

**MINUTES OF THE MEETING OF THE COUNCIL
OF TRUSTEES OF INDIANA UNIVERSITY OF
PENNSYLVANIA, HELD AT THE KOVALCHICK
CONVENTION AND ATHLETIC COMPLEX,
THURSDAY, DECEMBER 12, 2019, AT 5:00 P.M.
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
Mrs. Joyce R. Fairman, Treasurer
Mr. A. Tim Cejka
Mrs. Susan S. Delaney

Mrs. Laurie A. Kuzneski
Mr. David Osikowicz*
Mr. Nathan T. Spade
Ms. Abigaëlle Vertil*

*Mr. Osikowicz was not able to attend all the committee meetings, but he was present for the afternoon executive session and for the public meeting. Ms. Vertil was not present for the morning executive session; however, she did attend all committee meetings, the afternoon executive session, and the public meeting.

The following council members were excused:

Mr. Mark A. Holman, Vice Chair
Mr. Glenn Cannon, Secretary
Mr. James C. Miller

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, IUP SCUPA President
Ms. Farzaneh Jahangiri, IUP Graduate Student Assembly President
Mr. Alexander Fefolt, IUP Student Government Association President

Ex officio: Dr. Daniel Greenstein, chancellor of 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
Ms. Susanna C. Sink, Interim 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
Mrs. Robin A. Gorman, Executive Assistant to the President for Government and Community Relations
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.

AMENDMENT TO MINUTES OF THE COUNCIL OF TRUSTEES FOR THE 2018-19 ACADEMIC YEAR

THERE WAS A MINOR ADJUSTMENT MADE TO THE COUNCIL OF TRUSTEES' MEETING MINUTES FOR SEPTEMBER 13, 2018; DECEMBER 13, 2018; MARCH 21, 2019; AND MAY 9, 2019.

READING AND CONSIDERATION OF THE MINUTES

The following motion was approved by the IUP Council of Trustees:

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

REPORT OF THE PRESIDENT

Later in the meeting, three resolutions to name various spaces across the university will be presented for approval. Dr. Driscoll said he was excited to begin with that fact, because it demonstrates the progress made since the public announcement of the Imagine Unlimited Campaign.

There was a time that many meetings of this council would transpire between resolutions like these, he said. With the campaign's momentum, IUP celebrates donor generosity through naming resolutions more often than ever before, which humbles him, he said. After all, such generosity generally happens because someone believes in IUP. It represents a success and the fact that IUP is continually doing the right things. That kind of affirmation is valuable, and it is appreciated more than can ever be expressed to donors.

More about those resolutions and the campaign itself will be reviewed during the University Advancement report.

With the System redesign in progress, President Driscoll thanked the trustees for working with senior leadership earlier in the day on the goals that will be submitted to the Office of the Chancellor by mid-January.

He also shared how impressed he has been working with the university community to stabilize enrollment and bring expenses in line with revenue. President Driscoll's listening tours continue this year, and in all the sessions, he has heard a continuing stream of ideas from faculty and staff members and students alike.

The Inspire group is working through the entire array of current academic program offerings to make sure IUP is optimized to best meet the needs of students today and tomorrow.

The group is weighing sustainability, based on workplace trends and student interest, and IUP will begin to see results very soon. Meanwhile, the Enrollment Management and Marketing and Communications teams continue to collaborate on stepping up the quality of admissions recruitment communications. In the face of demographic challenges presented by a less-populous Pennsylvania,

IUP is finding ways to shape the student body in size and in character while also ensuring students are well prepared to lead their communities and workplaces.

The next version of IUP will ensure that it thrives in public higher education's new normal. IUP is actively engaged in building this version and in the State System redesign to make sure all 14 universities move to sustainability.

Right here on campus, the Student Affairs, Academic Affairs, and Administration and Finance divisions have pulled together to make sure students have the resources and help they need to be successful. That includes everything from tutoring to creating stress relievers during finals.

Just as the Board of Governors opted to hold off on a tuition increase, IUP is opting to put a hold on fees to lessen the financial burden on students.

So, while times might be tough in some respects, Dr. Driscoll said he is lucky to have so many incredible and talented people going the extra mile to serve the university as a whole and to focus on making the student experience the very best it can be. He said he sees it all the time.

Just a few days ago, a small army of faculty and staff members volunteered to work from 10:00 p.m. to midnight to serve pancakes to about 750 hungry students who were in the thick of studying for finals.

Dr. Driscoll said that, as he busied tables, he encountered students from all corners of the university—members of the football and both basketball teams, young scientists reviewing complicated charts on laptops while they munched on fruit, and kids having both serious and fun discussions. There was even a little music and dancing—after they checked with him to make sure it was okay. All of them were holding each other up under the pressure this academic year. Every single one of them said thanks for the lift and left North Dining with a smile to return to the books.

Dr. Driscoll said that this event, with so many different people assembled in one space, truly represents what makes IUP great—it is one large community comprising a network of smaller, supportive communities. IUP works together on all issues—whether it's Tim Moerland, the provost, working next to Jordyn Greene, one of the campus police officers, to dish out eggs on a Monday night, or it's any professor he knows skipping lunch to work through a problem with a struggling student. Interaction of this kind happens at IUP every single day.

Earlier, the trustees met Debra Fitzsimons, who is joining IUP as vice president for Administration and Finance. She brings more than 25 years of experience to the role and has served a wide range of institutions as chief financial officer, with budgets that range from \$18 million to \$800 million. He said he is glad to welcome her to the team but that her arrival marks the retirement of Susie Sink.

Ms. Sink has stepped into the interim vice president's role twice and, in both instances, served admirably and sensibly. Her knowledge of institutional history and her financial prowess have been invaluable.

The university also bids farewell to Robin Gorman—the person who always keeps IUP first in her words and actions and makes everyone here look good. After 20 years at IUP, she takes her seat on the Indiana County Board of Commissioners in just a few weeks.

He said he will miss working with both of them and wished them well in the next steps of their lives.

This weekend, IUP celebrates hundreds of new graduates in two commencement ceremonies. Dr. Driscoll said he looks forward to joining the group on stage to congratulate the new graduates and send them on their way.

The following motion was approved by the IUP Council of Trustees:

THAT THE REPORT OF THE PRESIDENT BE ACCEPTED.

PUBLIC COMMENT

None.

NEW BUSINESS

REPORT OF THE AUDIT COMMITTEE

Joyce Fairman, chair of the Audit Committee, presented the following report:

The Audit Committee of the IUP Council of Trustees comprises Joyce Fairman, James Miller, and one vacancy. Laurie Kuzneski is a member-elect. On October 31, 2019, Mrs. Fairman, Mr. Miller, and Mrs. Kuzneski conducted an exit conference with a representative from the accounting firm CliftonLarsonAllen to discuss results of the annual audit of the IUP financial statements for the fiscal year that ended June 30, 2019. Also in attendance from IUP were Susanna Sink, interim vice president for Administration and Finance; Richard White, interim associate vice president for Finance; and Gregory Cessna, associate director of Financial Operations. Nancy Gunza, of CliftonLarsonAllen, provided an overview of the IUP financial statements, discussed accounting standards, and answered questions from Audit Committee members. The Audit Committee is pleased to report that CliftonLarsonAllen rendered an unmodified opinion on the IUP financial statements for the fiscal year that ended June 30, 2019.

The following motion was approved by the IUP Council of Trustees:

THAT IUP'S AUDITED FINANCIAL STATEMENTS FOR THE FISCAL YEAR THAT ENDED JUNE 30, 2019, BE ACCEPTED AS DISTRIBUTED TO THE IUP COUNCIL OF TRUSTEES.

REPORT OF THE ADMINISTRATION AND FINANCE COMMITTEE

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

The Administration and Finance Committee reviewed and discussed the items appearing on pages 72 through 77 in the Docket Report and in Exhibits 1 through 6, which depict highlights of the Administration and Finance Division.

September 12, 2019, Committee Minutes

The committee reviewed the September 12, 2019, minutes of the Administration and Finance Committee meeting. The minutes were approved as distributed.

2020-21 and 2021-22 Fee Increases

Student fee proposals for academic year 2020-21 and 2021-22, as depicted in Exhibit 5 of the Docket Report, were reviewed by members of the IUP Council of Trustees.

The following motion was approved by the IUP Council of Trustees:

THAT THE FEE INCREASES FOR 2020-21 and 2021-22, AS SHOWN IN EXHIBIT 5 OF THE DOCKET REPORT, BE APPROVED.

Certifying Resolution: Board of Governors Policy 1985-04-A, University External Financial Support, for the IUP Alumni Association

The committee reviewed the Certifying Resolution: Board of Governors Policy 1985-04-A, University External Financial Support, for the IUP Alumni Association:

The following motion was approved by the IUP Council of Trustees:

NOW, THEREFORE, BE IT RESOLVED, that this resolution is approved by action of the IUP Council of Trustees during the quarterly meeting held December 12, 2019, in Indiana, Pennsylvania.

Certifying Resolution: Board of Governors Policy 1985-04-A, University External Financial Support, for the Foundation for IUP

The committee reviewed the Certifying Resolution: Board of Governors Policy 1985-04-A, University External Financial Support, for the Foundation for IUP:

The following motion was approved by the IUP Council of Trustees:

NOW, THEREFORE, BE IT RESOLVED, that this resolution is approved by action of the IUP Council of Trustees during the quarterly meeting held December 12, 2019, in Indiana, Pennsylvania.

Certifying Resolution: Board of Governors Policy 1985-04-A, University External Financial Support, for the IUP Research Institute

The committee reviewed the Certifying Resolution: Board of Governors Policy 1985-04-A, University External Financial Support, for the IUP Research Institute:

The following motion was approved by the IUP Council of Trustees:

NOW, THEREFORE, BE IT RESOLVED, that this resolution is approved by action of the IUP Council of Trustees during the quarterly meeting held December 12, 2019, in Indiana, Pennsylvania.

Certifying Resolution: Board of Governors Policy 1985-04-A, University External Financial Support, for Residential Revival Indiana

The committee reviewed the Certifying Resolution: Board of Governors Policy 1985-04-A, University External Financial Support, for Residential Revival Indiana:

The following motion was approved by the IUP Council of Trustees:

NOW, THEREFORE, BE IT RESOLVED, that this resolution is approved by action of the IUP Council of Trustees during the quarterly meeting held December 12, 2019, in Indiana, Pennsylvania.

Certifying Resolution: Board of Governors Policy 1985-04-A, University External Financial Support, for the Student Cooperative Association

The committee reviewed the Certifying Resolution: Board of Governors Policy 1985-04-A, University External Financial Support, for the Student Cooperative Association:

The following motion is recommended for approval by the IUP Council of Trustees:

NOW, THEREFORE, BE IT RESOLVED, that this resolution is approved by action of the IUP Council of Trustees during the quarterly meeting held December 12, 2019, in Indiana, Pennsylvania.

Procurements and Services, Purchasing Card Expenditures

As required by Act 13 and Act 188, the committee reviewed the procurements and services since the last meeting, as depicted in Exhibit 6 of the Docket Report.

The following motion was approved by the IUP Council of Trustees:

THAT, AS REQUIRED BY ACT 13 AND ACT 188, PROCUREMENTS AND SERVICES NEGOTIATED OR AWARDED BY THE PRESIDENT FROM JULY 1, 2019, THROUGH SEPTEMBER 30, 2019, TOTALING \$9,299,563.79, INCLUDING CARD PURCHASES AS SHOWN IN EXHIBIT 6 OF THE DOCKET REPORT, BE APPROVED.

Comments by Interim Vice President

Susanna Sink introduced and welcomed Jason Mackovyak, interim associate vice president for Facilities Management; Jennifer Lewis, director of Procurement Services and Central Stores; and Greg Cessna, associate director of Financial Operations. Ms. Sink provided an update and comments related to the general business, administrative, and financial operations of the university. She also highlighted accomplishments of the Administration and Finance Division.

FY2019-20 Budget Status Report

Ms. Sink provided a status report regarding the Educational and General budget for the period of July 1, 2019, through November 30, 2019, and provided a financial outlook for the fiscal year 2020-21 Educational and General budget.

REPORT OF THE ACADEMIC AFFAIRS COMMITTEE

In the absence of Mark Holman, chair of the Academic Affairs Committee, Tim Cejka presented the following report:

The Academic Affairs Committee recommends that the following University Senate actions, which have the endorsement of the president and provost, be approved:

- Program revisions approved at the September 10, 2019, meeting of the University Senate. These revisions are as follows:
 - From the Department of Marketing, revision of the
 - Bachelor of Science in Marketing
 - From the Department of Nursing and Allied Health Professions, revision of the
 - Bachelor of Science in Medical Technology
 - From the Department of Communications Media, revision of the
 - Master of Science in Strategic Communications
- Program revisions approved at the October 1, 2019, meeting of the University Senate. These revisions are as follows:
 - From the Department of Management, revisions of the
 - Bachelor of Science in Management/Entrepreneurship and Small Business
 - Bachelor of Science in Management/Supply Chain Management
 - Bachelor of Science in Human Resource Management
 - Bachelor of Science in Energy Management
 - From the Department of Mathematical and Computer Sciences, revision of the
 - Minor in Cyber Security

- From the Department of Art and Design, revision of the
 - Master of Arts in Art Studio Track
- From the Department of Nursing and Allied Health Professions, revision of the
 - Master of Science in Nursing
- Program revisions approved at the November 5, 2019, meeting of the University Senate. These revisions are as follows:
 - From the Department of Geoscience, revision of the
 - Minor in Geoscience
 - From the Department of Finance and Legal Studies, revision of the
 - Bachelor of Science in Finance, including a name change from Bachelor of Science in Finance to Bachelor of Science in Corporate Finance Track
- From the Department of Finance and Legal Studies, new Financial Planning Track in the Bachelor of Science in Finance approved at the November 5, 2019, meeting of the University Senate
- Revision of the following policies approved at the November 5, 2019, meeting of the University Senate:
 - Revision of the Incomplete Policy
 - Revision of the Fresh Start and Canceled Semester Policies

The following motion was approved by the IUP Council of Trustees:

THAT THE COUNCIL OF TRUSTEES APPROVE THE SENATE ACTIONS THAT WERE APPROVED AT THE SEPTEMBER 10, OCTOBER 1, AND NOVEMBER 5, 2019, MEETINGS OF THE UNIVERSITY SENATE AND SUBSEQUENTLY APPROVED BY PRESIDENT DRISCOLL.

Provost Report

Provost Timothy Moerland highlighted the senate actions, including 12 substantive revisions to academic programs, that were presented for approval to the IUP Council of Trustees. Dr. Moerland reported that a comprehensive review of IUP's academic programs is under way. The name of this initiative is Inspire, and the goal is to take a data-informed overview of all of IUP's programs at the undergraduate and graduate levels. The review will take into account student interest and demand, program cost and return, and program impact, including career and employment opportunities for graduates and relevance to regional, state, and national needs. The Inspire review process will examine the programs in three phases that roughly correspond with the fall 2019, spring 2020, and fall 2020 semesters. Phase One is active, and there are more than 70 baccalaureate and master's programs being reviewed. The provost indicated that this is a work in progress.

REPORT OF THE STUDENT AFFAIRS COMMITTEE

Abigaille Vertil, chair of the Student Affairs Committee, presented the following report:

The Student Affairs Committee met today with Vice President for Student Affairs Tom Segar, who shared initiatives within the division that engage students and promote student success.

Athletics Director Todd Garzarelli highlighted the fall 2019 successes of sports teams and student-athletes and provided an update on the winter season sports. Mr. Garzarelli also revealed a new hall of fame wall display in Memorial Field House in his presentation.

Dr. Segar introduced Center for Health and Well-Being staff members, who described the seven different functions that compose the center and how those functions work with one another. Melissa

Dick, nursing director; Susan Graham, clinical case manager; and Ann Sesti, director of Alcohol, Tobacco, and Other Drugs, all from the Rhonda H. Luckey Center for Health and Well-Being, explained how the professionals within the center collaborate with other departments at IUP, as well as with off-campus agencies. The center not only implements prevention, intervention, and education initiatives for students but also provides meaningful engagement and leadership opportunities for IUP students serving as peer educators for the center. It provides necessary care and support for IUP students and promotes their persistence.

Assistant Vice President Malaika Turner shared that student usage of the Food Pantry and Help Center has been steadily increasing, in part because of a newly created social media presence and web page. University employees, student organizations, and community groups have embraced this effort by holding food drives throughout the fall semester. During the spring semester, the center will educate students on financial management and on overcoming academic challenges to enable them to be successful while enrolled at IUP and after graduation.

REPORT OF THE UNIVERSITY ADVANCEMENT COMMITTEE

In the absence of James Miller, chair of the University Advancement Committee, Laurie Kuzneski presented the following report:

Resolution for the Naming of the Frank and Sharon Roberts Family Cafeteria

Mrs. Kuzneski invited Joyce Fairman to the podium to accept, on behalf of the Roberts Family, the resolution to name the future cafeteria in the Academy of Culinary Arts.

WHEREAS, the Roberts family has had a close relationship with IUP and with the Punxsutawney community, starting with the late Ralph F. Roberts, a former IUP trustee;

WHEREAS, Ralph Roberts was the founding member and a past president of the Punxsutawney Area College Trust, which established IUP's Punxsutawney campus and the IUP Academy of Culinary Arts;

WHEREAS, Frank J. Roberts serves as a member of the Foundation for IUP Board of Directors, the Punxsutawney Regional Advancement Council, the Academy of Culinary Arts Advisory Board, and the Punxsutawney Regional Development Corporation;

WHEREAS, Frank and Sharon Roberts and their family business, Frank Roberts and Sons, are philanthropically committed to IUP and to the Punxsutawney community;

NOW, THEREFORE, BE IT RESOLVED, that the Council of Trustees of Indiana University of Pennsylvania recognizes the generosity of Frank and Sharon Roberts by naming the Frank and Sharon Roberts Family Cafeteria in the new Academy of Culinary Arts in their honor.

The following motion was approved by the IUP Council of Trustees:

THAT THE COUNCIL OF TRUSTEES APPROVE THE RESOLUTION FOR THE NAMING OF THE FRANK AND SHARON ROBERTS FAMILY CAFETERIA.

Resolution for the Naming of the Kristin Butterworth Demonstration Kitchen

Next, Mrs. Kuzneski invited John Kapusta (assistant professor for culinary arts) to the podium to accept, on behalf of Kristin Butterworth and the Hardy family, the resolution to name the demonstration kitchen.

WHEREAS, Kristin Butterworth is a 2002 graduate of the IUP Academy of Culinary Arts and was inducted into the College of Health and Human Services Hall of Distinction in 2019;

WHEREAS, Ms. Butterworth, who has a strong appreciation for the education and training she received at IUP, has been a featured chef three times at the James Beard House in New York City, has been a recipient of the Forbes Five-Star and AAA Five-Diamond awards every year since 2010, and is the youngest Five-Star, Five-Diamond female chef in the world;

WHEREAS, Ms. Butterworth currently serves as executive chef at Lautrec and as executive chef of restaurants at Nemaquin Woodlands Resort, named by Forbes as one of the 2018 World's Most Luxurious Hotels;

WHEREAS, since 2004, the Hardy family has philanthropically supported the enhancement of infrastructure at IUP, most recently with a gift to the Academy of Culinary Arts in honor of Ms. Butterworth;

NOW, THEREFORE, BE IT RESOLVED, that the Council of Trustees of Indiana University of Pennsylvania recognizes the achievements of Ms. Butterworth by naming the Kristin Butterworth Demonstration Kitchen in her honor.

The following motion was approved by the IUP Council of Trustees:

THAT THE COUNCIL OF TRUSTEES APPROVE THE RESOLUTION FOR THE NAMING OF THE KRISTIN BUTTERWORTH DEMONSTRATION KITCHEN.

Resolution for the Naming of the Dessy-Roffman Myth Collaborative

Finally, Mrs. Kuzneski invited Blane Dessy and Rosaly Roffman to the podium to accept the resolution naming the Dessy-Roffman Myth Collaborative.

WHEREAS, Blane K. Dessy, who earned his bachelor of arts degree at IUP in 1973 and his advanced degree at the University of Pittsburgh, has dedicated his career to the field of library science;

WHEREAS, Mr. Dessy served as the director of Library Staff at the US Department of Justice and as the executive director of National Enterprises at the Library of Congress;

WHEREAS, Mr. Dessy was closely mentored at IUP by Rosaly Roffman, now a professor emerita of English, who kindled his passion for literacy and myth;

WHEREAS, Mr. Dessy has committed to a transformative gift that stimulates and sustains collaborative projects on myth and the human imagination within IUP and across the commonwealth;

NOW, THEREFORE, BE IT RESOLVED, that the Council of Trustees of Indiana University of Pennsylvania recognizes the generosity of Blane Dessy and the influence of Rosaly Roffman by naming the Dessy-Roffman Myth Collaborative in their honor.

The following motion was approved by the IUP Council of Trustees:

THAT THE COUNCIL OF TRUSTEES APPROVE THE RESOLUTION FOR THE NAMING OF THE DESSY-ROFFMAN MYTH COLLABORATIVE.

Discussion:

The University Advancement Division report began with an update from Vice President Khatmeh Osseiran-Hanna.

She highlighted the accomplishments of all units, noting that 1,600 alumni engaged with the Office of Alumni and Friends through alumni activities from July through October. These included Regional Ambassador training, Family Weekend and the second annual Legacy Breakfast, Homecoming, the Young Alumni Achievement Awards, New Hawk send-offs, alumni gatherings and networking receptions in Washington, DC, and Pittsburgh, Alumni and Friends football tailgates, and numerous reunion and anniversary event gatherings. Since late August, the office acknowledged 25 alumni who have visited campus to speak in classrooms.

Vice President Osseiran-Hanna noted that the Campaign for IUP: Imagine Unlimited is at \$65.8 million, or 88 percent of the goal, with potential expectancies in fiscal year 2019-20 totaling more than \$27.9 million. The National Campaign Cabinet continues to meet through teleconference each month to receive campaign updates and to advise on strategy. More than 210 volunteers from across the country—including members of the Foundation for IUP, IUP Alumni Association board, IUP Leadership Society council, and advancement councils, as well as regional ambassadors—continue to meet on campus and serve as advocates and supporters for the campaign. The Foundation for IUP board welcomed a new member, Dianne Frye DeLisa.

In the first quarter, the Office of Development raised more than \$431,000 from gifts and pledges totaling \$25,000 or more. The office hosted several cultivation dinners, advancement council meetings, and a golf outing during this time. In the same time frame, the Office of Annual Giving secured \$213,783 in gifts and pledges. New initiatives in Annual Giving include the rebranding of student giving as “Help a Hawk” and a \$200,000 fundraising goal for the Cook Honors College, coinciding with its 20th anniversary and use of crowdfunding to assist with focused fundraising projects.

The Office of Donor Engagement continues to create ongoing division communications and assist with division events, including Homecoming; naming dedications, which include the Sobotka Science Discovery and Outdoor Learning Center and the Mackey Financial Trading Room; the 12@12 luncheon; and the presidential football box. In the most recent quarter, the office helped create and promote the Sutton Scholarship materials, Academy of Culinary Arts prospectus, and the annual Donor Report.

University Advancement marked a significant moment in the conversion of its constituent relationship management system. Gift processing, research, and development activities for all constituent records are now solely maintained in Raiser’s Edge NXT. While the new CRM system is becoming fully operational, the Advancement Services office is maintaining 194,751 constituent records and has processed 4,239 gifts and pledges over the last quarter.

ENROLLMENT MANAGEMENT COMMITTEE REPORT

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

Discussion:

Patricia McCarthy, vice president for Enrollment Management, opened the committee meeting by discussing fall 2020 enrollment for undergraduate, culinary, and graduate programs.

For fall 2020, the number of completed, new freshman applications and the number of admitted freshman students are both lower than at the same point in time last year, down 12.7 percent and 11.6 percent, respectively, with 5,623 completed freshman applications received and 5,298 students admitted. Freshman deposits are 2.2 percent lower than at the same point in time last year, but the conversion of admitted students to deposited students is higher than last year. IUP is also maintaining quality with its freshman class; students admitted to IUP for the fall 2020 semester have an average high school grade point average of approximately 3.5.

For transfer students, completed applications and admitted students for fall 2020 are down slightly from fall 2019. Currently, there are 76 completed transfer applications and 56 admitted transfer students. At this time, 10 students have deposited.

For graduate programs, completed applications and admitted students for fall 2020 are up compared to fall 2019, with a 12 percent increase in completed applications and a 33 percent increase in admitted students over this time last year.

Finally, the Academy of Culinary Arts has had a slight decrease in completed applications; however, acceptance into either the Culinary Arts or the Baking and Pastry Arts program is higher than last year by 11.6 percent. The number of deposits is higher by 22.2 percent.

The fall-to-spring retention of fall 2019 first-time, full-time, degree-seeking freshman students is currently at 81.3 percent, compared to 80.77 percent at this point last year, continuing a positive trend in freshman retention rates.

OTHER BUSINESS

Resolution of Appreciation for Susanna Sink

Trustees Chair Samuel Smith invited Susanna Sink to the podium.

WHEREAS, Susanna Sink began her career at IUP in 1985 as a member of the Grant Accounting staff and advanced through the ranks to become director of Fiscal Affairs;

WHEREAS, over the course of her career, Ms. Sink participated in or led efforts for a wide range of progress, including many software conversions, reaffirmation of the university's accreditation by the Middle States Commission on Higher Education, financing and early debt retirement of Kovalchick Convention and Athletic Complex, and construction of the Residential Revival housing initiative;

WHEREAS, Ms. Sink has mentored and supported new employees, has ensured that IUP has had successful and accurate audits and balanced budgets, and has been a leader in partnering with university affiliates;

WHEREAS, during two appointments as interim vice president for Administration and Finance, Ms. Sink balanced true concern for the university and students while executing difficult decisions, and her institutional memory has been a remarkable and invaluable resource;

NOW, THEREFORE, BE IT RESOLVED, that the Council of Trustees of Indiana University of Pennsylvania expresses its deep appreciation for Susanna Sink and extends its best wishes on the occasion of her retirement.

The following motion was approved by the IUP Council of Trustees:

THAT THE RESOLUTION OF APPRECIATION FOR SUSANNA SINK BE APPROVED.

Resolution of Appreciation for Robin Gorman

Then, Mr. Smith invited Robin Gorman to the podium.

WHEREAS, Robin Gorman began her IUP career in the area of workforce development, and, because of that background and her deep knowledge of the political and government relations spectra, she was appointed executive assistant to the president by President Tony Atwater;

WHEREAS, President Michael Driscoll continued to rely on Ms. Gorman’s expertise and added to her responsibilities the oversight of making IUP a welcoming place to all constituents—parents, community members, government leaders, and more—as well as ensuring IUP retains a close connection with the communities it serves;

WHEREAS, as a founding member of the Indiana Area Collaborative Team, Ms. Gorman developed among the team’s members credibility and trust, which have strengthened mutual understanding and cooperation between IUP and the Indiana community;

WHEREAS, Ms. Gorman represented IUP on numerous boards, such as the Center for Economic Operations, the Indiana County Chamber of Commerce, and the Indiana County Tourist Bureau, as well as with key government officials at the local, state, and federal levels;

WHEREAS, while Ms. Gorman skillfully led the planning and execution of high-profile events, including commencement, the Pennsylvania Governor’s Awards for the Arts, and the inauguration of President Driscoll, she always sought perfection—not only because it was in IUP’s best interests but also because of the genuine joy and pride such programs brought to audiences;

NOW, THEREFORE, BE IT RESOLVED, that the Council of Trustees of Indiana University of Pennsylvania expresses its deep appreciation for Robin Gorman and wishes her well in her new position as a member of the Indiana County Board of Commissioners.

The following motion was approved by the IUP Council of Trustees:

THAT THE RESOLUTION OF APPRECIATION FOR ROBIN GORMAN BE APPROVED.

RESOLUTION SETTING THE NEXT MEETING DATE

The following motion was approved by the IUP Council of Trustees:

THAT THE NEXT MEETING OF THE COUNCIL OF TRUSTEES BE HELD MARCH 19, 2020.

ADJOURNMENT

The following motion was approved by the IUP Council of Trustees:

THAT THE MEETING BE ADJOURNED AT 6:00 P.M.

Mr. Glenn M. Cannon
Secretary, IUP Council of Trustees

On behalf of Mr. Glenn Cannon