

AGENDA
Council of Trustees Meeting
Friday, September 17, 2021
Durrwachter Alumni Conference Center - Lytle Board Room
Zoom option available

A. EXECUTIVE TEAM WORKSHOP – 10:00 a.m.

B. EXECUTIVE SESSION – 12:30 p.m.

C. GENERAL SESSION – 2:00 p.m.

1. Public Comments
2. Approval of Minutes from May 7, 2021 meeting

D. REPORTS

1. Executive Committee Report
 - Nominating Committee
2. President's Report
3. Vice Presidents' Reports
 - Academic Affairs
 - Finance and Administration
 - Enrollment Management and Student Affairs
 - University Advancement
 - Marketing and Communications
 - Diversity, Equity, and Inclusion
4. LHU APSCUF President's Report
5. Success Spotlight: Student Success Center

E. MATTERS FOR DECISION

1. Approval 2021/2022 Budget
2. Review of Purchases over \$21,300
3. Resolutions for Retirement
 - a. Manny Andrus
 - b. Mark Dickey
 - c. Lisa Kiser
 - d. Beth Lawless
 - e. Gretchen Nihart
 - f. Melanie Parmenter
 - g. Gwendolynn Bechdel
 - h. Jill Mitchley
 - i. Cynthia Ohl

MINUTES
LOCK HAVEN UNIVERSITY OF PENNSYLVANIA
COUNCIL OF TRUSTEES MEETING
Friday, September 17, 2021
Lytle Board Room
Durrwachter Alumni Conference Center

Trustee Elby called the meeting of the Council of Trustees to order at 2:00pm.

Council Members Participating:

Krystjan Callahan
Margery Dosey
Daniel Elby
John Gower
James Gregory
Angela Smith
Mark Stern
Mia Swales

Council Members Absent:

Mary Coploff
Michael Hanna, Jr.

Others Participating:

Bashar Hanna, Interim University President
Ron Darbeau, Provost and Vice President of Academic Affairs
Deana Hill, Chief Administration and Finance Operating Officer
Stephen Lee, Vice President for Enrollment Management and Student Affairs
Joseph Fiocchetta, Vice President for University Advancement
Amy Dicello, Controller
Elizabeth Arnold, Executive Director of Strategic Communications
Albert Jones, Chief Diversity, Equity, and Inclusion Officer
Wesley Weymers, PASSHE Legal Counsel
Christine Remley, Interim Dean of the College of Liberal Arts and Education
Jonathan Lindzey, Dean of the College of Natural, Behavioral, and Health Sciences
Dwayne Allison, Dean of Residence and Student Life
Richard Goulet, APSCUF Representative
Emmy Borst, SCUPA Representative
Shawn O'Dell, AFSCME Representative
George Rusczyk, Director of Outreach and Transition Programs
Amy Downes, Director of Student Support and Retention
Laura Jameson, Reporter, Lock Haven Express
Bianca Hoffman, Recording Secretary

GENERAL

1. Roll Call

The following Trustees were present and participating, both in-person and via Zoom:

Krystjan Callahan
Margery Dosey
Daniel Elby
John Gower
James Gregory
Angela Smith
Mark Stern
Mia Swales

2. Public Comments

Trustee Elby asked for public comments and there were not any public comments.

3. Approval of Meeting Minutes for May 7, 2021 Meeting

The minutes of the General Session meeting held May 7, 2021 were distributed prior to the meeting for review.

The motion was made by Trustee Gregory and seconded by Trustee Dosey to approve the minutes of the General Session meeting held May 7, 2021.

The Motion is carried as indicated by the following roll call votes cast:

Krystjan Callahan	Yea
Margery Dosey	Yea
Daniel Elby	Yea
John Gower	Yea
James Gregory	Yea
Angela Smith	Yea
Mark Stern	Yea
Mia Swales	Yea

REPORTS

Chair Elby reported there was a meeting of the Executive Committee to discuss budget, personnel, and property matters. There were no items discussed requiring action by the Trustees.

Chair Elby announced the members of the Nominating Committee has created a slate of nominees for officer positions. These will be voted on at the November meeting. That slate of officers is as follows: Daniel Elby for Chairperson, James Gregory or Margery Dosey for Vice Chair, and Michael Hanna, Jr. for Secretary.

President's Report Dr. Bashar Hanna

Dr. Hanna welcomed and thanked everyone for attending today's Council of Trustees meeting. He elaborated how wonderful it is to see students, faculty, and staff back on campus. He appreciates the vibrancy of the campus community. We are fortunate enough to have a low COVID infection rate and gives credit to the COVID-response team on campus. He thanks the faculty, staff, coaches, and students for following mitigation protocols to keep our campus safe.

He is hoping that our indoor mask mandate will allow us to finish the semester the same way that we started it – in-person and on-campus. He recognizes the staff and faculty for pivoting and rising to the challenges faced during the last 18 months.

Additionally, he wants to congratulate and thank the staff of the Student Success Center (SSC). The Student Success Center opened on campus for fall semester 2021. He appreciates Dr. Stephen Lee, the Executive Staff team, and all those involved in the monumental efforts to open the Student Success Center in such a short period of time.

He recognizes Ms. Amy Dicello, Dr. Ron Darbeau, and Ms. Deana Hill for meeting the Comprehensive Planning (CPP) goals and working hard on revisions to the original documents. They recently submitted the updated Lock Haven University CPP and the three people mentioned have worked tirelessly to complete it.

He appreciates the Middle States Accreditation team of Dr. Cori Myers, Dr. Jonathan Lindzey, and Dr. Ron Darbeau for their dedication and efforts on the Complex Substantive Change document. After submission and approval of the Complex Substantive Change document, we will receive a response from MSCHE. On that note, we expect a Middle States Team Chair Visit in October. The meetings will be fully virtual. Dr. Hanna also wants to acknowledge the Middle States Self-Study Co-Chairs Drs. Lindzey and Myers, and thank them for their work on the Self-Study document.

Dr. Hanna concludes his report stating that everyone is thankful to have a robust and vibrant experience this fall semester with students, faculty, and staff back on campus.

Vice President's Reports

Dr. Ron Darbeau Provost and Vice President for Academic Affairs Co-Chief Operating Officer

Dr. Darbeau wants to echo the President's statement about our in-person campus experience. He joined the university during the midst of COVID and has been enthralled watching the campus come back to life with students, faculty, and staff.

Our Academic Affairs division has been working to right-size the academic array. Curricular discussions have occurred about program moratorium and right-sizing the faculty complement. They have been in communication with our faculty and have scheduled meetings with identified faculty. He will participate in those meetings alongside Ms. Deana Hill and the academic deans; their purpose will be to seek alternative work assignments for those faculty members.

Academic Affairs across the triad are working to prepare for integration. The Provost wants to express his deep gratitude for the faculty who have worked within sub-disciplinary groups to prepare the academic array for the integrated university. The Provosts from all three institutions have asked faculty to provide input regarding the initial integrated university's academic array. They have provided a draft of the initial academic array for their review. Faculty have been given a timeframe to provide commentary. They have also provided faculty with a draft of departments and placements within the integrated university. The academic deans portioned faculty members into departments based on their skillset and their research areas, along with past teaching experience and practice. Faculty can request alternate placements using an application process; the process takes all of their experience, teaching, and skillsets into consideration.

As previously mentioned, we are back on campus. Nearly 80% of our courses this semester are face-to-face. We are looking forward to continuing outreach with local school districts. We are engaging with K-16 educational spaces, hosting quarterly meetings with K-16 stakeholders. The Provost wants to thank Dr. Christine Remley for scheduling regional meetings with local principals and guidance counselors. They are collaborating to create a seamless transition for students through high school and into higher education. Academic Affairs is also engaged heavily in Workforce Development activities. Dr. Darbeau wants to express his gratitude to Dr. Cori Myers, Ms. Valerie Dixon, and Ms. Angelic Hardy in relation to Workforce Development initiatives and planning. Our Clearfield Campus recruitment has been a bright spot lately, as we have seen a slight enrollment boost.

He concludes by thanking everyone for attending and for the chance to speak in front of our Trustees today.

Ms. Deana Hill
Chief Administration and Finance Officer/Title IX Coordinator
Co-Chief Operating Officer

Ms. Hill begins by mentioning the University is continuing with COVID mitigation protocols. We are continuing practices from spring 2020 semester; such as vaccination, testing, quarantine, masking, and a campaign to educate those about COVID. These efforts have been successful thus far, as our positivity rate is 0.5%. She wants to recognize the Student and Residence Life staff for their work while students are in isolation or quarantine. The Student and Residence Life staff is responsible to respond to students and student COVID issues. She also wants to thank Ms. Jessica Abernathy, our COVID coordinator.

We have been able to offer Clinton County a lot of resources throughout the pandemic. We have one of five COVID “strike teams”, a 12-member team that is available to be deployed to areas with low vaccination rates, high COVID rates, and low vaccination access rates. We have a site that’s open daily from 9:30am until 2:00pm for PCR testing and open for surveillance testing on Thursdays. Our COVID coordinator has met with the Department of Health about vaccination resources. We want to host a public vaccination site and a testing site for Clinton County. This is important to ensure equitable vaccine availability throughout the Commonwealth and will potentially be funded through a Vaccine Equity Grant.

We have two students taking part in Vaccine Hesitancy Research in collaboration with River Valley Health and Dental. We have two student positions funded through AmeriCorps and they are involved in outreach efforts.

We have held ongoing COVID Town Hall meetings with our faculty and staff that are focused on questions around mitigation efforts, positivity rates, and planning.

Ms. Hill asks if there are any questions regarding the information that she has presented. There are no questions.

Dr. Stephen Lee
Vice President of Enrollment Management and Student Affairs

Dr. Lee begins by thanking everyone for attending, noting that he is happy to have students back on campus and back to face-to-face classes and learning. He thanks his division for all of their enormous effort and continual pivoting during COVID.

Orientation pivoted back to in-person experiences over the summer. Dr. Lee wants to thank Mr. George Rusczyk, Dr. Amy Downes, and Ms. Emmy Borst for their efforts and programming for orientation. There were 13 sessions and 655 students attended orientation. We had a 91.9% show rate for face-to-face sessions. We did offer virtual sessions alongside the in-person sessions to give incoming students more options. Students who attended orientation met with faculty, other incoming students, and student resources on campus.

We organized move-in with regular activities, such as Movers and Shakers, to give students a regular incoming campus experience. We offered a large slate of activities to students for move-in/Welcome Week. Students were engaged and Dr. Lee appreciates the heavy lift from his team to make this happen successfully.

Finally, he wants to thank Dr. Amy Downes and Mr. George Rusczyk for the Student Success Center and their tireless efforts to hire staff while organizing, developing, and planning for the Student Success Center.

He thanks everyone at the meeting for their time and attention.

Mr. Joseph Fiochetta
Vice President for University Advancement

Mr. Fiochetta begins by thanking his division for all of their hard work and efforts to support the university. He provides some details about Homecoming Weekend and the in-person events that have been planned. Some of those events are: a collaborative KCSD/LHU parade in downtown Lock Haven, Alumni Golf Tournament, 50th class reunions, athletic events, tailgating, and a band reunion. They are looking forward to a robust weekend of events.

There are many projects and efforts occurring to support recruitment, retention, and alumni involvement. Advancement has been working closely with the Admissions department to leverage our Alumni for recruitment. They are working on a mentorship pilot that pairs students of color with alumni of color. Advancement is working alongside the TRIO office to start a similar mentorship program. They have seen a lot of alumni interest in these mentoring and recruiting opportunities.

The LHU Foundation and fundraising efforts ended June 30, 2021 ahead of the prior year and they exceeded goals on revenue, showed increased alumni participation, and the endowment performed well. Mr. Fiochetta reiterates his appreciation for his dedicated team, and thanks everyone for attending the meeting today.

Ms. Elizabeth Arnold
Executive Director of Strategic Communications

Ms. Elizabeth Arnold thanked everyone for attending the meeting today. The Marketing and Communications team has partnered with Mansfield and Bloomsburg for Integration communications. These communications go to students, faculty, and staff. They are leading a Protect the Nest public service campaign. They are geared towards providing awareness around proper mask wearing and vaccination. They are providing information regarding testing opportunities and they are strongly encouraging vaccination.

The Marketing and Communications team has partnered with Enrollment Management and Student Affairs to support recruitment initiatives for the fall admissions cycle. They are training the Admissions recruiters for integration talking points.

The team is working alongside Athletics on a communication program. They are the first within PASSHE to start a TikTok social media account.

Finally, The Haven magazine will release close to Thanksgiving to all alumni. They are working diligently and looking forward to the release. Ms. Arnold thanks her Marketing and Communications team for their hard work.

Mr. Albert Jones
Chief Diversity, Equity, and Inclusion Officer

Mr. Albert Jones introduces himself as the Chief Diversity, Equity, and Inclusion Officer for the Northeast triad of Bloomsburg, Lock Haven, and Mansfield. He has jumped right in to begin work across all three campuses on diversity, equity, and inclusion initiatives. He is striving to refocus and reestablish our priorities for diversity, equity, and inclusion. He has a great team and they do wonderful work. They are planning to improve graduation rates and working on a strategic plan that will be finalized in spring of 2021-2022. PASSHE is looking to have a system-wide campus alignment.

Mr. Jones is working alongside the Admissions team. They have created a working group to assess recruitment strategies and are working to expand LHU branding using social media. Mr. Jones thanks everyone participating in the meeting today for their time.

APSCUF Report Dr. Richard Goulet

Dr. Richard Goulet begins by thanking everyone, introducing himself, and providing a brief personal background. This is his first opportunity to address the Council of Trustees as Mr. Peter Campbell's successor. He has been part of the LHU campus as a faculty member for 20 years and is originally from Canada. He reviewed the remarks from last meeting and unfortunately, still agrees with the sentiments shared at that time.

APSCUF feels their voices have not been heard, as faculty did not and have not agreed with integration. Faculty and coaches do not feel positively about integration or view it as a positive change. APSCUF states that it was approved by Administrators who are new to the University, an Interim President, and a compliant Board of Governors. APSCUF has concerns about the loss of qualified, dedicated faculty members; most of whom were diverse members of our faculty. Dr. Goulet mentions professors who have left the University, and has concerns about a loss of talent. APSCUF still has many concerns for the future, as there are 29 additional faculty members threatened with retrenchment. He notes that management has offered to meet with those faculty members.

The faculty have challenged the financial metrics and narratives. They have discussed the models used in CPP planning, the reserves, and other items within the finances. APSCUF mentions that historical retirement and attrition trends would reduce the complement by 2024 and this would mirror the past plan. APSCUF has concerns that Mansfield and Lock Haven are the only two universities retrenching faculty this year. Dr. Goulet mentions the faculty and coaches on the LHU campus are experiencing extreme duress. He states that campus morale is the worst that he has seen.

APSCUF reiterates that faculty will participate in the consolidation process but do not believe in the work. Dr. Goulet mentions that many faculty members are participating in the unpaid integration working group efforts that are currently underway. He states that his colleagues are professionals; but not to confuse their participation with enthusiasm or agreement.

APSCUF concludes that many positive faculty achievements were not mentioned in this speech because the disposition of faculty and coaches is more pertinent to discuss. He mentions there is a prevailing feeling of uncertainty, angst, and fear. Dr. Goulet thanks everyone for their time and attention.

SPECIAL REPORT
Dr. Amy Downes and Mr. George Rusczyk
Student Success Center

Mr. George Rusczyk, the Director of Outreach and Transition Programs, and Dr. Amy Downes, the Director of Student Support and Retention introduce themselves to the meeting attendees. Both of them want to thank Ms. Deana Hill and the Facilities crew, along with Ms. Elizabeth Arnold and the Communications and Marketing team. They want to also thank the Council for having them join the meeting today. They explain the mission and vision of the Student Success Center (SSC) and explain the supports, services, and resources provided to students. They are focused on removing student barriers to success and committed to breaking down silos within campus resources. They provide a broad scope of help. Students, faculty, and staff now know where all resources are located – the SSC is a “one-stop shop.” The SSC is currently open to students and operating at full capacity.

They are using many methods to make the SSC accessible and visible to students. They plan to add window wraps to the building and some other small final touches.

They introduce the Student Success Specialists: Ms. Trinity Werstler, Mr. Benjamin Game, and Ms. Rebecca Baker. They also introduce the administrative support for the SSC and Academic Improvement Plan, her name is Ms. Tammy Kramer. Other employees are Mr. Dakotah Miller, a graduate assistant, and Ms. Hadly Raven, another graduate assistant who works for the Hope Center and the Haven Cupboard.

They have begun a Student Success Council made up of representatives from across campus. Some of those representatives are: Mr. Reed Mellinger, the Director of Tutorial Services, and Dr. Orlando Marquez-Kittrell, the Director of EOP and AIP. They want to thank all of the people mentioned for helping to get the Success Center off of the ground.

Some of the programs are: Jump Start, Student Referrals/Early Alert, Orientation, Welcome Week, Freshman Seminar Mentoring Program, Haven Leadership Program, EOP/AIP, and the Haven Cupboard. There is now a student information desk to assist students seeking resources. This desk is staffed by the student mentors, who are all trained to know where campus resources are located. They are keeping track of data for the desk to see where students need the most help.

They concluded by thanking the Facilities crew, the Enrollment Management and Student Affairs division, the Marketing and Communications team, and the Student Life group. They especially want to thank Ms. Kim Harris for chairing three committees for employee searches.

MATTERS FOR DECISION

1. Approval of the 2021/2022 Budget

The details of the proposed 2021/2022 budget were reviewed during the Executive Team Workshop. Ms. Amy Dicello introduces the budget and gives a brief overview.

Motion was made by Trustee Gregory, and seconded by Trustee Gower, to approve the 2021/2022 Educational and General Budget and the Auxiliary Budget.

The motion carried as indicated by the following roll call votes cast:

Krystjan Callahan	Yea
Margery Dosey	Yea
Daniel Elby	Yea
John Gower	Yea
James Gregory	Yea
Angela Smith	Yea
Mark Stern	Yea
Mia Swales	Yea

2. Retirement Resolutions

Dr. Hanna recommended the customary resolutions for retirement be awarded to the following, which together culminate in 209 years of commendable service:

- Mr. Manny Andrus who retires after 20 years as Information Technology Technician in the Information Technology Department
- Ms. Gwendolynn “Gwen” Bechdel who retires after 30 years as Executive Associate to the President in the President’s Office
- Mr. Mark Dickey who retires after 20 years as Maintenance Repairman in the Facilities Department
- Ms. Beth Lawless who retires after 20 years as Clerk Typist in the Business and Computer Science Department
- Ms. Gretchen Nihart who retires after 27 years as Custodial Worker in the Facilities Department
- Ms. Melanie Parmenter who retires after 27 years as Information Technology Technician in the Information Technology Department
- Ms. Jill Mitchley who retires after 35 years as Registrar in the Registrar’s Office
- Ms. Cynthia “Cindy” Ohl who retires after 30 years as Director of Accounting and Student Accounts in the Business Office

Motion was made by Trustee Gregory, seconded by Trustee Stern, to approve the usual resolutions for the retirements listed above, and that the resolutions be included as a matter of permanent record in the official minutes.

The Motion carried as indicated by the following roll call votes cast:

Krystjan Callahan	Yea
Margery Dosey	Yea
Daniel Elby	Yea
John Gower	Yea
James Gregory	Yea
Angela Smith	Yea
Mark Stern	Yea
Mia Swales	Yea

ADJOURNMENT

With no further business to come before the Council, the meeting adjourned at 3:10 p.m.

Respectfully submitted,

Michael Hanna, Jr. 
Michael Hanna, Jr., Secretary

Bianca Hoffman
Bianca Hoffman, Recording Secretary