURE

No educational feature provided at the meeting.

X. REPORTS**Acting President, John Ulrich**

Dr. Ulrich reported that he shared an overview with the Council of Trustees during the President's workshop the following topics, integration feedback from campus/community, implementation of next steps to form Functional Implementation Teams (FIT), CPP Update regarding funding and Health and Safety guidelines update.

PACT, Trustee Karen Russell:

Ms. Russell reported a planned PACT fall conference is scheduled for October 15th at Kutztown University campus as in person with virtual participation availability. She also shared work is being planned for a spring conference at Hershey Lodge details are still being developed for agenda of topics.

SGA

Geneva Murray, the SGA President reported that clubs and organizational meetings have begun for planning of events for the semester, more information as it becomes available.

Senate:

APSCUF:

SCUPA:

XI. OTHER BUSINESS

Chair Kilmer asked for other business and there were none.

XII. DATE OF NEXT MEETING

The next regular meeting of the Mansfield University Council of Trustees is **Wednesday, September 29, 2021, 2:00 p.m. in the North Manser.**

XIII. ADJOURNMENT

The meeting was adjourned at 2:17 pm

Respectfully Submitted,

Jill L. Scott

Jill L. Scott

MANSFIELD UNIVERSITY
COUNCIL OF TRUSTEES MEETING

Wednesday, December 1, 2021
2:00 p.m.

Conference/Zoom Meeting

A G E N D A

I. MEETING CALLED TO ORDER

II. RECORDING OF ATTENDANCE

III. PUBLIC COMMENTS

IV. APPROVAL OF MINUTES

September 29, 2021 (Exhibit A)

MOTION:

V. COMMITTEE REPORTS

A. Academic Affairs Report (Dr. Ulrich)

- Integration update
- ESLP update

B. Finance Report (Ms. Dicello)

- Review of Purchase Orders > \$21,300 (Exhibit B)
- Annual Certifying Resolution of Affiliated Entities (Exhibit C)
- Auditors Report

C. Administration Report (Dr. Battin)

- Demolition Update
- Build Back Better Grant (MUPSTI)
- Governor Wolf's MUPSTI Visit
- Remax Building Update

D. Enrollment Management Report (Dr. Lee)

- Spring and Fall 2022 new student enrollment update
- Fall recruiting events
- One-time funding initiatives for recruitment and retention
- Local high school recruitment initiative

E. Diversity, Equity and Inclusion (Mr. Jones)

- DEI 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 individuals:

Dr. Youngsuck Kim, a faculty member in the Music Department from August 11, 1990 through June 30, 2021.

Dr. Frank Chua, a faculty member in the History, Education, Philosophy, Political Science and Sociology Department from August 14, 1999 through August 20, 2021.

Dr. Kathy Wright, a faculty member in the Nursing and Allied Health Science Department from August 22, 1992 through June 30, 2021.

Council of Trustees Bylaws (Exhibit D) (Approval)

VIII. INFORMATION ITEMS – NO ACTION REQUIRED

IX. EDUCATIONAL FEATURE

X. REPORTS

President

PACT

Student Government Association

XI. OTHER BUSINESS

XII. DATE OF NEXT MEETING

Council of Trustees Retreat is scheduled for **Wednesday, January, 19, 2022 at 10:00 a.m. in the North Hall 6th Floor Community Room.**

The next regular meeting of the Mansfield University Council of Trustees is on **Wednesday, March 23, 2022 at 2:00 p.m. in the North Hall 6th Floor Community Room.**

XIII. ADJOURNMENT

**MANSFIELD UNIVERSITY
COUNCIL OF TRUSTEES MEETING**

Wednesday, September 29, 2021
2:00 p.m.

Conference via Zoom
Minutes

I. MEETING CALLED TO ORDER

Chairman Kilmer called the meeting to order at 2:06 p.m.

FOR THE RECORD: in accordance with the Sunshine Law, this meeting was advertised in the *Wellsboro Gazette* on September 23, 2021.

II. RECORDING OF ATTENDANCE

The following Trustees attended:

- Ms. Bobbi Kilmer, Chairperson
- Mr. Steven Crawford, Vice Chairman
- Mr. Ralph H. Meyer, Member
- Mr. Bruce L. Vickery, Member
- Ms. Karen J. Russell, Member
- Ms. Sarah Hart, Member
- Mr. Max Gannon, Member
- Ms. Susan Kefover, Member

The following Trustees were not in attendance:

- Mr. Aaron K. Singer, Member
- Mr. Patrick Henderson, Secretary
- Dr. Robert D. Strohecker, Member

Members of the University staff who attended are as follows:

- Dr. John Ulrich, Provost and Vice President for Academic Affairs
- Dr. Joshua Battin, Interim VP for Administration, Associate Provost, Dean, College of Arts and Humanities
- Dr. Gretchen Sechrist, Interim Dean, College of Natural and Social Sciences
- Dr. Marty Wygmans, VP Student Success and Campus Life
- Dr. Stephen Lee, VP Enrollment Management
- Mr. Albert Jones, Chief Diversity, Equity and Inclusion Officer
- Ms. Amy Dicello, Interim VP of Finance
- Ms. Jill L. Scott, Secretary to the Council of Trustees

Others in Attendance:

- Dr. Jonathan Rothermel, University Senate
- Ms. Judi Brayer, SCUPA Representative
- Dr. Brian Loher, APSCUF President
- Ms. Holly Jackson, Student Success Librarian
- Dr. Christopher Cummings, Director of the Learning Center
- Ms. Tiphonie Stocks, Student and Peer Research Consultant

III. PUBLIC COMMENTS

Chair Kilmer asked for public comments and there were none.

IV. APPROVAL OF MINUTES

A motion was made by Mr. Ralph H. Meyer, seconded by Mr. Bruce Vickery, and unanimously carried to approve the minutes of July 21, 2021 as identified in Exhibit A.

V. COMMITTEE REPORTS

A. Academic Affairs Report (Dr. Ulrich)

- COVID-19 Update

Dr. Ulrich shared the following update regarding campus current cases, 11 students with only 3 students remaining on campus, 3 employees and as reported by Mr. Welch at a meeting earlier in the day with our COVID Planning Group he felt the situation was manageable. He also shared that he was still seeking more rapid tests due to a supply chain issues but our campus still has a good inventory for the remainder of the semester.

- Integrations

Dr. Ulrich reported the following integration updates:

- MSCHE Complex Substantive Change (CSC) Submission was submitted on time and now moves onto the review stage in which 3 individuals have been assigned and we look forward to receiving feedback in the near future.
- Faculty placements for the integrated departments is moving forward with a couple of requests for reassignment so this is being finalized by Dr. Battin and Dr. Sechrist.
- Curricular Committee is now in the process of being formed following approved side-letters by APSCUF and the BOG, expecting Department Chair elections at the end of November.

- ESLP Update

Dr. Ulrich shared with the Trustees that currently we have a total of 28 eligible for our Early Sick Leave Payout retirement program. Of the 28 there are 16 faculty and 12 non-faculty staff employees, the deadline for submission of faculty has been extended to November 15, 2021 and the non-faculty staff deadline is September 30, 2021.

B. Finance Report (Ms. Dicello)

- CPP Overview

Ms. Dicello shared with the Trustees an overview of our Comprehensive Planning Process (CPP) Progress report submitted to PASSHE on September 13, 2021.

- Review of Purchases over \$21,300 (Exhibit B)

Ms. Dicello shared a review along with answering questions regarding Exhibit B containing \$2,039,476 in aggregated value for purchase orders over \$21,300 for the period of June 16, 2021 through August 15, 2021.

- 2021-22 Budget

Upon the recommendation of the Interim Vice President for Finance and the President, a motion was made by Mr. Max Gannon, seconded by Ms. Karen Russell and unanimously carried to approve the 2021-22 budget.

C. Administration Report (Dr. Battin)

- Demolition Update

Dr. Battin reported the demolition is on schedule with an expected completion by the Fall of 2022.

- Certifying Resolution: Appointing Interim and Chief Executive Officers

Upon the recommendation of the Interim Vice President for Administration and the President, a motion was made by Ms. Susan Kefover, seconded by Mr. Ralph Meyer and unanimously carried to approve the Certifying Resolution: Appointing Interim and Chief Executive Officers as identified in Exhibit C.

D. Student Affairs Report (Dr. Ulrich)

- Enrollment Management Report

Dr. Ulrich shared the following report with the Trustees, at the fall freeze our total headcount was at 1803 and our FTE was at 1508.45 which reflects a decline of 6% overall. The decline was considered due to a smaller than anticipated new first-time students and returning students. The headcount was higher than the previous year 2019 was due to increased numbers of dual enrollment and ESP students.

- Housing Report

Dr. Ulrich reported to the Trustees our current housing occupancy is at 83% for Oak, 95% for Spruce and 92% for Sycamore with Hickory as non-occupied currently so the overall total occupancy rate is at 67% in the residence halls.

E. Diversity, Equity and Inclusion (Mr. Jones)

- DEI Update

Mr. Jones shared a recent Mansfield University event called Belong-BQ @ MU held on September 9th which provided a good turnout of students and employees, giveaways were provided by local community businesses.

Mr. Jones also provided an overview of the 2021-22 DEI goals and objectives, including the following:

- Development of Mansfield Strategic Plan for Diversity, Equity, & Inclusion
- Campus Climate Survey
- SafeZone and Diversity Training

VI. OLD BUSINESS

Chair Kilmer asked for old business and there were none.

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:

Dr. Steven Stein, a faculty member in the Natural Sciences Department from August 23, 2003 through August 14, 2020.

Upon the recommendation of 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, a motion was made by Ms. Karen Russell, seconded by Ms. Susan Kefover and unanimously carried to approve emeritus status.

VIII. INFORMATION ITEMS – NO ACTION REQUIRED

Chair Kilmer shared with Trustees there may be a change of date for upcoming meeting.

IX. EDUCATIONAL FEATURE

Peer Research Consultants (PRC's)

Ms. Holly Jackson, Dr. Christopher Cummings and Ms. Tiphonie Stocks joined the public session to share a collaborated student service through the North Hall Library and MU Learning Center in which students are hired and trained to support fellow students with written research projects by providing research assistance and information.

Dr. Ulrich expressed appreciation on their good work for providing a valuable resource for our students.

X. REPORTS

President, Dr. Bashar Hanna

Dr. Ulrich reported on behalf of President Hanna that he had nothing further to share other than what was previously discussed.

PACT, Trustee Karen Russell:

Ms. Russell reported a planned PACT fall conference is scheduled for October 15th was originally planned as an in-person availability has now been moved to be fully virtual participation only. The planned agenda for the fall conference will be forthcoming.

SGA

Ms. Sarah Hart, SGA Treasurer reported on behalf of Ms. Geneva Murray, the SGA President that over 100K has been given to clubs and organizations for the academic year. SGA sponsored two concert events at both the HUT and during the Homecoming celebrations in downtown Mansfield. Other events being planned include a candlelight ceremony in recognition of Suicide Prevention Month. SGA is working on plans for a week-long fall festival at the end of October with various entertainment and activities.

Senate:

APSCUF:

SCUPA:

XI. OTHER BUSINESS

Chair Kilmer asked for other business and there were none.

XII. DATE OF NEXT MEETING

The next regular meeting of the Mansfield University Council of Trustees is **Wednesday, November 17, 2021, 2:00 p.m. in the North Manser.**

XIII. ADJOURNMENT

The meeting was adjourned at 2:45 pm

Respectfully Submitted,

Jill L. Scott

Jill L. Scott