MINUTES OF THE MEETING OF THE COUNCIL OF TRUSTEES OF INDIANA UNIVERSITY OF PENNSYLVANIA, HELD AT THE IUP PUNXSUTAWNEY CAMPUS ON THURSDAY, MARCH 13, 2014, AT 5:00 P.M., PURSUANT TO NOTICE GIVEN

Susan S. Delaney, chair of the Council of Trustees, called the meeting to order.

The following council members were present:

Mrs. Susan S. Delaney, Chair
Mr. Jonathan B. Mack, Vice Chair
Mr. James C. Miller, Treasurer
Mr. Glenn M. Cannon
Mr. Aaron R. Douthit
Mrs. Joyce R. Fairman
Mr. Mark A. Holman
Mr. David Osikowicz
The Honorable Samuel H. Smith
Mr. Gealy W. Wallwork

The following council members were absent:

Dr. Mary Esther Van Shura, Secretary

The following university administrators were present:

Dr. Michael A. Driscoll, President
Dr. Timothy S. Moerland, Provost and Vice President for Academic Affairs
Dr. Cornelius Wooten, Vice President for Administration and Finance
Dr. Rhonda H. Luckey, Vice President for Student Affairs
Mr. James Begany, Vice President for Enrollment Management and Communications
Mr. Bill Speidel, Vice President for University Advancement
Dr. Tim Mack, Dean of Graduate Studies and Research
Mrs. Robin A. Gorman, Executive Assistant to the President for Government and Community Relations
Ms. Barbara J. Moore, Director of Institutional Research, Planning, and Assessment

The following advisory members were present:

Mr. Ken Berberich, SCUPA President

IUP COUNCIL OF TRUSTEES' EXECUTIVE SESSION

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

READING AND CONSIDERATION OF THE MINUTES

The following motion was approved:

THAT THE MINUTES OF THE MEETING OF THE COUNCIL OF TRUSTEES HELD ON DECEMBER 5, 2013, BE APPROVED.

REPORT OF THE PRESIDENT

Dr. Driscoll welcomed everyone and said that he is pleased to have this meeting at the Punxsutawney campus and that sometimes a change of venue is needed as a reminder that IUP is a multifaceted university.

The students at the Punxsutawney campus have formed their own special community—a mix of traditional-age students who are receiving a great start through a special, intimate educational experience, paired with the culinary students, who embark on a very focused and demanding curriculum. The hospitality the students and staff have shown is greatly appreciated, and special appreciation goes to Dean Terry Appolonia, Chef Albert Wutsch, and their staffs.

Despite the decline in demographics, IUP is on track to meet next year's enrollment goal—a total of 14,368 students—based on the number of applications and deposits. In 2012, the Council of Trustees approved a grant that provided the Admissions office with scholarship funding for qualified students. That action has greatly assisted with this success, as have stepped-up marketing efforts. Based on the most likely scenario for the next fiscal year budget, IUP will face a modest shortfall. To maintain a balanced budget and adequate reserves, the university will need to identify additional revenue, including the fee increase being considered by the trustees today, and make permanent budget reductions.

After significant consultation with the University Budget Advisory Committee and the President's Cabinet, Dr. Driscoll instructed the vice presidents to work with their divisions over the next 60 days to identify their share of the reductions. He said he will have additional information to report at the May Council of Trustees meeting.

The president noted that copies of *Points of Pride*, a comprehensive list of accomplishments, were available in the back of the room. While impressive, the list does not reflect the pace of the work across the university, nor some of the large, positive strides being made.

IUP was very fortunate to receive from alumni Tim and Debra Cejka a $1.25-million gift in support of the new science building, currently in the planning stages. Tim Cejka serves on the Natural Sciences and Mathematics Advisory Board, which is helping to create a plan that considers the best educational options for future scientists and mathematicians—preparing them for today, as well as for situations they may encounter in the future. The Cejkas provided this gift as a spark, and they hope their investment will inspire others to invest in IUP.

Dr. Driscoll noted that acquisitions were not confined to the financial. In May, the Music Department will acquire the Pogorzelski-Yankee Memorial Organ, valued at $400,000. This pipe organ comes to IUP through a renewable lease from the American Guild of Organists, which received it through a bequest. The Music Department earned the privilege to house the organ through a competitive process. Organ professor Christine Clewell wrote the proposal. For years, the department has diligently promoted the Carol Teti Memorial Organ Scholarship to combat the shortage of organists in rural areas throughout the United States. Having a magnificent instrument like this on campus makes organ studies more appealing to future professional musicians.

The president reported that the IUP Research Institute, in partnership with the Pennsylvania Game Commission, received from members of Congress the State Wildlife Action Plan Partnership Award for outstanding achievement in implementing the state's wildlife plan. An IUP contingent accepted the award in Washington, DC. The president quoted the press release distributed by the Association of Fish and Wildlife Agencies, which said, "IUP researchers are among the commission's most valuable partners as a result of the [IUP Research] Institute's understanding of the Pennsylvania Wildlife Action Plan, coupled with experience of finding and implementing solutions to the state's conservation needs."

In January, Caleb Finegan agreed to become the director of the Cook Honors College. He succeeds Janet Goebel, the founding director. Dr. Finegan is a member of the History Department faculty, and he has a longstanding commitment to student engagement at IUP. He founded IUP's Alternative Spring Break program, which arranges for students to forgo the usual spring break beach ritual in favor of conducting community service projects in locations across the country. Dr. Finegan personally led a special study abroad experience—a 500-mile pilgrimage along El Camino de Santiago in Spain. Early in his career, he received a Fulbright Scholarship, which funded research in Bolivia.

The university's Middle States Self-Study is progressing. In February, Debra Klinman, from the Middle States Commission, met with various groups on campus to provide insight into the process. Leaders of the self-study, Hilliary Creely and Laura DelBrugge, submitted before Dr. Klinman's arrival the design plan for the next two years. Dr. Driscoll was pleased that more than 300 faculty and staff members, students, and others volunteered to participate in the self-study. This is yet another indication that everyone on campus is pulling together to help IUP realize its full potential and that the university has a productive work environment.

A second Community University Forum was held recently, and student leaders were on the panel with members of Indiana Borough Council. The intent was to foster discussion between IUP students and the town's residents, creating a better relationship among them. Those students who participated on the panel gained invaluable experience by working with members of the town council. The president hoped that, in the future, a similar forum would be held in Punxsutawney.

The Center for Family Business honored the Reschini Group of Indiana with the annual Family Business Award. Students in the Eberly College of Business and Information Technology benefited from a presentation made by Reschini's top management.

Dr. Driscoll reported that on March 31, IUP would host a high-profile speaker of interest. Probably best known for her battle of the sexes tennis duel with Bobby Riggs, Billie Jean King is also a Presidential Medal of Freedom award winner and was named by *Life* magazine as one of the most important Americans of the 20th century. Ms. King's visit was to be funded by the Ideas and Issues series.

The president stated that IUP has awarded the President's Medal of Distinction for more than 25 years. In that time, the award has been presented to luminaries and dignitaries who have served the university community honorably. Several current members of the Council of Trustees have received it, such as Susan Delaney, Gealy Wallwork, and James Miller. This year, the award was to be presented to someone whose perspective is one of influence and whose service to the university has been honorable as well as crucial. It was the president's wish that the trustees would join him at Indiana's annual Leader's Circle event on April 10, when he was to have the privilege to honor and thank their colleague on the Council of Trustees, the Honorable Sam Smith.

The following motion was approved:

THAT THE REPORT OF THE PRESIDENT BE ACCEPTED.

PUBLIC COMMENT

The Honorable Sam Smith offered special thanks to Dr. Driscoll and his staff for bringing the March Council of Trustees quarterly meeting to the IUP Punxsutawney campus. He was pleased that those attending were able to see the campus from a local community perspective.

NEW BUSINESS

REPORT OF THE ADMINISTRATION AND FINANCE COMMITTEE

Gealy Wallwork, chair of the Administration and Finance Committee, presented the following report:

The Administration and Finance Committee reviewed and discussed the items appearing on pages 135-144 in the Docket Report and Exhibits 1 through 6, which depict the highlights of the Administration and Finance Division.

December 5, 2013, Committee Minutes

The committee reviewed the December 5, 2013, minutes of the Administration and Finance Committee meeting. The minutes were approved as distributed.

Capital Spending Plan

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

The following motion was approved:

> **THAT THE FIVE-YEAR CAPITAL SPENDING PLAN DISTRIBUTED BE APPROVED FOR SUBMISSION TO THE PENNSYLVANIA STATE SYSTEM OF HIGHER EDUCATION ON OR BEFORE APRIL 1, 2014.**

Naming of Annual Facilities Inspection Committee and Selection of Meeting Date

The Administration and Finance Committee agreed that all committee members should participate in the annual facilities inspection if their respective schedules permit. After discussion, the committee selected the date of April 30 for the inspection to occur. The Office of the Associate Vice President for Facilities Management will coordinate the inspection plans. The committee will report its findings at the May 2014 Council of Trustees meeting.

2014-15 Fee Increases

The revised student fee proposals for academic year 2014-15, as depicted in Exhibit 5, were reviewed by members of the Council of Trustees. These proposed fees were provided to the trustees at the December 5, 2013, Council of Trustees meeting for review.

The following motion was approved:

> **THAT THE FEE INCREASES FOR 2014-15, AS SHOWN IN EXHIBIT 5, BE APPROVED.**

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:

> **THAT, AS REQUIRED BY ACT 13 AND ACT 188, PROCUREMENTS AND SERVICES NEGOTIATED OR AWARDED BY THE PRESIDENT FROM**

OCTOBER 1, 2013, THROUGH DECEMBER 31, 2013, TOTALING $4,916,777.03, INCLUDING CARD PURCHASES AS SHOWN IN EXHIBIT 6 OF THE DOCKET REPORT, BE APPROVED.

Budget Status Report

Cornelius Wooten provided a status report regarding the Educational and General budget for the period of July 1, 2013, through February 28, 2014.

Mid-Year Budget Report

Dr. Wooten submitted the Mid-Year Budget Report for Fiscal Year 2013-14 for review by the committee. This document contains detailed information related to budget and institutional data.

Emergency Operations Plan Update

A preliminary meeting with Baker and Associates was held recently to determine responsible persons from many areas of the university with regard to hazard mitigation. Baker and Associates has received the contract to develop new emergency operations and hazard mitigation for IUP and its sister schools across the Commonwealth of Pennsylvania.

Kovalchick Convention and Athletic Complex Financial Update as of December 31, 2013

Dr. Wooten provided an overview of the Kovalchick Convention and Athletic Complex Project Budget Summary as of December 31, 2013.

REPORT OF THE ACADEMIC AFFAIRS AND STUDENT AFFAIRS COMMITTEES

Jonathan Mack, chair of the Academic Affairs Committee, presented the following report:

Approval of Senate Actions

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

- Approval of program revisions approved at the December 3, 2013, meeting of the University Senate. These revisions are
  - The Bachelor of Arts—Criminology
  - The Bachelor of Science—Biology
  - The Bachelor of Science—Biology/Pre-veterinary
  - The Bachelor of Science—Biology/Pre-medical
  - The Bachelor of Science—Biology/Environmental Health
  - The Bachelor of Science—Biology/Ecology, Conservation, and Environmental Biology
  - The Bachelor of Science—Biology/Cell and Molecular Biology
  - The Bachelor of Science in Education—Biology

- Approval of a new Minor in Sport Management from the Department of Health and Physical Education.

The following motion was approved:

THAT THE ACADEMIC AFFAIRS COMMITTEE APPROVE THE SENATE ACTIONS WHICH WERE APPROVED AT THE DECEMBER 3, 2013, MEETING OF THE UNIVERSITY SENATE AND SUBSEQUENTLY APPROVED BY PRESIDENT DRISCOLL.

Approval of Honorary Degree

The Academic Affairs Committee recommends the approval of an honorary doctor of public service degree be presented to Terry L. Dunlap.

The following motion was approved:

THAT THE ACADEMIC AFFAIRS COMMITTEE RECOMMEND THE AWARDING OF AN HONORARY DOCTOR OF PUBLIC SERVICE DEGREE TO TERRY L. DUNLAP AT COMMENCEMENT ON MAY 10, 2014.

Student Success Strategies

Provost Moerland provided remarks addressing the elements of student success within the university vision and values statements. Faculty members and administrators within the divisions of Academic and Student Affairs jointly presented on the successes and challenges facing Punxsutawney campus students. The colleagues identified below shared information related to the academic and co-curricular experiences on the Punxsutawney and Indiana campuses.

- Mr. Terry Appolonia, Dean, Punxsutawney Campus
- Mr. Chris Kitas, Associate Director, Office of Institutional Research, Planning, and Assessment
- Mr. Mike Lemasters, Associate Dean of Students for Campus Living and Learning/Executive Director, Office of Housing, Residential Living, and Dining
- Dr. Mary Williams, Dean's Associate for Academic Affairs, College of Health and Human Services

In addition, the following staff members from the Division of Student Affairs were available to respond to questions:

- Mr. Dave Berberich, Residence Director at the Punxsutawney campus
- Mr. Theo Turner, Assistant Dean of Students at the Punxsutawney campus
- Ms. Kate Linder, Associate Dean of Students for Student Life and Community Engagement/Director, Center for Student Life

Rhonda Luckey, vice president for Student Affairs and Title IX coordinator, reported on current initiatives to ensure compliance with the Violence against Women Reauthorization Act of 2013.

REPORT OF THE UNIVERSITY ADVANCEMENT COMMITTEE

James Miller, chair of the University Advancement Committee, presented the following report:

Bill Speidel, vice president for University Advancement, reported on the alumni receptions since January, which included Florida, Texas, and Charlotte, North Carolina.

He reported on the upcoming Distinguished Alumni Gala, to be held April 12, in which 10 alumni will be honored for success in their professions and service to IUP.

Mr. Speidel highlighted the fund-raising report. Gifts received have surpassed $4 million, a 68 percent increase over last year at this time. Annual Giving is showing significant progress, recently passing the $1-million mark. Mr. Speidel announced, as President Driscoll mentioned in his report, that Tim and Deb Cejka have lent their support in the form of $1.25 million for IUP's new science building.

The feasibility study for IUP's comprehensive campaign will begin in April, with results expected in mid-June. This study will be a critical document as plans are finalized for the campaign.

Mr. Speidel cited the advancement work in Punxsutawney. These accomplishments include recognizing alumni at the 50th anniversary celebration, assisting with special events, and raising funds for the Fairman Centre.

REPORT OF THE ENROLLMENT MANAGEMENT AND COMMUNICATIONS COMMITTEE

David Osikowicz presented the following report in the absence of Mary Esther Van Shura, chair of the Enrollment Management and Communications Committee:

James Begany, vice president for Enrollment Management and Communications, shared highlights summarizing the division's activities, programs, and accomplishments. He shared an update on the fall 2013 IUP Grant program, as well as a new proposal for the 2014-15 academic year. Included in his presentation was a summary of initiatives for spring 2014 in an effort to increase enrollment. In addition, he shared an update on the success of the Sutton Scholars program, including yield to registration and retention data for IUP's Sutton Scholars.

The committee reviewed the IUP Grant proposal for the 2014-15 academic and fiscal year.

The following motion was approved:

> **THAT THE IUP GRANT PROGRAM BE INCREASED FROM $500,000 TO $1,000,000 FOR THE 2014-15 ACADEMIC AND FISCAL YEAR.**

Enid Resenic, director of administrative services for the Academy of Culinary Arts, presented information about culinary enrollment, a new scholarship initiative, and the culinary externship program. She introduced two baking and pastry students who shared their externship plans and reasons for selecting IUP as their choice for a culinary school.

OTHER BUSINESS

APPOINTMENT OF NOMINATING COMMITTEE

The following motion was approved:

> **THAT THE FOLLOWING IUP COUNCIL OF TRUSTEES MEMBERS WILL SERVE ON THE NOMINATING COMMITTEE FOR THE NEXT TERM OF OFFICERS TO BE ELECTED AT THE MAY 8, 2014, COUNCIL OF TRUSTEES PUBLIC MEETING:**
>
> **MR. DAVID OSIKOWICZ, CHAIR**
> **MR. GEALY W. WALLWORK**
> **MRS. JOYCE R. FAIRMAN**

MEETING DATES

The following motion was approved:

THAT THE CALENDAR OF MEETINGS FOR 2014-15 BE APPROVED:

SEPTEMBER 18, 2014
DECEMBER 11, 2014
MARCH 12, 2015
MAY 7, 2015

RESOLUTION SETTING THE NEXT MEETING DATE

The following motion was approved:

THAT THE NEXT MEETING OF THE COUNCIL OF TRUSTEES BE HELD ON MAY 8, 2014.

ADJOURNMENT

THE MEETING WAS ADJOURNED AT 5:53 P.M.

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Mrs. Susan S. Delaney, Chair
for
Dr. Mary Esther Van Shura
Secretary, IUP Council of Trustees