

**MILLERSVILLE UNIVERSITY  
COUNCIL OF TRUSTEES  
PROGRAMS COMMITTEE AGENDA  
March 5, 2025**

<b><u>Action Items</u></b>	<b><u>Agenda Reference</u></b>
1. Faculty Emeritus Status	V.A.

<b><u>Information/Discussion Items</u></b>	
1. Report from Student Affairs	Dr. Williams
a. General Student Affairs Updates	
b. University Housing Updates	
c. University Dining Updates	
d. Student Affairs Staffing Updates	
2. Report from the Office of Diversity, Equity and Inclusion	Mr. Wiley
a. U.S. Department of Education's "Dear Colleagues" Letter	
3. Report from Academic Affairs	Dr. Gasparich
a. Personnel Transactions	
b. Academic Affairs Update	
c. Program Updates	
d. Athletics	

**MILLERSVILLE UNIVERSITY  
COUNCIL OF TRUSTEES  
RESOURCES COMMITTEE AGENDA  
MARCH 5, 2025**

**Action Items**

**Agenda Reference**

- |   |       |
|---|-------|
| 1. Annual Payments  | VI.A. |
| • \$5,000 to Blue Rock Fire District                                  |       |
| • \$3,000 to Lancaster Safety Coalition                               |       |
| • \$3,000 to Lancaster Emergency Medical Services Association (LEMSA) |       |
| <br>  |       |
| 2. Millersville University Foundation Endowments                      | VI.B. |

**Information / Discussion Items**

- |   |               |
|---|---------------|
| 1. University Relations & Strategic Initiatives | Dr. DeSantis  |
| a) Workforce Development Initiatives            |               |
| b) University Communications and Marketing      |               |
| <br>  |               |
| 2. Finance and Administration Report            | Dr. Alyan     |
| a) E&G Financial Report                         |               |
| b) Total Endowed Assets Schedule                |               |
| c) 2024-2025 Black and Gold Book                |               |
| d) Space Optimization Implementation            |               |
| e) Department Dashboards                        |               |
| <br>  |               |
| 3. Information Technology Report                | Mr. Hartranft |
| a) Network and Systems Services                 |               |
| b) Security                                     |               |
| c) Enterprise / Web Applications                |               |
| d) Technical Support                            |               |
| <br>  |               |
| 4. Advancement Report                           | Mr. Ramos     |
| a) Executive Trend Report                       |               |
| b) Office of Alumni Engagement                  |               |
| c) Office of University Events                  |               |

**MILLERSVILLE UNIVERSITY  
COUNCIL OF TRUSTEES**

SCHEDULE OF ACTIVITIES  
MARCH 2025

<b>C.O.T. Meetings</b>		<b>Wednesday, March 5, 2025</b>
11:30 a.m.	Tour of Facilities	The HUB   The Nest <i>(meet under Gordinier portico)</i>
12:30 p.m.	Trustee Workshop <i>(by invitation only)</i>	Gordinier Hall, Old Main Room
1:45 p.m.	Programs Committee Meeting <i>(open to the public)</i>	Gordinier Hall, Lehr Room
3:00 p.m.	Resources Committee Meeting <i>(open to the public)</i>	Gordinier Hall, Lehr Room
4:15 p.m.	Governance and Nominations Committee Meeting <i>(open to the public)</i>	Gordinier Hall, Lehr Room
4:30 p.m.	Regular Public Meeting <i>(open to the public)</i>	Gordinier Hall, Lehr Room
6:00 p.m.	Michael G. Warfel '84 Center for International Programs & Services <i>(by invitation only)</i>	Lyle Hall, First Floor

**If you wish to join any of the public sessions via Zoom, please email Jennifer Hart in the Office of the President at [Jennifer.Hart@millersville.edu](mailto:Jennifer.Hart@millersville.edu) for the link.)**

# MILLERSVILLE UNIVERSITY OF PENNSYLVANIA

## COUNCIL OF TRUSTEES MEETING

Wednesday, March 5, 2025

### AGENDA-AT-A-GLANCE

- I. **FOR ACTION** – Minutes of the December 4, 2024, Regular Public Meeting  
Mr. Michael G. Warfel, Chairman
  
- II. Report of the Council Chairman – Mr. Michael G. Warfel
  
- III. Report of the University President - Dr. Daniel A. Wubah
  
- IV. Comments
  - A. Alumni Association President – Mr. Matthew Olphin
  - B. APSCUF-MU President - Dr. Robyn Davis
  - C. University Curriculum & Academic Policies Committee Chair –  
Dr. Aileen Hower
  - D. Student Government Association President – Mr. Tevon Kerr-Hornbaker
  - E. Millersville University Foundation President – Dr. Kemah Washington
  - F. Student Services/Student Lodging, Inc., CEO – Mr. Geoffrey Beers
  - G. General Public
  
- V. Programs Committee Report  
Dr. Amber Sessoms, Chair
  - A. **FOR ACTION** – Faculty Emeritus Status
  - B. **INFORMATION** – Student Presentation – Wehrheim School of Nursing  
Department

VI. Resources Committee Report  
Ms. Holly Trego, Chair

- A. **FOR ACTION** – Annual Payments:
  - \$5,000 to Blue Rock Regional Fire Company
  - \$3,000 to Lancaster Safety Coalition
  - \$3,000 to Lancaster Emergency Medical Services Association (LEMSA)
  
- B. **FOR ACTION** - Millersville University Foundation Endowments

VII. Governance and Nominations Report  
Dr. Saul Fink, Chair

- A. **INFORMATION** – Executive Committee Nominations

VIII. New Business  
Mr. Michael Warfel, Chairman

- A. **FOR ACTION** – Endorsement of the Framework for Millersville University's Strategic Plan
  
- B. **FOR ACTION** – Administrative Emeritus Status – Janet E. Kacskos
  
- C. **FOR ACTION** – Ratification of Council of Trustees Executive Committee Members

IX. Other Reports and Information

- A. **INFORMATION** - Date for Next Committee Meetings - Information
  
- B. **INFORMATION** - Date for Next Regular Meeting - Information

X. Adjournment

## MILLERSVILLE UNIVERSITY COUNCIL OF TRUSTEES

### Meeting Minutes

Wednesday, December 4, 2024

A regular meeting of the Council of Trustees of Millersville University was called to order in Gordinier Dining Hall, Bolger Conference Center, Lehr room, at 4:30 p.m. on Wednesday, December 4, 2024, by Chairman Michael Warfel. The following trustees were present:

Mr. Thomas Baker (*via Zoom*)  
Dr. Brandon Danz  
Dr. Saul Fink  
Dr. Richard Frerichs  
Ms. Bridget Lau  
Mr. Rick Rodgers (*via Zoom*)  
Dr. Amber Sessoms  
Ms. Holly Trego

Also present were:

Dr. Nafez Alyan, *Vice President for Finance and Administration*  
Mr. Geoffrey Beers, *CEO, Student Services/Student Lodging, Inc.*  
Ms. Jessica Cabibbo, *Student Government Association Vice President*  
Dr. Robyn Davis, *APSCUF-MU President*  
Dr. Victor DeSantis, *Vice President for University Relations and Strategic Initiatives*  
Dr. Gail Gasparich, *Senior Vice President for Academic Affairs and Provost*  
Mr. Joshua Hartranft, *Chief Technology Officer*  
Dr. Aileen Hower, *University Curriculum & Academic Policies Committee Chair*  
Mr. Victor Ramos, *Vice President for Advancement*  
Dr. Kemah Washington, *MU Foundation President*  
Mr. Carlos Wiley, *Chief Diversity and Inclusion Officer*  
Dr. MaryBeth Williams, *Vice President for Student Affairs*  
Dr. Daniel Wubah, *University President*

Representative Jordan Harris, Ms. Kathryn Ross and Dr. Christopher Fiorentino, *ex officio*, were unable to attend.

Upon motion by Ms. Trego, the minutes of the regular public meeting of September 18, 2024, were approved.

### **Chairman's Report**

Mr. Warfel welcomed everyone in attendance and advised trustees of several upcoming events including winter commencement, Council of Trustees and Cabinet workshop, the quarterly Board of Governors' meetings, and AGB National Conference on Trusteeship.

## **President's Report**

President Wubah welcomed everyone and announced several noteworthy activities, including the upcoming winter commencement ceremony. He concluded his report by thanking everyone for their continued support of the University and the success of our students.

## **Comments from Advisors**

On behalf of Mr. Matthew Olphin, MU Alumni Association President, Mr. Victor Ramos reported on the success of recent Homecoming activities. Dr. Robyn Davis, APSCUF-MU President, conveyed warm holiday wishes and reminded everyone of the importance of the faculty presence on campus. Dr. Aileen Hower, University Curriculum and Academic Policies Committee Chair, provided an update on the general education review. On behalf of Mr. Tevon Kerr-Hornbaker, Student Government Association President, SGA Vice President, Jessica Cabibbo reported on fall events, the Dining resolution and SGA's work to better aligning budget allocations. Dr. Kemah Washington, MU Foundation President, provided an update on officer elections, scholarship endowments, the portfolio and the Marauder Fund. Mr. Geoffrey Beers, CEO of Student Services and Student Lodging, Inc., reported on housing occupancy rates, the solar earth project on Cottage Avenue, the redevelopment project on North George Street, and the Chick-Fil-A project. Comments from the general public included: Dr. Chuck Ward, Professor of Philosophy, expressed concern regarding the elimination of certain programs and Dr. Jill Craven, Professor of English and World Languages, expressed concern surrounding ADA accommodations on campus.

## **Programs Committee Report**

A regular public meeting of the Programs Committee was called to order in Gordinier Dining Hall, Bolger Conference Center, Lehr Room, on Wednesday, December 4, 2024, at 1:45 p.m. by Dr. Amber Sessoms, Chairperson.

The following members of the Programs Committee were present:

Mr. Thomas Baker ( <i>via Zoom</i> )	Dr. Aileen Hower, ex officio
Mr. Geoffrey Beers, ex officio	Ms. Bridget Lau ( <i>via Zoom</i> )
Dr. Robyn Davis, ex officio	Mr. Tevon Kerr-Hornbaker, ex officio
Dr. Richard Frerichs	Mr. Carlos Wiley, ex officio
Dr. Gail Gasparich, ex officio	Dr. MaryBeth Williams, ex officio

The committee discussed the published information items. There were no action items for full Council approval. The Programs Committee adjourned at 2:46 p.m.

## **Resources Committee Report**

A regular public meeting of the Resources Committee was called to order in Gordinier Dining Hall, Bolger Conference Center, Lehr Room, on Wednesday, December 4, 2024, at 3:00 p.m. by Ms. Holly Trego, Chairperson.

The following members were present:

Dr. Nafez Alyan, ex officio	Mr. Rick Rodgers ( <i>via Zoom</i> )
Dr. Victor DeSantis	Mr. Michael Warfel, ex officio
Dr. Saul Fink	Dr. Kemah Washington, ex officio ( <i>via Zoom</i> )
Mr. Victor Ramos, ex officio	Dr. Daniel Wubah, ex officio

Also present were Mr. Colin Daigle and Mr. Andrew Lee, auditors of CliftonLarsonAllen, and Mr. Thomas Waltz, Associate Vice President for Facilities. The committee discussed the published informational and action items and recommended the action items be brought forward for full Council approval at the December 4, 2024, regular public meeting. The Resources Committee adjourned at 4:01 p.m.

Upon motion by Ms. Trego, the Council of Trustees approved the 2023-24 audited financial statements.

Upon motion by Ms. Trego, the Council of Trustees approved the following fees for 2025-26:

Approval of the report on the increase in student activity fees by 5.9%, which results in a \$9.00 increase per semester for 2025-26.

Approval of the report on the increase in the Tech Fee by 25% which results in \$60.00 per semester for undergraduate students and \$63.00 for graduate students effective fall 2025.

Approval of the report on Courses, with a range of \$5 - \$100 per semester for 2025-26.

Acceptance of the report that all other rates remain the same for 2025-26 as outlined on pages 10-12 of the public meeting agenda.

Upon motion by Ms. Trego, the Council of Trustees approved university external financial support resolution in relation to the Millersville University Foundation, Millersville University Alumni Association, Student Services, Inc., and Student Lodging, Inc.

Upon motion by Ms. Trego, the Council of Trustees approved the authorization to allow the Vice Presidents for Advancement and Finance and Administration to sign and receive estate gifts on behalf of Millersville University.

Upon motion by Ms. Trego, the Council of Trustees approved the name recognition of the Paul T. Schleyer '76 Memorial Scholarship, the Dan Horan and Mike Murphy Endowed Football Scholarship, and The Charles Raymond Shaw Journalism Scholarship.



### **Governance and Nominations Committee**

A regular public meeting of the Governance and Nominations Committee was called to order in Gordinier Dining Hall, Bolger Conference Center, Lehr Room, on Wednesday, December 4, 2024, at 4:15 p.m. by Dr. Saul Fink, Chairperson.

The following members were present:

Dr. Richard Frerichs

Dr. Amber Sessoms

Ms. Bridget Lau (via Zoom)

Mr. Michael Warfel, ex officio

The committee discussed the published action items and recommended the action items be brought forward for full Council approval at the December 4, 2024, regular public meeting. The Governance and Nominations Committee adjourned at 4:21 p.m.

Upon motion by Dr. Fink, the Council of Trustees approved the proposed revisions to the Millersville University Council of Trustees Bylaws.

Upon motion by Dr. Fink, the Council of Trustees approved the following presidential evaluation resolution:

Whereas, Chancellor Daniel Greenstein of the Pennsylvania State System of Higher Education has requested that the Council of Trustees of Millersville University of Pennsylvania conduct an annual review of the leadership of President Daniel A. Wubah; and

Whereas, The Council has conducted such a review in accordance with the Policy Guidelines of the Pennsylvania State System of Higher Education; therefore, be it

*Resolved*, That the Council of Trustees of Millersville University of Pennsylvania recommends that the Board of Governors does authorize the Chancellor to extend the employment agreement of Dr. Daniel A. Wubah as President of the University according to Board of Governors' policies and guidelines.

### **Other Reports and Information**

Chairman Warfel announced the next quarterly public meetings will be held on Wednesday, March 5, 2024, as approved by the Council on September 18, 2024.

Chairman Warfel declared the meeting adjourned at 5:21 p.m.

Respectfully submitted,



The Honorable Jordan A. Harris  
Secretary

V. Programs Committee Report  
Dr. Amber Sessoms, Chair

A. **FOR ACTION** – Faculty Emeritus Status

The University President, in concert with the UCAPC, recommends emeritus status for the following members of the faculty:

Dr. Sharon A. Brusic  
Department of Applied Engineering, Safety & Technology  
Dates Served: 2003-2024

Dr. James W. Fenwick  
Department of Mathematics  
Dates Served: 1991-2024

Dr. Timothy Miller  
Department of English and World Languages  
Dates Served: 1985-2024

**Dr. Sharon A. Brusic**

WHEREAS Dr. Sharon A. Brusic, Professor of Applied Engineering, Safety and Technology (AEST), retired after 21 years of dedicated and distinguished service to Millersville University; and

WHEREAS Dr. Brusic was a lifelong advocate for the study of technology & engineering literacy, and specifically the study of Elementary Integrative STEM Education, and Bio-related Technologies, she enthusiastically taught numerous undergraduate courses including professional and technical courses, and

WHEREAS Dr. Brusic faithfully served as the long-time Program Coordinator for the Technology & Engineering Education program and the principal developer and advisor to hundreds of Integrative STEM Methods Minor students, and

WHEREAS Dr. Brusic was a dedicated faculty co-advisor to the Technology & Engineering Education Collegiate Association (MU-TEECA), and

WHEREAS Dr. Brusic skillfully supervised numerous student teachers, mentored dozens of undergraduate and graduate students, and routinely advised approximately 40 students annually, and was actively involved in encouraging student research, and

WHEREAS Dr. Brusic served diligently on numerous departmental, college, university and professional association committees and in various leadership roles including a four-year term as Director of the Center for Academic Excellence at MU, and

WHEREAS Dr. Brusic is an acknowledged expert in her field as recognized by the international technology and engineering education association as a member of the prestigious academy of fellows, and having won teacher of the year and advisor of the year awards, and

WHEREAS Dr. Brusic has demonstrated a sustained record of excellence in teaching, scholarship and service through her leadership and dedication to her students, the institution and her profession;

THEREFORE the department of Applied Engineering, Safety & Technology recommends that Dr. Sharon A. Brusic be granted the honorary title of Professor of Applied Engineering, Safety & Technology Emeritus.

**Dr. James W. Fenwick**

WHEREAS Dr. James W. Fenwick, Professor of Mathematics, retired after 34 years of dedicated teaching, scholarship, and service to Millersville University; and

WHEREAS Dr. Fenwick was a devoted and accomplished teacher, who faithfully and diligently performed his duties with utmost enthusiasm as a classroom instructor, teaching undergraduate and graduate courses in mathematics and statistics; and

WHEREAS Dr. Fenwick was a dedicated and excellent advisor to undergraduate mathematics majors and minors; and

WHEREAS Dr. Fenwick encouraged his students to pursue research and advanced degrees in mathematics and statistics, supervised numerous students' research projects and co-ops, directed and served on MU honors theses committees; and

WHEREAS Dr. Fenwick was an active scholar who published refereed papers in the field of statistics, gave many presentations at national and local conferences and colloquia, and

WHEREAS Dr. Fenwick actively participated in curriculum development and modification to improve our programs, including serving on both the university's undergraduate course and program review and general education review committees; and

WHEREAS Dr. Fenwick was a highly respected colleague in the Department of Mathematics who was willing and able to fulfill a multitude of demanding committee responsibilities, as a member or chair, including but not limited to: curriculum, student evaluation, faculty search, department evaluation, and promotion and tenure; and

WHEREAS Dr. Fenwick offered generous and valuable service to Millersville University with service on many university-wide committees, including faculty grants, university planning council, promotion and tenure, outcomes assessment, and strategic planning steering; and

WHEREAS Dr. Fenwick provided statistical consulting and expertise to numerous university projects and colleagues, as well as to community agencies and individuals; and

WHEREAS Dr. Fenwick actively participated in the premier statistical professional organization: the American Statistical Association (Harrisburg Chapter),

THEREFORE the department of Mathematics recommends that Dr. James W. Fenwick be granted the honorary title of Professor of Mathematics Emeritus.

**Dr. Timothy Miller**

WHEREAS Dr. Timothy Miller, Professor of English, retired after an impressive 39 years of dedicated teaching, scholarship, and service to Millersville University; and

WHEREAS Dr. Timothy Miller developed courses in Business Writing and Science Fiction that remain popular to this day; and

WHEREAS Dr. Timothy Miller accrued an extensive publication record, editing *The Critical Response to John Milton's Paradise Lost* and authoring 9 journal articles, 1 book chapter, 23 encyclopedia articles, and many reviews and conference proceedings; and

WHEREAS Dr. Timothy Miller presented numerous professional papers at local, regional, and national conferences; and

WHEREAS Dr. Timothy Miller co-led a University Writing Across the Curriculum initiative for eight years and served on multiple University committees throughout his career, including the Strategic Planning and Resource Council, Dean's Search Committee, APSCUF Executive Committee, and in many other APSCUF roles; and

WHEREAS Dr. Timothy Miller provided loving and dedicated service to students through his work with United Campus Ministries, his decades-long role as advisor to Science Fiction & Fantasy Club, and his nineteen years as an advisor for the Exploratory Program; and

WHEREAS Dr. Timothy Miller provided valuable leadership in his department, serving variously as graduate program coordinator, literature committee co-chair, new faculty mentor, and departmental APSCUF representative; and

WHEREAS Dr. Timothy Miller provided academic and thesis advising to countless undergraduate and graduate students and served on numerous departmental committees during his tenure, including the Composition, Graduate, Literature, and many evaluation committees; and

WHEREAS Dr. Timothy Miller served the profession as Vice President, President, and member of the Board of Directors for the Pennsylvania Writing Across the Curriculum Association; and

WHEREAS Dr. Timothy Miller taught many thousands of Millersville students during his distinguished career, inspiring them to reach for an intellectual “life beyond life” with his passion for literature and distinctive classroom style.

THEREFORE the department of English and World Languages recommends that Dr. Timothy Miller be granted the honorary title of Professor of English and World Languages Emeritus.

**Proposed Motion:**

Move approval of granting faculty emeritus status to Drs. Sharon Brusic, James Fenwick and Timothy Miller.

V. Programs Committee Report (*continued*)  
Dr. Amber Sessoms, Chair

B. **INFORMATION** – Student Presentation – Wehrheim School of Nursing  
Department

VI. Resources Committee Report  
Ms. Holly Trego, Chair

A. **FOR ACTION** – Annual Payments:

\$5,000 to Blue Rock Regional Fire District

\$3,000 to Lancaster Safety Coalition

\$3,000 to Lancaster Emergency Medical Services Association (LEMSA)

Proposed Motion:

Move approval of the payment of \$5,000 to the Blue Rock Regional Fire District, \$3,000 to the Lancaster Community Safety Coalition, and \$3,000 to Lancaster Emergency Medical Services Association in support of services provided to Millersville University.

VI. Resources Committee Report (*continued*)  
Ms. Holly Trego, Chair

B. **FOR ACTION** – Millersville University Foundation Endowments

New Endowments

- John R. Brady Opportunity Endowed Scholarship
- Thomas & Nancy King '61 Early Education Endowed Scholarship
- Chris Frese Scholarship for Ichthyology
- Jackson, Ann Study Abroad Endowment\*
- Audrey Pomponi Memorial Scholarship\*
- Mahoney Special Education Scholarship\*
- Charles Raymond Shaw Journalism Scholarship\*
- Paul T Schleyer '76 Memorial Endowment Scholarship\*

Previously Established Endowments

- Robert Andriulli Award for Outstanding Performance in Painting Endowment\*
- Robert F. and Lena Bortner LaCaff '51 Library Support Endowment\*
- Dr. Helen Asbury Stine Freshman Scholarship Endowment\*
- William S. Trout Memorial Award for English Education Endowment
- Wyand/Shoener Visiting Artist/Scholar in Music Endowment
- Dr. Sylvia Shellenberger '71 & '74 Latino Scholarship Endowment
- Tell School of Music Excellence Fund\*
- David Anthony Abrams Scholarship Endowment\*
- Dr. M.P.A. Sheaffer Academic Excellence Scholarship Endowment\*
- Kathryn G. Hughes Seaber and Samuel J. Seaber, Jr. Athletic Meal Support Scholarship Endowment\*
- Judy Anttonen Women's Softball Scholarship\*
- Rita Smith Wade-El Social Justice Leadership Scholarship\*

**Proposed Motion:**

Move approval of the name recognition of the above-mentioned new and previously established scholarships, endowments or programs.



VII. Governance and Nominations Report  
Dr. Saul Fink, Chair

A. **INFORMATION** – Executive Committee Nominations

VIII. New Business  
Mr. Michael Warfel, Chairman

A. **FOR ACTION** – Endorsement of the Framework for Millersville University's Strategic Plan

A copy of the plan has been provided in Teams.

**Proposed Motion:**

Move to endorse the framework for Millersville University's Strategic Plan.

B. **FOR ACTION** – Administrative Emeritus Status – Janet E. Kacskos

A copy of the resolution has been provided in Teams.

**Proposed Motion:**

Move approval of granting administrative emeritus status to Janet E. Kacskos.

C. **FOR ACTION** – Ratification of Council of Trustees Executive Committee Members

**Proposed Motion:**

Move approval to ratify the executive committee of the Council of Trustees as presented.

IX. Other Reports and Information

A. **INFORMATION** - Date for Next Committee and Regular Meetings  
The date for the next Committee and Regular Meetings of the Council of Trustees is **Wednesday, June 4, 2025**, in accordance with Council approval on September 18, 2024.

X. Adjournment