

**East Stroudsburg University
Council of Trustees Minutes
September 24, 2020
Via Zoom**

1. **Call to Order:** The regular meeting of the East Stroudsburg University Council of Trustees was called to order at 4:40 p.m. by Chair Pat Ross.

2. **Roll Call:** Completed by the Recording Secretary Marcy L. Cetnar, the following members were present:

Mr. Frank Epifano	Mr. Marcus Lingenfelter	Mr. John Pekarovsky III
Mr. Thomas Grayuski	Ms. Tina Nixon	Mr. Pat Ross
Mr. Bruno Klaus	Ms. Tameko Patterson	Mr. Paul Shemansky

The following members were not present:

Mr. Edward Abraham	Mr. Albert Rivera`
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3. **Approval of Minutes:**

Trustee Lingenfelter made a motion to approve the minutes from the July 9, 2020 meeting; Trustee Nixon seconded; no abstentions. The motion carried.

4. **Public Comment:**

None

5. **Interim President's Report:**

Interim President Long reported that since the Council's last meeting in early July, much has happened at ESU, the State System and in higher education in-general. It was definitely not a traditional summer due to COVID-19.

In mid-July the University announced that fall courses would be offered primarily remotely; separately around the same time, the Pennsylvania State Athletic Conference voted to suspend all fall athletic competition. Both decisions have proven to be wise, given the large number of coronavirus outbreaks associated with college campuses throughout the country.

Nearly all campus events, including New Student Orientation and Convocation, Distinguish Faculty Awards, have all been conducted virtually.

Approximately 95% of our courses this semester, are being offered fully remotely; pre-COVID-19, roughly 6 % of our courses were offered fully remote.

We limited the number of students living on-campus to those students taking face-to-face courses, practicums, clinical assignments or students teaching. Of the more 200 students that were eligible to reside in campus housing 63 choose this option; we estimate another 200-300 students are also renting locally.

To ensure that students living on-campus had access to regular meals, the university revised its contract with Aramark to provide a limited meal plan in Dansbury with the option for everyone to eat their or grab-and-go. Like all facilities throughout campus, the Dining hall is only open to ESU Students and Employees. The Library, Rec Center, Fieldhouse and Stadium, are among the other areas with restricted entry.

As reported in some of the earlier discussions this afternoon, the University continues to face enrollment challenges have been compounded by the COVID-19 pandemic. While we don't know the long-term implications of the coronavirus, I believe we are on the right path for addressing our enrollment obstacles with the recent addition of our new VP of enrollment management and the much improved collaboration of our enrollment team with academics, campus life and marketing. The Admission Office has redesigned Open Houses and Campus Visitation to conform to social distancing and health safety; some of the changes that were made will be part of our New Normal.

Student, Faculty and Staff continue to be very active in the community. Students from ESU raised funds for Meals on Wheels of Monroe County. This upcoming Saturday, our football team, along with several other student and employee's groups, will be participating in the traditional "Pick Up the Poconos" to pick up litter and dispose of it properly. Students from a student-run design agency, New Mind Design, designed social media ads to help reach more households during this crucial push for Census responses.

The university continues to expand its certificate offerings. This Fall we announced a post baccalaureate certificate in professional Spanish, designed for as it continues to grow as an important professional language. Earlier this year, the College of Health Sciences announced its online certificate in Medical Marijuana and Public Health.

For safety reasons, we are postponing both our Family Weekend and Homecoming.

In consultation we campus leadership groups, including University and Student Senate, collective bargaining groups and others, over the next month we will provide information about Fall Commencement, Spring instructional modality, athletics, and other important activities. Regardless of what is determined, ESU is committed to ensuring our students receive the best experience possible, in the safest manner possible.

Thank you, that concludes my report.

6. Chair's Report:

Trustee Ross thanked the staff for doing an outstanding job preparing for the fall semester. Trustee Ross also welcomed the new members to the Council of Trustees, Trustee Frank Epifano, Trustee Thomas Grayuski, and Trustee Tameko Patterson and looks forward to working with them and the experience and input they will bring to the Council and University.

The Council of Trustees recognized Harry F. Lee, Esq. for his twenty-two years of dedicated service to public higher education through his active participating on the Council of Trustees at East Stroudsburg University. During his twenty-two years, Mr. Lee provided leadership to the Council of Trustees with his constant willingness to serve as an officer of the Council, including his role as liaison to the ESU Foundation. **Trustee Lingenfelter made a motion to approve Resolution #20-01 Recognition of Harry F. Lee, Esq.; Trustee Klaus seconded; no abstentions. The motion carried**

The Council of Trustees recognized posthumously, Dr. Vincent DeFranco for his ten years of dedicated service to public higher education through his active participating on the Council of Trustees at East Stroudsburg University. During his ten years, Dr. DeFranco provided leadership to the Council of Trustees through his constant willingness to be a strong voice and advocate of the University. **Trustee Lingenfelter made a motion to approve Resolution #20-02 Recognition of Dr. Vincent DeFranco; Trustee Nixon seconded; no abstentions. The motion carried**

The Council of Trustees recognized Mr. William Hibschan for showing great vision and personal commitment to serving the campus community and contribution to the development of superior student housing facilities for East Stroudsburg University students. Mr. Hibschan was a driving force and contributing member of the University Properties, Inc. Board since its inception on September 5, 2003, serving as the President, and also provided leadership in the development of UPI's emergency housing scholarship program. **Trustee Nixon made a motion to approve Resolution #20-03 Recognition of Mr. William Hibschan; Trustee Grayuski seconded; no abstentions. The motion carried**

The Council of Trustees recognized Mr. Joe Koch for his thirty-seven years of dedicated service to the East Stroudsburg Athletics family. During his thirty-seven years, Mr. Koch served as head coach of women's cross country, women's track & field, men's cross country, and men's track & field and rounds out his career as the longest-tenured coach in each program's history. Coach Koch leadership led both men's and women's teams into numerous top finishes at the Pennsylvania State Athletic Conference (PSAC) Championships, including three qualifications for the NCAA Championships. Coach Koch has also been named PSAC and USTFCCCA Atlantic Region Coach of the Year, NCAA Women's Regional Coach of the Year, and ECAC Co-Women's Coach of the Year, and was the ECAC Men's Coach of the Year among other honors. **Trustee Epifano made a motion to approve Resolution #20-04 Recognition of Mr. Joe Koch; Trustee Klaus seconded; no abstentions. The motion carried**

7. Committee Reports

A. Campus Life & Inclusive Excellence Update:

VP Santiago Solis provided an update on Campus Life & Inclusive Excellence including the Diversity & Inclusion Committee, the D&I Certificate Program, an update of the mentor program, D&I workshops and training programs scheduled throughout the semester, the new D&I webpage, and indicated the Student Affairs Association is in the process of exploring the sale of Stony Acres. The Committee's questions and concerns were satisfactorily answered.

B. Academic Affairs Update:

Provost & VP of Academic Affairs Joanne Bruno provided an update on Academic Affairs including a report on preparation for online delivery, the realignment of fall 2020 schedule, and the State System Comprehensive Planning Process. The Committee's questions and concerns were satisfactorily answered.

C. Athletics Update:

Dr. Gary Gray, Director of Intercollegiate Athletics, provided an update on athletics indicating that in mid-May, all 22 teams plan to begin sports. No sports this fall including no NCAA or PSAC Championships. NCAA reduced maximum competition for everyone. Goal of athletics is to enforce our athletes are healthy, follow safety rules and regulations, remain safe, and graduate. The Committee's questions and concerns were satisfactorily answered.

D. Finance Committee:

Trustee Ross presented the following action items:

- (1) Acting Vice President of Administration and Finance presented the Fiscal Year 2021 Budget. The Committee's questions and concerns were satisfactorily answered. **Trustee Shemansky made a motion to approve the Fiscal Year 2020 Budget; Trustee Klaus seconded; no abstentions. The motion carried.**
- (2) The Committee reviewed the Cash Disbursement Reports for March 1 through July 31, 2020, and found that all were handled appropriately and were in order. All questions and concerns were answered satisfactorily. **Trustee Nixon made a motion for the approval of the Cash Disbursement Reports for March 1 through July 31, 2020; Trustee Patterson seconded; no abstentions. The motion carried.**
- (3) The Committee reviewed the listing of non-bid purchases made under authority of Act 57 from March 18, to September 11, 2020, and found that all were handled appropriately and were in order. All questions and concerns were answered satisfactorily. **Trustee Epifano made a motion to approve the Act 57 purchases report from March 18, to September 11, 2020; Trustee Klaus seconded; no abstentions. The motion carried.**

Informational items discussed included Facilities Project Status Update and the Report of Notice to Proceed on Construction Contracts.

9. **Secretary's Report:**

Trustee Shemansky reported he Trustees received an email from an Alum regarding concerns for some of the individuals who were furloughed. President Long also received the letter and responded on behalf of the University.

10. **Old Business:**

A. None

11. **New Business:**

B. **Appointing Interim and Acting Chief Executive Officers:** Trustee Ross asked for a motion to accept the Appointing of Campus Interim and Acting Chief Executive Officers as required by the PASSHE BOG Policy 1983-14-A. **Trustee Shemansky made a motion to approve the Appointing Interim and Acting Chief Executive Officers for the 2020-2021 Academic Year according to BOG Policy 1983-14-A; Trustee Lingenfelter seconded; no abstentions. The motion carried.**

C. **Next Meeting:** Trustee Ross indicated the next meeting of the East Stroudsburg University Council of Trustees is scheduled for Thursday, December 10, 2020.

11. **Executive Session:** Trustee Ross called for Executive Session at 5:31 p.m. regarding personnel matters.

12. **Reconvene (Call meeting back to order):** Trustee Ross reconvened the regular meeting at 5:37 pm.

13. **Adjournment:** The meeting was adjourned by Trustee Ross at 5:38 p.m.

Respectfully submitted,

Paul Shemansky
Council Secretary

Recording Secretary: Marcy L. Cetnar