

**East Stroudsburg University
Council of Trustees Minutes
February 7, 2013**

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. Vincent DeFranco
Mr. Marcus Lingenfelter
Ms. Nancy Perretta

Ms. Felicia Revero
Mr. Pat Ross
Ms. Amy Welch

Mr. Robert Willever

2. **Public Comment:** Dr. Patricia Graham indicated that APSCUF is pleased to announce that they settled the contract.
3. **Approval of Minutes: Trustee Willever made a motion to approve the minutes from the December 6 meeting; Trustee Revero seconded. The motion carried.**
4. **President's Report:** President Welsh distributed the University Relations report. She is thrilled that the strike threat is behind us. Men's basketball is on a winning streak. We had a wonderful January retreat for faculty, talking about assessment and general education. We had seven students attend the presidential inauguration in Washington, D.C. We have a commencement speaker, Mr. Billy Staples, and we are working on getting a graduate speaker. We now have in place a veterans' center, and will have a grand opening in the near future.
5. **Chair's Report:** Trustee Ross presented Rich Staneski with a resolution honoring his service. Trustee Ross also recognized Patricia Graham in her retirement after 36 years of service.
6. **Secretary's Report:** None.
7. **Special Report:** Syed Zaidi gave a presentation on Sightlines, a consulting firm that PASSHE contracted with to analyze facilities operations and assets. We have moved steadily forward as far as asset reinvestment and stewardship. We were one of the oldest campuses as far as buildings were concerned, but we are now at the System mean and moving forward. We have plans to demolish some houses and install parking lots. We have conserved energy and saved on costs, despite the fact that we have taken on the Science and Technology Center. Most of our buildings were more than 25 years old. Now about 50% of our buildings are less than 25 years old.
8. **ESU Foundation Report:** Frank Falso distributed the invitation to the Lehigh Valley event hosted by Bob Willever. Frank presented a Power Point and discussed how the annual fund supports university operating budgets. Annual scholarships have increased. In 2012-2013, the Foundation has already discovered 35 new annual scholarships in the amount of \$46K. 183 endowed scholarships have been awarded in 12-13 totaling \$119K. There are 100 annual scholarships totaling \$119K.
9. **Committee Reports**
 - A. **Finance & Administration:**
 - (1) The committee reviewed the Cash Disbursement Journals for November and December. **Trustee Willever made a motion to approve the cash disbursement journals for November and December; Trustee Perretta seconded, and the motion carried.**
 - (2) The committee reviewed the Act 57 purchases report from November 12 through January 24. **Trustee Welch made a motion to approve the Act 57 purchases report. Trustee Revero seconded and the motion carried.**
 - (3) Mr. Staneski discussed the Early Start Program, which provides students the opportunity to develop skills and strategies necessary for academic success. Early Start is a targeted intervention that provides academic advising, social and personal integration, career exploration, tutoring, and special

program activities. The curriculum is designed for students to gain learning competencies that are often lacking in first-time students, while supporting them to establish an early track record of academic success. The Early Start program will enhance students' academic potential for persistence and graduation from East Stroudsburg University. It is proposed that lower fees be charged to program participants. Tuition and the Technology Fee are not affected. Lower per-student fees are made possible by reducing General and Student Activity fees, charging housing at the Camps and Conferences rate, reducing the meal plan rate and waiving the transportation, parking, and e-card fees. None of these reductions should have a negative impact on the University's ability to serve students or jeopardize the University's budget. The Trustees reviewed and discussed the documents outlining the proposed early start program rates versus the regular rates and all questions and concerns were answered satisfactorily. **Trustee Lingenfelter made a motion to accept the Early Start program fees. Trustee Welch seconded, and the motion carried.**

- (4) The Committee reviewed Project Status Review dated January 22, 2013. All questions and concerns were answered satisfactorily. Review of Governor's budget – level funding, however, the faculty contract includes increases, so this is essentially a decrease.
- (5) Mr. Staneski presented a review of the Governor's 2013-14 Budget to the Committee. All questions and concerns were answered satisfactorily.

B. **Academic Affairs & Enrollment Management:** Dr. Van A. Reidhead, Provost and Vice President for Academic Affairs, discussed East Stroudsburg University's Middle States Accreditation status. ESU's next Monitoring Report is due to Middle States Commission on Higher Education on September 1, 2013. Additional assessment workshops will be offered throughout the Spring 2013 semester in order to fully prepare for the submission of the Monitoring Report and a Fall 2013 site visit from Middle States officials. Jeff Jones, Director of Admissions, provided an update on enrollment for Spring 2013 and Fall 2013. Mr. Jones also provided information on the newly created Early Start Program, which will debut this summer. Dr. Marilyn J. Wells, Vice Provost and Graduate Dean, discussed the trends in Graduate Enrollment over the past 10 years. Kizzy Morris, Registrar, discussed recent changes to the structure of summer school for 2013.

C. **Student Affairs:** Patti Kashner has been recently re-introduced to Student Affairs after serving in Enrollment Management for the past five years. She spoke about plans related to technology, Commuter Student Services, Veteran Services, Transfer Students, returning adult, international and senior students as well as plans for our parent population, and publications. She also addressed new funding streams which will include grants and work with the Foundation. Michael Sachs introduced himself and spoke about his history in Student Affairs and law. He addressed his plans to work with Assessment and the Threat Assessment Team (START), and he also plans to collaborate with faculty and increase revenue for ESU by looking at how the facilities on campus can be better utilized for public events. Cornelia Sewell-Allen introduced herself and spoke about African American Cultural Heritage Month Events. She intends to make herself available to student groups for mentoring and planning. The Office of Multicultural Affairs (OMA) House has recently extended their hours to better aid student needs, and is now open from 8 a.m.-8 p.m. Student Senate Report by Kwaku Adjei-Bohyen: Results from Fall 2012 survey; Upcoming Summit 2/13; Club Fair 2/20 in the Keystone Room; plans for continuation of work in progress regarding 24 hour visitation in the Resident Halls. Student Trustee Report by Felicia L Revero: Women's Center Initiatives; New Student Trustee interest meeting and suggestions for interview process; Vagina Monologues auditions and upcoming performance March 11-12. All proceeds will be donated to help Women's Resources of Monroe County. Other items of interest include the opening of the Veterans Center, the Mobile Unit Initiative and Extended Kemp Library hours.

D. **Research & Economic Development:** Trustee Willever reported on the January 24 tour of ProtoCAM, a full service rapid prototyping company in Nazareth. Participating in the tour were Robert Willever, ESU Council of Trustees, Joni Oye-Benintende, Chair, Art Department, Darlene Farris-LaBar, Associate Professor of Art, Yoshi Tanokura, Assistant Professor, Theatre, Miguel Barbosa, Chief of Staff, Office of the President, Sharone Glasco, Interim Director, Workforce Development, Mary Frances Postupack, VP, Economic Development and Research

Support, and Chuck Leonard, Executive Director of Pocono Mountains Economic Development Corporation. Sharone Glasco reported on the NEPA Regional BioScience Initiative- Research and Testing Roundtables, a collaborative effort designed to leverage the strength of regional players to grow the biosciences in an eight-county region. ESU is receiving \$2,000 to co-chair the Roundtables in collaboration with PA Bio. She also reported that ESU received an additional \$35,409 allocation for WEDnetPA bringing the total ESU FY 2012-13 allocation to \$246,533, 10% increase over FY 11-12. Carter McClure presented a company updates and milestones of the seven companies participating in the Business Accelerator Program located in the Innovation Center. Katie Gold and James Montone informed the Committee of a six-year assessment project of grant activity at ESU. Seventeen ESU students are participating in this year's PASSHE Student Business Plan Competition.

9. **Old Business:** None.

10. **New Business:**

- A. Student Trustee Search
- B. Nominating Committee for Election of Officers: Trustees Willever, Welch, and Abraham were appointed.
- C. PACT Conference in Harrisburg April 16-17
- D. Meeting dates to consider for next year: 9/12, 10/24, 12/5, 2/6/14, 4/3/14

11. **Adjournment:** The meeting was adjourned at 4:46 p.m.

Respectfully submitted,

Amy S. Welch
Council Secretary

Recording Secretary: Caryn S. Fogel