COMMITTEE REPORTS

LOCK HAVEN UNIVERSITY OF PENNSYLVANIA
COUNCIL OF TRUSTEES MEETING
Thursday November 13, 2014
Clearfield Branch Campus
Lock Haven University

Council Members Present:
Mary Coploff
George Durrwachter
Daniel Elby
Guy Graham
Don Houser (via phone)
Margery Dosey
Juliet Seidel
Deborah Suder

Others Present:
Michael Fiorentino, Jr., University President
Donna Wilson, Provost and Senior Vice President for Academic Affairs
William Hanelly, Vice President for Finance and Administration
Rodney Jenkins, Vice President for University Relations
Dwayne Allison, Associate Provost for Student Affairs
Cathy McCormack, PASSHE Legal Counsel
Nancy Gunza, Clifton Larson Allen (auditor)
Arthur Amelio, Clifton Larson Allen (auditor)
Gwen Bechdel, Recording Secretary

The Lock Haven University Council of Trustees Committee Reports meeting began at 1:50 pm.

Academic Affairs Committee: Provost Wilson highlighted several advances in the Academic Affairs division on the Strategic Plan. Nearly half of our undergraduate students were enrolled in a credit-bearing experiential learning activity in 2013-14; a plan, including measures of success and assessments, was formulated and approved by the First-Year Experience committee for a comprehensive and coordinated First-Year-Experience and implementation began to be phased in effective fall 2014; 87% of academic departments reported student learning outcomes in TracDat and of that 87%, 96% documented changes/improvements made on the basis of those data. Strategic Goal 2.2 guides us to establish enrollment growth targets, and an Enrollment Management Task Force has reviewed data to make recommendations on our approaches to set goals and recruitment strategies for in-coming freshmen and transfers. Revisions to the general education and alignment of major and cognate credits with BOG maximum allowable have streamlined curricula with a goal of reducing time and average credits to graduation. Goal 3.3 addresses the support of scholarly activity and grants; toward that end Provost’s Office provided
nearly $40,000 for professional development, which was disbursed to 43 faculty to present research at national and international conferences. The report of the Outcomes Assessment Committee, charged with coordinating the assessment of general education learning outcomes, can be found at the link provided on page 9 of the Academic Affairs Committee Report.

Trustee Graham commended the enrollment management efforts implemented and President Fiorentino thanked those involved in making these important decisions for the future of the institution. Trustee Suder asked if there were discussions in Harrisburg about the merger of Mansfield and LHU. President Fiorentino responded that this has not been a recent topic.

**Finance and Administration Committee:** Mr. Bill Hanelly focused on two areas: student aid and performance funding. The trustees will be considering a resolution to provide institutional funding to our students. The data for enrollment management, including the Maguire study on elasticity tuition, indicates that students attending Lock Haven University tend to have the number of students in need. The Board of Governors have modified the System’s policy on utilization of institutional funds to allow for need and merit-based awards to our students. To be competitive in today’s higher education market, it is necessary for LHU to immediately find means to supplement students’ funding sources. The University has identified approximately $1 million for this purpose. Several Trustees voiced objections to using monies that the University needs to run the institution and asked why the Foundation was not providing this support. Mr. Hanelly explained that this is a short-term resolution to an immediate problem, and the investment of these dollars provides additional increase through the enrollment of the students. The Foundation has been steadily working to increase the number of scholarships created, and scholarships are a main focus of the upcoming capital campaign. Many of the private institutions are providing high-dollar “discounts” to attract students to attend.

Trustee Houser joined the meeting at this point via phone.

Mr. Hanelly reported that the University fared very well in this year’s performance funding process. Out of a potential 10 points, 8.25 were earned by LHU resulting in a substantial $469,000 additional funding. The results are a reflection of the hard work of many people. Trustee Suder inquired about the area that we were not successful. Mr. Hanelly responded that it was the peer measure for STEM degrees granted, noting that the measure is on the total number of degrees awarded and not a percentage of enrollment. We will likely never be successful on this measure due to our smaller enrollment.

**Student Affairs Committee:** Dr. Dwayne Allison reported more than 1,250 students are actively engaged in one or more organizations on campus. The students can avail themselves to a free flu vaccine, and last year 350 vaccines were administered and no cases of the flu were reported to the Infirmary. Following federal guidelines, the University recently revised the sexual misconduct policy. The Student Auxiliary Services were able to allocate $95,000 for retention-based scholarships which is managed by the Enrollment Management Office. The Community Advisory Board has been re-established to promote town/gown relations.
External Affairs Committee: Mr. Rodney Jenkins noted that the new Alumni Affairs Director, on board for only eight months, has been successful in starting new and reinstituting old alumni chapters and affinity groups.

The University Relations division has engaged with WBRE to host several programs with subject matter experts in addition to the commercials for LHU. We have taped four interviews to be aired. In addition, the studio is displaying our student art work in the background, and regularly makes reference to them.

In conjunction with the Department of Labor and Industry, the University hosted a career development event with 40 prospective employers participating. A similar event will be conducted at Clearfield in December.

The University has installed the newly designed banners depicting our students and landmarks across campus. The banners designed for the Clearfield Campus will be displayed downtown for a period of time before being installed.

Trustee Elby arrived at the meeting.

The LHU Foundation exceeded its goal of $4.3 million in fundraising, with a significant portion being earmarked for scholarships. The number of scholarships has increased from 190 to 236. The University and Foundation partnered to host a professional fundraising workshop for coaches, faculty, and administrators to put everyone in the position to know about raising money and awareness of the institution’s strengths.

Joel Confer Toyota dealership donated a 15 passenger van for use by the athletic department to assist in decreasing some of the transportation costs.

FOX TV aired the homecoming football game which reached 1.7 million households and was rebroadcast with 5.8 million viewers. Ten commercials and four interviews were a part of the coverage. FOX TV will also cover a women’s basketball game in December. University Relations plans to have this type of coverage for four athletic events next year.

The Committee Reports concluded at 2:55 pm.

Respectfully submitted,

Mary Coploff, Secretary

Gwen Bechdel, Recording Secretary
MINUTES

LOCK HAVEN UNIVERSITY OF PENNSYLVANIA
COUNCIL OF TRUSTEES MEETING
Thursday November 13, 2014
Clearfield Branch Campus
Lock Haven University

Trustee Graham called the meeting of the Council of Trustees to order at 4:00 pm.

Council Members Present:
Mary Coploff
George Durwachter
Daniel Elby
Guy Graham
Don Houser (via phone)
Margery Brown Dosey
Juliet Seidel
Deborah Suder

Council Members Absent:
Krystjan Callahan
Jerry Swope

Others Present:
Michael Fiorentino, Jr., University President
Donna Wilson, Provost and Senior Vice President for Academic Affairs
William Hanelly, Vice President for Finance and Administration
Rodney Jenkins, Executive Assistant to the President for External Relations and Communications
Dwayne Allison, Associate Provost for Student Affairs
Cathy McCormack, PASSHE Legal Counsel
Mark Cloud, APSCUF President
Stephen Neun, Dean, College of Business, Information Systems & Human Services
Susan Rimby, Dean, College of Liberal Arts % Education
Scott Carnicom, Dean, College of Natural, Behavioral & Health Sciences
Kim Owens, Director of Nursing Program
Dana Heitzenrater, alum and BSN student
Tyler Peace, first year ASN student
Kaylan Peace, guest
Bill Curley, Director, Clearfield Campus
Valerie Dixon, Assistant Director, Clearfield Campus
Randy Bordas, Clearfield IT Technician
Gwen Bechdel, Recording Secretary
A. GENERAL

Trustee Houser was connected via phone.

1. Public Comments

Trustee Graham asked for public comments and there were none.

2. Approval of the Minutes of September 4, 2014, Meeting

The minutes of the September 4, 2014, committee reports and general session meetings were distributed by mail prior to the meeting.

Motion was made by Trustee Dosey seconded by Trustee Seidel, to approve the minutes of September 4, 2014.

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

<table>
<thead>
<tr>
<th>Name</th>
<th>Vote</th>
</tr>
</thead>
<tbody>
<tr>
<td>Krystjan Callahan</td>
<td>Not present</td>
</tr>
<tr>
<td>Mary Coploff</td>
<td>Yea</td>
</tr>
<tr>
<td>Margery Dosey</td>
<td>Yea</td>
</tr>
<tr>
<td>George Durrwachter</td>
<td>Yea</td>
</tr>
<tr>
<td>Daniel Elby</td>
<td>Yea</td>
</tr>
<tr>
<td>Guy Graham</td>
<td>Yea</td>
</tr>
<tr>
<td>Don Houser</td>
<td>Yea</td>
</tr>
<tr>
<td>Juliet Seidel</td>
<td>Yea</td>
</tr>
<tr>
<td>Deborah Suder</td>
<td>Yea</td>
</tr>
<tr>
<td>Jerry Swope</td>
<td>Not present</td>
</tr>
</tbody>
</table>

A. REPORTS

Trustee Graham reported there was a meeting of the Executive Committee to discuss personnel and property matters. There were no items presented at this meeting requiring action by the Council.

Dr. Michael Fiorentino, Jr.
President

Dr. Bill Curley and his staff were acknowledged for the warm welcome to the Clearfield Campus and hosting the Trustee meeting.

The many activities of the 25th Anniversary of the Clearfield Campus culminated in the Founders Day Convocation which was an excellent opportunity to interact with parents, students, the faculty, and donors.
Trustee Margery Brown Dosey was congratulated for her reappointment to the Council of Trustees for six years. The University is looking forward to the Dosey Scholarship performance concert at the Durrwachter Alumni Conference Center on November 20th.

The Presidential Task Force for Enrollment Management consisted of administrators and faculty and they reviewed an enormous amount of data as they examined the current efforts in enrollment management. The Task Force is very close to completing its work, and it is expected that recommendations will be submitted to the President within the week. The administration will then review the work of the Task Force to determine what steps need to be taken. The report with recommendations will be shared with the Trustees.

Provost Wilson serves as the chief organizer for our Middle States Periodic Review Report steering committee. The report will need to be completed by May 2016, and the committee has begun their important work with a goal of timely report submission.

The 2014 Homecoming Week of activities was very well attended and included several special events, including the joint effort with the City of Lock Haven for the parade. The Foundation hosted the inaugural Presidents’ Advancement Luncheon also as a part of Homecoming Week.

The Fall Open House season is underway and the first session was very successful with an overflow crowd. Dr. Fiorentino thanked the faculty and staff for their participation, acknowledging that prospective students and their families want to talk to more than the Admissions folks.

There are many opportunities for the campus community to communicate with administration as well as receive updates on the budget process. The president holds open forums as well as an informal coffee hour each month. The provost has been hosting luncheons with faculty and students.

The ROTC and local Veterans’ Office sponsored a Veteran’s Ceremony recognizing the University’s students who are veterans and receiving scholarships. Of particular note was the presentation of seven medals to a 94-year old veteran, which produced a very large smile on his face.

President Fiorentino is serving as the president representative on the Kutztown President’s Search Committee, and that process is proceeding with interviews being scheduled soon.

President Fiorentino expressed his appreciation to everyone who has been engaging in working with the University to complete the necessary workshops and training as we meet our Title IX responsibilities.
Special Report
Clearfield Update: Dr. William Curley

Dr. Bill Curley welcomed the Trustees to the Clearfield Campus. Highlights of the 25th Anniversary Celebrations came during the Business-After-Hours sponsored by the Clearfield Chamber of Commerce where the Campus received a legislative citation presented by Representatives Matt Gabler and Tommy Sankey, and the Founders Dinner to recognize those responsible for the success of the Clearfield Campus.

Dr. Curley reported that the concept of engagement has been a major focus this last year. On the academic front the campus has offered several different course delivery options and a new AA degree in Sustainable Studies. From the student perspective, several activities have been offered to encourage students to connect, including promotion of community outreach and volunteerism. Community Engagement efforts have included being more visible in the local media, offering more continuing education and professional development programming, and partnering with local non-profit organizations.

Dr. Curley was pleased to report that several grants have been received and/or approved from DCED, DCNR and the Recreation/Tourism Board to assist in the creation and maintenance of nature/fitness trails in the woods surrounding the Clearfield Campus.

Trustee Suder asked if there were opportunities to tap into Marcellus Shale companies to provide funding for this trail. Dr. Curley responded that there was very limited Marcellus Shale activity in the Clearfield area. President Fiorentino stated that the gas industry companies will be targeted in the capital campaign.

Academic Affairs Report
Donna Wilson, Provost and Senior Vice President for Academic Affairs

Dr. Wilson noted that the Strategic Plan is a living, dynamic document that needs to be changed as we are responsible for the changing landscape of higher education. The Strategic plan is used daily to establish priorities and to funnel appropriate funding sources. Dr. Wilson provided updates on several of the goals and initiatives contained in the Strategic Plan.

In the area of Student Affairs, many of the Homecoming Events provided leadership training to our students as they organized and implemented the activities, including two camels that arrived on Hump Day and stayed to participate in the Golf Cart Parade the next day. A large percentage of our students are actively engaged in clubs and activities which also provide important learning concepts.
Finance and Administration Report
William Hanelly, Vice President for Finance and Administration

Mr. Hanelly reported that Finance and Administration has also made progress on implementation of the goals and initiatives identified in the Strategic Plan, including the investment of $750,000 to provide current technology to the campus community. The $5.8 million project to repurpose upper campus is nearly complete. Phase Three will include renovation of the third floor of Ulmer, a new entryway for Ulmer, and the creation of a University Commons area when Russell is taken down. The Annex is also slated to be taken down next summer. Woolridge Hall is slated for renovations next summer.

The enrollment management plan is being implemented as appropriate and recommendations for differential tuition and fee plans have been approved by the Trustees.

University Relations Report
Rodney Jenkins, Vice President for University Relations

Mr. Jenkins reported that in the area of athletics, the All Sports Hall of Fame initiative is nearing completion. Joel Confer Toyota in State College donated a van for athletics. The pathway between the Main Campus to the Stadium has been designated as “Bowes Boulevard” to honor the significant contributions of Ron and Jo Ann Bowes.

The changes to Homecoming to incorporate activities all week were well received. Many student events were scheduled at the beginning of the week and several alumni and community events were held closer to the weekend. The Friday alumni class reunions was very well attended. The President’s Advancement Luncheon hosted 35 people to provide an update on the University’s status to our more significant donors. The Homecoming parade co-sponsored with the Lock Haven Fire Company was the largest in many year and downtown merchants were excited about the extra shoppers. Nearly 1,200 alumni returned to campus for one or more events and the football game was attended by nearly 3,500 fans. The game was televised live on Fox Sports to nearly 1.7 million viewers and the rebroadcast of the game reached nearly 5.8 million households in a wide market region. Fox Sports will also televise the February 7th women’s basketball game.

The Alumni Affairs Office continues to make connections with our alums and several regional and affinity chapters have been started.

The University’s website will soon allow prospective students and visitors to the site the ability to participate in a virtual tour of the campus.
The LHU campus walkways have received new banners depicting students and University landmarks. Several of the banners for the Clearfield Campus will be displayed downtown Clearfield before being installed on that campus.

A Career Development event was held on the LHU campus in cooperation with the Pennsylvania Department of Labor and Industry to introduce participants to the JobsGateway portal. The event also provided for mock interviews and more than 70 business and industry representatives participated in the job fair aspect of the event. A similar event will be hosted by the Clearfield Campus on December 4.

The meeting participants viewed the newly produced video from the LHU Foundation to support the capital campaign.

Special Report: Dr. Mark Cloud
APSCUF President

Dr. Cloud introduced Kim Owens, Chair of the Nursing Department, to provide an overview of the history of the program. Ms. Owens noted that nursing at LHU has always had a quality program, despite its humble environments. The students have consistently held board passage rates in the 80s and 90s percentages, with the 2014 class passage rate being 92.8%. The program has evolved with industry need, and allows for the LPN to RN progression as well as the RN to BSN to promote seamless academic progress. These degrees allow our students to be competitive in today’s market. Dana Heitzenrater, a 1994 ASN graduate who is working on her BSN, spoke about her personal journey from the Clearfield Campus that allowed her to become the Director of Nursing at Jefferson Medical Center. She began the BSN program last year and commented that the faculty and staff, as well as fellow students, are just as supportive now as they were 20 years ago when she earned her first degree. Tyler Peace is a first-year nursing student who knew that he wanted to help people after his discharge from the military with a head injury. He hopes to be involved in emergency medicine upon graduation.

Four major hospitals and three long-term care facilities have partnered to provide our students with required clinical rotations. This, coupled with the state-of-the art simulation labs at the Clearfield Campus, allow our students to receive the most current education in the field.

It was confirmed that Trustee Houser had disconnected from the meeting. Chairman Graham announced that Trustee Suder will be appointed to serve on the Student Trustee Selection Committee. Trustee Seidel will be graduating in May 2015.

B. MATTERS FOR DECISION

1. Purchases over $10,000
Trustee Graham presented the purchases over $10,000 from August 6, 2014, through October 14, 2014.

Motion was made by Trustee Dosey, seconded by Trustee Coploff, to approve the purchases exceeding $10,000 for the period stated in the amount of $2,296,072.03.

The Motion carried with all ayes.

2. Acceptance of Audit

Motion was made by Trustee Elby, seconded by Trustee Durrwachter to accept the Independent Auditors’ Report conducted by CliftonLarsonAllen.

The Motion carried with all ayes.

3. Approval of Institutional Student Aid Proposal

Motion was made by Trustee Coploff, seconded by Trustee Seidel, to approve the resolution approving the following sources of revenue to fund a need-based and merit-based institutional student aid program: investment income, banking services income, cell tower rental income, corporate sponsorship income, athletic game guarantees, and privatized student housing management fee income.

The Motion carried with all ayes.

4. Approval of Modification to Strategic Plan, Section 5.2

Mr. Hanelly explained that the Strategic Plan Oversight Committee recommended a change to the current Plan. The original Plan identified as a goal and initiative to complete the Science Center and Fairview Suites. Now that both of these projects are completed, the committee recommends a broader goal and initiative.

Motion was made by Trustee Suder, seconded by Trustee Elby, to modify the Strategic Plan, Section 5.2 to read: Continue to improve campus academic and supported auxiliary facilities to better service student needs.

The Motion carried with all ayes.

5. Retiree Resolution

President Fiorentino recommended the usual resolution be passed recognizing the retirement of Dr. John H. Wilson after 13 years of service as Associate Professor in the English Department.
Motion was made by Trustee Coploff, seconded by Trustee Dosey, to approve the usual resolution for retirement of Dr. John H. Wilson, and that the resolution be included as a matter of permanent record in the official minutes.

The Motion carried with all ayes.

6. Resolution of Respect

President Fiorentino recommended the Resolution of Respect for Christian Dwyer in recognition of his life and service to Lock Haven University.

Motion was made by Trustee Durrwachter, seconded by Trustee Dosey, to approve the Resolution of Respect for Christian Dwyer, and that the resolution be included as a matter of permanent record in the official minutes.

The Motion carried with all ayes

President Fiorentino recommended the Resolution of Respect for Dr. W. Terrell Jones, in recognition of his life and service to Lock Haven University.

Motion was made by Trustee Elby, seconded by Trustee Coploff, to approve the Resolution of Respect for Dr. W. Terrell Jones, and that the resolution be included as a matter of permanent record in the official minutes.

The Motion carried with all ayes.

With no further business to come before the Council, the meeting adjourned at 5:35 p.m.

Respectfully submitted,

[Signature]
Mary Coploff, Secretary

[Signature]
Gwen Bechdel, Recording Secretary