

MINUTES OF THE MEETING OF THE COUNCIL OF TRUSTEES  
CLARION UNIVERSITY OF PENNSYLVANIA  
NOVEMBER 17, 2011  
108 EAGLE COMMONS  
CLARION CAMPUS, CLARION, PA 16214

7:00 P.M.

I. RECORDING OF ATTENDANCE

The meeting was called to order by Mr. James, Chairperson, with the following Trustees present:

Mrs. Susanne Burns  
Mr. R. Lee James, Chairperson  
Mr. James Kifer, Secretary  
Mr. Chris Myers  
Mr. Howard Shreckengost  
Mr. Jeffrey Szumigale

The following trustees were absent from the meeting:

Dr. Syed Ali-Zaidi  
Mr. Ross Cioppa  
Ms. JD Dunbar  
Ms. Donna Oberlander  
Mr. Larry Pickett, Vice Chairperson

The following members of the University administration attended the meeting:

Dr. Jocelind Gant, Assistant to the President for Social Equity and Associate Vice  
President for International Programs  
Dr. Ronald Nowaczyk, Provost and Academic Vice President  
Dr. Christopher Reber, Executive Dean, Venango Campus  
Mr. Harry Tripp, Vice President for Student and University Affairs  
Dr. Karen Whitney, President

II. Minutes

A motion was made by Mr. Shreckengost, seconded by Mr. Kifer, that the minutes of the September 15, 2011 regular meeting of the Council of Trustees be approved as distributed by mail. The motion carried unanimously.

### III. COMMUNICATIONS

#### A. Public Comments - None

#### B. Report of Student Senate

Clarion Student Senate President Joanna Catalano reported on activities of her group, including the formation of a committee that would work with the Provost to address academic concerns; survey of students regarding the current campus/community bus service; campaign to remind students to clean up after themselves; and the annual Safety Walk to identify safety concerns on campus.

#### C. Report of Faculty Senate

Faculty Senate Chair Mark Franchino reported that the Committee on Courses and Programs of Study (CCPS) had reviewed and approved nearly 150 course proposals. In news from other Faculty Senate committees, Professor Franchino noted that the Student Affairs Committee was exploring bringing "Who's Who" for sophomores and juniors to campus while the Budget Committee and Faculty Affairs Committee had held meetings with Provost Nowaczyk.

#### D. Council Chairperson's Report

Mr. James thanked trustees Ali-Zaidi, Burns, Myers, and Pickett for joining him in attending the Fall 2011 PA Association of Councils of Trustees Conference hosted by IUP. Mr. James reminded trustees of some December activities, including the Presidential Leadership Review Committee's interviews of constituent group leaders on December 1 and Winter Commencement on December 17.

Mr. James invited Trustee Myers to provide a report on the efforts of Student Senate to secure PennDOT approval for a sidewalk from campus to Reinhard Villages. Mr. Myers noted that Student Senate had circulated a petition for the construction of a sidewalk from the edge of campus to Reinhard Villages to promote pedestrian safety. He added that the petition had generated 1,402 student signatures in favor of the sidewalk. Dr. Whitney noted that both Senator Mary Jo White and Representative/Trustee Donna Oberlander had been steadfast supporters of the effort to construct a sidewalk while Mr. Harry Tripp noted the involvement of Clarion Borough leadership. Dr. Whitney indicated that she would keep the trustees updated about the situation.

#### IV. REPORTS AND RECOMMENDATIONS OF THE PRESIDENT

##### A. President

###### Information Items

###### 1. State System Update

Dr. Whitney asked trustees to mark their calendars for the Spring PACT Conference slated for March 20-21 at the Dixon Center in Harrisburg. She indicated that the conference would use a new format and focus on advocacy for the PASSHE and its 2012-2013 appropriation request. Trustee Burns noted her hope that university leaders would also attend.

Dr. Whitney shared good news related to the university's receipt of \$1.89 million in Performance Funding for 2011-2012. She indicated that the award was based on the university's performance on seven measures during 2010-2011. She further indicated that the funds would be allocated to the university's Responsibility Centers (RCs) based on their contributions to the achievement of performance targets.

###### 2. Consolidated University Operations (CUOs)

Dr. Whitney noted a System-level study underway to review the efficacy of two broad categories of shared services for which funding is taken off the top of all PASSHE university budgets—Consolidation University Operations (CUOs) and Shared Operational Services. She reminded the trustees that former President Joe Grunenwald had been tapped by the Chancellor to head the committee that is conducting the review. Dr. Whitney called the trustees' attention to background information and a survey at their places related to Shared Operational Services. She noted that university personnel who work with the services had also been asked to complete the survey. Mr. James asked trustees to review the handouts and to forward their feedback to Ms. Linda Campbell prior to Thanksgiving.

###### 3. Presidential 500-Day Plan November 2011 Status Report

Dr. Whitney highlighted outcomes in her November status report on progress in achieving her 500-Day Plan.

#### 4. Strategic Planning Update

Dr. Whitney reported that 13 strategic directions forums had been held during the fall 2011 semester with over 350 participants from the university and larger communities providing input. She noted that several key themes had emerged and that a steering committee working with an external consultant had begun to draft a new university mission statement, vision statement, and core values that would be vetted through university governance and presented to the Council of Trustees for approval at its February 2012 meeting.

#### B. Academic Affairs

##### Action Item

##### 1. Approval of 2012-2013 Academic Calendar

Dr. Nowaczyk shared copies of the proposed Academic Calendar for 2012-2013, noting that the calendar had been reviewed by university governance groups and was consistent with the PASSHE Common Calendar.

A motion was made by Mr. Szumigale, seconded by Mr. Kifer, that the following resolution be approved. The motion carried unanimously.

RESOLVED, that the Council of Trustees, Clarion University, approve the 2012-2013 Academic Calendar as submitted by the Division of Academic Affairs.

##### Information Items

##### 1. Enrollment and Retention Update

Dr. Nowaczyk reported that nearly 300 students had been admitted thus far for Fall 2012 and that their names had been shared with the deans for appropriate follow up. Dr. Nowaczyk also noted that the university was using social media to stay connected with prospective students. He thanked Communications and Marketing Director David Love for meeting weekly with Clarion student liaisons who help to link prospective students to the information they need. He also thanked faculty and Student Affairs staff for working together to help roll out 12 living and learning communities that are expected to aid recruitment and retention.

Dr. Nowaczyk provided an update on the Venango College proposal, noting that it recognized the growth of the Venango Campus and capitalized on its 50<sup>th</sup> anniversary. He indicated that he and Venango Campus Executive Dean Chris Reber would lay out the details on the proposed structure for Venango College at the next Faculty Senate meeting. Dr. Whitney promised to keep the trustees briefed on the status of the proposal.

2. Report from the College of Arts and Sciences

Dr. Nowaczyk introduced Dr. Rachelle Prioleau, Dean of the College of Arts and Sciences, who highlighted accomplishments of the faculty within her college. She introduced Professor of Biology Andrew Keth for a brief presentation on the university's partnership with the Clarion-Limestone School District to establish an amphibian conservation and education center. A student member of the university's Bios Club, Alysha Cyphert, expressed her enthusiasm for the project.

3. The Harrisburg Internship Semester (THIS) Program Report

Dr. Barry Sweet, Clarion coordinator for The Harrisburg Internship Semester (THIS) Program, briefly described the internship through which students have the opportunity to work with a state agency and also complete a major research paper while earning 15 credits. Dr. Sweet introduced Taylor Bricker, who spoke to the trustees about the value of his THIS experience with the PA Department of Community and Economic Development.

C. Finance and Administration

Information Item

1. Budget Update

In the absence of Vice President Paul Bylaska, Dr. Whitney reported that the university was in the middle of executing its FY11-12 budget.

2. Status of Facilities Report

Dr. Whitney indicated that the university had been notified that the state's Capital Funding had been cut in half, resulting in a loss of \$65 million for building projects across the PASSHE. She further indicated that the Tippin and Becht projects were continuing on track.

E. Student and University Affairs

Action Item

1. Certification of Foundation Compliance with Board of Governors Policy 1985-04, University External Financial Support

Vice President Tripp introduced Mr. Michael Keefer, CEO of the Clarion University Foundation, Inc. Mr. Keefer reported that for FY10-11, the Foundation had provided nearly \$5.6 million in support to Clarion University, while the University had funded the Foundation \$588,004 in support of its operation. He indicated that the return to the university included scholarships and grants, campus activities and programs, and fundraising and support services. Mr. James expressed gratitude for the Foundation's outstanding efforts.

A motion was made by Mr. Shreckengost, seconded by Mrs. Burns, to approve the following resolution. The motion carried unanimously.

RESOLVED, that the Council of Trustees, Clarion University of Pennsylvania, upon recommendation of the President, hereby certifies that the Clarion University Foundation, Inc., complies with the Board of Governors Policy 1985-04.

Information Item

1. Fund-raising Report

Mr. Tripp reported that the Clarion University Foundation, Inc. had raised a total of \$433,369 in private support during the first quarter of FY11-12. He noted that phone solicitation efforts were getting back on track following a lightning strike that had knocked out the automatic calling system at the Seifert-Mooney Center.

V. REPORT OF COMMITTEES

A. Executive Committee

Mr. James reported that the Executive Committee had met on November 8, 2011, and that copies of the minutes from that meeting would be forwarded to trustees.

B. Finance Committee

A motion was made by Mr. Szumigale, seconded by Mr. Myers, that the following resolution be approved. The motion carried unanimously.

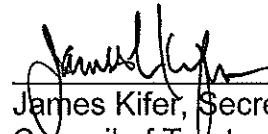
RESOLVED, that the Council of Trustees, Clarion University, approve the Finance Committee report for August 9 to October 11, 2011.

VI. UNFINISHED BUSINESS - None

VII. NEW BUSINESS - None

VIII. ADJOURNMENT - The meeting was adjourned at 8:30 p.m.

Respectfully submitted

  
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James Kifer, Secretary  
Council of Trustees