

**MILLERSVILLE UNIVERSITY
COUNCIL OF TRUSTEES**

**SCHEDULE OF ACTIVITIES
SEPTEMBER 2020**

C.O.T. Committee Meetings		Wednesday, September 16, 2020
4:45 p.m.	Resources Committee Meeting	Gordinier Hall, Old Main Room
4:45 p.m.	Programs Committee Meeting	University Room
6:15 p.m.	Plenary Session/Dinner	Lehr Room

C.O.T. Public Meeting		Thursday, September 24, 2020
4:30 p.m.	Council Refreshments	Gordinier Hall, Lehr Room
5:00 p.m.	Regular Council Meeting <i>(meeting open to the public)</i>	Lehr Room
~6:15 p.m.	Council Dinner	Lehr Room

MILLERSVILLE UNIVERSITY OF PENNSYLVANIA

COUNCIL OF TRUSTEES MEETING

Thursday, September 24, 2020

AGENDA-AT-A-GLANCE

- I. **FOR ACTION** - Minutes of the regular meeting of June 10, 2020, and the special meeting of August 14, 2020 - Mr. Michael G. Warfel, Chairman

- 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. John J. Held
 - B. APSCUF - MU President – Dr. John M. McLarnon
 - C. Faculty Senate President – Ms. Jeri L. Robinson
 - D. Student Senate President – Mr. John Smith, IV
 - E. Millersville University Foundation President – Mr. Joseph Garner
 - F. Student Services, Inc. CEO/General Manager – Mr. Geoffrey E. Beers
 - G. General Public

- V. Programs Committee Report
Mr. Brandon Danz, Chairperson
 - A. **FOR ACTION** – Emeritus Status

- VI. Resources Committee Report
Ms. Kathryn Ross, Chairperson
 - A. **FOR ACTION** - Service Purchase Contracts and Purchase Orders
(April 8, 2020 – July 28, 2020)
 - B. **FOR ACTION** – Millersville University Foundation Endowments

- VII. New Business
Mr. Michael G. Warfel, Chairman
 - A. **FOR ACTION** – Trustee Emeritus Resolution – Dr. William B. McIlwaine
 - B. **INFORMATION** – 2020-21 Trustee Committee Appointments
 - C. **FOR ACTION** - Board of Governors' Policy 1983-14-A -- Appointing Interim and Acting Chief Executive Officers

- VIII. Other Reports and Information
 - A. Date for Next Committee Meetings – Information
 - B. Date for Next Regular Meeting – Information

- IX. Adjournment

MILLERSVILLE UNIVERSITY COUNCIL OF TRUSTEES

Millersville, Pennsylvania
Wednesday, June 10, 2020

A regular meeting of the Council of Trustees of Millersville University was called to order at 5:00 p.m. on Wednesday, June 10, 2020, by Chairman Michael G. Warfel. Due to the Coronavirus pandemic, all June 2020 Council of Trustees' meetings were held virtually via Zoom.

The following trustees participated:

Mr. Adam T. Bachman
Mr. Thomas J. Baker
Mr. Brandon W. Danz
Dr. Saul W. Fink
Dr. Richard L. Frerichs

Rep. Jordan A. Harris
Mr. Rick Rodgers
Ms. Kathryn R. Ross
Dr. Amber M. Sessoms
Ms. Holly L. Trego

Chancellor Daniel Greenstein, ex officio, was unable to attend. Also present were:

Mr. Geoffrey E. Beers, *CEO, Student Services/Student Lodging, Inc.*
Mr. Guilbert L. Brown, *Vice President for Finance and Administration*
Dr. Felicia Brown-Haywood, *Chief Diversity Officer*
Dr. Victor S. DeSantis, *Chief of Staff*
Mr. Stephen J. diFilipo, *Chief Technology Officer*
Mr. Joseph W. Garner, *MU Foundation President*
Mr. Brian Hazlett, *Vice President for Student Affairs and Enrollment Management*
Mr. John J. Held, *MU Alumni Association President*
Dr. John M. McLarnon, *APSCUF-MU President*
Mr. Victor E. Ramos, *Vice President for Advancement*
Mr. John D. Smith, IV, *Student Government Association President*
Dr. Vilas A. Prabhu, *Provost and Vice President for Academic Affairs*
Dr. Kathleen M. Walsh, *Faculty Senate Chair*
Dr. Daniel A. Wubah, *University President*

Upon motion by Ms. Ross, the Council of Trustees approved the minutes of the regular meeting held on March 11, 2020.

Chairperson's Report

Mr. Warfel welcomed everyone in attendance and reviewed guidelines for conducting a virtual meeting. He welcomed newly appointed members of the council, Dr. Saul Fink and Mr. Rick Rodgers, as well as new advisors to the council, Mr. Joseph Garner and Mr. John Smith, IV. He thanked outgoing advisor, Dr. Kathleen Walsh, and welcomed her successor, Dr. Jeri Robinson. Chairman Warfel reminded everyone of a variety of upcoming events.

President's Report

President Wubah reported on three bills that are under consideration in the state legislature related to the System Redesign initiative. He announced that an interim state budget for the upcoming fiscal year was recently signed by Governor Wolf and that the PA State System of Higher Education was allocated additional dollars in CARES Act funding to support COVID-19-related costs. He offered an update relating to a recent social media post that caused deep concern within the campus community and advised that Millersville University continues its work to build a more just and inclusive community. Dr. Wubah expressed his appreciation to the faculty and staff who joined together in numerous virtual celebrations to recognize our spring graduates and advised that the spring commencement ceremony would likely be rescheduled for some time during the fall semester. He announced that last month the University celebrated a major milestone with the announcement of its second largest gift and unveiling of the Lombardo College of Business in honor of benefactors Dr. Samuel and Mrs. Dena Lombardo. President Wubah concluded his remarks with an update on fall semester reopening plans.

Comments

Mr. Held, MU Alumni Association President, provided an update on officer elections, events and scholarships. Dr. McLarnon, APSCUF-MU President, commended information technology staff for their work in switching spring classes to online in a short period of time. He reported that faculty have concerns regarding safety protocols for the fall semester, as well as the PASSHE System Redesign. Dr. Walsh, Faculty Senate Chair, reported on curricular framework. Mr. Smith, Student Government Association President, offered an update on student government related events and officer elections. Mr. Garner, MU Foundation President, reported on total assets and new scholarships. Mr. Beers, CEO for SSI/SLI, provided information relating to housing renovations and summer camps and conferences. Comments from the general public were made by Dr. Kelly Banna, Associate Professor of Psychology. Dr. Banna reiterated faculty concerns surrounding COVID-19 and the fall semester reopening plan.

Programs Committee Report

A regular meeting of the Programs Committee was called to order at 4:45 p.m. on Wednesday, June 3, 2020, via Zoom by Mr. Brandon W. Danz, Chairperson. The following members were present:

- Mr. Adam T. Bachman
- Mr. Thomas J. Baker
- Mr. Geoffrey E. Beers, ex officio
- Dr. Felicia Brown-Haywood, ex officio
- Dr. Victor S. DeSantis
- Dr. Richard L. Frerichs
- Mr. Brian Hazlett, ex officio
- Dr. John M. McLarnon, ex officio
- Dr. Vilas A. Prabhu, ex officio
- Dr. Amber M. Sessoms
- Mr. John D. Smith, IV, ex officio
- Dr. Kathleen W. Walsh, ex officio

The committee discussed items which appeared in the published agenda for the Wednesday, June 10, 2020, 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 5:58 p.m.

Upon motion by Ms. Trego, the Council of Trustees approved emeritus status for Drs. Anthony Elliott and Norma Rivera-Hernández.

Upon motion by Dr. Frerichs, the Council of Trustees approved the proposed changes to the student code of conduct.

Resources Committee Report

A regular meeting of the Resources Committee was called to order at 4:45 p.m. on Wednesday, June 3, 2020, via Zoom by Ms. Kathryn R. Ross, Chairperson. The following members were present:

- Dr. Saul W. Fink
- Mr. Guilbert L. Brown, ex officio
- Mr. Stephen J. diFilipo, ex officio
- Mr. Joseph W. Garner, ex officio
- Mr. John J. Held, ex officio
- Mr. Victor E. Ramos, ex officio
- Ms. Holly L. Trego
- Mr. Michael G. Warfel, ex officio
- Dr. Daniel A. Wubah, ex officio

Also present were Ms. Jennifer Hart, Office of the President; Ms. Alice McMurry, Associate Vice President for Advancement; and Mr. Eric Sheppard, Associate Vice President for Finance and Administration. The committee discussed items which appeared in the published agenda for the Wednesday, June 10, 2020, 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 6:05 p.m.

Upon motion by Ms. Trego, the Council of Trustees approved the service purchase contracts and purchase orders for January 4, 2020, through April 7, 2020.

Upon motion by Dr. Frerichs, the Council of Trustees approved name recognition of the Business College Discretionary Endowment*; Judy & Doc Anttonen Women's Intercollegiate Swimming Scholarship Endowment*; The Philip and Lucy Citerone Scholarship Endowment*; Harry A. '65 and Carolyn J. Lohss Geology Scholarship Endowment*; Harry A. '65 and Carolyn J. Lohss Manufacturing Engineering Scholarship Endowment*; Harry A. '65 and Carolyn J. Lohss Meteorology Scholarship Endowment*; David R. Morris '01 and Family Endowment; Team of '63 Football Scholarship Endowment*; and the UGI Utilities, Inc. Community Safety Scholarship Endowment*. Endowments marked with an * have also reached threshold since the last Council of Trustees meeting.

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

New Business

Mr. Warfel called upon Ms. Trego to submit the Nominating Committee report. Upon motion by Dr. Sessoms, the following slate of officers was approved for the 2020-21 year:

Mr. Michael G. Warfel, Chairman
Dr. Richard L. Frerichs, Vice Chairman
Representative Jordan A. Harris, Secretary

Upon motion by Dr. Sessoms, the Council of Trustees endorsed the 2020-2025 strategic plan for Millersville University.

Upon motion by Ms. Ross, the Council of Trustees approved the 2020-21 order of succession plan as required by the Board of Governors' Policy 1983-14-A as follows:

1. Dr. Vilas Prabhu, Provost and Vice President for Academic Affairs
2. Mr. Brian Hazlett, Vice President for Student Affairs and Enrollment Management
3. Mr. Guilbert Brown, Vice President, Finance and Administration
4. Mr. Victor Ramos, Vice President, Advancement
5. Dr. Victor DeSantis, Chief of Staff
6. Dr. Felicia Brown-Haywood, Chief Diversity Officer
7. Mr. Stephen diFilipo, Chief Technology Officer

Upon motion by Representative Harris, the Council of Trustees approved the proposed 2021 Council of Trustees' meeting dates.

Upon motion by Mr. Baker, the Council of Trustees approved changing the September 2020 Council of Trustees meeting dates to Wednesday, September 16 (committee and plenary) and Thursday, September 24 (public).

Upon motion by Representative Harris, the Council of Trustees endorsed the extension of Millersville University's "Imagine the Possible" Campaign.

Mr. Warfel announced that the next committee meetings will be held Wednesday, September 16, 2020, and the next regular meeting will be held Thursday, September 24, 2020, in accordance with Council approval on June 10, 2020.

Chairman Warfel declared the meeting adjourned at 6:08 p.m.

Respectfully submitted,



The Honorable Jordan A. Harris
Secretary

MILLERSVILLE UNIVERSITY COUNCIL OF TRUSTEES

Millersville, Pennsylvania

August 14, 2020

A special meeting of the Council of Trustees of Millersville University was called to order at 3:30 p.m. on Friday, August 14, 2020, via Zoom, by Chairman Michael G. Warfel.

The following trustees were present:

Mr. Adam Bachman
Mr. Thomas Baker
Mr. Brandon Danz
Dr. Saul Fink
Dr. Richard Frerichs
Ms. Kathryn Ross
Dr. Amber Sessoms
Ms. Holly Trego

The following trustees were unable to attend: The Honorable Jordan Harris, Mr. Rick Rodgers and Chancellor Daniel Greenstein, ex officio.

President Wubah offered an update on fall preparedness as it pertains to challenges associated with the coronavirus pandemic. He also shared information relating to enrollment, budget and the most recent special meeting of the Board of Governors.

Upon motion by Ms. Ross, the Council of Trustees approved a 50% reduction in the Student Memorial Center Fee, currently set at \$414, to \$207 for the fall 2020 semester; approved a 50% reduction in the Shuttle Bus Fee, currently set at \$18, to \$9 for the fall 2020 semester; approved the Health Fee, currently set at \$108 per semester, to remain the same; accepted a 50% reduction in the Student Activity Fee, currently set at \$153, to \$77 for the fall 2020 semester; and accepted the Academic Support Fee, currently set at 10% of tuition, or \$408 per semester, to remain the same.

Chairman Warfel announced that the next Council committee meetings are scheduled for Wednesday, September 16, 2020, and the next regular meeting is scheduled for Thursday, September 24, 2020.

He declared the meeting adjourned at 4:07 p.m.

Respectfully submitted,



The Honorable Jordan Harris
Secretary

V. Programs Committee Report

Mr. Brandon Danz, Chairperson

A. **FOR ACTION** – Emeritus Status

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

J. Douglas Frazer
Professor

Accounting
Dates Served: 1979-2020

David Hutchens
Associate Professor

Computer Science
Dates Served: 1992-2020

DR. J. DOUGLAS FRAZER

Dr. J. Douglas Frazer has served Millersville University with distinction for 40 years, as a faculty member and chair of the Business Department, the Accounting and Finance Department, and is currently the Interim Dean of the Lombardo College of Business; and

Dr. Frazer was a dedicated teacher who taught a variety of undergraduate and graduate courses, including Introduction to Business, Introduction to Financial Accounting, Introduction to Managerial Accounting, Intermediate Accounting I, Intermediate Accounting II, Accounting Information Systems, Federal Taxation I, Auditing, and Advanced Accounting; and

Dr. Frazer regularly served as an academic advisor to 50 to 100 students, offering encouragement, academic and career advice. He has worked with local employers to secure internships as well as full-time placement for Millersville students. He established the Millersville chapter of the Delta Mu Delta business honor society and served as the faculty advisor for 20 years; and

Dr. Frazer was a prolific researcher with 21 papers, numerous conference presentations, and two case studies for major textbooks. His research had practical applications in the fields of consulting and entrepreneurship. He served as the Director of Millersville University's Small Business Institute for 4 years, and was the National President of the Small Business Institute from 1999 to 2000, and is a current fellow; and

Dr. Frazer has participated in or led significant program proposals and strategic initiatives during his 40 years at Millersville University. The most notable are the formation of the Department of Business Administration in 1984, the creation of a Master of Business Administration degree in 2001, and most recently the founding of the Lombardo College of Business, to which the faculty unanimously requested his appointment to the position of Interim Dean; and

Dr. Frazer was instrumental in Millersville University securing initial ACBSP accreditation for the business program in 1995. He served as the University's ACBSP Champion for 25 years, through two reaffirmation processes, the most recent achieving the program's first

V. Programs Committee Report (*continued*)

Mr. Brandon Danz, Chairperson

completely clean accreditation (without notes or conditions). He has attended numerous regional and national ACBSP conferences, and served as an ACBSP site evaluator; and

Dr. Frazer obtained his Certified Public Accountant (CPA) designation in 1998, and Chartered Global Management Accountant (CGMA) designation in 2012. He completed the 80 hours of bi-annual continuing professional education required to maintain his Pennsylvania license, for more than 40 years. He has been a member of both the AICPA and PICPA for more than 40 years, and was awarded “LIFE” status by the PICPA in 2019; and

Dr. Frazer is a highly respected and appreciated colleague, who took on many challenging and time-consuming responsibilities for his department, university and community. He served as a Department Chair for 24 years leading the Business Department (1984-1993 and 1997-2003), the Accounting and Finance Department (2011-2017), and the Marketing and Management Department as an interim chairperson (2015-2016). As a department member, he served on or led numerous searches, curriculum, program, assessment, and evaluation committees. He regularly led the department’s open houses and new student expos. He served on the University Academic Advising Committee (2004-2016), as a College Counsel Chairperson, as well as search committees. He served as a board member and was elected treasurer of the United Campus Ministry (2002-2008). He was elected trustee of the congregation for Trinity Lutheran Church, Lancaster, PA (1993-2005), and served over 10,000 meals to disadvantaged residents of Lancaster for 25 years; and

Therefore, the Department of Accounting recommends Dr. J. Douglas Frazer be granted the honorary title of Professor of Accounting Emeritus.

DR. DAVID HUTCHENS

Dr. David Hutchens served the Department of Computer Science at Millersville University for 27 years (August 1992 – May 2019).

Dr. David Hutchens served as chairperson of the Department of Computer Science for 15 years (May 2002 – May 2017).

Dr. David Hutchens ably taught most of the courses in our core curriculum and was frequently consulted for his breadth and depth of technical knowledge.

Dr. David Hutchens served as a Pennsylvania Association of Computer and Information Science Educators (PACISE) board member for over 20 years, Vice President for three years, and President for nine years.

V. Programs Committee Report (*continued*)

Mr. Brandon Danz, Chairperson

Dr. David Hutchens developed and maintained software to facilitate the grading process. This software has been used in dozens of classes since it was developed in 1996.

Therefore, the Computer Science Department recommends Dr. David Hutchens be granted the honorary title of Associate Professor of Computer Science Emeritus.

Proposed Motion:

Move approval of emeritus status for Drs. J. Douglas Frazer and David Hutchens.

VI. Resources Committee Report

Ms. Kathryn Ross, Chairperson

- A. **FOR ACTION** - Service Purchase Contracts and Purchase Orders
(April 8, 2020 – July 28, 2020)

Proposed Motion:

Move approval of the Service Purchase Contracts and Purchase Orders for
April 8, 2020 – July 28, 2020.

**SERVICE PURCHASE CONTRACTS AND PURCHASE ORDERS
OVER \$10,000
April 8, 2020 thru July 28, 2020**

<u>Vendor-Name</u>	<u>Minority Vendors</u>		<u>PO#</u>	<u>Trans Date</u>	<u>Cost Center</u>	<u>Description</u>	<u>Amount</u>
	<u>MU</u>	<u>PA DGS</u>					
<u>Unrestricted Educational and General Funds</u>							
HILLYARD INC			4000060320	06/01/2020	Housekeeping	Housekeeping Equipment Repairs	\$10,000
SINCLAIR BROADCAST GROUP INC			4000060362	06/05/2020	University Marketing	Advertising	\$10,000
MCGRAW-HILL EDUCATION INC			4500622617	04/23/2020	Fall Orientation	Online Proctored Math Placement test	\$10,000
APPLE COMPUTER INC			4500624802	06/03/2020	MSN-FNP Harrisburg Program	iPads	\$10,804
TRANSCRIPT RESEARCH			4000060758	07/24/2020	Admissions International Recruitment	Transcript Research FY21	\$11,000
COMMON APPLICATION INC			4500627810	07/22/2020	Admissions Office	Common App Membership	\$11,500
NCS PEARSON, INC.			4500622658	04/24/2020	Online Administration	SmartThinking OnlineTutoring	\$11,550
JAMF SOFTWARE, LLC			4500627263	07/14/2020	Info Tech Main Contracts/Rentals	tvOS for Apple Device Management Renewal 08-18-2020 thru	\$11,909
EVERTRUE INC			4500627804	07/22/2020	Development Office	Gift Officer Subscription	\$12,000
B&H PHOTO-VIDEO			4500625085	06/08/2020	Marketing	Replace old/nonworking equipment	\$12,318
DELL MARKETING LP			4500627499	07/16/2020	Pre-Collegiate Programs	Dell latitude 3400	\$12,461
APPLE COMPUTER INC			4500624355	05/28/2020	McCollough, Provost Working Capital	Computer Equipment	\$13,128
APPLIED VIDEO TECHNOLOGY INC			4500625192	06/09/2020	Communication/Theatre Dept	Audio Video Technology (AVT)Microphones	\$13,395
PROQUEST LLC			4500624392	05/28/2020	Library Content	Research Content Subscriptions Title: HNP Wall Street Journal :	\$13,729
WIDENER UNIVERSITY			4500627016	07/09/2020	Counseling & Human Development	Widener Intern Contract 2020-2021	\$14,560
JENNIFER RATHMAN	WBE		4000060590	07/01/2020	Marketing (E&G)	Graphic Design Services	\$15,000
LIVESAFE, INC			4000060385	06/09/2020	Univ Police Traffic Fund	LiveSafe Mobile Safety App	\$16,000
PALCI			4500627164	07/13/2020	Library Content	Research content subscription Titles: IEEE and ProQuest Ethnic & Gender NewsWatch Subscription Period: 7/1/20 - 6/30/21	\$16,115
MIDDLE STATES COMMISSION ON HIGHER EDUCATION			4500626151	06/24/2020	Institutional Memberships	MSCHE Annual Membership	\$16,172
WALDO			4500627107	07/10/2020	Library	Library Content Subscriptions Title: Oxford English Dictionary, Grove Music, Grove Art, Intelecom,HeinOnline, Digital Theatre Plus Subscription Period: 7/1/20 - 6/30/21	\$17,563

**SERVICE PURCHASE CONTRACTS AND PURCHASE ORDERS
OVER \$10,000
April 8, 2020 thru July 28, 2020**

<u>Vendor-Name</u>	<u>Minority Vendors</u>		<u>PO#</u>	<u>Trans Date</u>	<u>Cost Center</u>	<u>Description</u>	<u>Amount</u>
	<u>MU</u>	<u>PA DGS</u>					
<u>Unrestricted Educational and General Funds (cont.)</u>							
GUIDEBOOK INC			4500625193	06/09/2020	Orientation	Orientation and Admissions Dept. Renewal	\$17,830
EBS CO INDUSTRIES, INC.			4500622885	04/29/2020	Library	EBS CO Database Subscription and eBook Purchases	\$18,123
EASTERN AIR BALANCE			4000060498	06/23/2020	Building Operations	3 yrs chemical fume hood recertification in Caputo Hall	\$18,500
TIND TECHNOLOGIES AS			4500624950	06/05/2020	Library : IR	McNairy Library DA & IR Annual Subscription	\$18,995
KATHY HAGELGANS			4000060658	07/13/2020	Health Services Dept	Temporary Nurse Practitioner	\$19,500
CARASOFT TECHNOLOGY CORP			4000060710	07/17/2020	IT Operating	Amazon Web Services	\$19,600
CHRISTINE JANOUSCHECK	WBE		4000060660	07/13/2020	Health Services Dept	PT Physician Services	\$19,800
PENN STATE HEALTH COMMUNITY MEDICAL			4000060661	07/13/2020	Health Services Dept	PT Physician Services	\$19,875
RAYCO PROCESS SERVICES INC			4000060287	05/27/2020	Facilities	Welding Services	\$19,900
REPUBLIC SERVICES INC			4000060403	06/10/2020	Building Operations - Central Budget	Rental & Disposal of Refuse	\$19,900
ARMS SOFTWARE LLC			4500624627	06/02/2020	Athletics Dept	Annual ARMS Subscription for MU	\$20,000
UNIV OF NH FOUNDATION INC			4500625206	06/09/2020	MU Disability Pride; Integrated Studies; Cultural Diversity	Disability Road Map Project Sponsorship	\$20,000
BIO-RAD LABORATORIES INC	WBE		4000060562	06/29/2020	Dean of SCTE Office	Real-Time PCR System	
EDUCATIONAL COMPUTER SYSTEMS, INC.			4500625874	06/18/2020	Student Accounts	Billing Agent Services/ECSI	\$21,200
EASTERN SALT COMPANY INC	WBE		4500625977	06/23/2020	Facilities	Solar Salt FY20-21	\$22,740
WGAL			4000060302	05/29/2020	University Marketing	Senior Shout-outs	\$23,400
EAB GLOBAL INC			4500624075	05/21/2020	Institutional Memberships	Advancement Forum Membership FY20-21	\$24,150
FASTSIGNS			4500628302	07/28/2020	General Administration - COVID 19	Campus Covid-19 Signage	\$26,648
RED HOUSE COMMUNICATIONS INC	WBE	WBE	4500625649	06/16/2020	Admissions Recruitment Marketing	2020 General Admissions Summer Extension Campaign	\$25,000
AD ASTRA INFORMATION SYSTEMS LLC			4500625641	06/16/2020	General Admission-Misc	Astra Schedule Subscription Cloud Environ Subscription	\$25,200
INTEGRA BUSINESS CENTER			4500627751	07/21/2020	IT Main Cons/Rentals	BlueCat Renewal for August	\$26,877

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	<u>MU</u>	<u>PA DGS</u>					
PALCI			4500624799	06/03/2020	Library Content	PALCI eContent subscription Title: ACM Digital Library research content subscription	\$27,395
RED HOUSE COMMUNICATIONS INC	WBE	WBE	4500623502	05/11/2020	Graduate Recruitment	2020 Marketing Campaign Graduate Summer Sessions	\$30,000
ALLEGHENY EDUCATIONAL SYSTEMS, INC.			4500624233	05/26/2020	Dept of Art & Design	Fusion 32- 80W Laser Engraver	\$35,964
CBORD GROUP INC			4000060191	05/12/2020	University ID ; Dining & SMC	Campus Card / Dining POS Software	\$50,231
THYSSENKRUPP ELEVATOR			4500622096	04/10/2020	Facilities, Housing, Dining	Campus Elevator Maintenance	\$50,600
RED HOUSE COMMUNICATIONS INC	WBE	WBE	4500624993	06/05/2020	Online Admin; Grad Recruitment	Summer/Fall 2020 Marketing Media Buys	\$73,000
BUSINESS INFORMATION GROUP			4500623827	05/18/2020	Info Tech Main Contracts/Rentals	Barracuda Annual Renewal	\$78,920
BERKSHIRE SYSTEMS GROUP INC	WBE		4500628326	07/28/2020	Building Operations - Central Budget	Campus Fire Alarm Testing FY 20-23 All Other Buildings	\$85,698
SHIPLEY ENERGY COMPANY			4500627077	07/10/2020	Utility Services	Fuel Oil FY20-21	\$87,500
ARRAYA SOLUTIONS			4500623989	05/20/2020	IT Main Cons/Rental	Cisco Smartnet Annual Renewal Support Contract for Networki	\$88,929
GUARDIAN CSC, INC.			4500627560	07/17/2020	Facilities	General Campus Water Treatment FY20-23	\$99,719
SHIPLEY ENERGY COMPANY			4500628102	07/24/2020	Vehicle Operations - Central Budget	Vehicle fuels FY20-23	\$113,500
EAB GLOBAL INC			4500624076	05/21/2020	Institutional Memberships	Membership Forums	\$136,361
RED HOUSE COMMUNICATIONS INC	WBE	WBE	4500625712	06/16/2020	University Marketing	Media Buy/Advertising	\$200,000
<u>Restricted Educational and General Funds</u>							
INDIANA UNIVERSITY			4500627740	07/21/2020	Global Education Gifts	Management Software System "SUNAPSIS" License	\$11,625
PERCIVAL SCIENTIFIC			4500622126	04/10/2020	Biology Department-Misc Gifts	AR-41L3 ARABIDOPSIS PLANT GROWTH CHAMBER	\$15,915
TEMPLE UNIVERSITY			4000060718	07/20/2020	TPSID - PIHEC Yr 5	Social Role Valorization (SRV) presentation and strategy modules	\$17,500
DARCY ELKS			4000060726	07/21/2020	TPSID - PIHEC Yr 5	Social Role Valorization Modules	\$17,500
ROSE BRAND EAST			4500625079	06/08/2020	Winter Center Operational Support	Draperies for Winter Performing Arts Center	\$20,980
<u>Plant Funds</u>							
SITEIMPROVE INC			4500623617	05/13/2020	TF Software Renewals/Maint	Subscription Professional Suite	\$10,550

**SERVICE PURCHASE CONTRACTS AND PURCHASE ORDERS
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	<u>MU</u>	<u>PA DGS</u>					
Plant Funds (cont.)							
APPLE COMPUTER INC			4500627658	07/20/2020	TF Lab & Classrm Upgrades	10 Mac Minis/USB Cables	\$11,070
JP LILLEY & SON INC			4500625714	06/16/2020	TF Lab & Classrm Upgrades	Lyle 146 Podium	\$12,419
ARRAYA SOLUTIONS			4500626231	06/25/2020	TF Tech Equipment	Jefferson Wireless - Cisco Aironet 2802i APs	\$12,893
HOSTETTER SUPPLY CO			4000060107	04/28/2020	DM 18-19 Biemesderfer Stadium	Biemesderfer Stadium Restrooms	\$13,098
JP LILLEY & SON INC			4500627092	07/10/2020	TF Lab & Classrm Upgrades	Hash Camera Retrofit	\$13,678
BERKSHIRE SYSTEMS GROUP INC	WBE		4500623052	05/01/2020	DM15-16 Campus Fire Alarm System	Carpenter Trout Fire Alarm Upgrade	\$15,688
GRASS VALLEY USA LLC	MBE		4000060136	05/01/2020	TF Tech for Colleges	GVCare Support Agreement Renewal of 00297262	\$16,756
HIGH SAFETY CONSULTING SVC. LTD.			4000060663	07/14/2020	Pollution Remediation	Safety & Health Inspections & Reports	\$20,000
CB FLOORING LLC	WBE		4000060083	04/23/2020	DM 18-19 Osburn VCT Floor	Osburn Hall VCT Replacement Floors 1-3	\$20,894
BERKSHIRE SYSTEMS GROUP INC	WBE		4500623078	05/01/2020	DM15-16 Campus Fire Alarm System	Wickersham Hall Fire Alarm Upgrade	\$21,878
BERKSHIRE SYSTEMS GROUP INC	WBE		4500623054	05/01/2020	DM15-16 Campus Fire Alarm System	Dutcher Hall Fire Alarm Upgrade	\$22,146
APPLE COMPUTER INC			4500624135	05/22/2020	TF Lab & Classrm Upgrades	2020 Summer Podium/Classroom Upgrades Mac Mini's for poc	\$30,390
DELL MARKETING LP			4500627432	07/16/2020	TF Tech Equipment	Computer equipment	\$31,152
ARRAYA SOLUTIONS			4500623968	05/20/2020	TF Lab & Classrm Upgrades	AV Switches for Campus AV equipment replacement	\$32,984
BERKSHIRE SYSTEMS GROUP INC	WBE		4500623059	05/01/2020	DM15-16 Campus Fire Alarm System	Breidenstine Hall Fire Alarm Upgrade	\$34,996
JP LILLEY & SON INC			4500626228	06/25/2020	TF Lab & Classrm Upgrades	McComsey 2020	\$41,112
THYSSENKRUPP ELEVATOR			4500623328	05/07/2020	DM 19-20 Osburn Hall Elevator Repair	Osburn Elevator Change Orders related to replacement of elevator	\$56,008
ARRAYA SOLUTIONS			4500625091	06/08/2020	TF Tech for Colleges	TF for Schools	\$57,453
JP LILLEY & SON INC			4500624452	05/29/2020	TF Lab & Classrm Upgrades	Roddy 140 New AV Classroom upgrade	\$63,965
SINGER EQUIPMENT COMPANY INC.			4500625154	06/09/2020	Gordinier Dishwasher Room Renovation	Dishwasher & Components for Gordinier	\$91,389
JP LILLEY & SON INC			4500624485	05/29/2020	TF Lab & Classrm Upgrades	Cameras for classrooms - Web Instruction Equipment	\$258,873

**SERVICE PURCHASE CONTRACTS AND PURCHASE ORDERS
OVER \$10,000**

April 8, 2020 thru July 28, 2020

<u>Vendor-Name</u>	Minority Vendors		<u>PO#</u>	<u>Trans Date</u>	<u>Cost Center</u>	<u>Description</u>	<u>Amount</u>
	<u>MU</u>	<u>PA DGS</u>					
<u>Current Unrestricted Auxiliary Fund</u>							
BERKSHIRE SYSTEMS GROUP INC	WBE		4500628315	07/28/2020	Student Center - Physical Plant Bdgt	Fire alarm testing FY20-23	\$11,229
GUARDIAN CSC, INC.			4500627517	07/16/2020	West Village P3 - Physical Plant	Water treatment FY20-23	\$12,984
GUARDIAN CSC, INC.			4500627510	07/16/2020	East Village P2 - Physical Plant	Water treatment FY20-23	\$13,240
GUARDIAN CSC, INC.			4500627557	07/17/2020	Food Service - Physical Plant Bdgt	Water treatment FY20-23	\$13,357
GUARDIAN CSC, INC.			4500627504	07/16/2020	South Village P1 - Physical Plant	Water treatment FY20-23	\$13,500
GUARDIAN CSC, INC.			4500627504	07/16/2020	South Village P1 - Physical Plant	Water treatment FY20-23	\$13,500
BERKSHIRE SYSTEMS GROUP INC	WBE		4500628320	07/28/2020	East Village P2 - Physical Plant	Fire alarm testing FY20-23	\$13,728
BERKSHIRE SYSTEMS GROUP INC	WBE		4500628321	07/28/2020	West Village P3 - Physical Plant	Fire alarm testing FY20-23	\$13,740
ORKIN			4000060581	07/01/2020	Various	Campus pest control FY20-21	\$14,119
I K STOLTZFUS SERVICE CORP				07/10/2020	Villages	Laundry Duct Cleaning @ the Villages (South, East & West) Fiscal Year 2020/2021	\$16,800
BERKSHIRE SYSTEMS GROUP INC	WBE		4500628319	07/28/2020	South Village P1 - Physical Plant	Fire alarm testing FY20-23	\$17,913
INTERIOR MAINTENANCE CO., INC.			4000060653	07/13/2020	Food Service - Physical Plant Budget	Dining Duct Cleaning/Yearly	\$19,000
LWC SERVICES INC.			4000060373	06/08/2020	Various	Window Cleaning at various buildings	\$19,999
LANCASTER COUNTY SOLID WASTE			4500627071	07/10/2020	Various	Budget for trash hauling fees FY20/21	\$25,000
GUARDIAN CSC, INC.			4500627521	07/16/2020	Student Memorial Center	Water treatment FY20-23	\$25,816
CBORD GROUP INC			4500623874	05/19/2020	Dining & Conference Administration	Dining POS Licenses	\$30,779
APOGEE TELECOM INC			4500626482	06/30/2020	Villages /Shenks Reighard	Resident Hall TV FY20-21	\$90,841

MU VENDOR LEGEND	
Minority Ind.	Description
BBE	Black Business Enterprise
DAG	Disadvantaged Group
MBE	Minority Business Enterprise
MJR	Majority Vendor
PHB	PA Industry Blind & Handicap
WBE	Women Business Enterprise

PA DGS LEGEND	
Minority Ind.	Description
SB	Small Businesses
SDB	Small Diverse Businesses (subset of SB)
DBE	Disadvantaged Business Enterprise (subset of SDB)
MBE	Minority Business Enterprise (subset of SDB)
WBE	Women's Enterprise (subset of SDB)
8A	Small Disadvantaged Business (subset of SDB)

VI. Resources Committee Report (*continued*)

Ms. Kathryn Ross, Chairperson

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

- George R. Anderson Mathematics Scholarship Endowment*
- Dr. Joseph W. Glass Geography Scholarship Endowment*
- Pamela Kane Mahoney '82 Special Education Scholarship Endowment
- Suzanne and Michael Walstrum Leadership Scholarship Endowment*

Note: For informational purposes, all endowments indicated with an asterisk () above, have also reached threshold since the last COT meeting.*

Proposed Motion:

Move approval of the name recognition of the above-mentioned scholarships, endowments or programs.

VII. New Business

Mr. Michael G. Warfel, Chairman

A. **FOR ACTION** – Trustee Emeritus Resolution – Dr. William B. McIlwaine

A copy of the resolution has been provided.

Proposed Motion:

Move approval of granting Dr. William B. McIlwaine trustee emeritus status.

B. **INFORMATION** – 2020-21 Trustee Committee Appointments

C. **FOR ACTION** – Board of Governors' Policy 1983-14-A -- Appointing Interim and Acting Chief Executive Officers

Board of Governors' Policy 1983-14-A: *Appointing Interim and Acting Chief Executive Officers*, requires that each PASSHE university president develop and publish an Order of Succession identifying, in rank order, members of its university's executive management team who will act on behalf of the president in his/her absence; in the event the president is temporarily unable to fulfill the responsibilities of the position; or in the event there is a vacancy. The Council of Trustees approves and certifies the below Order of Succession Plan and directs the President of Millersville University to deliver the Succession Plan to the Chancellor, in accordance with this Board of Governors Policy.

2020-21 Millersville University of Pennsylvania Order of Succession

1. Dr. Vilas Prabhu, Provost and Vice President for Academic Affairs
2. Mr. Brian Hazlett, Vice President for Student Affairs and Enrollment Management
3. Mr. Guilbert Brown, Vice President, Finance and Administration
4. Mr. Victor Ramos, Vice President, Advancement
5. Mr. Stephen diFilipo, Chief Technology Officer
6. Dr. Felicia Brown-Haywood, Chief Diversity Officer
7. Dr. Victor DeSantis, Executive Director, Community Engagement, Governmental & Economic Development
8. Mr. Chris Steuer, Chief of Staff

Proposed Motion:

Move approval of the order of succession plan as listed as required by Board of Governors' Policy 1983-14-A.

VII. New Business

Mr. Michael G. Warfel, Chairman

D. FOR ACTION - Annual Review of Presidential Leadership

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.

Proposed Motion:

Move approval of the above annual presidential evaluation resolution.

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, December 2, 2020**, in accordance with Council approval on June 12, 2019.
- B. Date for Next Regular Meeting - Information
The date for the next Regular Meeting of the Council of Trustees is **Wednesday, December 9, 2020**, in accordance with Council approval on June 12, 2019.

IX. Adjournment