COMMITTEE REPORTS

LOCK HAVEN UNIVERSITY OF PENNSYLVANIA
COUNCIL OF TRUSTEES MEETING
Friday, May 9, 2014
Durwwachter Alumni Conference Center
Lock Haven University

Council Members Present:
Mary Coploff
George Durwwachter
Daniel Elby
Donald Houser
Guy Graham
Juliet Seidel
Deborah Suder
Jerry Swope

Others Present:
Michael Fiorentino, 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
Deana Hill, Associate Vice President for Human Resources
Dwayne Allison, Associate Provost for Student Affairs
Michael Ferguson, PASSHE Legal Counsel
Gwen Bechdel, Recording Secretary

The Lock Haven University Council of Trustees Committee Reports meeting began at 1:30 pm.

Academic Affairs Committee:

Dr. Wilson was pleased to announce that a total of 885 spring and August graduates for 2014 registers as the largest graduating class on record.

Robert Fryer has accepted the permanent position as Director of Financial Aid, bringing with him a variety of applicable experiences. His work as the Interim Director brought many improvements to the operations of the office.

Five of the six tenure track faculty searches have concluded.

The Board of Governors approved the proposal for Master of Health Science at their April meeting, and the University has commenced an active recruiting campaign. After strengthening the proposal for the Associate of Art in Environmental Studies, now called the Associate of Arts in Sustainability Studies, it is expected to be on the next Board of Governor’s agenda. Philosophy has been put into moratorium with the Office of the Chancellor.
The general education curriculum revisions will be implemented for the 2014/15 academic year. Departments have been bringing major and cognate requirements into alignment with the Board of Governors policy on maximum credits for BS and BA degrees.

The College of Liberal Arts and Education hosted a Common Core Standards Conference with attendees from our educational region to discuss the implications for both K-12 and university education.

The triennial elections for faculty department chairpersons as well as certain director and coordinator responsibilities are completed.

While there was a long list of items to note and celebrate for the Spring 2014 semester in her written report, Dr. Wilson added that the National Northeastern Honors Council conducted a juried art show in 2014 with only 17 pieces selected for display. Two of those were Lock Haven University students, and LHU was the only institution with two artists in the show.

Finance and Administration Committee:

Mr. Hanelly reported the recent committee meeting focused on an update on the Ulmer renovation project, noting that offices will be moved in mid-May as construction continues on the elevator. Facilities will be busy with the various moves into this facility as well as other reassigned office and classroom areas. The next phase for the Ulmer project will include renovation of the third floor for administrative offices and classrooms on the third floor south wing. The plans for the landscaping of the areas where Russell and Sullivan Halls currently stand will include green areas and pavilions for expanded student use and allow multi-use of the area after demolition of the buildings.

The University has completed the preliminary investigation of the residence hall renovation proposal. The cost of the upgrades to mechanical, electrical, and plumbing came in much higher than first estimated for the improvements of Smith and Woolridge and demolition of Gross. The University will need to consider financing $10 million to complete the project. The Trustees will be considering a resolution to utilize $3 million from the plant funds and bond financing $7 million to be paid back over a 20 year period. Caution needs to be exercised when estimating the number of beds that will be occupied during the bond period.

The LHU Foundation will be refinancing the Fairview Streets project which would reduce the annual payments by nearly $400,000. A portion of this savings could partially offset the debt service.

The proposed fee changes for the next academic year include the annual dining adjustment of 2.1% which represented $32 per semester for the 14-meal plan. The Student Facilities Fee is recommending a modest $5 per semester increase as well.

Trustee Houser inquired about the end of the Aramark contract. Mr. Hanelly responded that a committee is working on the RFP for bidding when the current contract ends in 2015. Trustee Houser asked for the historical data on the increases during the entire term of the current contract.
The University is working with the Foundation to modify the current MOU which is in its fourth year to provide banking services on behalf of the University. The foundation would act as the contractual conduit with the accounts with PSECU. This modification provides a five-year extension to PSECU who recently pledged $100,000 to secure the naming rights at the Thomas Fieldhouse flooring. Financially this change has no impact on the University.

President Fiorentino commended Bill Hanelly for his work with the Foundation to modify the MOU, noting that the Foundation staff and Board have been utilizing a collaborative approach and that the results have been evident.

Student Affairs Committee:

Dr. Dwayne Allison was pleased to present the annual Career Services post-graduate Activities Report for 2013 with a 74% response rate. From those responding 97% reported they were employed or are continuing their education or have gone into military service. 83% of our employed graduates reported working the State of Pennsylvania.

University personnel have been receiving Title IX training as it relates to sexual assault and domestic violence acts. Human Resources, Student Affairs, and PASSHE have been working to update our policies and procedures to conform to new federal mandates that will better assist our students on campus who report such incidents.

The Health Center is now able to provide students with free physicals which are often required for international study programs. This service has already been utilized by 56 students this year.

The University employs 54 student resident assistants who are trailed to assist residence hall occupants during the year from homesickness, classwork difficulties, and even more severe issues. These students carry a full academic load, are often involved in clubs and organizations, and provide many additional hours working on their assigned hall floors. This year the average GPA of these students was 3.27, and ten had a GPA of 3.7 or above.

The hard winter had students gravitating to the Recreation Center more often, with one day record attendance of 1,245. This facility is being used by students to not only work out and engage in exercise, it is also a place for the students to hang out.

Trustees were impressed with the high employment rate of our graduates and suggested it be used in marketing and in talking with our legislators. President Fiorentino assured them that this report, as has been done with previous reports, is utilized by our admissions staff during open houses, in talking with public officials, and other marketing efforts.

External Affairs Committee:

Mr. Rodney Jenkins stated that his office is working with the Department of Labor and Industry to prepare an economic impact publication that will show how Lock Haven University contributes to the region.

The Foundation has hired Ms. Ashley Koser as the new Alumni Affairs Director. She will be tasked with re-engaging our alumni and increasing and rebuilding alumni chapters and affinity
groups. The phon-a-thon received nearly $90,000 in pledges. The goal will be increased to $120,000 next year. The participation of faculty, students, and coaches to assist in contacting nearly 1,300 donors was a tribute to the success of this year’s program. Nearly 85% of the pledges have been collected.

Alumni Weekend and Homecoming have been merged into the same event during October 22-25. There are many activities scheduled including a President’s Advancement Luncheon to raise funds for the Foundation. Friday’s events will include the annual golf tournament and a less formal reunion dinner. Child care services will be available. A Homecoming Parade will be scheduled for Saturday morning and this intense week of activities will culminate with the 2:00 football game.

The new women’s soccer coach will be Rob Eaton, an ’88 graduate of LHU who has experience tremendous success in the soccer community. Baseball coach Paul “Smokey” Stover has retired and a search will be conducted for his replacement. The women’s lacrosse team will participate in the PSAC championship and was ranked #2 for the tournament. Athletic Director, Mark Sherburne, has instituted a study hall program for freshman student-athletes which resulted in an average GPA of 2.935, with nearly 30 freshman student-athletes earning a 3.50 or better.

Athletic Fundraising has made great strides this year, raising nearly $700,000. The goal next year will be $1.2 million. Included in the efforts was an agreement with PSECU for a significant contribution for the naming rights of the Thomas Fieldhouse floor. A new camps director was hired for this year’s camp season.

The University’s relationship with the Foundation and its staff has improved significantly and the endowment has reached $10 million. The silent phase for the next capital campaign will begin on July 1 and all of the volunteer boards will be asked for support as a part of their leadership roles.

**Athletic Advisory Council:**

There was no update to report.

The Committee Reports concluded at 2:35 pm.

Respectfully submitted,

Mary Coploff, Secretary

Gwen Bechdel, Recording Secretary
MINUTES

LOCK HAVEN UNIVERSITY OF PENNSYLVANIA
COUNCIL OF TRUSTEES MEETING
Friday, May 9, 2014
Durnwachter Alumni Conference Center
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 Durnwachter
Daniel Elby
Guy Graham
Donald Houser
Juliet Seidel
Deb Suder
Jerry Swope

Council Members Not Present:
Krystjan Callahan
Christian Dwyer
Margery Krevsky

Others Present:
Michael Fiorentino, 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 Affairs
Deana Hill, Associate Vice President for Human Relations
Dwayne Allison, Associate Provost for Student Affairs
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 & Health Sciences
Mike Ferguson, PASSHE Legal Counsel
Mark Cloud, APSCUF President
Charles Enck, SAS Student Government Board President
John Gradel, SCUPA President
Wendy Stiver, Express Reporter
Gwen Bechdel, Recording Secretary

A. GENERAL

1. Public Comments

Trustee Graham asked for public comments and there were none.
2. Approval of the Minutes of February 6, 2104, Meeting

The minutes of the Committee Reports and General Session meetings held February 6, 2014, were distributed prior to the meeting.

Motion was made by Trustee Swope seconded by Trustee Seidel, to approve the minutes of the Committee Reports and General Session meetings held February 6, 2014.

The Motion carried with all ayes.

B. 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.

President’s Report
Michael Florentino, Jr.

Dr. Fiorentino began his report by thanking everyone involved in the graduation ceremonies to be held Friday evening and Saturday morning. This is one of the most exciting times of the academic year and a major event for the University. Trustees were thanked for their continued support and participation in the ceremonies.

A number of activities have occurred on campus since the last Trustee meeting. The reports from the vice presidents which were reviewed during the earlier committee reports outline the vast and unique endeavors our faculty, students, and staff participate.

Students Kacie Shallow and Charles Enck represented LHU during the Advocacy Day events in Harrisburg a few weeks ago, as part of several days of activities involving PACT, the Chancellor’s installation, and the Board of Governors meeting which several of the Trustees also attended. The Board of Governors meeting approved our Master of Health Science degree which has already received applications for acceptance into the program. The University continues to work with faculty to identify programs which will grow the diversity of the offerings based on societal trends.

The Business Hall of Fame program inducted former Trustee and local attorney Donald Faulkner as well as businessman John Brouse. The work of Dr. Cori Myers and the committee working on this important acknowledgement of the success of our alumni was commended.

Dr. Fiorentino recognized the work of our custodial and grounds staff as they worked tirelessly over a more difficult winter than in years’ past to assure that the campus was safe and clean. This group of employees is dedicated to keeping the University running and Dr. Fiorentino asked Vice President Hanelly to convey his appreciation.
Recruitment and enrollment efforts continue with the Admissions Office and Enrollment Management team working hard to reach out to students who have not registered yet. The efforts of Ms. Tyana Lange in promoting a strategic approach for recruitment and enrollment management were acknowledged.

The President reported he continues to hold open forums for the University community for the purpose of encouraging conversations with the president and administrative staff on campus issues. In addition, the President has met with nearly each of the academic departments, noting that a recent schedule change prevented him from meeting with the Psychology Department.

Meetings with the student government and council leaderships have proved very helpful for the President to get the students’ perspective and recommendations. He has found the students to be thoughtful and thorough in their research of issues.

Fundraising efforts have exceeded the previous year’s results, with $3 million being collected. Dr. Fiorentino has met with many of our significant donors and alumni to thank them for their support.

A recent trip to Harrisburg allowed the President and Rodney Jenkins to meet with our legislative leaders. Pennsylvania’s Department of Community and Economic Development and Department of Labor and Industry held regional meeting at LHU bringing leaders from across the state to campus to discuss employment and economic growth strategies. DCED Secretary Alan Walker was available to introduce the “Jobs First” tour and L&I Secretary Julia Hearthway spoke to students and staff about the “Jobsgateway” website to better connect job seekers and employers. We look to work with these departments to develop programs that will assist our students in their job searches after graduation.

Our Workforce Development and Continuing Education catalogue was issued this spring and more than 750 were distributed to our region. Our Workforce Development Office has been working with the gas industry companies to provide new-hire training as well as providing Safe Land certification which is required for all employees who work at a well pad.

The annual Jerrr Robinson Spring Academic Awards Convocation was attended by many members of his family as the first since Dr. Robinson’s passing. More than 200 students were on hand to receive the 266 awards and recognitions on this special day.

The combined Crimson and White and Accepted Students Days brought in over 600 new students and their families to meet with faculty and staff and to become immersed in the University’s campus. More than 30 deposits were paid during this weekend.

Anadarko recently sponsored a faculty research symposium conducted by Dr. Barry Overton, highlighting the research he and his students conducted on the White-nose Syndrome in area bats.
President Fiorentino expressed the excitement on campus with the renovation of Ulmer and the moves of offices around campus to create a student center of service. These moves will make a great difference in the ability of our students to receive the best service possible.

Our Clearfield Campus will be celebrating its 25th Anniversary through several events: the annual Beautification Day on May 21, a Chamber sponsored "After Hours" reception on May 28, a Founder's Dinner celebration on July 25, and concluding with the Founders Day Convocation on September 9.

Dr. Fiorentino concluded his report with thanking the trustees, the faculty, staff and administration for their assistance during a very busy, exciting, and challenging year, demonstrating how the University operates as a community that cares about each other. Our founding deans are now in place, contributing to a stable administrative team. The department chairs were commended for their work on the revisions to the general education requirements, providing the best educational framework for our students. The Foundation's staff and the Board have focused on the mission to promote and assist the University in its goals, allowing an aggressive fundraising campaign to be successful. The President is looking forward to a positive future at the University.

Academic Affairs Report

Donna Wilson, Provost and Senior Vice President for Academic Affairs

Dr. Wilson reported progress with regard to the strategic priority of degree completion with quality. A number of initiatives have been instituted to help students make timely progress towards their degree, including streamlining curriculum aligned with essential learning outcomes. This spring will see the largest graduating class in LHU's history with 885 degree candidates.

The Board of Governors approved the Master of Health Science in April with two concentrations, one in health promotion/education and one in healthcare management. Our partners in the health fields have confirmed that new employees with these degrees will be in high demand and we are pleased to offer this program to prospective students.

The Celebration of Scholarship Day highlighted the research and creative productions of our students. The keynote address was given by an entrepreneurial alumnus who had created his own degree program while at LHU in the 1980s, combing business and art. It was evident that his educational foundation served him well.

Career Services conducted its annual graduate survey for the 2013 class, receiving a 75% response rate. The data collected shows that 97% of those responding are employed, in the military, or seeking an advance degree. Of those that are employed 82% are in their field of study, and we can be very proud of that statistic. The spring career fair brought in 69 employers who met 288 students for potential employment and internship possibilities.

It is important to teach the whole student, and as such, in addition to classroom work, students are able to learn, develop and grow through a variety of activities on
campus. The Student Recreation Center has become a popular destination for students to engage in teamwork and interaction with others.

The Environmental Focus Group recently renovated the naturalist club trail from the 1930s, with student groups and other volunteers working to clean up the trail behind the University for future use by trail enthusiasts.

Finance and Administration Report
William Hanelly, Vice President for Finance and Administration

Mr. Hanelly commended the Energy Management Committee for effectively working over the last several years, resulting in significant savings through multi-year improvements in our automated energy systems and procurement practices we now engage. Annually the consulting firm Sightlines has conducted peer comparisons in the decreasing cost of energy and energy and fossil fuels. We are currently outperforming 90% of the schools in Pennsylvania with regard to reducing energy consumption, saving nearly $2.5 million cost avoidance since 2003. These efforts provide not only an economic benefit, but an environmental benefit. Renovations to Woolrich and Smith will include energy reduction upgrades to further our savings.

University Relations Report
Rodney Jenkins, Vice President for University Relations

Mr. Jenkins acknowledged the importance of successful relationship building with the LHU Foundation, resulting in a substantial increase of funds raised and better stewardship. The Foundation has raised $1.1 million through the third quarter, which exceeds last year’s total amount raised. The endowment has passed the $10 million level, and athletic fundraising has significantly increased. The entire University and Foundation team are committed to raising fund, noting that each dollar raised can help a student.

In the area of athletics, a new initiative for freshmen students to participate in a study hall program improved their GPA to 2.93, with 25% of the current freshmen student-athletes earning a GPA of 3.5 or better. Rob Eaton ’88 has been hired to lead the women’s soccer program. The first year of the weekly Coaches Radio live broadcasts from Stella A’s was tremendously successful and the location will likely be from Bentley Hall next year to allow students to participate.

Our website will have a new look on July 1, creating a better capacity to serve our prospective students, including a virtual tour of each of our major buildings.

An economic impact study is underway to demonstrate the University’s influence on our region’s growth. The information gathered will be a part of our marketing efforts.

The Department of Labor and Industry is working with LHU to host job and education fairs on both campuses, allowing incoming freshmen and residents to go into the job market and learn of the opportunities that are available.
Ashley Koser, the Foundation’s new Alumni Affairs Director, has helped reached the goals for the annual phon-a-thon, supervising students who reached out to a large number of alums and supporters. Alumni Weekend and Homecoming will be merged to a whole week of activities in October this year. There will be family friendly activities including the football game, the parade, and other activities for students and alums alike.

**APSCUF President Report**
*Mark Cloud*

Dr. Cloud commented on the success of LHU’s Dr. Steve Hicks as he served as President of the State APSCUF organization over the last six years. Dr. Hicks will be returning to LHU as a teaching faculty member. Dr. Cloud acknowledged the sacrifice of Dr. Hick and his family as he successfully led APSCUF through state appropriation cuts, protracted negotiations, retrenchment, and legislation relating to faculty and coaches working conditions.

**Special Report**
*Charles Enck, President*
*SAS Student Government Board*

Mr. Enck outlined the various committee activities of the Board, including the taxi ride share and newspaper readership programs, Upcycling Day, and participation in advocacy efforts. Suggestion tables are available throughout campus and the suggestions received are addressed at the monthly leadership meetings with club/organization leaders. The Executive Committee met regularly with president Fiorentino and other senior administrators.

The students continue to be active on campus, with 122 clubs and organizations serving 3,550 members. Nearly 900 students participate in the intramural sports programs. Hundreds of club meetings, practices, field trips, conferences, and competing events are supported by the Student Auxiliary Services.

C. **MATTERS FOR DECISION**

1. Purchases over $10,000

Trustee Graham presented the purchases over $10,000 from January 7, 2014 through April 7, 2014.

**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 $3,072,628.95.**

The Motion carried with all aye votes.

2. Approval of 2014-2015 Fees
The fee increases proposed are modest and include an average of $32 per semester for the most common meal plan, and a $5 increase for the student facilities fee.

Motion was made by Trustee Houser, seconded by Trustee Coploff, to approve the 2013-2014 fee schedule as presented.

The Motion carried with a majority of aye votes, with a nay vote being cast by Trustee Seidel.

3. Resolution for Retirements

President Fiorentino recommended the usual resolution be passed recognizing the retirements of Ms. Kathy Dorman after 10 years of serve as Custodian in the Facilities Department, Ms. Barbara Greene after 43 years of service as Clerk Typist 3 in the Natural Sciences Department, and Ms. Jeni Lucas after 16 years as Administrative Assistant in the Student Affairs Division.

Motion was made by Trustee Durrwachter, seconded by Trustee Elby, to approve the usual resolution for retirement of Ms. Kathy Dorman, and that the resolution be included as a matter of permanent record in the official minutes.

The Motion carried with all ayes.

Motion was made by Trustee Coploff, seconded by Trustee Houser, to approve the usual resolution for retirement of Ms. Barbara Greene and that the resolution be included as a matter of permanent record in the official minutes.

The Motion carried with all ayes

Motion was made by Trustee Swope seconded by Trustee Coploff, to approve the usual resolution for retirement of Ms. Jeni Lucas, and that the resolution be included as a matter of permanent record in the official minutes.

The Motion carried with all ayes

4. Resolution to approve Residence Hall Renovation Program

The Trustees were asked to approve a bond financing of a renovation project for Woolridge and Smith residence halls, and the demolition of Gross Hall.

Motion was made by Trustee Elby, seconded by Trustee Coploff, to approve the undertaking of a $7 million System-financed capital facilities project for Lock Haven University Housing and Renovation and Demolition, and further authorize the President of Lock Haven University to affix Trustee authorization to a standard Loan Covenant Agreement for financing the project.
The Motion carried with all ayes.

5. Resolution to approve Pricing Flexibility Pilot Program Per-Credit Educational Services Fee

The Trustees were asked to approve a pilot per-credit educational services fee program as established by the Board of Governors, establishing a pricing flexibility program to test methods of targeting the net costs borne by a student in an effort to promote increased enrollment and/or more closely align price with program costs. This proposal would charge an Educational Services fee on all credits earned by undergraduate students, rather than capping the fee at the 12-credit level. The additional revenue generated would help cover high cost programs, and one-third of the revenue generated would be allocated to institutional student financial aid.

Motion was made by Trustee Elby, seconded by Trustee Coploff, to approve charging the Educational Services fee on a per-credit basis, as currently calculated, on undergraduate credits in excess of 15, and fully applied in AY 2015-16. The Council directs the President to submit this proposal for consideration and approval of the Board of Governors under the pricing flexibility program.

The Motion carried with a majority aye votes, with nay votes cast by Trustees Seidel, Houser, and Swope.

President Fiorentino announced that Assistant U.S. Attorney Micah Smith will be our graduation speaker, having graduated from LHU in 2003 and from Harvard Law School in 2009. Saturday’s commencement ceremony will also recognize Robert M. Kurtz, Jr., with an honorary degree for his significant contributions to the Clearfield community and to the Clearfield Campus.

With no further business to come before the Council, the meeting adjourned at 5:30 p.m.

Respectfully submitted,

Mary Coploff, Secretary

Gwen Bechdel, Recording Secretary