

**MINUTES OF THE MEETING OF THE COUNCIL OF TRUSTEES OF INDIANA UNIVERSITY OF PENNSYLVANIA, HELD IN GORELL HALL, JOHN SUTTON HALL, THURSDAY, SEPTEMBER 12, 2013, AT 5:00 P.M. PURSUANT TO NOTICE GIVEN**

Susan 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  
Dr. Mary Esther Van Shura, Secretary  
Mr. James C. Miller, Treasurer

Mr. Glenn M. Cannon  
Mr. Aaron R. Douthit  
The Honorable Samuel H. Smith  
Mr. Gealy W. Wallwork

**The following council members were absent:**

Mr. Mark A. Holman  
Mr. David Osikowicz  
Mrs. Carolyn P. Snyder

Ex Officio: Dr. Peter H. Garland, Acting Chancellor of the Pennsylvania State System of Higher Education

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

Dr. Mark J. Staszkiwicz, IUP APSCUF President  
Dr. David LaPorte, IUP Senate Chair  
Mr. Taylor Billman, IUP Student Government President  
Mr. Timothy G. Rupert, IUP Foundation Board President  
Mr. Richard Caruso, IUP Foundation Board Vice President  
Mr. Frank Kinter Jr., IUP Foundation Board Secretary/Treasurer  
Mr. Michael Staub, IUP Alumni Association President  
Mr. Terrance Hudson, IUP Graduate Student Assembly President

**The following university administrators were also present:**

Dr. Michael Driscoll, President  
Dr. Timothy 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. Pablo Mendoza, Assistant to the President for Social Equity  
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  
Dr. Timothy Mack, Dean of the School of Graduate Studies and Research

**IUP COUNCIL OF TRUSTEES EXECUTIVE SESSION**

The IUP Council of Trustees met in Executive Session 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 MAY 16, 2013, BE APPROVED.**

## **REPORT OF THE PRESIDENT**

The president welcomed everyone back to campus for the first meeting of the year and extended a special welcome and thanks to the new trustees, Glenn Cannon and Aaron Douthit. He noted that the academic year has gotten off to a fast start. He received many comments from parents about how the move-in process at IUP is much better than at other universities and said details about the many good things that have occurred since the last meeting can be found in the Points of Pride fact sheet and a second student Points of Pride fact sheet, located near the entrance to the recital hall.

Dr. Driscoll noted that the university is beginning the academic year with a slight shortfall in enrollment. IUP is currently serving between 14,700 and 14,800 students, a lower number than projected. Though starting off the year with a smaller freshman class—2,561 students, 244 fewer than last fall—it is an academically healthy freshman class. On the Indiana campus, the average SAT score for the new freshman class has increased to 997, and the average high school GPA is 3.2. The first group of 260 Sutton Scholars is part of this class. Their average SAT score is 1142, and their average GPA is 3.79.

The president indicated that revenue has increased, but expenses have increased more, creating a budget shortfall that is projected to be just more than \$2 million higher than had been anticipated a few months ago when the campus reached out and made cuts. The \$2-million shortfall will be covered by central sources, and the University Budget Advisory Committee is prepared to hit the ground running at its first meeting. IUP is in good financial shape, and there is time to act strategically, but the university cannot sit still or defer. While numbers and projections are necessary business, and an important part of the future, the university should never forget that students are the reason it is here.

At the annual September 11 memorial service, the president indicated that he challenged students to volunteer in memory of the victims of one of the nation's worst events. He said he is hopeful that every student will volunteer, not only for the sake of memorializing all of those lost 12 years ago, but also because students learn from hands-on experience like volunteering in the community and getting involved in campus life.

Among the activities available to students in the next few weeks was the home football opener. Dr. Driscoll was especially looking forward to the unveiling of a special sculpture, created by John McCombie, whose work has represented the athletic programs over the course of many years. His latest piece, a hawk, will be unveiled in the Kovalchick Complex lobby. He noted that there are few words that adequately describe it, but he believes it will be a source of spirit and pride, and it will serve as the centerpiece for student and family photos for years to come.

The president reported that students will have opportunities to explore campus and community engagement through the annual IUP Day, which is a clubs and opportunities fair. Dr. Driscoll and his wife, Rebecca, were to hand out cupcakes at the event.

Members of the IUP community and borough officials were to participate in the annual Hawk Walk, going to neighborhoods that have a high concentration of students. They welcome those off-campus students to the community, distribute information about borough ordinances and services, and encourage them to get involved.

Powered by the great work of students, the university is on the verge of completing its Strategic Visioning Project, Dr. Driscoll said. Early last spring, he announced that Michele Papakie, chair of the

Journalism Department, had agreed to oversee the process. Dr. Papakie's crew spent spring and summer collecting data by interviewing faculty and staff members, students, alumni, members of the community, trustees, and others, and by conducting focus groups. They were wrapping up data analysis and, in the coming weeks, were to formalize findings in a draft strategic vision that is expected to make it to the Council of Trustees after extensive editing and review.

An all-campus workshop is planned, at which working groups will review and comment on the draft vision and begin mapping out what issues need to be addressed to build a strategic plan that will achieve the vision. Richard Morrill, past president of the Teagle Foundation Board and chancellor of the University of Richmond, will facilitate the workshop. Dr. Morrill is the author of a well-known book on integrated strategy in higher education.

Dr. Driscoll reported that the university has also embarked on its Middle States self-study, which is a reaffirmation of the accreditation. Working closely with the provost, Laura Delbrugge and Hilliary Creely are working with many campus volunteers to examine all of the associated issues. The Middle States process will undoubtedly intersect with the Strategic Visioning Project, and both will provide the beginnings of a road map for the next decade.

Dr. Driscoll welcomed to campus the new assistant to the president for Social Equity, Pablo Bueno Mendoza. Dr. Mendoza comes from the University of Missouri, Columbia, and has an impressive record. He has hit the ground running and is already bringing great ideas. The president said he is looking forward to working closely with Dr. Mendoza in mapping out a course of action that provides a campus climate for diversity, equity, and inclusiveness.

The president reported that the State System's Board of Governors announced the selection of Frank Brogan as chancellor. A former Florida lieutenant governor and previous president of Florida Atlantic University, he comes to PASSHE from the chancellor's post at the State University System of Florida. Dr. Brogan was to begin his duties in Harrisburg on October 1, 2013.

The president noted that 39 faculty members who have received promotions will be honored at a reception. They are an auspicious group with an impressive record in teaching, scholarship, and service.

Dr. Driscoll said he was pleased to host Congressman Bill Shuster on campus recently. While he appreciated the opportunity to exchange information on a number of issues, he noted that he also had the chance to thank him for his support of the expansion of the National Guard Civic Support Team's information management system, which was created right here at IUP. This system is a great example of putting the expertise of the university community to work on something that directly affects the outside world—in this case, the provision of information to protect emergency first responders across the nation. The National Guard has deemed the system a success, and its expansion calls for the employment of several more programming professionals. This project is a national success and has created new jobs right here in Indiana County.

Several events are planned as the semester continues. In particular, the university will mark 50 years of providing excellent academic opportunities to Armstrong County residents and will honor four alumni—Richard McMaster, Stephen Abel, David Reddecliff, and Mindy Knappenberger—who attended the Kittanning campus, now located at Northpointe. Many things have changed over five decades, including the academic offerings the campus supplies the surrounding community, but what has remained the same is the intimate atmosphere that only a campus of that size can provide.

The president updated the audience on the University Museum's annual gala benefit, to mirror *Carnevale* in contemporary Venice and include music, dinner, and dancing. This coincides with the *Layers: Places in Peril* exhibition. He encouraged everyone to visit the exhibit, a collaborative work illustrating environmental threats to the world's most beautiful cities and natural landscapes.

Dr. Driscoll reported that 14 alumni will be inducted into the IUP Athletic Hall of Fame during the football home opener against Cheyney.

Construction has begun on the new Crimson Café, and the university will soon celebrate the groundbreaking for a new building for the College of Humanities and Social Sciences.

The president concluded his report by thanking all in attendance for their work.

The following motion was approved:

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

## **PUBLIC COMMENT**

No public comments were made.

## **NEW BUSINESS**

### **REPORT OF THE ADMINISTRATION/FINANCE COMMITTEE**

The Administration and Finance Committee reviewed and discussed the items appearing on pages 1 through 10 in the Docket Report, and in Exhibits 1 through 7, which depict the highlights of the Administration and Finance Division.

#### **Election of Committee Chair**

The Administration and Finance Committee conducted the annual election for committee chairperson. Mr. Wallwork was nominated and elected unanimously to serve as committee chairperson.

#### **May 16, 2013, Committee Minutes**

The committee reviewed the May 16, 2013, minutes of the Administration and Finance Committee meeting. The minutes were approved as distributed.

#### **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 7 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 APRIL 1, 2013, THROUGH JUNE 30, 2013, FOR \$12,237,754.09, INCLUDING CARD PURCHASES AS SHOWN IN EXHIBIT 7 OF THE DOCKET REPORT, BE APPROVED.**

#### **Fiscal Year 2013-14 Educational and General Budget**

The committee reviewed the attached Fiscal Year 2013-14 Educational and General Budget. The July 9, 2013, assumptions from the Pennsylvania State System of Higher Education were incorporated in the budget projection. PASSHE state funding remains the same as in Fiscal Year 2012-13, with no increase or decrease. With level funding, IUP received an additional \$321,524 in state appropriations as a result of the allocation formula. A 3 percent increase in both tuition and the Undergraduate Technology Fee

was approved. The performance funding allocation will be determined before the October Board of Governors meeting. Based on lower enrollment projections; increases in salary, wage, and benefit expenses for all bargaining units; and IUP's projected expenditures, the budget is presently balanced. This was accomplished by all divisions' reducing expenditures by \$4.0 million through permanent reductions and \$1.1 million in one-time temporary funds from the central budget in Fiscal Year 2013-14.

### **Emergency Operations Plan**

The IUP Department of Public Safety and University Police completed training and updates to ensure the campus is in a state of readiness. In addition, and as a follow-up to the two-day training held in January 2013, tabletop exercises were conducted by OneStar for select IUP administrators on June 4, 2013.

## **REPORT OF THE ACADEMIC AFFAIRS COMMITTEE**

### **Election of Committee Chair**

Mr. Mack was elected chair of the Academic Affairs Committee for the 2013-14 academic year.

### **Provost Report**

Provost Moerland indicated that the beginning of the fall semester was very smooth and expressed appreciation for the hard work and dedication of all of the members of the IUP community—faculty, staff, and administration—for their efforts. Dr. Moerland indicated that much of the focus for this academic year was preparing for long-range planning and strategic goal setting. The president's strategic visioning activities were coming to a close, and that would guide the process as IUP transitions into strategic planning for the university. Parallel with these efforts is IUP's self-study in preparation for the Middle States site visit in 2016.

### **Middle States**

Co-chairs of the Middle States steering committee, Laura Delbrugge and Hilliary Creely, provided an excellent presentation outlining the process IUP is utilizing through the self-study and highlighting the time frame concerning these efforts. IUP has been accredited by the Middle States since 1941 and is using this opportunity to retrospectively examine IUP related to the accreditation standards, while at the same time taking advantage of the university strategic visioning and planning process to help shape IUP's future. The response from the IUP community has been excellent. Many individuals from across IUP, including students, were volunteering to be involved in subcommittee work. This process is geared to be both meaningful and participatory as IUP looks toward the future.

## **REPORT OF THE UNIVERSITY ADVANCEMENT COMMITTEE**

### **Election of Committee Chair**

The University Advancement Committee elected Mr. Miller as its chairperson for the 2013-14 academic year.

## **RESOLUTION OF APPRECIATION CELEBRATING 20 YEARS OF THE IUP AMBASSADORS**

The following motion was approved:

**WHEREAS**, the IUP Ambassadors student group has provided service to Indiana University of Pennsylvania over the past 20 years, beginning February 1993;

**WHEREAS**, the group has 45 current members and 275 alumni, of which five have served on the IUP Alumni Association Board of Directors and four served as student trustees on the IUP Council of Trustees;

**WHEREAS**, in its affiliation with the Council for Advancement and Support of Education (CASE) Affiliated Student Advancement Programs, the IUP Ambassadors student group played host to two district conferences at IUP and co-host to an international network convention in Baltimore; received 30 CASE Affiliated Student Advancement Program awards, eight international awards, and 22 district awards; presented more than 30 sessions on award-winning topics at network and district conventions; and provided representation to the CASE Affiliated Student Advancement Programs, with two IUP Ambassadors serving on the national executive committee;

**WHEREAS**, the IUP Ambassadors student group has awarded 19 semesters of free tuition via its annual tuition raffle program and \$5,000 in book scholarships through the Co-op Store as runner-up tuition raffle prizes; prepared, labeled, and mailed more than 200,000 tuition raffle letters; and donated more than \$140,000 toward a Kovalchick Complex classroom, an Allegheny Arboretum fund, an IUP Libraries fund, the establishment of the IUP Ambassadors Endowed Scholarship, and most recently the new humanities building, with a \$25,000 pledge toward the project;

**WHEREAS**, members of the IUP Ambassadors have made phone calls to more than 20,000 prospective students and led hundreds of tours for incoming freshmen in collaboration with the Office of Admissions; played host to more than 4,000 children of alumni and the local community during the Kidz Karnival at Homecoming celebrations; and honored 30 Young Alumni Achievement Award winners since 2008;

**NOW, THEREFORE, BE IT RESOLVED**, that the Council of Trustees of Indiana University of Pennsylvania expresses heartfelt appreciation to the IUP Ambassadors in celebration of the group's 20th anniversary.

Approved this 12th day of September, 2013.

Discussion:

Mr. Speidel shared highlights of the division's activities and initiatives as of the end of the fiscal year, June 30, 2013. He reported that private gifts to IUP surpassed \$6 million last year.

Evan Bohnen, associate vice president for Development, shared highlights for Fiscal Year 2013-14 for the development program, which included the following:

- \*Strategic funding for new donor acquisition initiatives
- \*516 faculty and staff donors during the University Family Drive
- \*9,412 individual donors to IUP

In addition, the Development team's Fiscal Year 2013-14 development plan is working in concert with the university's strategic visioning and planning process.

Mr. Speidel introduced Mary Jo Lyttle, executive director of Alumni Relations, and Sara Lawer, assistant director of Alumni Relations for Outreach, who oversees the IUP Ambassadors. Ms. Lawer introduced current students Chrystal Eady, Ryan Egan, graduate student Marissa De Lucia, and Candis Warren. The students gave a presentation on the 20-year history of the IUP Ambassadors and the Student Alumni Association. They discussed their volunteer partnership with the Office of Alumni Relations and the IUP Alumni Association as well as their generous philanthropy to a variety of IUP fund-raising initiatives.

## REPORT OF THE STUDENT AFFAIRS COMMITTEE

### Election of Committee Chair

The Student Affairs Committee elected Aaron Douthit as its chairperson for the 2013-14 academic year.

The Student Affairs Committee met and reviewed information presented in the Docket, pages 60 through 65, regarding Student Affairs programs, and student, staff, and faculty accomplishments.

Frank Condino, athletic director, introduced two new head coaches: Aline Scott, head coach for women's volleyball, and Tom McConnell, head coach for women's basketball. A resolution of commendation for Zack Kempa of the men's golf team was recommended.

Mr. Kempa, men's golf student-athlete, and head coach Fred Joseph were invited to join Mr. Douthit at the podium. A motion was recommended for approval of this resolution for Mr. Kempa for his outstanding 2012-13 season.

### RESOLUTION OF COMMENDATION FOR ZACK KEMPA

The following motion was approved:

**WHEREAS**, IUP men's golfer Zack Kempa had a successful junior year in 2012-13, garnering multiple awards, including a second team All-American selection by the Golf Coaches Association of America;

**WHEREAS**, the Brantford, Ontario, native also was named the Pennsylvania State Athletic Conference (PSAC) Golfer of the Year, having led the Crimson Hawks to their seventh consecutive conference championship in the fall;

**WHEREAS**, Mr. Kempa won the individual title at the 2013 NCAA Division II Atlantic/East Super Regional while earning all-region honors from PING;

**WHEREAS**, Mr. Kempa also excelled in the classroom and was named to the Capital One Academic All-America Division II Men's At-Large Second Team;

**WHEREAS**, Mr. Kempa, a marketing major with a 3.63 cumulative grade point average, was named a Cleveland Golf/Srixon All-America Scholar and a PSAC Scholar-Athlete;

**NOW, THEREFORE, BE IT RESOLVED**, that the Council of Trustees of Indiana University of Pennsylvania commends Zack Kempa for his accomplishments during the 2013 season.

Dr. Luckey shared with the committee the four keystones and planning initiatives for which Student Affairs Division work is focused this year.

Faculty and staff members and students involved in the Sutton Scholars Summer Academy made a presentation on their experience during the 2013 academy.

## REPORT OF THE ENROLLMENT MANAGEMENT AND COMMUNICATIONS COMMITTEE

### Election of Committee Chair

The Enrollment Management and Communications Committee elected Dr. Mary Esther Van Shura as its chairperson for the 2013-14 academic year.

The Enrollment Management and Communications Committee reviewed the items appearing on pages 70-78 of the Docket Report, summarizing the division's activities, programs, and accomplishments.

Mr. Begany presented information on the progress toward new undergraduate enrollment goals and on overall enrollment for fall 2013.

Kristen O'Hara, director of Adult and Continuing Education, presented information on the progress made since January 2013 in the programming and services offered by the Office of Adult and Continuing Education.

Tiffanie Fordyce, Enrollment Services manager and University Testing Center coordinator, provided information about the new testing center and the services available to students and the Indiana community.

Michael Powers, director of Electronic Communications, provided an update on online marketing efforts for spring and summer 2013 and gave a preview of online marketing plans for fall 2013.

Michelle Fryling, executive director of Communications and Media Relations, presented the fall advertising and marketing plan, which includes the new tagline for undergraduate admissions, "Find your success." She introduced William Hamilton, director of Video Services, who presented a video produced for the Academic Expo in July and one of the commercials that was to be aired during the fall.

## **OTHER BUSINESS**

### **APPOINTMENTS TO THE AUDIT COMMITTEE**

The following motion was approved:

**THAT THE APPOINTMENTS/REAPPOINTMENTS TO THE AUDIT COMMITTEE BE MADE, WITH JAMES MILLER, CHAIR, AND GEALY WALLWORK AND JONATHAN MACK, MEMBERS.**

### **APPOINTMENTS OF LIAISONS TO THE FOUNDATION FOR IUP BOARD**

The following motion was approved:

**THAT THE LIAISON APPOINTMENTS/REAPPOINTMENTS TO THE FOUNDATION FOR IUP BOARD BE MADE, WITH GEALY WALLWORK, JAMES MILLER, AND AARON DOUTHIT.**

### **APPOINTMENTS TO THE ANNUAL REVIEW OF THE PRESIDENT COMMITTEE**

The following motion was approved:

**THAT THE APPOINTMENTS TO THE COMMITTEE BE MADE, WITH DAVID OSIKOWICZ, CHAIR, AND JAMES MILLER AND MARY ESTHER VAN SHURA, MEMBERS.**



## **CERTIFYING RESOLUTION: ORDER OF SUCCESSION PLAN**

The following motion was approved:

**WHEREAS**, Board of Governors Policy 1983-14-A: *Appointing Interim and Acting Chief Executive Officers* requires that each PASSHE university president develop and publish an Order of Succession Plan 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* required 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 12th day of September, 2013.

### **INDIANA UNIVERSITY OF PENNSYLVANIA University Order of Succession 2013-14**

1. Name: Dr. Timothy Moerland  
Title: Provost and Vice President for Academic Affairs
2. Name: Dr. Cornelius Wooten  
Title: Vice President for Administration and Finance
3. Name: Dr. Rhonda Luckey  
Title: Vice President for Student Affairs
4. Name: Mr. James Begany  
Title: Vice President for Enrollment Management and Communications

## **RESOLUTION TO CHANGE THE DATE OF THE MAY 2014 COUNCIL OF TRUSTEES' MEETING**

The following motion was approved:

**THAT THE DATE OF THE MAY 15, 2014, COUNCIL OF TRUSTEES' MEETING BE CHANGED TO MAY 8, 2014, TO COINCIDE WITH THE REVISED COMMENCEMENT DATE OF MAY 10, 2014.**

**RESOLUTION TO CHANGE THE NEXT MEETING DATE**

The following motion was approved:

**THAT THE NEXT MEETING OF THE COUNCIL OF TRUSTEES BE CHANGED FROM  
DECEMBER 12, 2013, TO DECEMBER 5, 2013.**

**ADJOURNMENT**

The following motion was approved:

**THAT THE MEETING BE ADJOURNED AT 5:55 P.M.**

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**Dr. Mary Esther Van Shura**  
**Secretary, IUP Council of Trustees**