

**MILLERSVILLE UNIVERSITY
COUNCIL OF TRUSTEES**

SCHEDULE OF ACTIVITIES
DECEMBER 2023

C.O.T. Committee Meetings		Wednesday, December 6, 2023
4:45 p.m.	Resources Committee Meeting <i>(by invitation only)</i>	Gordinier Hall, Old Main Room & via Zoom
4:45 p.m.	Programs Committee Meeting <i>(by invitation only)</i>	Gordinier Hall, University Room & via Zoom
6:15 p.m.	Plenary Meeting <i>(by invitation only)</i>	Gordinier Hall, Lehr Room & via Zoom

C.O.T. Public Meeting		Wednesday, December 13, 2023
3:45 p.m.	Tour of Facilities	Boyer <i>(meet under Gordinier Hall portico)</i>
4:30 p.m.	Reception	Gordinier Hall, Lehr Room
5:00 p.m.	Regular Council Meeting <i>(meeting open to the public)</i>	Gordinier Hall, Lehr Room & via Zoom
~6:00 p.m.	Council Dinner <i>(by invitation only)</i>	Tanger House

MILLERSVILLE UNIVERSITY OF PENNSYLVANIA

COUNCIL OF TRUSTEES MEETING

Wednesday, December 13, 2023

AGENDA-AT-A-GLANCE

- I. **FOR ACTION** - Minutes of the regular meeting of September 20, 2023, and the special meeting of October 20, 2023
Mr. Michael G. Warfel, Chairperson

- II. Report of the Council Chairperson - 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 – Prof. Jeri Robinson
 - D. Student Government Association President – Ms. Camree Patterson
 - E. Millersville University Foundation President – Mr. Joseph Garner
 - F. Student Services/Lodging, Inc., CEO – Mr. Geoffrey E. Beers
 - G. General Public

- V. Programs Committee Report
Mr. Brandon Danz, Chairperson
 - A. No Action Items
 - B. Information – Student Presentation / Evergreen Café

- VI. Resources Committee Report
Ms. Holly Trego, Chairperson
 - A. **FOR ACTION** – 2022-23 Audited Financial Statements
 - B. **FOR ACTION** – Fees for 2024-25
 - C. **FOR ACTION** – University External Financial Support Resolution
 - D. **FOR ACTION** – Receipt of Estate Gifts

- VII. New Business
Mr. Michael G. Warfel, Chairman
 - A. **FOR ACTION** – Proposed Revisions to the Millersville University Council of Trustees Bylaws

- VIII. Other Reports and Information
Mr. Michael G. Warfel, Chairman
 - A. Date for Next Committee Meetings - Information
 - B. Date for Next Regular Meeting - Information

- IX. Adjournment

MILLERSVILLE UNIVERSITY COUNCIL OF TRUSTEES

Millersville, Pennsylvania
Wednesday, September 20, 2023

A regular meeting of the Council of Trustees of Millersville University was called to order in Gordinier Dining Hall, Bolger Conference Center, Lehr room, and via Zoom at 5:00 p.m. on Wednesday, September 20, 2023, by Vice Chairman Richard L. Frerichs. The following trustees were present:

Mr. Thomas J. Baker (*via Zoom*)
Mr. Brandon W. Danz
Dr. Saul W. Fink (*via Zoom*)
Ms. Allison K. Ross
Dr. Amber M. Sessoms
Ms. Holly L. Trego
Mr. Michael G. Warfel (*via Zoom*)

Rep. Jordan Harris, Mr. Rick Rodgers, Ms. Kathryn Ross and Chancellor Daniel Greenstein, *ex officio*, were unable to attend. Also present were:

Dr. Nafez Alyan, *Vice President for Finance and Administration*
Mr. Geoffrey E. Beers, *CEO, Student Services/Student Lodging, Inc.*
Dr. Robyn L. 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*
Ms. Rachel Lamb, *Student Government Association President*
Mr. Darryl Landis, *MU Foundation Vice President*
Ms. Ruby Mundok, *Exec. Dir., Gov. Shapiro's Advisory Committee for Next Generation Engagement*
Mr. Carlos Wiley, *Chief Diversity and Inclusion Officer*
Dr. Mary Beth Williams, *Vice President for Student Affairs*
Dr. Daniel A. Wubah, *University President*

Upon motion by Ms. Ross, the Council of Trustees approved the minutes of the regular meeting held on June 21, 2023.

Chairperson's Report

Dr. Richard Frerichs, Vice Chairman, welcomed everyone in attendance including new member of the President's Cabinet, Dr. Nafez Alyan, Vice President for Finance and Administration. Vice Chairman Frerichs reminded everyone of several upcoming events including homecoming and winter commencement.

President's Report

President Wubah provided a brief overview of recent and upcoming events and noted that the second annual EPPIIC Value Awards were presented during the State of the 'Ville Address earlier this month. The President also reported on enrollment, the Imagine the Possible Campaign and athletics. He concluded by thanking everyone for their continued support of our students and their success.

Comments

Dr. Davis, APSCUF-MU President, discussed faculty-student experience, class size and offered an invitation to COT members to visit classrooms and labs. Ms. Lamb, Student Government Association President, discussed upcoming events, budget allocation and the review of student organization guidelines. On behalf of Mr. Garner, MU Foundation President, Mr. Landis reported on the recent audit and total assets and new scholarships and endowments. Mr. Beers, CEO for Student Services and Student Lodging, Inc., provided information relating to the new medical office building, the 55+ community and housing occupancy. There were no comments from the general public.

Programs Committee Report

A regular meeting of the Programs Committee was called to order at 4:45 p.m. on Wednesday, September 13, 2023, in Gordinier Hall, University Room, by Mr. Brandon W. Danz, Chairperson. The following members were present:

- Mr. Thomas Baker (*via Zoom*)
- Mr. Geoffrey Beers, ex officio
- Dr. Robyn Davis, ex officio
- Dr. Richard Frerichs
- Dr. Gail Gasparich, ex officio
- Ms. Rachel Lamb, ex officio
- Prof. Jeri Robinson, ex officio
- Ms. Allison Ross
- Dr. Amber Sessoms
- Mr. Carlos Wiley, ex officio
- Dr. Mary Beth Williams, ex officio
- Dr. Daniel Wubah, ex officio

Also present for introductory purposes was Ms. Denice Velez, Director of the Rita Smith-Wade-El Intercultural Center and Mr. Ron Wiafe, Associate Vice President for Student Affairs Engagement. The committee discussed items that appear in the published agenda for the Wednesday, September 20, 2023, Council of Trustees public meeting and recommended these items be brought forward to the public meeting for full Council approval. The Programs Committee meeting adjourned at 5:46 p.m.

Upon motion by Mr. Warfel, the Council of Trustees approved the new program, Bachelor of Science in Behavioral and Human Services.

Resources Committee Report

A regular meeting of the Resources Committee was called to order at 4:45 p.m. on Wednesday, September 13, 2023, in Gordinier Hall, Old Main Room, by Ms. Holly Trego, Chairperson. The following members were present:

- Dr. Nafez Alyan, ex officio
- Dr. Victor DeSantis, ex officio
- Dr. Saul Fink (*via Zoom*)
- Mr. Joshua Hartranft, ex officio
- Mr. Matthew Olphin, ex officio
- Mr. Rick Rodgers
- Mr. Michael Warfel, ex officio

Also present was Ms. Jennifer Hart, Office of the President. The committee discussed items that appear in the published agenda for the Wednesday, September 20, 2023, Council of Trustees public meeting and recommended these items be brought forward to the public meeting for full Council approval. The Resources Committee meeting adjourned at 6:06 p.m.

Upon motion by Dr. Sessoms, the Council of Trustees approved the financial report for the current unrestricted fund – educational and general budget projection.

Upon motion by Ms. Ross, the Council of Trustees approved the endorsement of the changes to the Millersville University Foundation fiduciary agreement.

Governance and Nominations Committee

Dr. Fink advised that the list of 2023-24 committee assignments was posted in the Teams folder for reference. He also noted that the proposed changes to the Council of Trustees bylaws would be approved at the December public meeting and that a special meeting of the Council would be held on October 20 to approve the annual presidential evaluation.

New Business

Upon motion by Ms. Ross, the Council of Trustees approved Mr. Brandon Danz as the 2023-24 Programs Committee Chair.

Upon motion by Ms. Ross, the Council of Trustees approved Ms. Holly Trego as the 2023-24 Resources Committee Chair.

Upon motion by Ms. Ross, the Council of Trustees approved Dr. Saul Fink as the 2023-24 Governance and Nominations Committee Chair.

Other Reports and Information

Dr. Frerichs announced that the next committee meetings will be held Wednesday, December 6, 2023, and the next regular meeting will be held Wednesday, December 13, 2023, in accordance with Council approval on June 15, 2022.

Vice Chairman Frerichs declared the meeting adjourned at 5:37 p.m.

Respectfully submitted,



The Honorable Jordan A. Harris
Secretary

MILLERSVILLE UNIVERSITY COUNCIL OF TRUSTEES

Millersville, Pennsylvania

October 20, 2023

A special public meeting of the Council of Trustees of Millersville University was called to order at 3:30 p.m. on Friday, October 20, 2023, via Zoom, by Chairman Michael G. Warfel.

The following trustees were present:

Dr. Saul Fink

Dr. Richard Frerichs

Rep. Jordan Harris

Ms. Kathryn Ross

Dr. Amber Sessoms

Ms. Holly Trego

Mr. Thomas Baker, Mr. Brandon Danz, Mr. Rick Rodgers, Ms. Allison Ross and Chancellor Daniel Greenstein, ex officio, were unable to attend.

Annual Review of Presidential Leadership

Upon motion by Ms. Ross, the Council of Trustees approved the following 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.

Chairman Warfel adjourned the meeting at 3:45 p.m.

Respectfully submitted,



The Honorable Jordan A. Harris
Secretary

V. Programs Committee Report

Mr. Brandon Danz, Chairperson

A. No Action Items

V. Programs Committee Report

Mr. Brandon Danz, Chairperson

B. Student Presentation / Evergreen Café

VI. Resources Committee Report

Ms. Holly Trego, Chairperson

A. **FOR ACTION** – 2022-2023 Audited Financial Statements

Proposed Motion:

Move adoption of the following resolution:

Whereas, Clifton, Larson, Allen, LLP was engaged to perform the annual audit of the Millersville University financial statements for the fiscal year ended June 30, 2023.

Whereas, such audit was completed and the final audited financial statement report issued in November 2023 with an unmodified/unqualified opinion.

Whereas, the Resources Committee has reviewed the final report with representatives from Clifton, Larson, Allen, LLP and the Millersville University finance staff.

Resolved, that the Millersville University Council of Trustees hereby accepts the draft of the 2022-23 audited financial statements.

VI. Resources Committee Report (*continued*)

Ms. Holly Trego, Chairperson

B. **FOR ACTION** – Fees for 2024-25

The University administration recommends the following fee structure for the 2024-25 academic year.

Proposed Motions:

Move approval of the report on the increase in board rates by 5.1%, which results in a range of \$710 to \$2,375 per semester for 2024-25.

Move approval of the report on the increase in the Health Fee by 7.9% which results in \$10.25 per credit maximum at \$123.00 per semester effective fall 2024.

Move approval of the report on the new Student Success Fee of \$29.25 per credit maximum at \$351.00 per semester effective fall 2024.

Move approval of the report on Courses, with a range of \$15 - \$260 per semester for 2024-25.

Move acceptance of the report that all other rates remain the same for 2024-25.

2024-25 FEES

<u>Room/Board</u>	<u>Present Semester Fee</u>	<u>Proposed Semester Fee</u>	<u>Change</u>	<u>Percent Change</u>
Room (Villages – most common)	\$4,040.00	\$4,040.00	\$ 0.00	0.0%
Board (19 Meal Plan)	\$2,260.00	\$2,375.00	\$ 115.00	5.1%
Total Room and Board	\$6,300.00	\$6,415.00	\$ 115.00	1.8%
<u>General Fee</u>				
Student Center Maint/Ops	\$ 258.00	\$ 258.00	\$ 0.00	0.0%
Student Activity Fee	\$ 153.00	\$ 153.00	\$ 0.00	0.0%
Shuttle Bus	\$ 18.00	\$ 18.00	\$ 0.00	0.0%
Health Services	\$ 114.00	\$ 123.00	\$ 9.00	7.9%
Student Center Expansion	\$ 156.00	\$ 156.00	\$ 0.00	0.0%
Student Success (new)	\$ 0.00	\$ 351.00	\$ 351.00	N/A
Academic Support	\$ 408.00	\$ 408.00	\$ 0.00	0.0%
Total General Fee	\$1,107.00	\$1,467.00	\$ 360.00	32.5%
TOTAL GEN FEE + ROOM & BOARD (U)	\$7,407.00	\$7,882.00	\$ 475.00	6.4%
Academic Support (G)	\$ 549.00	\$ 549.00	\$ 0.00	0.0%
TOTAL FEES (G)	\$1,073.25	\$1,343.25	\$270.00	25.2%

Note: Graduate assumes 9 credits

MISCELLANEOUS FEES (Recommendation for 2024-25)

<u>Fee</u>	<u>Current Rate</u>	<u>Recommendation</u>
Degree	\$ 30.00	\$ 30.00
Transcript – Standard	\$ 7.55	\$ 7.55
Transcript – Same Day	\$ 10.00	\$ 10.00
Room Deposit	\$ 200.00	\$ 200.00
Return Check	\$ 35.00	\$ 35.00
Advance Deposit:		
Full-Time	\$ 150.00	\$ 150.00
Part-Time	\$ 150.00	\$ 150.00
Application Fee (G)	\$ 40.00	\$ 40.00

VILLAGES RATES (under university ownership)

2024-25

	Present Semester <u>Fee</u>	Proposed Semester <u>Fee</u>	<u>Change</u>	<u>Percent Change</u>
<u>South – August 2014</u>				
2 Bedroom / 1 Bathroom Single Occupancy Semi-Suite	\$4,555.00	\$4,555.00	\$0.00	0.0%
2 Bedroom / 2 Bathroom Double Occupancy Suite	\$4,555.00	\$4,555.00	\$0.00	0.0%
2 Bedroom / 2 Bathroom Double Occupancy Semi-Suite	\$4,040.00	\$4,040.00	\$0.00	0.0%
<u>East – August 2015</u>				
One Bedroom Private Suite	\$4,675.00	\$4,675.00	\$0.00	0.0%
2 Bedroom / 1 Bathroom Single Occupancy Semi-Suite	\$4,555.00	\$4,555.00	\$0.00	0.0%
2 Bedroom / 2 Bathroom Double Occupancy Semi-Suite	\$4,040.00	\$4,040.00	\$0.00	0.0%
Living Learning Suite	\$4,525.00	\$4,525.00	\$0.00	0.0%
<u>West – August 2016</u>				
One Bedroom Private Suite	\$4,675.00	\$4,675.00	\$0.00	0.0%
2 Bedroom / 1 Bathroom Single Occupancy Semi-Suite	\$4,555.00	\$4,555.00	\$0.00	0.0%
2 Bedroom / 2 Bathroom Double Occupancy Semi-Suite	\$4,040.00	\$4,040.00	\$0.00	0.0%
Living Learning Suite	\$4,525.00	\$4,525.00	\$0.00	0.0%

2024-25	Present Semester <u>Fee</u>	Proposed Semester <u>Fee</u>	<u>Change</u>	<u>Percent Change</u>
<u>Shenks</u>				
A Suites	\$4,466.00	\$4,466.00	\$0.00	0.0%
B Suites - Single	\$4,466.00	\$4,466.00	\$0.00	0.0%
B Suites - Double	\$4,108.00	\$4,108.00	\$0.00	0.0%
C Suites	\$3,894.00	\$3,894.00	\$0.00	0.0%
D Suites	\$4,108.00	\$4,108.00	\$0.00	0.0%

2024-25 Course Fees

Course Hegis Code and Number	Lab Fee Amount	Lab Fee Use
ART 295, ART 296	\$30	Cost of Clay and Glaze
ART 297, ART 382, ART 396, ART 497	\$50	Cost of Clay and Glaze-Advanced level course
ART 167, ART 242, ART 282	\$15	Wood, Plaster and Large format Photo paper
ART 291	\$35	OPTIONAL FEE-Toolbox rental for semester
PSYC 316, PSYC 586, PSYC 671, PYSC 672, PSYC 673, PSYC 674, PSYC 675	\$50	Covers fees associated with psychological assessments and for PSYC 316 to maintain the Rat Laboratory
PSYC 670	\$25	Fees associated with psychological assessments
ERCH 290, ERCH 316, ERCH 465	\$25	Materials for Creative Experiences and Science lab for young children
EDSE 435	\$50	Science Lab materials for the Science Methods course
SOWK 401	\$260	Software to plan, approve, monitor and assess student progress in Social Work internship
AENG 130, AENG 267, AENG 281, AENG 331, AENG 332	\$50	Materials for Applied Engineering courses
AENG 261, AENG 325, AENG 345, AENG 375, AENG 376, AENG 382, AENG 448, AENG 467, AENG 468, AENT 492, EDTE 290	\$30	Materials for Applied Engineering courses
NURS 521, NURS 522, NURS 523, NURS 706	\$100	Typhon software to track student credentials and clearances for student clinical experiences (one time for use in all three), Assessment tests to increase first time pass rates, Statistical Package for Data Analysis-NURS 706
NURS 610, NURS 633, NURS 645, NURS 654, NURS 709	\$70	Typhon Software tracking student credentials and clearances and student clinical experiences (each is good for use in two classes)
NURS 512	\$150	Assessment one time charge for use in NURS 512 and 513

VI. Resources Committee Report (*continued*)

Ms. Holly Trego, Chairperson

C. **FOR ACTION** – University External Financial Support Resolution

In compliance with the Board of Governors Policy, Millersville University has established relationships with various affiliated organizations in order to develop independent sources of financial support. These organizations, which exist solely for the benefit of the University, are required to provide a copy of an annual external audit, make a financial contribution to the University or provide similar benefits on a regular basis. Board of Governors Policy 1985-04 requires annual certification of these relationships.

Proposed Motion:

Move that the Council of Trustees of Millersville University of Pennsylvania, upon recommendation of the President, hereby certifies as per Board of Governors Policy 1985-04 that the following organizations make a financial contribution to the University or provide similar benefits on a regular basis:

- The Millersville University Foundation, Inc.
- The Millersville University Alumni Association, Inc.

VI. Resources Committee Report (*continued*)

Ms. Holly Trego, Chairperson

D. **FOR ACTION** – Receipt of Estate Gifts

The United States Securities and Exchange Commission has recently adopted regulatory changes that will require the Millersville University Council of Trustees to approve the receipt of estate gifts at every other quarterly Council public meeting.

In order to receive gifts, each Executor requires a blanket approval by the Millersville University Council of Trustees authorizing the University's Vice Presidents for Advancement and Finance and Administration to sign and receive estate gifts on behalf of Millersville University.

Proposed Motion:

Move approval of the authorization to allow the Vice Presidents for Advancement and Finance and Administration to sign and receive estate gifts on behalf of Millersville University.

VII. New Business

Mr. Michael G. Warfel, Chairman

A. **FOR ACTION** – Proposed Revisions to the Millersville University Council of Trustees Bylaws

A copy of the revised policy has been posted to Teams.

Proposed Motion:

Move approval of the proposed revisions to the Millersville University Council of Trustees bylaws.

VIII. Other Reports and Information

Mr. Michael G. Warfel, Chairman

A. Date for Next Committee Meetings - Information

The date for the next Committee Meetings of the Council of Trustees is Wednesday, March 13, 2024, in accordance with Council approval on June 21, 2023.

B. Date for Next Regular Meeting - Information

The date for the next Regular Meeting of the Council of Trustees is Wednesday, March 20, 2024, in accordance with Council approval on June 21, 2023.

IX. Adjournment