

# AGENDA

Council of Trustees Meeting

Friday, September 16, 2016

Durrwachter Alumni Conference Center -- Lytle Board Room

- Vice Presidents' Conference – 10:00 am
- Executive Session – 11:00 am
- Trustees Lunch – 12:30 pm
- General Session – 1:30 pm

## VICE PRESIDENTS' CONFERENCE EXECUTIVE SESSION

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### GENERAL SESSION

1. Public Comments
2. Approval of Minutes May 6, 2016

### REPORTS

1. Executive Committee Report
2. President's Report
3. Vice Presidents Reports
  - Academic Affairs – Dr. Donna Wilson
  - Finance and Administration – Mr. William Hanelly
  - University Relations – Mr. Rodney Jenkins
4. APSCUF President Report – Dr. Stan Berard
5. Special Report: Financial Aid Overview – Mr. Robert Fryer

### MATTERS FOR DECISION (green documents)

1. Purchases over \$10,000
2. Approval 2016/2017 Budget
3. Approval of Title IX Student Judicial Process Document
4. Acceptance of Physical Plant Tour
5. Resolution for Retirements:
  - Dr. Judy Brink
  - Dr. Stephen Bugaj
  - Dr. Pamela Czapla
  - Ms. Vickie Hibbler
  - Ms. Jeanne Keith
  - Ms. Maribeth Long
  - Dr. Paddy O'Hara
  - Dr. Cathy Rush
  - Dr. James Strayer
  - Mr. Richard Zerby
5. Resolution for Emeriti Status:
  - Dr. David Bower
  - Dr. Judy Brink
  - Dr. James Strayer
6. University Succession Plan Resolution

## MINUTES

**LOCK HAVEN UNIVERSITY OF PENNSYLVANIA  
COUNCIL OF TRUSTEES MEETING  
Friday, September 16, 2016  
Durrwachter Alumni Conference Center  
Lock Haven University**

Trustee Chair Durrwachter called the meeting of the Lock Haven University Council of Trustees to order at 1:30 pm.

**Council Members Present:**

Mary Coploff  
Margery Dosey  
George Durrwachter  
Daniel Elby  
Michael Hanna, Jr.  
Donald Houser  
Anthony Radle  
Deborah Suder

**Council Members Not Present:**

Krystjan Callahan  
Guy Graham

**Others Present:**

Michael Fiorentino, Jr., University President  
Donna Wilson, Provost and Executive Vice President  
William Hanelly, Senior Vice President and Chief Operating Officer  
Rodney Jenkins, Vice President for University Relations  
Tyana Lange, Vice President for Enrollment Services and Student Affairs  
Deana Hill, Associate Vice President for Human Resources  
Cathy McCormack, State System Legal Counsel  
Stan Berard, LHU APSCUF President  
Stephen Neun, College Dean  
Scott Carnicom, College Dean  
Susan Rimby, College Dean  
Dwayne Allison, Dean of Residence and Student Life  
John Gradel, LHU SCUPA President  
Emmy Borst, LHU SCUPA Representative  
Wendy Stiver, Express Reporter  
Robert Fryer, Director of Financial Aid  
Donald Houser, Sr., former trustee  
Gwen Bechdel, Recording Secretary

**A. GENERAL****1. Public Comments**

Trustee Durrwachter asked for public comments and there were none.

**2. Approval of the Minutes of May 6, 2016, Meeting**

The minutes of the Trustee meeting held May 6, 2016, were distributed prior to the meeting. Corrections were suggested to include Krystjan Callahan under Trustees Not Present on page 1 and to correctly reflect the vote of Trustees Houser and Hanna by switching that which was indicated on page 8 for the vote on approval for an educational services fee.

**Motion was made by Trustee Elby, seconded by Trustee Hanna, to approve the minutes, as corrected, of the Trustee meeting held May 6, 2016.**

**The Motion carried with all aye votes cast.**

**B. REPORTS**

Trustee Durrwachter reported there was a meeting of the Executive Committee to discuss personnel and property matters. There were two items discussed that will require action by the Council that will be added to the agenda.

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

President Fiorentino asked for a moment of silence to honor the passing of Emerita Helen Hummel who served the University as a Founder of the Clearfield Campus, Director of Nursing, and Dean of the Clearfield Campus.

The renovations to the student union building and bookstore are nearly complete, and provides areas designated for student interaction and refreshed computer labs, game room, and meeting rooms. A new entrance has also transformed the building. The University Commons project is almost done with the completion of the construction of the amphitheater. Our students and community members have praised this new space that will be used for many events.

The University collaborated with the Clinton County Arts Festival for their inaugural LH Jams Festival. Provost Wilson and Trustee Coploff were instrumental in the organizing the event which provided both musical and visual arts entertainment for a two-day festival, involving University faculty and students in some of the presentations.

The University has received an acceptance from Middle States of our Periodic Review Report which requires no follow-up report or visit. This significant accomplishment is the result of Provost Wilson and her team in not only making sure the accreditation standards were met, but that they were reported in a professional manner.

The move-in for students was successful and included additional orientations, incorporating the participation of a large number of faculty and staff. President Fiorentino held the annual opening semester meeting for employees and utilized the vice presidents to provide updates specific to their area of responsibility in an effort to present the senior staff and to let others be more familiar with their responsibilities. Provost Wilson and President Fiorentino unveiled the new strategic planning process for the 2017-2022 period and will involve a large representation of campus constituencies and community members.

The Alumni Affairs Office was busy over the summer. Two Spikes baseball games featured an LHU alumni night. Two dedications recognizing the gifts of Mark Stern (Stern Athletic Field) and Ron and JoAnn Bowes (Bowes Hall) brought many alumni to campus. The University also celebrated the 25<sup>th</sup> anniversary of the Physician Assistant Program by offering workshops for continuing education credits for our alumni and recognizing Dr. Mickey Greenberg for his long-standing contributions to the program.

The celebration of the start of a new academic year was attended by Trustees Durrwachter and Coploff, and brought alum Andrew Salamone back to campus. Mr. Salamone lost his sight at the age of 2 and has been extremely successful professionally with the Defense Intelligence Agency headquartered in Washington, D.C. Mr. Salamone was an active member of the University's wrestling team as he completed his studies in history. He provided an inspirational message of the importance of resilience and determination.

### **Academic Affairs Report Donna Wilson, Provost and Executive Vice President**

Dr. Wilson provided an update on some of the strategic initiatives in Academic Affairs, including the identification of a space for a faculty center providing opportunities to bring together resources for faculty development. Academic planning continues to be a significant focus to offer curricular programming that will be effective, keep LHU financially healthy, and meet our mission to provide a robust general education for all students, to provide majors in the liberal arts and sciences, to provide an emphasis on professional programming, and to sustain the historical commitment to experiential learning. As programs are added to accommodate Commonwealth and student needs in the future, resources will need to be realigned and some programs curtailed to maintain fiscal responsibility.

Dr. Wilson explained the collaborative efforts between the divisions of Academic Affairs, Student Affairs, and Enrollment Management to assure student success, including a focus on learning, persistence, and completion. This focus is attained through assessments,

high impact practices, specialized programming, first year experience activities, and growth mindset training.

**Finance and Administration Report**  
**William Hanelly, Senior Vice President and Chief Operating Officer**

Mr. Hanelly reported on the work implemented to reach Strategic Plan Goal 5 which measures linking financial resources and decision making. Sightline is a consulting company which identifies facilities needs on the campus and these needs are woven into the master facilities plan and the strategic plan to complete as financial resources are allocated to those projects. Currently Lock Haven University has exceeded the performance objects of our peers which resulted in additional funding under the performance funding system. Campus appearance projects, creating collaborative student space, and addressing the \$150 million backlog of deferred maintenance have improved the student experience. Future projects will include a renovation of Price Hall, electrical upgrades campus-wide, and continuing with the appearance of campus and collaborative student spaces.

Several of the trustees commented that the campus has never looked more inviting and beautiful and extended their thanks to Mr. Hanelly and the facilities crews.

**University Relations Report**  
**Rodney Jenkins, Vice President for University Relations**

Mr. Jenkins announced that the Lock Haven Express published its annual Crimson and White Edition, featuring improvements on campus, faculty highlights, international programming, and community service hours performed by students and employees.

Several significant investments in our athletic facilities developed the soccer/baseball/track complex and included a new scoreboard. President Fiorentino commented that the complex is a beautiful, peaceful area and places Lock Haven University in another area of our community.

**LHU APSCUF President Report**  
**Stan Berard**

Dr. Berard thanked the trustees and administrators for their service, acknowledging the excellent advances the University is making, including the physical changes, which are a positive effort to move the campus forward.

As the union president, Dr. Berard suggested that while the faculty and coaches prepared for the return of students, they were concerned about the collective bargaining process and believe that serious discussions should have begun before the CBA expired in June 2015. This concern of the faculty and coaches precipitated the call for a strike authorization vote.

On behalf of the union faculty, Dr. Berard also communicated concern about the academic planning process and acknowledged the commitment of President Fiorentino to include faculty concerns and judgments as decisions are finalized. Dr. Berard stated that sometimes advancing in one area does necessitate the deletion of other programs.

**Special Report**  
**Financial Aid Overview**  
**Robert Fryer, Director**

Mr. Fryer spoke about some of the more substantial trends and statistical information from the financial side of the education experience. Scholarship trends for the State System have not kept up with foundations and external opportunities. The Financial Aid Office works with students to guide them to applying for outside scholarships and other financial resources. Private institutions are receiving more state grant funding than students at PASSHE universities because of the increased “sticker price” cost of privates or state affiliated institutions. A student at LHU with no or limited ability to contribute to the cost of education may be able to access the maximum of grants, and would still need to utilize nearly \$11,000 in loans to meet tuition, books, housing, and meal plan costs. The vast majority of our student body is not eligible for maximum state grant funding. Lock Haven University utilized nearly \$80,000 from its operating budget to assist 170 students who were having difficulties in paying for the gap between financial aid and the cost to attend LHU. These funds are not guaranteed to be available from year-to-year.

**C. MATTERS FOR DECISION**

1. Purchases over \$10,000

Trustee Durrwachter presented the purchases over \$10,000 from April 13, 2016 through August 28, 2016.

**Motion was made by Trustee Houser, seconded by Trustee Coploff, to approve the purchases exceeding \$10,000 for the period stated in the amount of \$5,577,928.53.**

**The Motion carried with all aye votes cast.**

2. Approval of 2016/2017 Budget

The particulars of the proposed 2016/2017 Budget were reviewed during Vice Presidents' Conference.

**Motion was made by Trustee Radle, seconded by Trustee Dosey, to approve the 2016/2017 Educational and General Budget and the 2016/2017 Auxiliary Budget.**

**The Motion carried with all aye votes cast.**

3. Approval of Title IX Student Judicial Process Document

**Motion was made by Trustee Coploff, seconded by Trustee Suder, to approve the Title IX Student Judicial Process document.**

**The Motion carried with all aye votes cast.**

4. Acceptance of the Physical Plant Tour

**Motion was made by Trustee Radle, seconded by Trustee Suder, to accept the Physical Plant Tour report, referencing the tour conducted on May 6, 2016.**

**The Motion carried with all aye votes cast.**

5. Resolution for Retirements

President Fiorentino asked consideration by the Trustees to deviate from the practice of recognizing the retirements individually, with ten retirees that have contributed a combined 194 years of commendable service.

President Fiorentino recommended the usual resolutions be passed recognizing the retirements of:

Dr. Judy Brink, a professor in the Sociology, Anthropology & Geography Department;

Dr. Stephen Bugaj, an associate professor in the Special Education Department;

Dr. Pamela Czapla, an associate professor in the Academic Development and Counseling Department;

Ms. Vickie Hibbler, a custodial worker in the Facilities Department;

Ms. Jeanne Keith, a custodial worker in the Facilities Department;

Ms. Maribeth Long, an associate professor in the Academic Development and Counseling Department;

Dr. Ellen O'Hara, a professor in the PreK-Grade 8 and Professional Studies Education Department;

Dr. Cathy Ruth, a professor in the PreK-Grade 8 and Professional Studies Education Department;

Dr. James Strayer, a professor in the Mathematics Department; and

Mr. Richard Zerby, Jr., a maintenance repairman in the facilities Department.

**Motion was made by Trustee Hanna, seconded by Trustee Coploff, to approve the usual resolutions for retirement for those listed above, and that the resolutions be included as a matter of permanent record in the official minutes.**

**The Motion carried with all aye votes cast.**

6. Resolution for Faculty Emeriti Status

Dr. Fiorentino noted that faculty emeriti status is conferred upon those faculty retirees who have held the rank of associate or full professor and worked a minimum of ten years at Lock Haven University. In addition, the retired faculty member will have demonstrated significant contributions in teaching, scholarship, and/or service. A recommendation for this action has been received from the faculty's department, the dean, and the provost.

Dr. Fiorentino recommended that the usual resolution be passed granting emeriti status to Dr. David Bower.

**Motion was made by Trustee Durrwachter, seconded by Trustee Coploff, to approve the usual resolution granting emeriti status to Dr. David Bower, and that the resolution be included as a matter of permanent record in the official minutes.**

**The Motion carried with all aye votes cast.**

Dr. Fiorentino recommended that the usual resolution be passed granting emerita status to Dr. Judy Brink.

**Motion was made by Trustee Durrwachter, seconded by Trustee Coploff, to approve the usual resolution granting emerita status to Dr. Judy Brink, and that the resolution be included as a matter of permanent record in the official minutes.**

**The Motion carried with all aye votes cast.**

Dr. Fiorentino recommended that the usual resolution be passed granting emerita status to Dr. James Strayer.

**Motion was made by Trustee Durrwachter, seconded by Trustee Coploff, to approve the usual resolution granting emeriti status to Dr. James Strayer, and that the resolution be included as a matter of permanent record in the official minutes.**

**The Motion carried with all aye votes cast.**



7. University Succession Resolution

**Motion was made by Trustee Dosey, seconded by Trustee Houser, to approve the Order of Succession Plan pursuant to Board of Governors Policy 1983-14-A, to-wit: Dr. Donna Wilson, Mr. William Hanelly, Mr. Rodney Jenkins, and Dr. Tyana Lange.**

**The Motion carried with all aye votes cast.**

8. Additions to the agenda:

a. Resolution for Trustee Emeriti Status

**Motion was made by Trustee Houser, seconded by Trustee Coploff, to approve the usual resolution granting emeriti status to Mr. Donald Houser, Sr., in recognition of his nine years of service as a member of the Lock Haven University Council of Trustees.**

**The Motion carried with all aye votes cast.**

The trustees offered their congratulations to Donald Houser, Sr., for this recognition.

b. Modification of Trustee Meeting Schedule

**Motion was made by Trustee Coploff, seconded by Trustee Suder, to modify the Trustee Meeting Schedule to relocate the November 18, 2016, Lock Haven University Council of Trustees meeting from the Clearfield Campus to the Durrwachter Alumni Conference Center. The times for the meeting will remain the same.**

**The Motion carried with all aye votes cast.**

With no further business to come before the Council, the meeting adjourned at 2:45 p.m.

Respectfully submitted,

  
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Mary Coploff, Council Secretary

  
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Gwen Bechdel, Recording Secretary