

**MINUTES OF THE MEETING OF THE COUNCIL  
OF TRUSTEES OF INDIANA UNIVERSITY OF  
PENNSYLVANIA, HELD IN THE PNC ROOM,  
KOVALCHICK CONVENTION AND ATHLETIC  
COMPLEX, DECEMBER 15, 2016, AT 5:00 P.M.  
PURSUANT TO NOTICE GIVEN**

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

**Attendance**

**The following council members were present:**

Mr. Samuel H. Smith, Chair  
Mr. Jonathan B. Mack, Vice Chair  
Mr. James C. Miller, Treasurer  
Mr. Glenn M. Cannon, Secretary  
Mrs. Susan S. Delaney

Ms. Erika A. Fenstermacher  
Mrs. Joyce R. Fairman  
Mr. Mark A. Holman  
Mr. David Osikowicz  
Mr. Nathan T. Spade  
Mr. Gealy W. Wallwork

**No council members were absent.**

Ex officio: Dr. Frank T. Brogan, 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 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. William Speidel, Vice President for University Advancement  
Dr. Patricia C. McCarthy, Interim Vice President for Enrollment Management and Communications  
Ms. Barbara J. Moore, Director of Institutional Research, Planning, and Assessment  
Mrs. Robin A. Gorman, Executive Assistant to the President for Government and Community Relations  
Dr. Pablo B. Mendoza, Assistant to the President for Social Equity

**IUP COUNCIL OF TRUSTEES EXECUTIVE SESSION**

The IUP Council of Trustees met in executive session this day 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 FROM THE MEETING OF THE COUNCIL OF TRUSTEES  
ON SEPTEMBER 15, 2016, BE APPROVED.***

## **REPORT OF THE PRESIDENT**

Dr. Driscoll stated that he has spent a great deal of time this semester impressing upon everyone the ideal of the "IUP way," a term he used in his remarks at the annual opening of the academic year. Simply defined, it is how the university community works together, with positive spirit and civility, to solve problems when they arise but, more proactively, to achieve a shared vision of empowering students to become the world's transformative leaders through high-quality academic programs, strong support structures, and interconnected, hands-on learning experience outside the classroom.

It may be better described, he said, as a promise to do things in a way that is particular to IUP—collaboratively—with an eye to the future and employing practices that IUP knows to be successful but not being shy about new and innovative ways of doing the work—all with the shared desire to empower students to become leaders and solutionists and to have the most positive impact on the world. It is easy to become distracted from that vision when faced with obstacles—labor disputes, budget challenges, and even the animosity that the recent political season rained over the nation. But because of the promise to do things a certain way, the university community continues to overcome the obstacles and distractions.

As noted in the mid-semester update last month, Dr. Driscoll said he was pleased that less than an hour after the faculty strike ceased, IUP's athletic training faculty members were back in their offices preparing for the next day's athletic contests. As professionals, they wanted to make sure their students received the best possible experience that day—and every day. Likewise, a raft of faculty members showed up that Saturday to greet prospective students at an Admissions Expo event and talk to them about how IUP is their very best option. The president described that as a modest illustration of IUP's promise to students and to all whom the university serves.

Dr. Driscoll stated that the promise's return on investment shines brilliantly, demonstrated by the successes this semester with the alumni constituency. Record numbers of alumni returned for Homecoming—with a great reduction in problems that have been known to come with an event of that size. Shortly after, the university hosted reunions for both the Marching Band and the ROTC. An unprecedented number of alumni returned to recall the good times, reconnect, and make new friends. It shows that alumni are truly invested in the university's mission and vision and their IUP experience.

IUP is making good on the promise as it pertains to diversity and inclusion, as well, the president stated. The university hosted the State System's Diversity and Inclusion Summit. The summit's participants were some of the first guests to stay at the newly opened Hilton Garden Inn on the IUP campus.

Dr. Driscoll noted that open forums have been held to collect ideas, and the university will soon move ahead with the renovation of Elkin Hall as the new home for the Center for Multicultural Student Leadership and Engagement. He said the first meeting of the new President's Commission on Diversity and Inclusion has taken place. The commission's work will lead to a diversity action plan that will provide IUP with exact direction on being an inclusive and supportive university. And the commission will help hold everyone accountable to become just that. After all, the university is a community that takes care of community—whether it's a network of people or a place in which people work, learn, and live.

The president explained that the recent Campus Climate Study, years of assessment by the University Planning Council's Student Success Committee, and changes in Jefferson County's economy indicate that IUP needs to make changes at its Punxsutawney campus to help students and the region reach their full potential. In some ways, the campus will be returned to its original intent—to be an educational resource to the Jefferson County community.

Rather than assigning large numbers of freshmen to the campus, the university will provide first-year classes to local students; offer the associate of arts degree in general studies with tracks in culinary

arts, business, and communications media; and expand the dual enrollment program to high school students in that area, giving them access to a great head start. Culinary Arts will be emphasized and expanded by looking for more opportunities for students interested in the Hospitality Management program and by building a new facility for this programmatic gem.

The president stated that he discussed some of this with faculty members at Punxsutawney, as well as a few students, members of the Punxsutawney Educational Trust, and a few IUP trustees. The discussion was very productive in the collaborative IUP way, and he thanked them all for their great work and their high hopes for the future.

The March 2017 meeting of the Council of Trustees will take place in Punxsutawney. The Council of Trustees' action in September to approve the BS in Public Health and the PhD in Counselor Education and Supervision was stamped as final by the State System's Board of Governors, and students are now being accepted into both programs.

Dr. Driscoll noted that among the new programs in development and so much innovation is a most unusual program that received a boost from the National Science Foundation. Justin Fair and Anne Kondo of the Chemistry Department, along with colleagues from across disciplines, are developing a new minor in teamwork. The group talked to employers to learn what skills they needed in their work force. As Dr. Fair has noted, IUP is leading the nation on this topic and is creating the blueprint for other universities to emulate.

Dr. Driscoll remarked that efforts at enrollment and recruitment seem to reflect the positive nature of the promise and all the activity previously described. In addition to stepped-up recruitment programming that includes campus visits as well as outreach, Patti McCarthy and Tim Moerland are leading the cross-divisional Strategic University Comprehensive Combined Enrollment and Student Success Plan. The idea is to determine what IUP wants its student body to look like and lay out the steps to get there. The plan's goals will be worked into the IUP strategic plan, and obviously, this works hand in hand with the university's desire to seize and shape its own destiny.

This weekend, the ultimate university experience will happen for the 749 students who will graduate and transition to alumni in the next step of their IUP journey. The president stated that there is much positive energy and activity at IUP, which is a reference to something else he said in his semester opening remarks. At this university, one will never have a difficult time finding good things to brag about. The trouble is knowing when to stop.

The following motion was approved:

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

## **PUBLIC COMMENT**

Brian Swatt, president of the Student Government Association, provided an update on recent SGA activities.

## **NEW BUSINESS**

## **REPORT OF THE AUDIT COMMITTEE**

James C. Miller, chair of the Audit Committee, presented the following report:

The Audit Committee of the IUP Council of Trustees comprises James Miller, Joyce Fairman, and Jonathan Mack. On November 29, 2016, Mr. Miller, Mrs. Fairman, and Mr. Mack conducted an exit conference with representatives from the accounting firm CliftonLarsonAllen to discuss the results of the annual audit of the IUP financial statements for the fiscal year that ended June 30, 2016. Also in attendance from IUP were Cornelius Wooten, vice president for Administration and Finance; Susanna Sink, associate vice president for Finance; Rick White, director of Financial Operations; and Brenda Penrod, assistant director of Financial Operations. Lori Finegan and Nancy Gunza, both of CliftonLarsonAllen, provided an overview of the IUP financial statements, discussed accounting standards, and answered numerous questions from the 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, 2016.

The following motion to accept the audited financial statements was approved:

***THAT IUP'S AUDITED FINANCIAL STATEMENTS FOR THE FISCAL YEAR THAT ENDED JUNE 30, 2016, BE ACCEPTED AS DISTRIBUTED TO THE IUP COUNCIL OF TRUSTEES.***

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

Mr. 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 78 through 86 in the Docket Report and in Exhibits 1 through 5, which depict the highlights of the Administration and Finance Division.

### **September 15, 2016, Committee Minutes**

The committee reviewed the September 15, 2016, minutes of the Administration and Finance Committee meeting. The minutes were approved as distributed.

### **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:

**WHEREAS**, Board of Governors Policy 1985-04-A, University External Financial Support, permits Pennsylvania's State System of Higher Education universities to establish relationships with various affiliated organizations, provided that they comply with certain criteria;

**WHEREAS**, Indiana University of Pennsylvania (IUP) has established such relationships, and a memorandum of understanding exists between IUP and the IUP Alumni Association, an affiliated organization;

**WHEREAS**, a statement for FY2015-16 is provided by IUP's chief financial officer summarizing the direct university support provided to the IUP Alumni Association and the contributions made by the IUP Alumni Association to the university;

**WHEREAS**, the Council of Trustees certifies that, to the best of its knowledge, information, and belief, the IUP Alumni Association is in compliance with Board of Governors Policy 1985-04-A, in that it exists solely for the benefit of the university; the expectations of the relationship between the university and the IUP Alumni Association are recorded in a

memorandum of understanding; and the IUP Alumni Association requires an annual external audit of its funds deposited with the Foundation for IUP and provides a copy of that audit report to the university and the Office of the Chancellor;

The following motion was approved:

**NOW, THEREFORE, BE IT RESOLVED**, that this resolution is approved by action of the Council of Trustees during the quarterly meeting held December 15, 2016, 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:

**WHEREAS**, Board of Governors Policy 1985-04-A, University External Financial Support, permits Pennsylvania's State System of Higher Education universities to establish relationships with various affiliated organizations, provided that they comply with certain criteria;

**WHEREAS**, Indiana University of Pennsylvania (IUP) has established such relationships, and a memorandum of understanding exists between IUP and the Foundation for IUP, an affiliated organization;

**WHEREAS**, a statement for FY2015-16 is provided by IUP's chief financial officer summarizing the direct university support provided to the Foundation for IUP and the contributions made by the Foundation for IUP to the university;

**WHEREAS**, the Council of Trustees certifies that, to the best of its knowledge, information, and belief, the Foundation for IUP is in compliance with Board of Governors Policy 1985-04-A, in that it exists solely for the benefit of the university and the expectations of the relationship between the university and the Foundation for IUP are recorded in a memorandum of understanding;

**WHEREAS**, IUP receives copies of the annual audit reports of the Foundation for IUP;

The following motion was approved:

**NOW, THEREFORE, BE IT RESOLVED**, that this resolution is approved by action of the Council of Trustees during the quarterly meeting held December 15, 2016, 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:

**WHEREAS**, Board of Governors Policy 1985-04-A, University External Financial Support, permits Pennsylvania's State System of Higher Education universities to establish

relationships with various affiliated organizations, provided that they comply with certain criteria;

**WHEREAS**, Indiana University of Pennsylvania (IUP) has established such relationships, and a memorandum of understanding exists between IUP and the IUP Research Institute, an affiliated organization;

**WHEREAS**, a statement for FY2015-16 is provided by IUP's chief financial officer summarizing the direct university support provided to the IUP Research Institute and the contributions made by the IUP Research Institute to the university;

**WHEREAS**, the Council of Trustees certifies that, to the best of its knowledge, information, and belief, the IUP Research Institute is in compliance with Board of Governors Policy 1985-04-A, in that it exists solely for the benefit of the university and the expectations of the relationship between the university and the IUP Research Institute are recorded in a memorandum of understanding;

**WHEREAS**, IUP receives copies of the annual audit reports of the IUP Research Institute;

The following motion was approved:

**NOW, THEREFORE, BE IT RESOLVED**, that this resolution is approved by action of the Council of Trustees during the quarterly meeting held December 15, 2016, 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:

**WHEREAS**, Board of Governors Policy 1985-04-A, University External Financial Support, permits Pennsylvania's State System of Higher Education universities to establish relationships with various affiliated organizations, provided that they comply with certain criteria;

**WHEREAS**, Indiana University of Pennsylvania (IUP) has established such relationships, and a memorandum of understanding exists between IUP and the Student Cooperative Association, Inc., also known as the Co-op, substantially in the same form and substance presented to the Council of Trustees, recognizing the Co-op as an affiliated entity;

**WHEREAS**, a statement for FY2015-16 is provided by IUP's chief financial officer summarizing the direct university support provided to the Co-op and the contributions made by the Co-op to IUP;

**WHEREAS**, the Council of Trustees certifies that, to the best of its knowledge, information, and belief, the Co-op is in compliance with Board of Governors Policy 1985-04-A, in that it exists solely for the benefit of the university; the expectations of the relationship between the university and the Co-op will be recorded in a memorandum of understanding; and the Co-op requires an annual external audit of its funds and provides a copy of that audit report to the university and the Office of the Chancellor;

The following motion was approved:

**NOW, THEREFORE, BE IT RESOLVED**, that this resolution is approved by action of the Council of Trustees during the quarterly meeting held December 15, 2016, in Indiana, Pennsylvania.

**Resolution of Recognition: Board of Governors Policy 1985-04-A, Residential Revival Indiana**

The committee reviewed the Resolution of Recognition: Board of Governors Policy 1985-04-A, Residential Revival Indiana:

**WHEREAS**, Board of Governors Policy 1985-04-A, University External Financial Support, permits Pennsylvania's State System of Higher Education universities to establish relationships with various affiliated organizations, provided that they comply with certain criteria;

**WHEREAS**, Indiana University of Pennsylvania (IUP) intends to establish such a relationship with Residential Revival Indiana, a corporation organized exclusively for the benefit of, to perform the functions of, or to carry out the purposes of IUP and the Foundation for IUP, an existing recognized affiliated entity of the university;

The following motion was approved:

**NOW, THEREFORE, BE IT RESOLVED**, that this resolution is approved by action of the Council of Trustees during the quarterly meeting held in Indiana, Pennsylvania, on December 15, 2016, recognizing Residential Revival Indiana as an affiliated entity, as that term is defined in Board of Governors Policy 1985-04-A and the associated Procedure/Standard Number 2013-15, subject to fulfillment of all other requirements for recognized affiliated entities.

**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 5 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 JULY 1, 2016, THROUGH SEPTEMBER 30, 2016, TOTALING \$6,701,819.18, INCLUDING CARD PURCHASES AS SHOWN IN EXHIBIT 5 OF THE DOCKET REPORT, BE APPROVED.***

**Comments by Vice President**

Cornelius Wooten provided an update and comments related to the general business, administrative, and financial operations of the university. He also highlighted accomplishments of the Administration and Finance Division.

**Budget Status Report**

Dr. Wooten provided a status report regarding the Educational and General budget for the period of July 1, 2016, through November 30, 2016.

### **Proposed Student Fees, 2017-18**

Dr. Wooten provided an overview of the 2017-18 proposed fee summary. A justification booklet containing the supporting documentation for the proposed fees was provided to each member of the Council of Trustees for review. The 2017-18 proposals will be submitted for approval at the March 2017 Council of Trustees meeting.

### **Performance Funding Results**

Barbe Moore provided a review of performance funding dollars received based on the fiscal year 2016-17 results.

### **Emergency Operations Plan Update**

The draft of the proposed Emergency Operations Plan was recently reviewed by Glenn Cannon, and additional detail related to training and exercise will be added to the document as soon as practical so that final review and commentary may be offered by Cabinet before promulgation. The Department of Public Safety wishes to thank Mr. Cannon and his staff at the Pennsylvania Emergency Management Agency Regional Office in Indiana, specifically Bill Spencer, for guidance and assistance with the development of this plan.

Updates and training for the university's mass communication text messaging system were undertaken in November, and an updated emergency notification protocol was presented to Cabinet on December 5. The Inclement Weather Advisory Team has met and reviewed protocols for response to severe weather situations, with a focus on snow removal and related campus operations during the upcoming winter months. Government Emergency Telecommunications System and Wireless Priority Service cards have been ordered from the Department of Homeland Security (DHS) for provision to selected Cabinet members and operations-level directors and managers. These would be used in the event of an emergency in which landline or wireless networks for telephone service are congested and the probability of completing a normal call is reduced. Codes provided by the DHS on the cards will provide the user with priority access to telephone systems during an emergency or crisis situation.

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

### **Approval of Senate Actions**

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

- Program revisions approved at the October 4, 2016, meeting of the University Senate. These revisions are as follows:
  - From the Department of Management, revision of the Bachelor of Science—Management/Entrepreneurship and Small Business Management.
  - From the Department of Developmental Studies, revision of the Associate of Arts in General Studies, including a variability of delivery to include a 100 percent online option for degree completion.
  - From the Department of Physics, revision of the Bachelor of Science in Education in Physics.
  - From the Department of Communication Disorders, Special Education, and Disability Services, revision of the Minor in Deaf Studies and the Bachelor of Science in Disability Services.
  - From the Department of Economics, revision of the Economics Honors Track.



- Program revisions approved at the November 1, 2016, meeting of the University Senate. These revisions are as follows:
  - From the Department of Management, revision of the Bachelor of Science— Management/Operations Management, including a track name change from Operations Management to Supply Chain Management, and the Minor in Entrepreneurship for Fine Arts.
  - From the Department of Music, revision of the Bachelor of Fine Arts/Music Performance.
  - From the Center for Career and Technical Personnel Preparation, revision of the Certificate in Vocational-Technical Education.
  - From the Adult and Community Education Department, revision of the Master of Arts in Adult and Community Education/Adult Education and Communications Technology, including a track name change to Instructional Design and Technology.
  - From the Department of Nursing and Allied Health Professions, revision of the Doctor of Philosophy in Nursing
- From the Communications Media Department, a new Certificate in Audio Production, approved at the September 13, 2016, meeting of the University Senate.
- New tracks approved at the November 1, 2016, meeting of the University Senate:
  - In the Bachelor of Science in Communications Media, a new track, Media Marketing, from the Communication Media Department.
  - In the Bachelor of Arts in Theater, a new track, Musical Theater, from the Theater and Dance Department.

The following motion was approved:

***THAT THE COUNCIL OF TRUSTEES APPROVE THE SENATE ACTIONS THAT WERE APPROVED AT THE SEPTEMBER 13, OCTOBER 4, AND NOVEMBER 1, 2016, MEETINGS OF THE UNIVERSITY SENATE AND SUBSEQUENTLY APPROVED BY PRESIDENT DRISCOLL.***

## **Labyrinth Center**

Becky Knickelbein and Joann Migyanka, faculty members in the Communication Disorders, Special Education, and Disability Services Department, presented an overview of the Labyrinth Center. This center addresses the needs of students identified with autism spectrum disorder. It was created in response to a collaboration between the State System and the Pennsylvania Department of Education to provide support to the growing number of students who have been identified within the spectrum. There is an identified need to help students bridge the gap between high school and higher education. Four State System universities are included in the partnership between the System and PDE. IUP is the only university to create a center. The center focuses on best practices with a four-prong focus. This includes credit-bearing course work, academic and life coaching, peer mentoring, and the creation of a physical location for the students to interact. The center and its programming were piloted in the 2015-16 academic year and are now operational. The goal is to assist students throughout their college experience and to provide skills for success postgraduation.

## **REPORT OF THE STUDENT AFFAIRS COMMITTEE**

The Student Affairs Committee met today with Stephen Roach, athletic director, who provided an update on Intercollegiate Athletics' sports teams and student-athlete accomplishments. Mr. Roach summarized the achievements of IUP's golf team, resulting in the Student Affairs Committee's recommendation that the following resolution of commendation be approved.

## **Resolution of Commendation for the IUP Golf Team**

**WHEREAS**, the IUP men's golf team won the Pennsylvania State Athletic Conference Championship at the Hershey Country Club in Hershey, Pennsylvania, in October;

**WHEREAS**, this was the IUP men's golf program's 27th championship, the most of any school in PSAC history;

**WHEREAS**, senior Max Kirsch won the individual title at the PSAC Championship, as he finished with a score of four-over 146 and clinched victory in a playoff;

**WHEREAS**, two other IUP golfers, sophomore Matt Cocorikis and freshman Jeremy Eckenrode, joined Mr. Kirsch in finishing in the top 10 individually;

**NOW, THEREFORE, BE IT RESOLVED**, that the Council of Trustees of Indiana University of Pennsylvania commends the IUP men's golf team for its accomplishments in the 2016-17 season.

The following motion was approved:

***THAT THE COUNCIL OF TRUSTEES APPROVE THE RESOLUTION OF COMMENDATION FOR THE IUP GOLF TEAM.***

Rhonda Luckey, vice president for Student Affairs, provided an overview of the division's work supporting the university's four strategic plan goals and the division's six strategic objectives. The division's efforts address students' acquisition of skills, knowledge, and habits needed to become successful and engaged citizens in the 21st century.

Kate Linder, associate vice president for Student Affairs for University and Community Engagement; Theo Turner, director of the Center for Multicultural Student Leadership and Engagement; Ray Wygonik, director of Engineering and Construction; and Brian Roth, architect with Celli-Flynn Brennan Architects and Planners, gave a presentation on the Center for Multicultural Student Leadership and Engagement and plans for the repurposing of Elkin Hall. The renovated Elkin will open in January 2018.

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

### **Discussion:**

Bill Speidel, vice president for University Advancement, shared highlights of the division's activities and initiatives. Mr. Speidel introduced Heather Andring as the new director of Advancement Services. He also recognized Mary Morgan, who was appointed director of Alumni Relations after serving as interim director over the past year.

Ms. Morgan provided an update on alumni programs executed in the fall semester in accordance with the Alumni Relations strategic plan. These programs included a Pittsburgh Lunch and Learn, the Black Alumni Reunion, Homecoming activities, a Young Alumni Networking Dinner, the Marching Band Reunion, a celebration of the ROTC 100-year anniversary, a DC Lunch and Learn, and a Pittsburgh after Hours event. The Young Alumni Achievement Awards program, which showcases and honors successful graduates of the last 15 years, brings alumni back to campus to interact with students in their respective colleges. In addition, plans are under way to enhance and strengthen the relationship between IUP and its alumni by conducting an attitudinal study.

Debra Valentine Gray, Regional Advancement director, gave an update on IUP efforts in the Pittsburgh region. One of the areas in which IUP is making great progress is community outreach. This includes providing representation on the Comprehensive Guidance Plan Advisory Committee, which is helping Pittsburgh Public Schools. IUP also hosted a table at the National Conversation on Board Diversity, the mission of which is to increase the percentage of women on US public boards to 20 percent or greater by the year 2020. Women on Boards is a grass-roots campaign and an initiative of the Allegheny Conference on Regional Development.

Jenn Dunsmore, Donor Relations manager, reported on progress in donor relations. She focused on the new ThankView initiative and how it fits into the overall acknowledgment process. To close, she highlighted the upcoming Celebration of Endowed Scholarships dinner, to be held Friday, April 7, 2017.

## **REPORT OF THE ENROLLMENT MANAGEMENT AND COMMUNICATIONS COMMITTEE**

### **Discussion:**

Patricia McCarthy, interim vice president for Enrollment Management and Communications, reported on the annual Educational and General (IUP Grant) allocation. She also gave an update on enrollment.

Ragan Griffin, director of Financial Aid, shared financial aid updates, including the new "prior-prior year" Free Application for Federal Student Aid (FAFSA), the earlier October 1 availability of the FAFSA, and the way that IUP will respond by providing financial aid award notifications to freshman students in mid-December. This earlier financial aid award notification will provide students with their award letters a full three months earlier than in previous years and will respond to the needs of students by allowing them more time to make informed decisions about enrollment and methods to pay for their education.

Michelle Fryling, executive director of Communications and Media Relations, along with members of her team, gave a presentation on the new video productions recently completed by the office for, and in cooperation with, various departments across campus. These videos included "Recycle Rap," featuring IUP's own Michael Mann, Facilities Operations coordinator, and "Amazing Grace," which highlighted a postgame performance by the IUP Marching Band and more than 200 of its alumni during the band's alumni weekend.

### **OTHER BUSINESS:**

#### **Approval of the Council of Trustees' Secretary Nomination**

The following motion was approved:

***THAT THE COUNCIL OF TRUSTEES APPROVE THE NOMINATION OF  
GLENN CANNON AS SECRETARY OF THE IUP COUNCIL OF TRUSTEES***

#### **Approval of Student Trustee Nominee**

The following motion was approved:

**THAT THE COUNCIL OF TRUSTEES APPROVE THE NOMINATION OF  
CALEB N. KING AS THE NEXT IUP STUDENT TRUSTEE.**

**Resolution Setting the Next Meeting Date**

The following motion was approved:

**THAT THE NEXT MEETING OF THE COUNCIL OF TRUSTEES BE HELD  
MARCH 23, 2017.**

**ADJOURNMENT**

**Motion to Adjourn the Meeting**

The following motion was approved:

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

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