

## COMMITTEE REPORTS

### LOCK HAVEN UNIVERSITY OF PENNSYLVANIA COUNCIL OF TRUSTEES MEETING

Friday, March 4, 2016

Durrwachter Alumni Conference Center  
Lock Haven University

#### **Council Members Present:**

Krystjan Callahan  
Mary Coploff  
Margery Dosey  
George Durrwachter  
Daniel Elby  
Guy Graham  
Michael Hanna, Jr.  
Anthony Radle  
Deborah Suder

#### **Others Present:**

Michael Fiorentino, University President  
William Hanelly, Senior Vice President and Chief Operations Officer  
Rodney Jenkins, Vice President for University Relations  
Deana Hill, Associate Vice President for Human Resources  
Cathy McCormack, PASSHE Legal Counsel  
Amber Sizemore, PASSHE Legal Council  
Lois Johnson, Associate Vice Chancellor for Administration and Finance  
Andy Lehman, Chief PASSHE Legal Council  
Kathleen Howley, Deputy Vice Chancellor for Academic and Student Affairs  
Gwen Bechdel, Recording Secretary

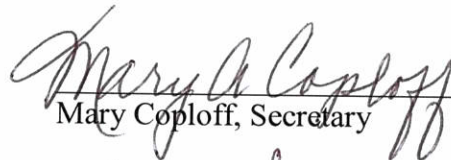
The Lock Haven University Council of Trustees Committee Reports meeting began at 10:00 am. Chair Graham turned the meeting over to Dr. Kathleen Howley, Ms. Lois Johnson, and Mr. Andy Lehman to provide an overview of the roles and responsibilities of the Board of Governors, Council of Trustees, Presidents and Chancellor under Act 188. Additionally the presenters touched on presidential evaluations, Sunshine Law, Right to Know Law, collective bargaining, and the Gift Ban Executive Order.

President Fiorentino presented the proposed Action Plan that the Trustees would consider at the general meeting. The University utilized an open and transparent process to develop our individual response to a specific outline developed by the Chancellor's Office. Lock Haven University was selected to participate in the pilot program last year, and both President Fiorentino and Chair Graham successfully presented LHU's initial plan last year. The plan before the Trustees today is the second phase. Updates from last year include a revised vision statement and the success of our Foundation's fundraising. Lock Haven University continues to be in the top four for overall financial well-being, which is a great accomplishment considering the financial environment higher education is experiencing.

Trustee Durrwachter presented a revision of the Trustee by-laws which was distributed to all trustees prior to the meeting. The subcommittee structure has not been working due to the difficulty in scheduling conference calls and meetings. For efficiencies and streamlining the process of receiving information from the vice presidents divisions, the proposed amendment to the by-laws would eliminate the subcommittee structure and provide for a conference with the vice presidents at each scheduled trustee meeting to provide updates. The by-laws would also be amended to revise the general meeting reporting structure. The amendment to the by-laws will be added to the agenda. Should the trustees vote affirmatively to revise the by-laws as presented, a meeting schedule marked "Draft 2" would be also be considered for approval.

The Committee Reports concluded at 11:45 am.

Respectfully submitted,

  
Mary Coploff, Secretary

  
Gwen Bechdel, Recording Secretary

## MINUTES

**LOCK HAVEN UNIVERSITY OF PENNSYLVANIA  
COUNCIL OF TRUSTEES MEETING  
Friday, March 4, 2016  
Durrwachter Alumni Conference Center  
Lock Haven University**

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

**Council Members Present:**

Krystjan Callahan  
Mary Coploff  
Margery Dosey  
George Durrwachter  
Daniel Elby  
Guy Graham  
Michael Hanna, Jr.  
Donald Houser (connected via phone at 2:50)  
Anthony Radle  
Deborah Suder

**Others Present:**

Michael Fiorentino, University President  
William Hanelly, Vice President for Finance and Administration  
Rodney Jenkins, Vice President for University Relations  
Dwayne Allison, Associate Provost for Student Affairs  
Deana Hill, Associate Vice President for Human Resources  
Cathy McCormack, PASSHE Legal Counsel  
Susan Rimby, Dean, College of Liberal Arts & Education  
Stephen Neun, Dean, College of Business, Information Systems & Human Services  
Scott Carnicom, Dean, College of Natural, Behavioral, and Health Sciences  
Stan Berard, APSCUF President  
John Gradel, SCUPA Representative  
Wendy Stiver, Reporter, Lock Haven Express  
Gwen Bechdel, Recording Secretary

**A. GENERAL**

1. Election of Officers

Trustee Suder presented the following slate of candidates:

Chair: George Durrwachter  
Vice Chair: Daniel Elby  
Secretary: Mary Coploff

**Motion was made by Trustee Callahan, seconded by Trustee Suder, to elect the officers as presented. The Motion carried with all aye votes.** Chair Durrwachter thanked everyone for their vote of confidence.

2. Public Comments

Trustee Graham asked for public comments and there were none.

3. Approval of the Minutes of September 10, 2105, Meeting

The minutes of the Committee Reports and General Session meetings held September 10, 2015, meeting were distributed by mail prior to the meeting.

**Motion was made by Trustee Dosey seconded by Trustee Hanna, to approve the minutes of the Committee Reports and General Session meetings held September 10, 2015. The Motion carried with all aye votes.**

4. Executive Committee Report

Chair Durrwachter reported that the Executive Committee met three times since the last Trustee meeting: November 4, November 19, and immediately preceding this meeting. The November meetings addressed items that needed action due to timeliness issues, and will require an affirmation of the actions taken. The meeting today addressed personnel and property matters, including the presidential evaluation requiring action.

The agenda was reordered to address matters for decision first to accommodate the schedules of Trustees Callahan, Dosey, and Graham who will need to leave before the conclusion of the meeting.

## **B. MATTERS FOR DECISION**

1. Affirmation of Executive Committee actions on November 4 and 19 to include:
  - Approval of Honorary Degree designation
  - Approval of purchases over \$10,000 in the amount of \$3,313,433.39
  - Acceptance of Audit Report
  - Acceptance of Physical Plant Tour
  - Approval of resolution on Fairview Suites Refinancing
  - Approval of resolution on Tuition Pilot Program
  - Approval of Master of Science Athletic Training Degree Program

- Approval of resolution on Compliance with Board of Governor Policy 1985-04 Amended (affiliated organizations)
- Approval of resolution for Retirements for Helen Horn and Wendy Walsh
- Approval of naming opportunity for University Commons Area and College of Business for Steven and Pamela Poorman

**Motion was made by Trustee Callahan, seconded by Trustee Coploff, to affirm the actions taken by the Executive Committee on November 4 and 19 listed above. The Motion carried with all aye votes.**

2. Purchases over \$10,000

Trustee Durrwachter presented the purchases over \$10,000 from October 28, 2015, through February 9, 2016.

**Motion was made by Trustee Graham, seconded by Trustee Callahan, to approve the purchases exceeding \$10,000 for the period stated in the amount of \$2,250,000.24. The Motion carried with all aye votes.**

3. Acceptance of 2016 Capital Budget Submission

The Capital Budget document is part of the appropriations process which is our major source of funding for facilities. Due to budgetary constraints, there will be no additional funding for the next four years; however, it is important to let the Office of the Chancellor know of our critical project needs.

**Motion was made by Trustee Graham, seconded by Trustee Coploff, to accept the Capital Budget submission for 2016 as presented. The Motion carried with all aye votes.**

4. Approval of Proposed Fee Changes for 2016/2017

**Motion was made by Trustee Graham, seconded by Trustee Hanna, to approve the fee changes with respect to residence housing, food service, student facilities fees (main campus), and transportation fees as presented. The Motion carried with all aye votes.**

5. Approval of Action Plan submission

The Action Plan submission was shared with the Trustees prior to the meeting.

**Motion was made by Trustee Hanna, seconded by Trustee Radle, to approve the Action Plan submission to the Board of Governors. The Motion carried with all aye votes.**

6. Acceptance Honorary Degree

**Motion was made by Trustee Callahan, seconded by Trustee Hanna, to approve the awarding of an honorary doctorate of public service to Major General Walter Piatt at the May 2016 undergraduate ceremony. The Motion carried with all ayes.**

7. Retirement Resolutions

Dr. Fiorentino recommended that the usual resolution be passed recognizing the retirement of Dr. Lawrence Farley with 36 years of commendable service as Professor in the History, Political Science, International Studies and Foreign Languages Department.

**Motion was made by Trustee Coploff, seconded by Trustee Hanna, to pass the usual resolution which will be included as a matter of permanent record in the official minutes to recognize the retirement status of Dr. Lawrence Farley. The Motion carried with all aye votes.**

Dr. Fiorentino recommended that the usual resolution be passed recognizing the retirement of Ms. Mary Kate Hanna with 25 years of commendable service as Management Support in the University Relations Division.

**Motion was made by Trustee Elby, seconded by Trustee Dosey, to pass the usual resolution which will be included as a matter of permanent record in the official minutes to recognize the retirement status of Ms. Mary Kate Hanna. The Motion carried with all aye votes.**

Dr. Fiorentino recommended that the usual resolution be passed recognizing the retirement of Ms. Denise Shoemaker with 23 years of commendable service as Assistant to the Dean of the College of Natural, Behavioral, and Health Sciences.

**Motion was made by Trustee Coploff, seconded by Trustee Dosey, to pass the usual resolution which will be included as a matter of permanent record in the official minutes to recognize the retirement status of Ms. Denise Shoemaker. The Motion carried with all aye votes.**

Dr. Fiorentino recommended that the usual resolution be passed recognizing the retirement of Ms. Joan Welker with 25 years of commendable service as Director of the Center for Career and Professional Development.

**Motion was made by Trustee Suder, seconded by Trustee Radle, to pass the usual resolution which will be included as a matter of permanent record in the official minutes to recognize the retirement status of Ms. Joan Welker. The Motion carried with all aye votes.**

Dr. Fiorentino recommended that the usual resolution be passed recognizing the retirement of Ms. Paula Zener with 25 years of commendable service as Clerk Typist for the Center for Career and Professional Development.

**Motion was made by Trustee Hanna, seconded by Trustee Suder, to pass the usual resolution which will be included as a matter of permanent record in the official minutes to recognize the retirement status of Ms. Paula Zener. The Motion carried with all aye votes.**

8. Approval of Amendment to By-Laws

The Trustees received a copy of the proposal to amend the by-laws prior to this meeting. The amendments eliminate the subcommittee structure and updates the meeting report schedule.

**Motion was made by Trustee Graham, seconded by Trustee Coploff, to approve the amendments to the Trustee By-laws. The Motion carried with all ayes.**

9. Proposed 2016/2017 Meeting Schedule for Council of Trustees

With the approval of the by-law revisions, the May 2016 meeting will be modified to begin at 10:30 am with a vice presidents conference and the Trustees considered the proposed 16/17 schedule listed on Draft 2.

**Motion was made by Trustee Dosey, seconded by Trustee Callahan, to approve the dates for the 2016/2017 meeting schedule listed on Draft 2 and to modify the May 6, 2016 meeting to begin at 10:30 am with a vice presidents conference. The Motion carried with all ayes.**

10. Presidential Evaluation Resolution

**Motion was made by Trustee Coploff, seconded by Trustee Graham, to recommend to the Board of Governors that President Michael Fiorentino, Jr., receive an extension of his employment agreement and an appropriate increase in compensation within the Board of Governor's guidelines, and to direct the Chair of the Council of Trustees to convey this recommendation to the Chancellor of PASSHE. The Motion carried with all ayes.**

**C. REPORTS****President's Report  
Michael Fiorentino, Jr.**

Dr. Fiorentino welcomed Anthony "AJ" Radle as the new student trustee.

President Fiorentino reminded the Trustee that PASSHE has experienced several major challenges over the five to six years, and the universities have adjusted how they function within the economic and financial climate. A change in demographics and greater competition from private colleges has resulted in declining enrollment, and is not a reflection on the work of PASSHE or the universities. Lock Haven University has employed strategic methods to project future enrollments and recommended a "right size" for the University of approximately 4,600 and 4,700 students. LHU's enrollment has seen several dramatic decreases which were also due to large graduating classes.

The University has been working with a declining budget and allocations that were set in 1997 to address increased demands for new academic programming. The Chancellor stated to the Appropriations Committee that the System is facing a crossroads where the universities will not be able to provide the same quality educational opportunities without the Commonwealth providing the necessary support to us to do our work. Without increased appropriations, the only alternatives are to increase tuition and fees. Currently the Commonwealth provides only 25% of the universities' budgets. Inflation, health care and retirement costs, as well as salary/benefits required by collective bargaining puts an additional strain on the already stretched budgets.

In response to the declining appropriations and limited tuition increases, PASSHE has reduced its workforce by 900 over the last six years. LHU has diminished 69 positions through attrition and distribution of workloads. These reductions are a serious matter for everyone.

While the current budget provides for an additional \$52 million, the 14 universities would still need to make up a nearly \$30 million deficit of the State System.

**Academic Affairs****Stephen Neun, Dean of the College of Business, Information Systems, and Human Services**

Dr. Neun provided the report from Academic Affairs, representing Provost Donna Wilson who was attending a conference. Enrollment for Spring 2016 is 4,320, down 8% from fall, and including 261 December graduates. Fall to spring retention for first-time, full-time 2015 cohort was up 1% from last year. The Board of Governors approved the MS in Athletic Training; it replaces the BS in Athletic Training which is being put into moratorium. The MS in Actuarial Science received recognition from the



National Professional Science Masters Association and LHU will accept its first cohort for the Fall 2017 semester.

The LHU campus community is reviewing the draft Middle States Periodic Review Report in preparation for final submission in late May. Accrediting boards will be reviewing Social Work, Recreation Management, and Education, as well as our application for Clinical Mental Health Counseling, this spring.

In recognition of the generous gifts by Stephen and Pamela Poorman, a formal renaming is scheduled on April 26 for the Stephen Poorman College of Business, Information Systems, and Human Services.

### **Finance and Administration Report William Hanelly, Senior Vice President and COO**

Mr. Hanelly reviewed the process in the development of the Facilities Master Plan which included interviews with more than 600 students as well as representatives on the Facilities Planning Committee. The University asked the developers for a more realistic plan that could be done with limited funds. The developers indicated that the University had adequate classroom utilization and suggested utilization of other spaces for collaborative study and informal meeting rooms. The renovation of the Parsons Union Building will begin this semester and cost nearly \$3.2 million, providing for a new entry way and vibrant spaces for student interaction. Summer 2017 will bring a facelift to the interior of Price Auditorium. This building is used for cultural events and open house meetings for prospective students and will cost approximately \$2.8 million. Stevenson Library is also a priority and is listed on the Capitol Budget plan. Built in 1968, Zimmerli is hard to navigate between wings and an update to the main lobby area would improve utilization of the building. The East Campus Gym built in 1958 needs major renovations, and although the lockerrooms are in good shape, the piping and mechanical systems need to be replaced. Additional suggestions for improvement included the traditional residence halls to provide more community spaces and renovation of restrooms and curb appeal for exterior gathering area and campus signage. \$100,000 each year has been dedicated to begin progress on these recommendations.

### **University Relations Rodney Jenkins, Vice President**

The athletics scholarship "All In" campaign raised \$216,000 in 24 hours. Other "All In" campaigns are scheduled for the Honors program and Greek organizations. Homecoming 2015 was successful with nearly 2,500 alums visiting and \$17,000 being raised during the annual golf tournament. Planning for the 2016 event is underway.

The new alumni website has been launched to provide better communication with our alums. The University and LHU Foundation continue to work collaboratively in raising scholarships.

The Office of the President has initiated a monthly campus update to the internal community and announces our employee of the month. Mr. Jenkins expressed his appreciation to The Express for the Crimson and White edition which features the impact LHU has on the greater Central Pennsylvania Region. The next edition will be published just after Labor Day.

Three special events are planned. In April the University will host a TED-like talk leadership symposium in conjunction with the Business Hall of Fame activities, featuring Trustee Dosey and alumnus Stephen Tweed. June will celebrate the Athletic Hall of Fame recognizing Field Hockey's 70<sup>th</sup> anniversary. More than 70 former athletes and coaches were nominated this year. Finally, a Jazz and Arts Festival will be held in August as a collaborative effort with the City of Lock Haven and the Clinton County Community Arts Council.

### **Enrollment Management and Student Affairs Dwayne Allison, Dean**

Dr. Allison provided the report from Enrollment Management and Student Affairs, representing Vice President Tyana Lange who was attending a conference.

The University is sponsoring a FAFSA workshop on campus for all students and their parents attending higher education, whether they are attending LHU or another institution. This activity is in addition to several workshops conducted at the high schools in the area this semester by our Student Services Office.


Accepted Student Day is slated for April 16 and will welcome 300 new students and their families. This class will be the class of 2020 which coincides with the University's 150<sup>th</sup> anniversary.

### **APSCUF President Report Stanley Berard**

Dr. Berard acknowledged the work of the administration in maintaining a sound fiscal plan during the current budget climate. Dr. Berard presented areas of concerns of the faculty that were referenced in charts showing a decrease of faculty as enrollments declined and the potential impact on select programs.

With no further business to come before the Council, the meeting adjourned at 3:05 p.m.

Respectfully submitted,

  
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Mary Coploff, Secretary

  
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Gwen Bechdel, Recording Secretary