**MINUTES OF THE MEETING OF THE COUNCIL OF TRUSTEES OF INDIANA UNIVERSITY OF PENNSYLVANIA, HELD VIA ZOOM THURSDAY, MAY 7, 2020, AT 11:30 A.M. THERE WAS NO PHYSICAL LOCATION FOR THIS MEETING IN ACCORDANCE WITH THE COVID-19 SAFETY PRECAUTIONS AND SOCIAL DISTANCING REQUIREMENTS. THE PUBLIC WAS ABLE TO PARTICIPATE PURSUANT TO NOTICE GIVEN.**

Samuel H. Smith, chair of the IUP Council of Trustees, called the meeting to order.

**The following council members were present:**

Mr. Samuel H. Smith, Chair
Mr. Mark A. Holman, Vice Chair
Mrs. Joyce R. Fairman, Treasurer
Mrs. Jennifer E. Baker
Mr. A. Tim Cejka
Mrs. Susan S. Delaney
Mrs. Laurie A. Kuzneski
Mr. David Osikowicz
Mr. Nathan T. Spade

**The following council members were excused:**

Ms. Abigaelle Vertil, Student Trustee

**The following advisory group members were invited to attend:**

Dr. David M. Piper, IUP Senate Chair
Mr. Terry L. Dunlap, Foundation for IUP Board President
Mr. John Simpson, IUP Alumni Association Board President
Dr. Nadene L'Amoreaux, IUP APSCUF President
Mrs. Erin Fritz Wood, SCUPA Co-president
Ms. Farzaneh Jahangiri, IUP Graduate Student Assembly President
Mr. Alexander Fefolt, IUP Student Government Association President

*Ex officio:* Dr. Daniel Greenstein, chancellor, Pennsylvania's State System of Higher Education, was not present.

**The following university administrators were present:**

Dr. Michael A. Driscoll, President
Dr. Timothy S. Moerland, Provost and Vice President for Academic Affairs
Dr. Debra Fitzsimons, Vice President for Administration and Finance
Dr. Thomas C. Segar, Vice President for Student Affairs
Dr. Patricia C. McCarthy, Vice President for Enrollment Management
Ms. Khatmeh Osseiran-Hanna, Vice President for University Advancement
Ms. Barbara J. Moore, Executive Director, Institutional Planning and Assessment
Dr. Michael Powers, on behalf of Mr. Chris Noah, Chief Marketing Officer
Ms. Elise Glenn, Chief Diversity and Inclusion Officer/Title IX Coordinator

## IUP COUNCIL OF TRUSTEES' EXECUTIVE SESSIONS

The IUP Council of Trustees met in executive sessions today to discuss personnel issues, collective bargaining/labor relations matters, acquisition of real estate, litigation, academic issues, and other privileged and confidential matters.

Samuel Smith, chair, explained that the committees met in condensed meetings to address action items needing approval from the IUP Council of Trustees. He stated that a roll-call vote would be taken for each action item. The record of roll-call votes is attached to these minutes.

## READING AND CONSIDERATION OF THE MINUTES

The following motion was recommended for approval:

> **THAT THE MINUTES FROM THE MEETING OF THE IUP COUNCIL OF TRUSTEES HELD DECEMBER 12, 2019, BE APPROVED.**

**UPON A MOTION DULY MADE BY SUSAN DELANEY, SECONDED BY NATHAN SPADE, AND UNANIMOUSLY CARRIED, THE MOTION WAS APPROVED.**

## REPORT OF THE PRESIDENT

As hectic and unprecedented as the last two months have been for everyone, the resilience of the entire community has been revealed, and President Driscoll said that he'd like to talk about that before digging into what happens next.

The academic community mobilized with due haste and efficiency in response to the global pandemic—all with an unwavering focus on serving students. Within the span of about a week, professors had all classes ready to deliver remotely. It was a mad dash with the support of the IT Services area, and everyone met a very stringent deadline.

The student services areas, in partnership with facilities, custodial services, and the police, safely moved students out of housing and then made counseling and tutoring available online, as well as activities that students find vital to feeling a sense of community.

The Admissions area continues to keep the next class of IUP students engaged through online visitation events, while the University Advancement Division launched the Emergency Response Fund to assist students who have been affected financially. Marketing and Communications pivoted in an instant to focus on keeping the entire university family up to date.

As the adaptation continues, the university also must carry on the work of transforming IUP in changing times—those times that were changing before COVID-19, and the university must move more quickly than ever.

Dr. Driscoll reminded those in attendance that, at the last meeting in December, the issues discussed surrounded enrollment, academic programming, and sustainability planning. At that time, discussion was referring to those circumstances as the New Reality. That now seems somewhat passé, he said, given the pandemic.

The university's job is to design, build, and launch IUP NextGen, springboarding from the resilience, student centeredness, and team spirit IUP rediscovered amid this unwanted and unwished-for crisis. The university has demonstrated that IUP is ready. And IUP must move forward now, before the university falls back into comfortable but outdated habits that will not sustain IUP in the future.

The IUP community has proven that it can quickly mobilize and ignore silos and hierarchies to do all the right things for students, he said. It has been demonstrated, irrefutably, that IUP has consensus on transforming into a student-centered community. Perhaps that was best expressed by Scott Moore and Paula Stossel, who are leading the development of IUP's new strategic plan.

Paula and Scott have met with hundreds of people to discuss a very simple new strategic plan—one that strips away barriers and simplifies processes and will ensure every employee on this campus is prepared to help and direct students and make sure students aren't cast off without a line to safety—whether that's academic, emotional, or financial.

In a recent update to the campus community, Paula and Scott said that the actions seen in the university's response to continue service to students during the pandemic illustrate that the campus community can reach IUP NextGen with the kind of no-nonsense attitude the university needs to take all the time.

Meanwhile, the Inspire initiative and the continued focus on enrollment will ensure IUP has the right programs to offer the students who will come to IUP ready to learn and grow.

Finances always have been a concern. They always will be. The continued work in sustainability planning has been a collaborative one, with stakeholders from across the university community discussing how to increase revenue and reduce costs, without endangering the qualities that make IUP both relevant and special.

The work ahead in that regard is serious. It will challenge IUP, but the perseverance shown in the last several months bolsters confidence that IUP can come out on top, a stronger university than ever before.

Right now, the university is planning for the beginning of the next academic year to take place in the traditional way—in person, and, new this year, with a weeklong rather than weekend welcome experience for new students. But preparations are also being made for other scenarios, because IUP can predict neither the course of the virus nor how students and their families will want to reengage. This work will benefit students this fall but will also move the university smartly toward IUP NextGen.

IUP hasn't been perfect in implementing everything this spring, Dr. Driscoll said. Right now, students are responding to a survey sent out this week that will help to assess how well IUP did and what it can do better, not just in the middle of a pandemic but in all circumstances.

Soon, faculty and staff members will come together for a Summer Academy, through which they'll reflect on what was accomplished and what was learned. Then, they will work to apply the lessons learned to all that IUP does going forward.

Faculty members will hone their skills in technology-assisted education, for fully online courses or to enhance courses offered in more traditional venues, and to reach out to people who need to retool and gain new skills to succeed in a post-pandemic economy.

Dr. Driscoll said that staff members will build on the techniques they pioneered in the crisis to keep students engaged at a distance—virtual Jeopardy, online bingo, shared movie nights when no viewer is in the same room. He also said keeping students engaged is key to their success and what IUP has learned will be applied in more normal times. And, everyone at IUP will learn how to systematize the student focus shown across the university. These are fundamental building blocks of IUP NextGen.

Stay tuned for more great work as the IUP community rides the tsunami of COVID-19 to be better than ever.

President Driscoll turned for a moment to the graduating students—students who have persevered and overcome incredible challenges this semester. IUP had to defer their commencement ceremony, he said, but the pride for this special group of people is not constrained by the circumstances.

This morning, an email went to graduates, sharing a video recognizing their accomplishments. This virtual celebration will continue tomorrow. President Driscoll said he looks forward to congratulating the graduates in person during the rescheduled commencement ceremonies in September and that marking commencement—celebrating students' success and their matriculation in status to alumni membership in the IUP community—is the best part of what the university does.

In September, IUP will also honor in person the Distinguished University Professor, Alida Merlo, and the University Senate Award winners: John Lipinski for teaching, Francisco Alarcón for faculty service; Dana Driscoll for research, Stephanie Caulder for creative arts, and Julene Pinto-Dyczewski for staff service.

These awards exemplify how the campus community makes student success possible. President Driscoll said he is proud of the awardees, and he thanked them for their hard work this year.

The following motion was recommended for approval:

**THAT THE REPORT OF THE PRESIDENT BE ACCEPTED.**

**UPON A MOTION DULY MADE BY LAURIE KUZNESKI, SECONDED BY MARK HOLMAN, AND UNANIMOUSLY CARRIED, THE MOTION WAS APPROVED.**

## PUBLIC COMMENT

There were no public comments.

## NEW BUSINESS

## REPORT OF THE ADMINISTRATION AND FINANCE COMMITTEE

David Osikowicz, chair of the Administration and Finance Committee, presented the following report:

**December 12, 2019, Committee Minutes**

Mr. Osikowicz made a motion for the committee to approve the minutes from the Administration and Finance Committee meeting on December 12, 2019. The committee approved the minutes as submitted.

**Capital Spending Plan**

The committee reviewed the proposed five-year capital spending plan as distributed.

The following motion was recommended for approval:

**THAT THE FIVE-YEAR CAPITAL SPENDING PLAN BE APPROVED AS DISTRIBUTED FOR SUBMISSION TO PENNSYLVANIA'S STATE SYSTEM OF HIGHER EDUCATION.**

**UPON A MOTION DULY MADE BY DAVID OSIKOWICZ, SECONDED BY SUSAN DELANEY, AND UNANIMOUSLY CARRIED, THE MOTION WAS APPROVED.**

**Procurements and Services, Purchasing Card Expenditures**

As required by Act 13 and Act 188, the committee reviewed the procurements and services report that was prepared for the March 2020 IUP Council of Trustees meeting, as depicted in Exhibit 5 of the March Docket Report.

The following motion was recommended for approval:

> **THAT, AS REQUIRED BY ACT 13 AND ACT 188, PROCUREMENTS AND SERVICES NEGOTIATED OR AWARDED BY THE PRESIDENT FROM OCTOBER 1, 2019, THROUGH DECEMBER 31, 2019, TOTALING $4,521,660.20, INCLUDING CARD PURCHASES AS SHOWN IN EXHIBIT 5 OF THE MARCH DOCKET REPORT, BE APPROVED.**

**UPON A MOTION DULY MADE BY DAVID OSIKOWICZ, SECONDED BY NATHAN SPADE, AND UNANIMOUSLY CARRIED, THE MOTION WAS APPROVED.**

As required by Act 13 and Act 188, the committee reviewed the procurements and services since preparation of the March Docket Report, as depicted in Exhibit 5 of the Docket Report.

The following motion was recommended for approval:

> **THAT, AS REQUIRED BY ACT 13 AND ACT 188, PROCUREMENTS AND SERVICES NEGOTIATED OR AWARDED BY THE PRESIDENT FROM JANUARY 1, 2020, THROUGH MARCH 31, 2020, TOTALING $3,302,324.57, INCLUDING CARD PURCHASES AS SHOWN IN EXHIBIT 5 OF THE DOCKET REPORT, BE APPROVED.**

**UPON A MOTION DULY MADE BY DAVID OSIKOWICZ, SECONDED BY JENNIFER BAKER, AND UNANIMOUSLY CARRIED, THE MOTION WAS APPROVED.**

## REPORT OF THE ACADEMIC AFFAIRS COMMITTEE

Mark Holman, chair of the Academic Affairs Committee, presented the following report:

**Approval of Senate Actions**

The Academic Affairs Committee recommends that the University Senate actions, which have the endorsement of the president and the provost, be approved. Because of the high number of actions, Mr. Holman provided a summary of actions and, for complete information, referenced the Senate Actions document provided.

The following is complete information recommended for approval:

- Program revisions approved at the December 3, 2019, meeting of the University Senate. These revisions are as follows:
  - From the Department of Geoscience, revision of the
    - Bachelor of Science in Geology
  - From the Department of Management, revision of the
    - Bachelor of Science in Management/Supply Chain Management Track
  - From the Department of Developmental Studies, revision of the
    - Graduate Certificate in Academic Advising
  - From the Department of Music, revision of the
    - Master of Arts in Music (Performance Track)
  - From the Department of Professional Studies in Education, revision of the
    - Master of Arts in Education, Training, and Instructional Technology
  - From the Department of Safety Sciences
    - Master of Science in Safety Sciences

- New track approved at the December 3, 2019, meeting of the University Senate as follows:
  - From the Department of Professional Studies in Education,
    - Master of Education in Education/Business with Initial Certification

- New program approved at the December 3, 2019, meeting of the University Senate as follows:
  - From the Department of Accounting,
    - Master of Science in Accounting and Finance

- Program revisions approved at the February 4, 2020, meeting of the University Senate. These revisions are as follows:
  - From the Department of Communications Media,
    - Communications Media Minor
    - Doctor of Philosophy in Media and Communication

- Program revisions approved at the March 3, 2020, meeting of the University Senate. These revisions are as follows:
  - From the Department of Communications Media, revision of the
    - Bachelor of Science in Communications Media/Media Marketing Track
    - Bachelor of Science in Communications Media/Media Production Track
    - Bachelor of Science in Communications Media/Media Studies Track
    - Certificate in Audio Production
    - Certificate in Photography and Digital Imaging
  - From the Biology Department, revision of the
    - Minor in Biology
  - From the Department of Physics, revision of the
    - Master of Science in Physics
  - From the Department of Chemistry, revision of the
    - Master of Science in Industrial and Applied Chemistry
  - From the Eberly College of Business and Information Technology*, revision of the
    - Master of Business Administration
  - From the Eberly College of Business and Information Technology†, revision of the
    - PhD in Business
  - From the Department of Communication Disorders, Special Education, and Disability Services, revision of the
    - Master of Science in Speech-Language Pathology

*The Senate minutes contained a typographical error that identified the program as part of the Department of Business. Pending the correction of this typographical error in the Senate minutes, it is recommended that the revision be approved.

†The Senate minutes contained a typographical error that identified the program as part of the Department of Management. Pending the correction of this typographical error in the Senate minutes, it is recommended that the revision be approved.

- Program revisions approved at the April 7, 2020, meeting of the University Senate. These revisions are as follows:
  - From the Department of Biology, revision of the
    - Bachelor of Science in Biology/Ecology, Conservation, and Evolutionary Biology Track (includes name change)
  - From the Department of Psychology, revision of the
    - Bachelor of Arts in Psychology
    - Bachelor of Arts—Psychology/Honors Program in Psychology
    - Minor in Psychology
  - From the Department of Nursing and Allied Health Professions, revision of the
    - Bachelor of Science in Medical Imaging/Nuclear Medicine Technology

        - Bachelor of Science in Medical Imaging/Diagnostic Medical Sonography (Ultrasound)
        - Bachelor of Science in Medical Imaging/Echocardiography
    - From the Department of Kinesiology, Health, and Sport Science, revision of the
        - Bachelor of Science in Physical Education and Sport/Pre-athletic Training
        - Bachelor of Science in Education—Health and Physical Education/Community Health Track
        - Minor in Sport Management
    - From the Department of Professional Studies in Education, revision of the
        - Bachelor of Science in Education—Business Education
        - MEd in Vocational Education
    - From the Department of Geography and Regional Planning, revision of the
        - Bachelor of Arts in Geography and Geographic Information Science (GIS) (includes name change)
    - From the Department of Art and Design, revision of the
        - MA in Art—Studio Track

- New Certificate in English as a Second Language, from the Department of English, approved at the March 3, 2020, meeting of the University Senate.

- New interdisciplinary Certificate in Museum Studies, from the departments of Art and Design, Anthropology, and History, approved at the March 3, 2020, meeting of the University Senate.

- Program moratorium for Bachelor of Arts—English/Pre-law Track, from the Department of English, approved at the March 3, 2020, meeting of the University Senate.

- Program moratorium for Certificate in ESL Program Specialist Add-On, from the Department of English, approved at the March 3, 2020, meeting of the University Senate.

- New degree program, MBA in Supply Chain Management (STEM), from the Department of Business, approved at the March 3, 2020, meeting of the University Senate.

- New degree program, MBA in Information Systems, from the Department of Information Systems and Decision Sciences, approved at the March 3, 2020, meeting of the University Senate.

- New Minor in Neurobiology, from the Department of Biology, approved at the April 7, 2020, meeting of the University Senate.

- Program moratorium for Bachelor of Science in Biology/Environmental Health Track, from the Department of Biology, approved at the April 7, 2020, meeting of the University Senate

- Program moratorium for the Minor in Psychological Science, from the Department of Psychology, approved at the April 7, 2020, meeting of the University Senate

- Program moratorium for the Bachelor of Science in Chemistry/Interdisciplinary Chemistry Track, from the Department of Chemistry, approved at the April 7, 2020, meeting of the University Senate.

- Program moratorium for the MEd in Mathematics Education—Elementary and Middle-Level Mathematics Education, from the Department of Mathematical and Computer Sciences, approved at the April 7, 2020, meeting of the University Senate.

- Program moratorium for the MEd/Health and Physical Education Athletic Coaching Track, from the Department of Kinesiology, Health, and Sport Science, approved at the April 7, 2020, meeting of the University Senate.

- Program moratorium for the MA in History, from the Department of History, approved at the April 7, 2020, meeting of the University Senate.

- Revision of the following policies approved at the April 7, 2020, meeting of the University Senate:
    - Comprehensive/Qualifying Examination Policy (graduate)
    - Medical/Family Leave of Absence (graduate)
    - Night Exam Policy (undergraduate and graduate)

At the April 7, 2020, meeting, the University Senate approved the following package of emergency temporary modifications for spring 2020 only, in response to the COVID-19 pandemic. The Academic Affairs Committee recommends that these actions, which have the endorsement of the president and provost, be approved:

- Effective immediately, undergraduate and graduate students will have the option to convert spring 2020 courses to pass-fail grading for this semester.

- Deadline for faculty members to convert incomplete (I) designations that were due for conversion in the spring 2020 term has been moved to August 2020.

- Deadline for individual course withdrawal has been extended by two weeks to April 20, 2020.

- Deadline for total semester withdrawal has been extended by two weeks to April 27, 2020.

- Program revisions approved at the April 28, 2020, meeting of the University Senate. These revisions are as follows:
    - From the College of Humanities and Social Sciences and the Kopchick College of Natural Sciences and Mathematics, revision of the
        - Minor in Sustainability Studies
    - From the Department of Chemistry, revision of the
        - Bachelor of Science in Chemistry
    - From the Department of Mathematical and Computer Sciences, revision of the
        - Bachelor of Science in Education—Mathematics Education
        - Master of Education in Mathematics Education
    - From the Department of Professional Studies in Education, revision of the
        - Minor in Educational Technology
    - From the Department of Biology, revision of the
        - Minor in Forensic Biosciences
        - Bachelor of Science in Biology/Cell and Molecular Biology Track
        - Bachelor of Arts in Biology
        - Bachelor of Science in Biology
        - Bachelor of Science in Biology/Pre-medical Track
        - Bachelor of Science in Biology/Pre-veterinary Track
        - Certificate in Cell and Molecular Biology
    - From the Department of Kinesiology, Health, and Sport Science, revision of the
        - Bachelor of Science in Physical Education and Sport/Sport Administration
        - Bachelor of Science in Physical Education and Sport/Exercise Science
        - MEd—Health and Physical Education/Adapted Physical Activity Program
    - From the Department of Human Development, Fashion, and Interior Design, revision of the
        - Liberal Studies section of the Bachelor of Science in Education—K-12 Family and Consumer Sciences Education
    - From the Department of Communication Disorders, Special Education, and Disability Services, revision of the
        - Bachelor of Science in Education—Special Education PreK-12 (includes program name change)
    - From the Department of Anthropology, revision of the

        - Bachelor of Arts in Anthropology/Applied Anthropology Track
    - From the Teamwork and Leadership Studies program, revision of the
        - Minor in Professional Teamwork and Leadership
    - From the Department of Nursing and Allied Health Professions, revision of the
        - Bachelor of Science in Respiratory Care
    - From the Department of Art and Design, revision of the
        - MA in Art—Art Education Track
    - From the Department of Educational and School Psychology, revision of the
        - PhD in School Psychology program

- New Certificate in Chemistry Honors, from the Department of Chemistry, approved at the April 28, 2020, meeting of the University Senate

- New Minor in Animal Behavior, from the Department of Biology, approved at the April 28, 2020, meeting of the University Senate

- New Minor in Wildlife and Conservation Biology, from the Department of Biology, approved at the April 28, 2020, meeting of the University Senate

- Deletion of the BA in Anthropology/General Track, from the Department of Anthropology, approved at the April 28, 2020, meeting of the University Senate

- New Certificate in Sociology for Human Services, from the Department of Sociology, approved at the April 28, 2020, meeting of the University Senate

- Policy change for summer of 2020 only to the Distance Education for Summer Policy, approved at the April 28, 2020, meeting of the University Senate

- New track, MEd in Education—Developmental Education, from the Department of Professional Studies in Education, approved at the April 28, 2020, meeting of the University Senate

- New track, MEd in Education—Vocational Administration Education, from the Department Professional Studies in Education, approved at the April 28, 2020, meeting of the University Senate

The following motion was recommended for approval:

> **THAT THE COUNCIL OF TRUSTEES APPROVE THE SENATE ACTIONS WHICH WERE APPROVED AT THE DECEMBER 3, 2019, FEBRUARY 4, MARCH 3, APRIL 7, AND APRIL 28, 2020, MEETINGS OF THE UNIVERSITY SENATE AND SUBSEQUENTLY APPROVED BY PRESIDENT DRISCOLL.**

**UPON A MOTION DULY MADE BY MARK HOLMAN, SECONDED BY TIM CEJKA, AND UNANIMOUSLY CARRIED, THE MOTION WAS APPROVED.**

Provost Moerland provided an overview and summary of the Academic Affairs response to the coronavirus pandemic. In addition, Provost Moerland updated the council on the following longer-term initiatives:

- University College, with special recognition to Michele Norwood
- Inspire, academic program review
- Summer Academy, online professional development opportunity for staff and faculty members

## REPORT OF THE UNIVERSITY ADVANCEMENT COMMITTEE

Susan Delaney, interim chair of the University Advancement Committee, presented the following report:

The University Advancement Committee has two action items. They are two naming resolutions submitted for approval for the new Kopchick Hall, which will be the home of the Kopchick College of Natural Sciences and Mathematics. However, the resolutions will be presented at the next face-to-face meeting to recognize the honorees.

**Resolution for the naming of the Anderson Rotunda in Memory of James and Donna Harbison**

The following motion was recommended for approval:

> **THAT THE COUNCIL OF TRUSTEES APPROVE THE RESOLUTION FOR THE NAMING OF THE ANDERSON ROTUNDA IN MEMORY OF JAMES AND DONNA HARBISON.**

**UPON A MOTION DULY MADE BY SUSAN DELANEY, SECONDED BY MARK HOLMAN, AND UNANIMOUSLY CARRIED, THE MOTION WAS APPROVED.**

**Resolution for the naming of the Tutoring Room as the Admiral's Study in honor of Rear Admiral CJ Jaynes, US Navy**

The following motion was recommended for approval:

> **THAT THE COUNCIL OF TRUSTEES APPROVE THE RESOLUTION FOR THE NAMING OF THE TUTORING ROOM AS THE ADMIRAL'S STUDY IN HONOR OF REAR ADMIRAL CJ JAYNES, US NAVY.**

**UPON A MOTION DULY MADE BY SUSAN DELANEY, SECONDED BY TIM CEJKA, AND UNANIMOUSLY CARRIED, THE MOTION WAS APPROVED.**

The brief University Advancement Division virtual report from Vice President Khatmeh Osseiran-Hanna provided an update on the Imagine Unlimited Campaign, which is now at 95 percent of the $75-million goal, with more than $70.1 million raised. University Advancement reconfigured all of its external communications with its constituencies with messages of caring and celebration of the IUP community on the front lines and at home. The day of giving on April 9 was transformed to the Day of Caring. On March 16, the Emergency Response Fund was established with lead gifts from Terry Serafini and Tim and Deb Cejka, along with the IUP Alumni Association Board of Directors. As of last week, more than $188,000 has been raised, and more than 240 students have been helped with food and housing insecurity and with assistance for technology access. University Advancement has been frequently communicating digitally with its base, and it is worthy to note that open rates with high click-throughs have ranged from 20 percent to 91 percent. The division's database is now serving more than 210,000 constituents.

## ENROLLMENT MANAGEMENT COMMITTEE REPORT

Joyce Fairman, chair of the Enrollment Management Committee, presented the following report:

Patricia McCarthy, vice president for Enrollment Management, gave a brief update on fall 2020 enrollment for undergraduate, culinary, and graduate programs. Dr. McCarthy also reported on the current retention rate to fall 2020 for freshmen who entered IUP in fall 2019.

# OTHER BUSINESS

## Condolences

Mr. Smith conveyed on behalf of President Driscoll and the council that they are deeply saddened by the loss earlier this year of colleague and friend Glenn Cannon. Mr. Cannon was serving as secretary and had been a member of the IUP Council of Trustees since June 2013. There will be more to come on a service of remembrance for Mr. Cannon in the fall.

## Appointment of the Nominating Committee, 2020-2021 Officers of the Council of Trustees

In lieu of a meeting on March 19, 2020, Mr. Smith appointed the following members of the council to the Nominating Committee, in accordance with the bylaws, to move forward with business:

Mark Holman, Chair
Laurie Kuzneski
Nathan Spade

## Report of the Nominating Committee

After consultation with the full IUP Council of Trustees, Mr. Holman presented the Nominating Committee's recommendation for the slate of officers for 2020-21.

He also expressed his appreciation for Mr. Smith's leadership throughout the challenges of conducting council business during the coronavirus pandemic.

The following motion was recommended for approval:

**THAT THE FOLLOWING OFFICERS FOR 2020-21 BE APPROVED:**

**MR. SAMUEL H. SMITH, CHAIR**
**MR. MARK A. HOLMAN, VICE CHAIR**
**MRS. JOYCE R. FAIRMAN, SECRETARY**
**MRS. LAURIE A. KUZNESKI, TREASURER**

**UPON A MOTION DULY MADE BY MARK HOLMAN, SECONDED BY JENNIFER BAKER, AND UNANIMOUSLY CARRIED, THE MOTION WAS APPROVED.**

## Appointments: Annual Review of the President

The following motion was recommended for approval:

**THAT THE APPOINTMENTS/REAPPOINTMENTS TO THE PRESIDENT'S ANNUAL REVIEW COMMITTEE BE MADE WITH SAMUEL SMITH AND SUSAN DELANEY, CO-CHAIRS, AND JOYCE FAIRMAN AND JENNIFER BAKER, COMMITTEE MEMBERS.**

**UPON A MOTION DULY MADE BY SUSAN DELANEY, SECONDED BY MARK HOLMAN, AND UNANIMOUSLY CARRIED, THE MOTION WAS APPROVED.**

## Approval of Future Meeting Dates

The following motion was recommended for approval:

**THAT THE CALENDAR OF MEETINGS FOR 2020-21 BE APPROVED AS FOLLOWS:**

**SEPTEMBER 10, 2020**
**DECEMBER 10, 2020**

**MARCH 18, 2021**
**MAY 6, 2021**

**UPON A MOTION DULY MADE BY JOYCE FAIRMAN, SECONDED BY TIM CEJKA, AND UNANIMOUSLY CARRIED, THE MOTION WAS APPROVED.**

**Certifying Resolution—Order of Succession Plan**

**WHEREAS**, Board of Governors Policy 1983-14-A: *Appointing Interim and Acting Chief Executive Officers,* requires that each State System university president develop and publish an Order of Succession identifying, in rank order, members of its university's executive management team who will act on behalf of the president in his/her absence; in the event the president is temporarily unable to fulfill the responsibilities of the position; or in the event there is a vacancy;

**WHEREAS,** Board of Governors Policy 1983-14-A: *Appointing Interim and Acting Chief Executive Officers,* requires that, at the beginning of each academic year, before September 30, the president deliver the university Order of Succession Plan to the chancellor after a resolution and vote by the university's council of trustees;

**WHEREAS,** the attached Order of Succession Plan, provided by the president of Indiana University of Pennsylvania, lists in rank order the members of Indiana University of Pennsylvania's executive management team to act on his/her behalf in his/her absence or in the event he/she is temporarily unable to fulfill his/her responsibilities, or in the event there is a vacancy;

**NOW, THEREFORE, BE IT RESOLVED,** that the Council of Trustees of Indiana University of Pennsylvania approves the Order of Succession Plan (attached to this resolution) as required by Board of Governors Policy 1983-14-A: *Appointing Interim and Acting Chief Executive Officers.*

Approved this 7th day of May, 2020.

***INDIANA UNIVERSITY OF PENNSYLVANIA***
**University Order of Succession**
**2019-2020**

| | | |
|---|---|---|
| 1. | Name: | Dr. Timothy Moerland |
| | Title: | Provost and Vice President for Academic Affairs |
| 2. | Name: | Dr. Debra Fitzsimons |
| | Title: | Vice President for Administration and Finance |
| 3. | Name: | Dr. Thomas Segar |
| | Title: | Vice President for Student Affairs |
| 4. | Name: | Dr. Patricia McCarthy |
| | Title: | Vice President for Enrollment Management |
| 5. | Name: | Ms. Khatmeh Osseiran-Hanna |
| | Title: | Vice President for University Advancement |

The following motion was recommended for approval:

**THAT THE COUNCIL OF TRUSTEES APPROVE THE CERTIFYING RESOLUTION—ORDER OF SUCCESSION PLAN AS REQUIRED BY BOARD OF GOVERNORS POLICY 1983-14-A: APPOINTING INTERIM AND ACTING CHIEF EXECUTIVE OFFICERS.**

**UPON A MOTION DULY MADE BY TIM CEJKA, SECONDED BY LAURIE KUZNESKI, AND UNANIMOUSLY CARRIED, THE MOTION WAS APPROVED.**

## RESOLUTION SETTING THE NEXT MEETING DATE

The following motion was recommended for approval:

> **THAT THE NEXT MEETING OF THE COUNCIL OF TRUSTEES BE HELD SEPTEMBER 10, 2020.**

**UPON A MOTION DULY MADE BY LAURIE KUZNESKI, SECONDED BY NATHAN SPADE, AND UNANIMOUSLY CARRIED, THE MOTION WAS APPROVED.**

Mr. Smith advised that a workshop for the trustees may be planned for further budget discussion in the near future.

## ADJOURNMENT

The following motion was recommended for approval:

> **THAT THE MEETING BE ADJOURNED AT 12:16 P.M.**

**UPON A MOTION DULY MADE BY SUSAN DELANEY, SECONDED BY LAURIE KUZNESKI, AND UNANIMOUSLY CARRIED, THE MOTION WAS APPROVED.**

_____

**Mrs. Joyce R. Fairman**
**Secretary, IUP Council of Trustees**

# IUP Council of Trustees

## ROLL CALL – VOTE

**Public Meeting**
**May 7, 2020**

**MOTION:**

The following motion is recommended for approval:

**That the minutes from the meeting of the Council of Trustees held on December 12, 2019, be approved.**

| Present | | AYE | NAYE | Abstain |
|---|---|---|---|---|
| x | Smith | ✓ | | |
| x | Holman | ✓ | | |
| x | Fairman | ✓ | | |
| x | Baker | ✓ | | |
| x | Cejka | ✓ | | |
| x | Delaney | 1 | | |
| x | Kuzneski | ✓ | | |
| x | Osikowicz | ✓ | | |
| x | Spade | 2 | | |
| | Vertil | | | |

**The roll is called in alphabetical order except that the presiding officer's name is called last, and only when his/her vote will affect the result.**

Note: Enter "1" under "AYE" for first affirmative vote, "2" for second, etc., same in "NAYE" column for negative votes. Use third column for those abstaining.

To verify the vote and to correct possible errors, the presiding officer repeats the vote after each member responds to his/her name.

The presiding officer announces the final number of those voting on each side, and the number answering present, and declares the result.

# IUP Council of Trustees

## ROLL CALL – VOTE

**Public Meeting**
**May 7, 2020**

**MOTION:**

The following motion is recommended for approval:

**That the report of the President be accepted.**

| Present | | AYE | NAYE | Abstain |
|---|---|---|---|---|
| x | Smith | ✓ | | |
| x | Holman | 2 | | |
| x | Fairman | ✓ | | |
| x | Baker | ✓ | | |
| x | Cejka | ✓ | | |
| x | Delaney | ✓ | | |
| x | Kuzneski | 1 | | |
| x | Osikowicz | ✓ | | |
| x | Spade | ✓ | | |
| | Vertil | | | |

**The roll is called in alphabetical order except that the presiding officer's name is called last, and only when his/her vote will affect the result.**

Note: Enter "1" under "AYE" for first affirmative vote, "2" for second, etc., same in "NAYE" column for negative votes. Use third column for those abstaining.

To verify the vote and to correct possible errors, the presiding officer repeats the vote after each member responds to his/her name.

The presiding officer announces the final number of those voting on each side, and the number answering present, and declares the result.

# IUP Council of Trustees

## ROLL CALL – VOTE

**Public Meeting**
**May 7, 2020**

**MOTION:**

The following motion is recommended for approval:

> **That the Five-Year Capital Spending Plan distributed be approved on May 7, 2020, for submission to Pennsylvania State System of Higher Education.**

| Present | | AYE | NAYE | Abstain |
|---|---|---|---|---|
| x | Smith | ✓ | | |
| x | Holman | ✓ | | |
| x | Fairman | ✓ | | |
| x | Baker | ✓ | | |
| x | Cejka | ✓ | | |
| x | Delaney | 2 | | |
| x | Kuzneski | ✓ | | |
| x | Osikowicz | 1 | | |
| x | Spade | ✓ | | |
| | Vertil | | | |

**The roll is called in alphabetical order except that the presiding officer's name is called last, and only when his/her vote will affect the result.**

Note: Enter "1" under "AYE" for first affirmative vote, "2" for second, etc., same in "NAYE" column for negative votes. Use third column for those abstaining.

To verify the vote and to correct possible errors, the presiding officer repeats the vote after each member responds to his/her name.

The presiding officer announces the final number of those voting on each side, and the number answering present, and declares the result.

# IUP Council of Trustees

## ROLL CALL – VOTE

**Public Meeting**
**May 7, 2020**

**MOTION:**

The following motion is recommended for approval:

> **That, as required by Act 13 and Act 188, Procurements and Services negotiated or awarded by the President from October 1, 2019, through December 31, 2019, totaling $4,521,660.20, including Card Purchases as shown in Exhibit 5 of the Docket Report, be approved.**

| Present | | AYE | NAYE | Abstain |
|---|---|---|---|---|
| x | Smith | ✓ | | |
| x | Holman | ✓ | | |
| x | Fairman | ✓ | | |
| x | Baker | ✓ | | |
| x | Cejka | ✓ | | |
| x | Delaney | ✓ | | |
| x | Kuzneski | ✓ | | |
| x | Osikowicz | 1 | | |
| x | Spade | 2 | | |
| | Vertil | | | |

**The roll is called in alphabetical order except that the presiding officer's name is called last, and only when his/her vote will affect the result.**

Note: Enter "1" under "AYE" for first affirmative vote, "2" for second, etc., same in "NAYE" column for negative votes. Use third column for those abstaining.

To verify the vote and to correct possible errors, the presiding officer repeats the vote after each member responds to his/her name.

The presiding officer announces the final number of those voting on each side, and the number answering present, and declares the result.

# IUP Council of Trustees

## ROLL CALL – VOTE

**Public Meeting**
**May 7, 2020**

**MOTION:**

The following motion is recommended for approval:

> **That, as required by Act 13 and Act 188, Procurements and Services negotiated or awarded by the President from January 1, 2020, through March 31, 2020, totaling $3,302,324.57, including Card Purchases as shown in Exhibit 5 of the Docket Report, be approved.**

| Present | | AYE | NAYE | Abstain |
|---|---|---|---|---|
| x | Smith | ✓ | | |
| x | Holman | ✓ | | |
| x | Fairman | ✓ | | |
| x | Baker | 2 | | |
| x | Cejka | ✓ | | |
| x | Delaney | ✓ | | |
| x | Kuzneski | ✓ | | |
| x | Osikowicz | 1 | | |
| x | Spade | ✓ | | |
| | Vertil | | | |

**The roll is called in alphabetical order except that the presiding officer's name is called last, and only when his/her vote will affect the result.**

Note: Enter "1" under "AYE" for first affirmative vote, "2" for second, etc., same in "NAYE" column for negative votes. Use third column for those abstaining.

To verify the vote and to correct possible errors, the presiding officer repeats the vote after each member responds to his/her name.

The presiding officer announces the final number of those voting on each side, and the number answering present, and declares the result.

# IUP Council of Trustees

## ROLL CALL – VOTE

**Public Meeting**
**May 7, 2020**

**MOTION:**

The following motion is recommended for approval:

> **That the Council of Trustees approve the Senate Actions which were approved at the December 3, 2019, February 4, March 3, April 7, and April 28, 2020, meetings of the University Senate, and subsequently approved by President Driscoll.**

| Present | | AYE | NAYE | Abstain |
|---|---|---|---|---|
| x | Smith | ✓ | | |
| x | Holman | 1 | | |
| x | Fairman | ✓ | | |
| x | Baker | ✓ | | |
| x | Cejka | 2 | | |
| x | Delaney | ✓ | | |
| x | Kuzneski | ✓ | | |
| x | Osikowicz | ✓ | | |
| x | Spade | ✓ | | |
| | Vertil | | | |

**The roll is called in alphabetical order except that the presiding officer's name is called last, and only when his/her vote will affect the result.**

Note: Enter "1" under "AYE" for first affirmative vote, "2" for second, etc., same in "NAYE" column for negative votes. Use third column for those abstaining.

To verify the vote and to correct possible errors, the presiding officer repeats the vote after each member responds to his/her name.

The presiding officer announces the final number of those voting on each side, and the number answering present, and declares the result.

# IUP Council of Trustees

## ROLL CALL – VOTE

**Public Meeting**
**May 7, 2020**

**MOTION:**

The following motion is recommended for approval:

**That the Council of Trustees approve the Resolution for the naming of the Anderson Rotunda in Memory of James and Donna Harbison.**

| Present | | AYE | NAYE | Abstain |
|---|---|---|---|---|
| x | Smith | ✓ | | |
| x | Holman | 2 | | |
| x | Fairman | ✓ | | |
| x | Baker | ✓ | | |
| x | Cejka | ✓ | | |
| x | Delaney | 1 | | |
| x | Kuzneski | ✓ | | |
| x | Osikowicz | ✓ | | |
| x | Spade | ✓ | | |
| | Vertil | | | |

**The roll is called in alphabetical order except that the presiding officer's name is called last, and only when his/her vote will affect the result.**

Note: Enter "1" under "AYE" for first affirmative vote, "2" for second, etc., same in "NAYE" column for negative votes. Use third column for those abstaining.

To verify the vote and to correct possible errors, the presiding officer repeats the vote after each member responds to his/her name.

The presiding officer announces the final number of those voting on each side, and the number answering present, and declares the result.

# IUP Council of Trustees

## ROLL CALL – VOTE

**Public Meeting**
**May 7, 2020**

**MOTION:**

The following motion is recommended for approval:

**That the Council of Trustees approve the Resolution for the naming of the Tutoring Room as the Admiral's Study in Honor of Rear Admiral CJ Jaynes, US Navy.**

| Present | | AYE | NAYE | Abstain |
|---|---|---|---|---|
| x | Smith | ✓ | | |
| x | Holman | ✓ | | |
| x | Fairman | ✓ | | |
| x | Baker | ✓ | | |
| x | Cejka | 2 | | |
| x | Delaney | 1 | | |
| x | Kuzneski | ✓ | | |
| x | Osikowicz | ✓ | | |
| x | Spade | ✓ | | |
| | Vertil | | | |

**The roll is called in alphabetical order except that the presiding officer's name is called last, and only when his/her vote will affect the result.**

Note: Enter "1" under "AYE" for first affirmative vote, "2" for second, etc., same in "NAYE" column for negative votes. Use third column for those abstaining.

To verify the vote and to correct possible errors, the presiding officer repeats the vote after each member responds to his/her name.

The presiding officer announces the final number of those voting on each side, and the number answering present, and declares the result.

# IUP Council of Trustees

## ROLL CALL – VOTE

**Public Meeting**
**May 7, 2020**

**MOTION:**

The following motion is recommended for approval:

> **That the following Officers for 2020-2021 be approved: Samuel H. Smith, Chair; Mark A. Holman, Vice Chair; Joyce R. Fairman, Secretary; Laurie A. Kuzneski, Treasurer.**

| Present | | AYE | NAYE | Abstain |
|---|---|---|---|---|
| x | Smith | ✓ | | |
| x | Holman | 1 | | |
| x | Fairman | ✓ | | |
| x | Baker | 2 | | |
| x | Cejka | ✓ | | |
| x | Delaney | ✓ | | |
| x | Kuzneski | ✓ | | |
| x | Osikowicz | ✓ | | |
| x | Spade | ✓ | | |
| | Vertil | | | |

**The roll is called in alphabetical order except that the presiding officer's name is called last, and only when his/her vote will affect the result.**

Note: Enter "1" under "AYE" for first affirmative vote, "2" for second, etc., same in "NAYE" column for negative votes. Use third column for those abstaining.

To verify the vote and to correct possible errors, the presiding officer repeats the vote after each member responds to his/her name.

The presiding officer announces the final number of those voting on each side, and the number answering present, and declares the result.

# IUP Council of Trustees

## ROLL CALL – VOTE

**Public Meeting**
**May 7, 2020**

**MOTION:**

The following motion is recommended for approval:

> **That the appointments/reappointments to the President's Annual Review Committee be made with Sam Smith and Susan Delaney, Co-chairs; and Joyce Fairman and Jennifer Baker, Committee Members.**

| Present | | AYE | NAYE | Abstain |
|---|---|---|---|---|
| x | Smith | ✓ | | |
| x | Holman | 2 | | |
| x | Fairman | ✓ | | |
| x | Baker | ✓ | | |
| x | Cejka | ✓ | | |
| x | Delaney | 1 | | |
| x | Kuzneski | ✓ | | |
| x | Osikowicz | ✓ | | |
| x | Spade | ✓ | | |
| | Vertil | | | |

**The roll is called in alphabetical order except that the presiding officer's name is called last, and only when his/her vote will affect the result.**

Note: Enter "1" under "AYE" for first affirmative vote, "2" for second, etc., same in "NAYE" column for negative votes. Use third column for those abstaining.

To verify the vote and to correct possible errors, the presiding officer repeats the vote after each member responds to his/her name.

The presiding officer announces the final number of those voting on each side, and the number answering present, and declares the result.

# IUP Council of Trustees

## ROLL CALL – VOTE

**Public Meeting**
**May 7, 2020**

**MOTION:**

The following motion is recommended for approval:

**That the calendar of meetings for 2020-2021 be approved as follows: September 10, 2020; December 10, 2020; March 18, 2021; and May 6, 2021.**

| Present | | AYE | NAYE | Abstain |
|---|---|---|---|---|
| x | Smith | ✓ | | |
| x | Holman | ✓ | | |
| x | Fairman | 1 | | |
| x | Baker | ✓ | | |
| x | Cejka | 2 | | |
| x | Delaney | ✓ | | |
| x | Kuzneski | ✓ | | |
| x | Osikowicz | ✓ | | |
| x | Spade | ✓ | | |
| | Vertil | | | |

**The roll is called in alphabetical order except that the presiding officer's name is called last, and only when his/her vote will affect the result.**

Note: Enter "1" under "AYE" for first affirmative vote, "2" for second, etc., same in "NAYE" column for negative votes. Use third column for those abstaining.

To verify the vote and to correct possible errors, the presiding officer repeats the vote after each member responds to his/her name.

The presiding officer announces the final number of those voting on each side, and the number answering present, and declares the result.

# IUP Council of Trustees

## ROLL CALL – VOTE

**Public Meeting**
**May 7, 2020**

**MOTION:**

The following motion is recommended for approval:

> **That the Council of Trustees approve the Certifying Resolution – Order of Succession Plan as required by Board of Governors Policy 1983-14-A: Appointing Interim and Acting Chief Executive Officers.**

| Present | | AYE | NAYE | Abstain |
|---|---|---|---|---|
| x | Smith | ✓ | | |
| x | Holman | ✓ | | |
| x | Fairman | ✓ | | |
| x | Baker | ✓ | | |
| x | Cejka | 1 | | |
| x | Delaney | ✓ | | |
| x | Kuzneski | 2 | | |
| x | Osikowicz | ✓ | | |
| x | Spade | ✓ | | |
| | Vertil | | | |

**The roll is called in alphabetical order except that the presiding officer's name is called last, and only when his/her vote will affect the result.**

Note: Enter "1" under "AYE" for first affirmative vote, "2" for second, etc., same in "NAYE" column for negative votes. Use third column for those abstaining.

To verify the vote and to correct possible errors, the presiding officer repeats the vote after each member responds to his/her name.

The presiding officer announces the final number of those voting on each side, and the number answering present, and declares the result.

# IUP Council of Trustees

## ROLL CALL – VOTE

**Public Meeting**
**May 7, 2020**

**MOTION:**

The following motion is recommended for approval:

**That the next meeting of the Council of Trustees be held on September 10, 2020.**

| Present | | AYE | NAYE | Abstain |
|---|---|---|---|---|
| x | Smith | ✓ | | |
| x | Holman | ✓ | | |
| x | Fairman | ✓ | | |
| x | Baker | ✓ | | |
| x | Cejka | ✓ | | |
| x | Delaney | ✓ | | |
| x | Kuzneski | 1 | | |
| x | Osikowicz | ✓ | | |
| x | Spade | 2 | | |
| | Vertil | | | |

**The roll is called in alphabetical order except that the presiding officer's name is called last, and only when his/her vote will affect the result.**

Note: Enter "1" under "AYE" for first affirmative vote, "2" for second, etc., same in "NAYE" column for negative votes. Use third column for those abstaining.

To verify the vote and to correct possible errors, the presiding officer repeats the vote after each member responds to his/her name.

The presiding officer announces the final number of those voting on each side, and the number answering present, and declares the result.

# IUP Council of Trustees

## ROLL CALL – VOTE

**Public Meeting**
**May 7, 2020**

**MOTION:**

The following motion is recommended for approval:

**To adjourn the meeting at 12:16 p.m.**

| Present | | AYE | NAYE | Abstain |
|---|---|---|---|---|
| x | Smith | ✓ | | |
| x | Holman | ✓ | | |
| x | Fairman | ✓ | | |
| x | Baker | ✓ | | |
| x | Cejka | ✓ | | |
| x | Delaney | 1 | | |
| x | Kuzneski | 2 | | |
| x | Osikowicz | ✓ | | |
| x | Spade | ✓ | | |
| | Vertil | | | |

**The roll is called in alphabetical order except that the presiding officer's name is called last, and only when his/her vote will affect the result.**

Note: Enter "1" under "AYE" for first affirmative vote, "2" for second, etc., same in "NAYE" column for negative votes. Use third column for those abstaining.

To verify the vote and to correct possible errors, the presiding officer repeats the vote after each member responds to his/her name.

The presiding officer announces the final number of those voting on each side, and the number answering present, and declares the result.