

**East Stroudsburg University
Council of Trustees
December 8, 2011
Minutes**

1. **Call to Order:** The regular meeting of the Council of Trustees was called to order at 4:00 p.m. by Chair Pat Ross. The following members were present:

Dr. Eli Berman	Ms. Nancy Perretta
Dr. Vincent DeFranco	Ms. Felicia Revero
Mr. Harry Lee	Mr. Pat Ross
Mr. Marcus Lingenfelter	Ms. Amy Welch
Dr. Hussain Malik	Mr. Robert Willever

2. **Public Comment:** Frank Falso mentioned the Foundation's 25th anniversary celebration on December 14 and the Scholarship Luncheon on March 25. Dr. Nancy Van Arsdale, president of APSCUF introduced her office manager, Toni Heller, and talked about use of cell phone technology in her class. Dr. Van Arsdale also thanked the Provost for giving the curriculum committee iPads. She indicated that Banner implementation continues to be a concern of the faculty, and students are seeing too many errors in their student records. The faculty would also like to readdress the large classes.
3. **Approval of Minutes of October 27: Trustee Willever made a motion to approve the minutes from the October 27 meeting; Trustee Berman seconded. The motion carried.**
4. **President's Report:** Dr. Dillman announced Dr. Victoria Sanders as the Vice President for Enrollment Management after a successful search. He indicated that Hemlock and Hawthorn will go offline and the students will move into the new residence halls, which are nearly completed. Chief Robin Olson gave a brief report, indicating that the number of on-campus safety incidents is on par or below average for this time of year. Local crime has not gone up, just the targeting around our campus. University Police have a task force with Stroud Regional. There have been a lot of arrests on campus, and we have a safe rides program. University Police does not have jurisdiction off campus but mutual support is offered. Four or five officers are on duty when fully staffed. Train the trainer workshops were conducted, and there we have the emergency text message system and emergency call boxes in place.

Dr. Dillman mentioned the Chancellor's visit on January 25, 2012. Commencement is Friday, December 16 and Saturday, December 17. The Martin Luther King, Jr. Celebration Breakfast is Monday, January 16.

5. **Chair's Report:** Trustee Ross reported on the November 3 visit to Millersville for the Appropriations Hearings. He also reminded everyone to please RSVP for commencement. He mentioned that the Council is governed by Act 188, which does not give the trustees responsibility for hiring anyone or setting salaries.
6. **Secretary's Report:** The President's Office staff gave the Council a thank you note for their Christmas gifts.
7. **Committee Reports**
 - A. **Finance & Administration:**

- (1) The committee reviewed the Project Status Report dated November 18, 2011. All questions and concerns were answered satisfactorily. Most of the trustees attended the walk-through of the new student housing project.
- (2) The committee reviewed the Cash Disbursement Journals for 10/1/11 – 10/31/11. Trustee Willever reported that everything is in order. **Trustee Willever made a motion to approve the cash disbursement journals; Trustee Ross seconded, and the motion carried.**
- (3) Act 57 Purchases Report – The committee reviewed the listing of non-bid purchases made under authority of Act 57 and found everything to be in order. **Trustee Willever moved to approve the Purchases Report, Trustee Ross seconded, and the motion carried.**
- (4) The committee reviewed the Notice to Proceed on Construction Contracts dated November 18, 2011. All questions and concerns were answered satisfactorily.
- (5) Representatives of ParenteBeard, LLC made a presentation to the committee concerning the financial statements for June 30, 2010 and 2011. There were no difficulties, disagreements or significant deficiencies.

B. **Academic Affairs & Enrollment Management:** Dr. Peter Hawkes, Dean of the College of Arts and Sciences, described numerous activities linking ESU to China. Recent and current activities included ESU students studying in China at Shenyang Normal University, undergraduate and graduate students from two Chinese universities studying at ESU, ESU faculty doing research or showing creative work in China, collaborative art exhibits between ESU and Shanghai Normal University, short term student exchanges in Theatre and Art. Also accomplished this academic year was the development of a Chinese major and minor, and development of a distance education Chinese program so that we could become a PASSHE hub for the study of Chinese language and culture.

The Academic Affairs/Enrollment Management subcommittee reviewed and approved Policy AA-2011-001: Grade Submission Deadline for Fall and Spring Semesters. **Trustee Lingenfelter made a motion to accept the president's policy recommendation. Trustee Willever seconded; the motion carried.**

Members of the staff from the Center for Enrollment Services provided an overview of programs and events being offered to Veterans who are returning to college. With the introduction of Chapter 33, better known as the Post 911 GI Bill, the university has seen increased enrollment of veterans over the last two years. In addition to providing information about current services and events, Enrollment Services staff shared their vision for increasing opportunities to better serve our veterans.

C. **Community & Press Relations:** The meeting opened with briefings by the director and the associate director on a variety of community outreach projects including a 2012 Haiti Relief silent auction and the annual MLK Celebration Breakfast. The director also shared copies of the latest ESU publications: Alumni Herald, Grants Booklet, ESU Road Warrior (commuter student newsletter) and clip books. The director also indicated the new 2012 cultural arts brochure is underway.

The group also discussed: plans for the office transition when the director retires in March 2012, University Relations participation as members of the ESU Banner Implementation Team (the director ultimately serving as chair of the Banner Communications Sub-Committee), marketing of summer sessions for 2012, initial marketing ideas to celebrate the 50th anniversary of ESU's Graduate

College, and upcoming events at ESU for Spring 2012. Copies of the press clippings booklet were shared with the committee, and after discussion and a question and answer period, the meeting was adjourned.

D. **Research & Economic Development:** The committee discussed the \$191,320 grant from PASSHE to create the ESU Entrepreneurial Leadership Center on campus. This grant included \$15,000 for faculty members to infuse entrepreneurship topics and activities into the classroom. Thirty-one faculty and staff and more than 1,000 students participated in the Entrepreneurship Across the Colleges initiative. Dr. Joseph Eshun and Professor Darlene Farris-Labar made a presentation that introduced both business and art students to entrepreneurship. Dr. Michael Jochen made a presentation which introduced entrepreneurship through an IT project relating to PSSA scores in the Bangor School District. The committee reviewed the ESU Funding Year in Review publication which outlines the grant and research activity during the fiscal year 10-11. A total of \$3.9 M was awarded to ESU, a \$536K increase from the previous year.

E. **Student Affairs: Cancelled for tour of the new residence halls.**

8. **Old Business:** Trustee Lingenfelter reminded the Council that the PACT Conference in the Spring will be held in Harrisburg March 20-21.
9. **New Business:** Chairman Ross brought the Council's attention to the resolution for Coach Dennis Douds. **Trustee Perretta made a motion to approve the resolution. Trustee Willever seconded it; the motion carried.**
10. **Executive Session:** An executive session to discuss personnel and legal matters was called at 5:02 p.m. The meeting reconvened at 5:38 p.m.
11. After Executive Session, the meeting reconvened. **Trustee Lee made a motion to adopt the CUOs letter; Trustee Willever seconded it. Eight trustees voted to pass the motion and two voted no. The motion carried.**
12. **Adjournment:** The meeting was adjourned at 5:42 p.m.

Respectfully submitted,

Eli Berman
Council Secretary

Recording Secretary: Caryn S. Fogel