

MINUTES OF THE MEETING OF THE COUNCIL OF TRUSTEES
CLARION UNIVERSITY OF PENNSYLVANIA
NOVEMBER 19, 2009
ROOM 204 CARLSON LIBRARY, 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:

Dr. Syed Ali-Zaidi
Mr. R. Lee James, Chairperson
Mr. James Kifer, Vice Chairperson
Mr. Kyle McMunn
Ms. Donna Oberlander
Mr. Larry Pickett

The following trustees were absent from the meeting:

Mrs. Susanne Burns
Mr. Ross Cioppa
Ms. JD Dunbar
Mr. Jeffrey Szumigale
Mr. Howard Shreckengost, Secretary

The following members of the University administration attended the meeting:

Mr. Paul Bylaska, Vice President for Finance and Administration
Dr. Jocelind Gant, Assistant to the President for Social Equity and Assistant Vice President for International Programs
Dr. Joseph Grunenwald, President
Dr. Valentine James, Provost and Academic Vice President
Dr. Christopher Reber, Executive Dean, Venango Campus
Mr. Harry Tripp, Vice President for Student and University Affairs

II. MINUTES OF THE REGULAR MEETING OF SEPTEMBER 17, 2009

A motion was made by Mr. Kifer, seconded by Mr. McMunn, that the minutes of the September 17, 2009 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

Student Senate President Heather Puhalla distributed copies of a pamphlet on the Senate' s new " Good Neighbor" program designed to promote positive community relations between Clarion University students living off campus and the community. She also noted that the Senate had completed revisions to its constitution and that certain Clarion Student Association (CSA) policies were under review .

C. Report of Faculty Senate

Dr. Laurie Occhipinti, Chair of Faculty Senate, reported that her group had heard a presentation from the university' s Outcomes Assessment Committee. In other news, Dr. Occhipinti noted that the Senate would be voting on curricular proposals and that she had attended a presentation at a recent Board of Governors' meeting concerning revisions to the process for presidential evaluations.

D. Council Chairperson' s Report

In his report, Mr. James encouraged trustees to participate in the university' s Winter Commencement on Saturday, December 19, at 2:00 p.m. in Tippin Gymnasium. He reported that the 08-09 presidential evaluation process was on track for trustees to submit their finalized report to the Chancellor by the February 19, 2010 deadline. Mr. James also provided an update on the presidential search process.

IV. REPORTS AND RECOMMENDATIONS OF THE PRESIDENT

A. President

Information Items

1. Enrollment Management

Dr. Grunenwald noted that enrollment for Spring 2010 was nearly identical to last year and that projected enrollment for next Fall was similar to last year as well.

2. State System Update

Dr. Grunenwald reported that Clarion University's performance in 08-09 had yielded a 10% increase in Performance Funding. He highlighted areas of gain, including improvements in second-year persistence rate and personnel compensation ratio and a reduction in instructional cost per graduate student. In planning for FY09-10, he noted that the PASSHE had requested a flat (0% increase) appropriation while Clarion University was using a figure of minus 5% appropriation in its budget planning.

Dr. Grunenwald indicated that while the current year was one of the worst in recent memory in terms of in-base budget support, the university was expected to receive \$6-7 million in American Recovery and Reinvestment Act (ARRA) stimulus funds through the Department of Education. He shared examples of projects that could qualify for the one-time funds, noting that no ongoing operations would be funded with ARRA monies.

B. Academic Affairs

Information Items

1. Sustainability Institute

Dr. James indicated that he had been working with a committee for several months to develop a proposal to establish The Sustainability Institute at Clarion University. He distributed brochures on the institute, noting that it would transform Clarion within the next several years through curricular, outreach and partnership activities. In response to a question from Dr. Ali-Zaidi regarding costs involved with establishing the institute, Dr. James noted needs for office space, two computers, and a part-time person. He shared plans to seek grant funds that would allow the institute to be self-sufficient.

2. College of Business Administration News

Dr. James shared news from the College of Business Administration, including a November 19th presentation by

Clarion University alumnus Larry Allen, President of Yieldex, a New York City firm that addresses interactive publishers' needs for tools to manage and optimize inventory. Mr. Allen spoke to students in Dr. Kevin Roth' s Entrepreneurship class. Dr. James also noted the establishment of a new Department of Applied Research and Intellectual Property Development that will include a combination of faculty, managers, and other administrative personnel who will focus on the support of applied research leading to commercial development. He noted the department would be important to the progress of the Barnes Center for Biotechnology Business Development.

C. Finance and Administration

Action Item

1. Approval of PeopleSoft Product Purchase for Student Information System

Mr. Bylaska provided background information on the proposed purchase of software to upgrade the student information system. He indicated that the product under consideration was a best match for the university' s business practices and hardware. He further indicated that the project would be cost effective since it would be done in collaboration with other PASSHE universities.

A motion was made by Dr. Ali-Zaidi, seconded by Mr. Pickett to approve the following resolution. The motion carried unanimously.

RESOLVED, that the Council of Trustees, Clarion University, approve the following resolution to approve the undertaking of a System-financed project:

WHEREAS, the Pennsylvania State System of Higher Education (PASSHE) determined a need to upgrade the student information systems at each of its universities; and

WHEREAS, the Office of the Chancellor undertook a study to determine the commonalities which should be present in the systems at the universities; and

WHEREAS, a competitive bid process resulted in the identification of three (3) vendors whose products were available to the universities; and

WHEREAS, Clarion University of Pennsylvania decided to purchase the PeopleSoft product line from Oracle; and

WHEREAS, the Council of Trustees will ensure that funds are provided to finance the project adequately; now, therefore,

BE IT RESOLVED, that the Council of Trustees, Clarion University, approves the purchase of the PeopleSoft product in an amount not to exceed \$4,900,000; and

BE IT FURTHER RESOLVED, that the Council of Trustees authorizes the President of Clarion University of Pennsylvania to affix their signature to a standard Loan Covenant Agreement for financing the purchase.

Information Items

1. Budget Update

Mr. Bylaska noted that steps had been taken to accommodate required cuts in the university's FY-09-10 budget while Vice Presidents were developing cut plans for FY10-11 to deal with the expected dire situation.

2. Status of Facilities Report

Mr. Bylaska reviewed projects on the Status of Facilities report attached to the trustees' agenda. He noted that he had met during the week with representatives of the PA Department of Environmental Protection (DEP) to present various energy saving features of the new Science and Technology Center in order to secure related grant funding. In response to a question from Dr. Ali-Zaidi regarding the display on campus of the U.S. flag, Mr. Bylaska indicated that consideration was being given to relocating the university's flag plaza to provide more focus to main entry points to campus.

D. Student and University Affairs

Action Item

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

Mr. Tripp reported that for FY08-09, the Clarion University Foundation, Inc. had provided \$4.2 million in support to Clarion University, while the University had funded the Foundation \$282,265 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.

A motion was made by Ms. Oberlander, seconded by Mr. Kifer, 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 Items

1. Fund-raising Report

Mr. Tripp reported that fundraising for the first quarter of FY09-10 was lagging behind the prior year by about \$160,000. He attributed some of the decline to decreases in parent donors and late returns for Earned Income Tax Credit funds. He noted that the university had recently announced a \$5 million scholarship campaign to support the Honors Program and Athletics.

V. REPORT OF COMMITTEES

A. Executive Committee

Mr. James reported that the Executive Committee had met on November 17, 2009, and that copies of the minutes from that session would be mailed to the trustees.

B. Finance Committee

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

RESOLVED, that the Council of Trustees, Clarion University, approve the Finance Committee Report for July 9 to September 8, 2009.

VI. UNFINISHED BUSINESS - None

VII. NEW BUSINESS

Dr. Ali-Zaidi acknowledged the assistance of Mr. Ron Wilshire, Dr. Grunenwald, and Mr. Tripp in advancing his proposal to the Clarion Borough Council requesting that Ninth Avenue be renamed “ Arnold Avenue” in honor of one of the university’ s earliest trustees, George W. Arnold. Dr. Ali-Zaidi expressed his thanks to the Clarion Borough Council for approving the name change as a fitting memorial for Mr. Arnold's efforts.

VIII. ADJOURNMENT

A motion was made by Mr. Kifer, seconded by Dr. Ali-Zaidi, to adjourn the meeting. The meeting was adjourned.

Respectfully submitted

Howard Shreckengost,
Secretary
Council of Trustees