

MINUTES OF THE MEETING OF THE COUNCIL OF TRUSTEES
CLARION UNIVERSITY OF PENNSYLVANIA
JULY 21, 2011
ROOM 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:

Dr. Syed Ali-Zaidi
Mrs. Susanne Burns
Mr. R. Lee James, Chairperson
Mr. James Kifer, Secretary
Mr. Chris Myers (via conference phone)
Ms. Donna Oberlander
Mr. Larry Pickett, Vice Chairperson
Mr. Jeffrey Szumigale
Mr. Howard Shreckengost

The following trustees were absent from the meeting:

Mr. Ross Cioppa
Ms. JD Dunbar

The following members of the University administration attended the meeting:

Mr. Paul Bylaska, Vice President for Finance and Administration
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 Ms. Shreckengost, seconded by Mr. Kifer, that the minutes of the April 21, 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

Student Senate Chair of Community Relations Craig McFeely presented a report on behalf of Student Senate President Joanna Catalano. Mr. McFeely reviewed Senate officers for the coming year and noted that special elections would be held once the fall semester was underway.

C. Report of Faculty Senate

Dr. Ellen Foster, Vice Chair of Faculty Senate, represented her group in the absence of Senate Chair Mark Franchino. Dr. Foster indicated that she had no formal report.

D. Council Chairperson's Report

Mr. James reminded the trustees that a joint retreat of the Council of Trustees and the Clarion University Foundation Board of Directors would be held on August 19, in Eagle Commons. He encouraged their participation in the event.

Trustee Burns shared information related to the Fall PA Association of Councils of Trustees (PACT) conference, noting that it would be hosted by IUP on October 19-20. Mrs. Burns further noted that Clarion was scheduled to host the Spring 2012 PACT conference but that a date had not yet been determined. She added that consideration was also being given to holding the spring PACT gathering in Harrisburg to take advantage of advocacy opportunities.

Mrs. Burns also reported that three PASSHE trustees had been tapped to serve on the PASSHE Board of Governors, including Mr. Guido Pichini, former Kutztown University trustee, who is serving as the board's new chairperson.

IV. REPORTS AND RECOMMENDATIONS OF THE PRESIDENT

A. President

Information Items

1. Introduction of Provost Ronald Nowaczyk

President Whitney introduced to the trustees Dr. Ron Nowaczyk, the university's new Provost and Academic Vice President. Former Dean of the College of Arts and Sciences and professor in the Department of Psychology at the University of New Haven (Conn.), Dr. Nowaczyk assumed his duties on July 18.

2. State System Update

Dr. Whitney reviewed PASSHE-level decisions regarding increases of 7.5% in tuition and 50% in the Tech Fee. She noted that Chancellor Cavanaugh was engaged in discussions about the future of the PASSHE and that former President Joe Grunenwald had agreed to serve on a committee to explore the roles of the System and its member universities going forward.

3. Presidential 500-Day Plan July 2011 Status Report

Dr. Whitney highlighted outcomes in her July status report on progress in achieving her 500-Day Plan. She noted the university's graduation of 1,450 students for Spring 2011, launching of a Responsibility Centered financial planning model, completion of the Provost and Director of Information Management and Institutional Research searches, and her personal participation in nearly 800 events since July 1, 2010, and in alumni outreach via 21 events throughout the region. Dr. Whitney also talked about the university's upcoming strategic planning process and plans to do a joint Clarion University/Clarion Borough master plan that would help to solidify mutual interests.

4. Enrollment Update

Dr. Whitney introduced Dean of Enrollment Management Bill Bailey who shared information on the status of fall 2011 enrollment for the PASSHE and for Clarion University. Mr. Bailey noted that the PASSHE was projecting an overall decline for fall 2011 while the university projected a decrease of 4.6% in enrollment. He reviewed factors contributing to the expected decline, including fewer high school graduates, uncertainty about college costs on the part of students and their families, and a decrease in continuing student enrollment of 5.5%.

Mr. Bailey also shared information on enrollment outreach efforts designed to inform students about the availability of financial aid, promote new programs, and encourage students to register for fall. Dr. Whitney noted that the university was hoping for an active August in terms of student registrations.

In response to a question from Trustee Ali-Zaidi about further efforts to help the situation, Mr. Bailey noted the need to restore marketing funds that had been cut. Dr. Whitney indicated that as part of the development of a new academic plan, Clarion would be looking at an enrollment shaping plan that would address funding issues.

B. Finance and Administration

Information Item

1. Budget Update

Mr. Bylaska summarized FY2011-2012 budget information that had been presented at an earlier financial workshop for trustees. He explained that the 18% cut in state appropriation had been mitigated somewhat for Clarion due to the decision of former President Joe Grunenwald to not use federal stimulus funds awarded in FY2010-2011 for continuing obligations. As a result, Mr. Bylaska noted, an \$8.9 million shortfall for Clarion had been reduced to \$6.9 million for the current budget year. Mr. Bylaska outlined plans to address the remaining shortfall through a combination of reductions in operating costs, PASSHE-approved tuition increase, and several proposed increases in fees that had been reviewed with the trustees at the financial workshop.

Action Items

1. Proposal for a Student Fee to Sustain and Enhance Student Services

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

RESOLVED, that the Council of Trustees, Clarion University, approve the consolidation of the current Health Services fee (3.3% of tuition) and the current Transitions fee schedule (Freshman: \$150, Transfers: \$100, Sophomores: \$30) into an expanded Student Fee of 10% of tuition effective fall 2011. The fee will be assessed to all students attending Clarion and Virtual Campuses.

2. Proposal for Changes in Parking Fees and Fines

A motion was made by Mr. Szumigale, seconded by Mr. Kifer, to approve the following resolution. The motion carried unanimously.

RESOLVED, that the Council of Trustees, Clarion University, approve the following changes to the parking fee and fine structure, effective fall 2011:

- a. Increase parking fee from \$130 to \$150 per year.
(Students can continue to park free at the Stadium should they choose.)
- b. Increase parking fines from \$10 to \$15 per occurrence.
- c. Parking fees not paid within the 10-day grace period double to \$30. (Currently \$1 is added to the \$10 fine if unpaid within the grace period.)

3. Proposal to Establish a Music Instruction Fee – Private Lessons

President Whitney indicated that the proposal to establish a Music Instruction Fee for Private Lessons was being tabled.

4. Proposal for Changes in Library Fines

A motion was made by Mr. Szumigale, seconded by Mr. Pickett, to approve the following resolution. The motion carried unanimously.

RESOLVED, that the Council of Trustees, Clarion University, approve the following changes to library fines, effective fall 2011:

- a. Increase student library overdue fines for books and general circulating materials from \$0.20 per day per item to \$0.50 per day per item.
- b. Remove the cap on student library overdue fines that is presently \$10 per item.

Additional Information Items

1. Status of Facilities Report

Mr. Bylaska reviewed items from the Status of Facilities Report attached to the trustees' agenda. He noted brickwork on Becker Hall and the Bell Tower and some \$57,000 in campus-wide sidewalk repairs identified as needed by the Clarion Borough inspector. Mr. Bylaska indicated that the university planned to use Key93 funds to address the repairs.

Mr. Bylaska announced that the Trustees Facilities Committee planned to complete its annual inspection of facilities in August and would deliver its report at the September 15th Council meeting.

C. Academic Affairs

Information Items

1. Provost Areas of Focus

Dr. Nowaczyk expressed his excitement at joining the Clarion University community and his belief that state regional universities such as Clarion were the future of higher education. Dr. Nowaczyk noted that he was looking forward to contributing to the advancement of the university through efforts in the coming year related to recruitment and retention, the university's Middle States re-accreditation process, and strategic planning.

D. Student and University Affairs

Information Item

1. Fund-raising Report

Mr. Tripp reported that a grand total of \$2.7 million in private support had been raised by the Clarion University Foundation, Inc. for FY2010-2011.

2. New Hires

Mr. Tripp shared that Mr. Matt Dernlan, former Director of Wrestling Operations and Assistant Wrestling Coach at Penn State, would be signing a contract on July 22 to become Head Wrestling Coach at Clarion University. Mr. Tripp also reported that Mr. John Catone

had been hired to serve as the new Director of Development with a start date in mid-August.

V. REPORT OF COMMITTEES

A. Executive Committee

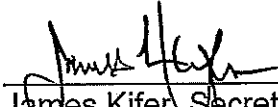
Mr. James reported that the Executive Committee had met on July 11, 2011, and that copies of the minutes from that meeting would be forwarded to trustees.

VI. UNFINISHED BUSINESS - None

VII. NEW BUSINESS - None

VIII. ADJOURNMENT - The meeting was adjourned at 8:05 p.m.

Respectfully submitted



James Kifer, Secretary
Council of Trustees