

**East Stroudsburg University
Council of Trustees Minutes
April 16, 2020**

1. **Call to Order:** The regular meeting of the East Stroudsburg University Council of Trustees was called to order at 11:03 a.m. by Chair Pat Ross.

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

Ms. Josephine Ferro
Mr. Bruno Klaus
Mr. Marcus Lingenfelter

Ms. Tina Nixon
Mr. John Pekarovsky III
Mr. Albert Rivera

Mr. Pat Ross
Mr. Paul Shemansky

The following members were not present:

Mr. Edward Abraham

Chair Ross notified the Trustees that a roll call vote will be taken on all action items and also asked those that speak to please identify themselves first.

Chair Ross also thanked the President and her Administrative staff for the great job they have done during this critical time. Academic Affairs side has done a great job working together and thanked the Provost and her staff for getting all classes online by all faculty.

3. **Public Comment:**

No Public Comments

4. **Approval of Minutes:**

Trustee Shemansky made a motion to approve the minutes from the February 20, 2020 meeting; Trustee Nixon seconded; a roll call vote was taken with no abstentions. The motion carried.

5. **President's Report:**

This semester seemed to be a normal ESU spring term until the week before Spring Break. At that time, we had students ready to head off on spring break trips around the world and the country and, after much discussion, we made the very difficult decision to cancel all university sponsored trips, both domestic and international, for faculty, students and staff. At the same time our student athletes who had qualified for NCAA competitions were on their way to those events when they were cancelled by the NCAA and the students had to head home. We started contemplating moving all courses to allow for remote learning modalities, cancelled all spring sports and any campus events, and then had to rethink commencement, which will now be a virtual celebration of our graduating seniors and, hopefully, many of them will return later to actually walk across the stage, an event that is so critically important for the students and their families we serve.

Through all of this, the state system did offer a retirement incentive to our APSCUF faculty and 14 ESU faculty took advantage of the offer and will be leaving ESU this summer. I want to thank all of them for all they have done for ESU and wish them well in their retirement. More retirement incentives are expected to be announced in the next few days following discussions with other collective bargaining groups. The goal is to reduce the employee complement across the system. We run a very efficient operation at ESU and don't expect a lot of retirements, but want our employees to take advantage of any offers that are presented if that works for them.

We were surveyed by PEMA regarding our facilities on campus and what might be used in case of regional need to assist in the response to COVID-19. Following many conversations and site visits, PEMA determined they would take over the Koehler field house as a field station to assist local hospitals should the need arise. We are here to help and hope the field hospital is not needed.

In the meantime, 2 of our faculty in the Department of Art + Design have been working with other 3D printers around the region, designing face masks, making face shields, as well as stethoscopes for our local hospitals. A faculty member in Biology has developed a simple-to-make respirator and is in discussions with local hospitals regarding its production by ESU faculty and staff, and then subsequent use by the hospitals.

I have been working with a group of community leaders to get the word out about the need for social separation, best practices for restaurants with curb service or take-out, PSAs regarding how to protect oneself, and what to do if you think you have symptoms and we have been doing this in English and Spanish and have targeted different community sectors young and old to be sure we are helping all sectors of our community understand what is going on. We did have some challenges initially on campus with community members using the track and tennis court without taking the social distancing seriously. After conversations with Elizabeth Wise of LVP we made decisions to close the track, take the hoops down, and also take the nets down from the tennis courts and close them down so we are not contributing to problems the community would have on going out. With significant help from the Pocono Mountains Visitors' Bureau, we recently launched a weekly briefing that is done in our ESU TV studio, following appropriate CDC guidelines, to let the Pocono region know what is happening here in our region. The CEO's of the local hospitals are regulars and bringing in others to discuss where they can get needed resources, and even simple things like how to wear a face mask and as complicated as how to get unemployment insurance. It has been very well received and is on every Friday at 10am on Chanel 13 and also available on Pocono Mountains Visitors' Bureau website and YouTube live. The program has been very well received in the region and has been promoted by local media. ESU is getting very good marketing and ESU is prominently displayed and it is a great way to help our community by allowing them to utilize our facilities.

For the summer, we have again moved all classes to remote delivery. We have cancelled all non-ESU camps and conferences through August, and all ESU camps through April. We will be monitoring and making decisions on a month-by-month basis regarding those camps as the COVID-19 situation dictates. Regarding Fall 2020, we are in a wait-and-see mode as we consider contingency plans being discussed here at ESU but even more importantly system wide so we are aligned with our sister schools to determine exactly what we are going to do come fall depending on the COVID-19 situation, and will keep you updated as time progresses.

Our accepted students' reception, which was postponed due to the COVID-19 challenges, will now be held virtually on Saturday April 25. This is new for us and has presented challenges with about 700 student signed up, but has also brought out the creative side of many of our staff and faculty...so let's hope for a successful event. That concludes my report.

6. Chair's Report:

Trustee Ross indicated we are in the starting phase of the Presidential Search and Trustee Nixon, who is chairing the committee will provide a report during new business.

7. Secretary's Report:

Trustee Shemansky did not have a report but wanted to thank the entire ESU staff for everything they have been doing for the ESU Community to keep it running smoothly.

8. Committee Reports

A. Strategic Initiatives Committee:

The committee was presented with a recommendation from President Welsh to approve the following retired faculty for emeritus/emerita status:

Margaret Benson, Ph.D., Early Childhood Education, 22 years of service
Teri Burcroff, Ph.D., Special Education, 27 years of service
Diane Cavanagh, Ed. D., Special Education, 26 years of service
Susan Harlan, Ed. D., Early Childhood Education, 24 years of service
Maureen McLaughlin, Ed. D., Reading, 31 years of service
Elizabeth Gibbons, Ph.D., Theatre, 37 years of service
Lori Pierangeli, Ph.D., RN. FCN., Nursing, 12.5 years of service
Susan Prestoy, Ph.D., RN., Nursing, 12 years of service
Sheila Handy, Ph.D., C.P.A., Business, 10 years of service
Susan Elaine Rogers, Ed. D., Hotel, Recreation, and Tourism Management, 41 years of service
Bradford Seid, D. Ed., Hotel, Recreation, and Tourism Management, 37 years of service
Carey Snyder, Ph.D., Athletics, 31 years of service

All questions and concerns were answered satisfactorily. **Trustee Lingenfelter made a motion to approve the faculty recommended by the President for faculty emeritus/emerita, seconded by Trustee Shemansky; a roll call vote was taken with no abstentions. The motion carried.**

B. Finance Committee:

- (1) The Committee reviewed the Cash Disbursement Reports for January 1, 2020 to February 29, 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 January 01, 2020 to February 29, 2020; Trustee Ferro seconded; a roll call vote was taken with no abstentions. The motion carried.**
- (2) The Committee reviewed the listing of non-bid purchases made under authority of Act 57 from January 25, 2020 to March 17, 2020 and found that all were handled appropriately and were in order. All questions and concerns were answered satisfactorily. **Trustee Ross made a motion to approve the Act 57 purchases report from January 25, 2020 to March 17, 2020; Trustee Ferro seconded; a roll call vote was taken with no abstentions. The motion carried.**
- (3) The Committee reviewed the proposed local fees for fiscal year 2020-2021. The Committee reviewed and discussed the proposed fees. All questions and concerns were answered satisfactorily. **Trustee Ferro made a motion to approve the local fees for fiscal year 2020-2021; Trustee Shemansky seconded; a roll call vote was taken with no abstentions. The motion carried.**

Vice President Ken Long reported COVID-19 has had a significant impact on our finances. Over the past few weeks the business office, in collaboration with residence life, dining services, and student affairs as a whole has issued refunds to students related to their vacating the campus due to the virus. ESU gave back approximately \$8 million dollars in credits to students which in return resulted in refunds to a number of students on their accounts. Also, with the suspension of Activity One Campus, we were able to provide a stipend in the amount of \$200 to those students who were on payroll working for the University at the time of closure. Going into the new fiscal year, the business office will be looking at areas in detail to see what changes can and cannot be done into fiscal year 20/21. This will definitely leave an affecting strain on the university undoubtedly for the foreseeable future. Further information will be forthcoming in the near

future as soon as we know where we are going especially with enrollment and if students will or will not be on campus this fall. VP Long also provided updates on the Project Status Report. Important to note that with the government declaration we did cut off most activity in the facilities department that were not considered essential services including drainage work on both the softball field and white night field. Any work that can be done remotely or electronically are being maintained. Anything on campus has been halted unless deemed essential or considered important for the health and safety to those students we need to provided essential services. VP Long also reported on the Notice to Proceed on Construction Contracts.

Mr. Richard Santoro, Director of ESU Foundation informed the Trustees that due to the COVID-19 circumstances, they cancelled the Scholarship Dinner and also cancelled three alumni events this spring. Mr. Santoro was pleased to reported they exceeded their projected fundraising goal of \$5 million by raising \$5,093,269 to date. Unrestricted fundraising continues to be a challenge, currently at \$134,633. As far as participation they feel their 5% alumni participation goal may reach 4% which is now at 3.34%. They are having a great year with scholarships, establishing 21 new Annual Scholarships, 11 new Endowed Scholarships, and awarded almost \$1 million in scholarship support to the University. Though the Covid-19 pandemic the Foundation established and Emergency Relief Fund for students. To date they have raise \$24,680 and used \$23,671 of the funds to assist 73 students. There are still 30 outstanding requests from students they are still looking to assist with. The Foundation will continue their fundraising efforts for the Emergency Relief fund.

9. **Old Business:**

None

10. **New Business:**

- A. **Nominating Committee:** Nominating committee Chair, Trustee Shemansky presented the nominated slate of officers for the upcoming academic year. The slate is as following:
Chair: Trustee L. Patrick Ross '67
Vice-Chair: Marcus Lingenfelter '95
Secretary: Paul Shemansky '96 M '01 & 04
- B. **Election of Officers: Trustee Shemansky made a motion to approve the slate of officers, Chair-Trustee Ross, Vice-Chair-Trustee Lingenfelter, and Secretary-Paul Shemansky for the upcoming academic year; Trustee Klaus seconded; a roll call vote was taken with no abstentions. The motion carried.**
- C. Trustee Ross thanked President Marcia Welsh for her service to the University over the years. She has done an outstanding job under many obstacles and difficult times. She and her staff had made many difficult decisions to put this University where we are today. The statistics we have now have brought us to new levels and until this virus hit we were one of the few schools which were sustainable in the entire system. She had a very active part in the community serving on many boards and working with the borough. Trustee Lingenfelter echoed Trustee Ross' comments and added that since the first time he met her during the search interviews at the hotel they knew she was the right one and did exactly what was asked of her carrying ESU forward. Trustee Klaus and Trustee Ferro also thanked Dr. Welsh for her service.

President Welsh thanked the Trustees for their support over the past eight years. ESU has become her life for eight years and in many ways her family and will miss everyone and promised to stay in touch.

- D. Trustee Nixon echoed the thank you's for the staff doing a great job navigating through COVID-19 and these challenging times for all of us. Trustee Nixon thanked Dr. Welsh for being the leader she is and building a strong foundation for ESU. As we move forward it is important for the team in place now to become stronger than ever and continue to do the wonderful work Dr. Welsh has done for the staff, students, and community. Trustee Nixon indicated we continue to embark on searching for a new President and have confirmation from Greenwood/Asher & Associates, that they will help through the selection process and according the Andy Lehman of PASSHE Legal, the contract is in the final phases. Once the contract is

finalized it will be forwarded to the committee and we will be able to move forward. The search committee will continue to build on the strong foundation moving forward that Dr. Welsh set forth. The next step is for the COT Search Committee Representatives to meet with the search firm to help lay the foundation and then a meeting with the entire search committee with the search firm to discuss how we embark on the search.

- E. Virtual interviews for the next Vice President of Enrollment Management begin this weekend. President Welsh thanked Mr. William Cheetham for his service as Interim Vice President of Enrollment Management and all his efforts on rebuilding the team and doing a great job on the Admissions side for Enrollment Management. Concurred by the Trustees.
- F. The next meeting of the Trustees will be Thursday, September 24, 2020.

11. **Adjournment:** Trustee Ross adjourned at 11:51 a.m.

Respectfully submitted,

Paul Shemansky
Council Secretary

Recording Secretary: Marcy L. Cetnar