COUNCIL OF TRUSTEES QUARTERLY MEETING MINUTES
Wednesday, December 8, 2021

The Bloomsburg University of Pennsylvania Council of Trustees held their Quarterly meeting on December 8, 2021, at 10:00 a.m. The trustees met in the Assembly Room of Monty’s. The public participated via the Zoom Webinar link provided. Those in attendance:

Trustees Present – Voting Members:
Judge Mary Jane Bowes, Chairperson
Ms. Nancy Vasta, Vice Chairperson
Dr. Brian O’Donnell, Secretary
Mr. Ed Edwards
Mr. Duane Greenly
Mr. Daniel Klingerman
Ms. Julia Burcin
Mr. Raymond Zaborney

Trustees Absent:
Secretary John Wetzel
Ms. Amy Brayford

University Personnel
Dr. Bashar Hanna, President
Ms. Amy Osborne, Director of Operations and Resource Management
Dr. Diana Rogers-Adkinson, Provost and Senior Vice President for Academic Affairs
Ms. Claudia Thrush, Vice President, Administration and Finance
Mr. Tom Fletcher, Vice President for Student Success and Enrollment Services
Dr. Marty Wygmans, Interim Vice President for Student Success and Campus Life
Mr. Erik Evans, Vice President for University Advancement
Ms. Mary Vezendy, Coordinator of Operations

Council of Trustees Advisors
Mr. Eric Hawrelak, Interim President, Bloomsburg Chapter of APSCUF
Mr. Shawn Makar, President, Bloomsburg Chapter of AFSCME
Ms. Gretchen Osterman, President, Bloomsburg Chapter of SCUPA
Mr. Cameren Cooper, President, Community Government Association
Call to Order
Chair Bowes called the meeting to order and welcomed all those in attendance.

Pledge of Allegiance
In accord with House Resolution Number 32, Trustee Bowes requested everyone to stand for the Pledge of Allegiance to the American Flag.

Roll Call
Chair Bowes asked Mary Vezendy to conduct a roll call. Ms. Vezendy conducted a roll call of those in attendance and acknowledged a quorum.

Public Comments
Chair Bowes opened the meeting for public comment before proceeding with Approval of the October 6, 2021 minutes. There were no public comments at this time.

Minutes of the Council of Trustees
A motion was made by Trustee O'Donnell to approve the October 6, 2021 minutes, seconded by Trustee Edwards; the motion was unanimously approved.

Introductions
Chair Bowes introduced and acknowledged the following individuals as being nominated and granted Faculty Emeritus status by President Hanna: Dr. John Grandzol, Ms. Carol Moore, and Dr. Erik Wynters. Manager and Non-Instructional Emeritus names were announced as follows: Mr. Vince DiLoreto, Ms. Kay Hess, and Ms. Rosemary Huber.

Chair Bowes also recognized those individuals serving on the Advisory Panel: Dr. Eric Hawrelak, Mr. Shawn Makar, Ms. Gretchen Osterman, and Mr. Cameren Cooper.

NEW BUSINESS
Informational Items:
Chair Bowes introduced Dr. Bashar Hanna, President, to provide the President's Report.

President's Report (Dr. Bashar Hanna)
President Hanna reviewed his President's Report with the Trustees. A copy of the report is appended to the minutes. He presented the following:
- Campus Update
- Integration Update
- University Highlights
- Student Success

Dr. Hanna introduced the Senior Management Team and expressed his thanks to all faculty, staff, and students for their continued dedication and support to the university.

Dr. Hanna announced and thanked Kerby Confer for his generous gift of $5.3 million to construct and support the Kerby Confer Media Center. $1.5 million will be used to subsidize the construction of the Kerby Confer Media Center, a state-of-the-art media center designed to attract the best and brightest students aspiring to become highly-recruited professionals in
radio, video, podcasts, live streaming and other media forms. The residual of the gift will remain at the Foundation to create a permanent endowment to employ and support a general manager with professional media experience, scholarships, the Confer Radio Talent Institute, and experiential learning opportunities. Mr. Confer humbly remarked on the history of his career, his history with the university, and his passion for creating this opportunity for our students.

**ACTION ITEMS:**

**TRUSTEES:**

**Manager Emeritus**

A motion was made by Trustee Greenly to approve Mr. Vince DiLoretto for Manager Emeritus, according to Policy 8760. Trustee Edwards seconded the motion; the motion passed unanimously.

**Non-Instructional Emeritus**

A motion was made by Trustee Greenly to approve Ms. Kay Hess and Ms. Rosemary Huber, according to Policy 8761. Trustee Edwards seconded the motion; the motion passed unanimously.

**Academic Affairs**

Chair Bowes introduced Dr. Rogers-Adkinson, Senior Vice President for Academic Affairs, to present the New College Configuration.

A motion was made by Trustee Greenly to approve the New College Configuration. Trustee Edwards seconded the motion; the motion passed unanimously.

**General Administration**

Chair Bowes introduced Ms. Claudia Thrush, Vice President of Administration and Finance, to lead the discussion of the agenda's General Administration section.

**Board of Governors Policy 1985-04-A (Ms. Claudia Thrush)**

Motion was made by Trustee O'Donnell to approve the following resolution, second by Trustee Zaborey, the following resolution was approved unanimously:

The Council of Trustees of Bloomsburg University of Pennsylvania, upon recommendation of the president, hereby certifies, as per Board of Governors' Policy 1985-04-A, that the following affiliated entities make a financial contribution to the University or provide similar benefits on a regular basis, satisfactory to this Council of Trustees and to the president.

- Community Government Association of Bloomsburg University, Inc. and Subsidiaries
- Bloomsburg University Foundation, Inc. and Subsidiaries
- Husky Research Corporation, Inc.
The Council of Trustees also certifies that, to the best of its knowledge, information and belief, the affiliated entities are in compliance with Board of Governors' Policy 1985-04-A, in that they exist solely for the benefit of the University; the expectations of the relationship between the University and the affiliated entity are memorialized in current, executed Memoranda of Understanding; and the affiliated entities require an annual external audit of their funds and provide copies of their audit reports to the University and the Office of the Chancellor.

The Council of Trustees also certifies that, to the best of its knowledge, information and belief, no University employee serves as a voting member of the Board of these affiliated entities, nor does any employee of the University risk adverse interest through service to or relationship with an affiliated entity.

A copy of a statement by the University's chief financial officer summarizing both the direct University support provided to the affiliated entities and the contributions made by the affiliated entities to the University covered in this certification is attached hereto and made a part hereof.

**FY 2020-2021 Audit Approval**

Motion was made by Trustee O'Donnell to approve the audit as presented by our auditors, CliftonLarsonAllen LLP, second by Trustee Zaborney, the audit was approved unanimously.

**Annual Delegation of Authority for Review of Purchases Less than the Public Bidding Threshold**

Trustee O'Donnell made a motion that the Council of Trustees of Bloomsburg University of Pennsylvania, in accordance with Act 50, section 7(a)(9), reviews negotiated or awarded contracts/purchases in excess of the public bidding threshold. The Council of Trustees of Bloomsburg University delegates the review of negotiated or awarded contracts/purchases in amounts less than the public bidding threshold to the Vice President-Administration and Finance. This delegation will be renewed annually. Second by Trustee Edwards and unanimously approved.

**Capital Project Request**

Ms. Claudia Thrush, Vice President for Administration and Finance, presented the Capital Project Request for FY 2022-23 to FY 2026-27:

**Recommended Prioritization for Funding/Authorization**

<table>
<thead>
<tr>
<th>Priority</th>
<th>Project Title</th>
<th>Anticipated Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Facilities Maintenance Building Relocation</td>
<td>FY 2024-2025</td>
</tr>
<tr>
<td>2.</td>
<td>Demolition of Obsolete Buildings-Old Science, Waller</td>
<td>FY 2025-2026</td>
</tr>
</tbody>
</table>

Motion was made by Trustee O'Donnell for approval of the Capital Project request, second by Trustee Zaborney and unanimously approved.

**Trustee Comments**

Chair Bowes stated that the Presidential Evaluation Committee has been participating in the annual evaluation of Dr. Hanna in accordance with PASSHE policy and that the evaluation will conclude by the end of the year. Chair Bowes stated that the Council of Trustee Executive
Officers of Bloomsburg, Lock Haven, and Mansfield met Monday, December 6 for a very informative and productive meeting. Chair Bowes thanked Dr. Hanna for leading BU forward and thanked fellow Trustees and the Leadership team for their commitment to the university and our students and wished everyone a safe, healthy, and happy holiday.

**Adjournment**

With no other items to be presented to the Council, Trustee Bowes made a motion to adjourn; the meeting adjourned at 11:45 a.m.

Dr. Brian O’Donnell  
Secretary

Mary Vezendy  
Coordinator of Operations
Council of Trustees
Quarterly Meeting

Wednesday, December 8, 2021
Call to Order

ASL Need: Please pin the interpreter now.
Pledge of Allegiance
Roll Call
Public Comment Period

By Phone: *9 Raise Hand
Approval of Minutes from October 6, 2021
Emeritus Recipients
Faculty Emeritus
Dr. John Grandzol, Professor, Department of Management and International Business
Ms. Carol Moore, Assistant Professor, Department of Nursing
Dr. Erik Wynters, Professor, Department of Mathematical and Digital Sciences
Manager and Non-instructional Emeritus Advisory Panel
Agenda

• Campus Update
• Integration Updates
• University Highlights
• Student Success
Updates

• Fall Commencement --- Friday, December 10 and Saturday, December 11

• Integration Updates:
  o Program Array Announced
  o Middle States
  o NE Integrated University Naming
  o NCAA
University Highlights

PETTIT DEDICATION CEREMONY HELD
In recognition of a $10 million gift from Steph Pettit ‘89, BU celebrated the renaming of the upper campus to the Pettit Athletic Complex at Homecoming.
University Highlights

• Zeigler Institute for Professional Development (ZIPD) Business Conference
University Highlights

• Dr. Stephanie Gardner, faculty member in the College of Education, has been named the 2021 Teacher Educator of the Year by the Pennsylvania Association of Colleges and Teacher Educators.

• The BU Nursing department’s RN to MSN program is ranked 11th in the nation by Best Accredited Colleges.org.
University Highlights

Veterans Week Activities
University Highlights

Beyond the Fountain

Fourth annual event held as part of No Hate Week
The goal of the Transformation Accelerator Model (TAC) is to put Bloomsburg University’s equity-driven student success priorities at the center of our strategic decision making process.

BU/LHU/MU is part of 15 other peer institutions that will work, learn and strategize together to develop and incorporate best practices of student success of all students, but in particular URM students within Higher education.

Bloomsburg DEI goals and objectives that align with the outcomes of this program:

- Diversifying the faculty, staff, and students
- Identify student performance gaps and determine target outcomes for URM students
- Improve the campus climate for URM students
Student Success

BU hosted its 17th annual Special Olympics Bocce Ball Bash

• 146 Special Olympic athletes from 12 counties competed
• More than 270 BU students volunteered to run the event
Student Success


SPEECH & DEBATE WINNERS
The BU Forensics Team, under the direction of Dr. Neil Strine, took first place honors at two tournaments this fall. The team won the Randolph Macon College and the Lynchburg University tournaments.
Student Success

VOLLEYBALL TEAM EARNS PSAC PLAYOFF BERTH
Student Success

PSAC CHAMPIONS!
The women’s soccer team won the PSAC Championship by beating Millersville, 1-0. It was the fifth PSAC title for the team in school history.

The team also earned its 10th NCAA playoff berth ever and third straight under coach Matt Haney.
University Highlights

• Kerby Confer Gift
  $5.3 million over seven years

• $1.5 million for the construction of the Kerby Confer Media Center, a state-of-the-art production facility

• The residual of the gift will create a permanent endowment in support of the center
Thank You!
Manager/Administrator Emeritus
Vince DiLoretto, Assistant Director of Facilities Services
Kay Hess, Custodial Services
Rosemary Huber, Secretary, Department of History
New College Configuration

Dr. Diana Rogers-Adkinson
Provost and Senior Vice President
for Academic Affairs
Compliance Certification per Board of Governors Policy 1985-04-A

Claudia Thrush
Vice President for Finance and Administration
FY 2019-2020 Audit Approval

Claudia Thrush
Vice President for Finance and Administration

Presented by Mr. Paul Kelly, Clifton Larson Allen, LLP
Bloomsburg University
Audit Presentation
Year Ended June 30, 2021

Paul J. Kelly III, CPA, MBA, CGMA
Principal
Agenda and Objectives

- Terms of Engagement
- COVID-19 Impact and Response
- Financial Statement Highlights
- Internal Controls Letter
- Required Governance Communication
- GASB – New Accounting Standards
Terms of Engagement

• Express an opinion on the June 30, 2021 financial statements – opinion dated November 1, 2021

• Present required governance communications to the Council of Trustees

• Summarize audit findings and observations and present to management and the Council of Trustees
COVID-19 Impact and Response

Remote Approach to Fieldwork
Internal Controls and Information Technology
Government Funding (HEERF)
Fraud Considerations
Financial Impact
Risk-Based Approach

- HEERF Funding
- Estimates
- Net Position
- Revenue recognition and Receivables
- Vendor management
- Internal controls
- Long-term debt
- Payroll expenses
## Financial Statement Highlights

### Overall
- Comparative financial statements
- Unmodified opinion - **highest level of assurance** a CPA firm can provide
  - Emphasis of matter paragraph is included – relates to system integration – included for each of the 14 universities
  - Expanded subsequent events footnote related to system integration

### Selective Highlights
- Net position increased from 2020 to 2021 with revenues exceeding expenses by $5,037,582 (equivalent to 6.9% of net tuition and fees) primarily due to the actuarial adjustments associated with unfunded liabilities related OPEB and pensions, offset by the impact of enrollment declines and 2021 student account refunds not covered by federal COVID funding; compared to a increase in net position in 2020 of $4,946,412 (equivalent to 6.7% of net tuition and fees)
- Consistent with prior years, the operating loss ($63,152,163) is supplemented by net non-operating revenues ($68,189,745) which includes state appropriations, Pell Grant revenue, capital gifts and grants, as well as Federal and State COVID grant funding
- Net tuition and fees revenue increased 0.9% in 2021 (vs decrease of 4.5% in 2020). Net tuition and fees covers approximately 43.6% of operating costs, (vs 41.6% in 2020)
- State appropriation funding (excluding COVID funding) increased 0.5% from prior year
### Financial Statement Highlights (continued)

<table>
<thead>
<tr>
<th></th>
<th>June 30, 2021 ($000 Omitted)</th>
<th>June 30, 2020 ($000 Omitted)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Assets</td>
<td>$106,270</td>
<td>$103,119</td>
</tr>
<tr>
<td>Non-Current Assets</td>
<td>$229,438</td>
<td>$231,336</td>
</tr>
<tr>
<td>Current Liabilities</td>
<td>$58,131</td>
<td>$45,253</td>
</tr>
<tr>
<td>Non-Current Liabilities</td>
<td>$376,615</td>
<td>$366,829</td>
</tr>
<tr>
<td>Net Investment in Capital</td>
<td>$117,605</td>
<td>$115,844</td>
</tr>
<tr>
<td>Assets</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Restricted Net Position (Net</td>
<td>$6,690</td>
<td>$4,745</td>
</tr>
<tr>
<td>Assets)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unrestricted Net Position (Net</td>
<td>($250,708)</td>
<td>($252,039)</td>
</tr>
<tr>
<td>Deficit)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Financial Statement Highlights (continued)

<table>
<thead>
<tr>
<th></th>
<th>2021</th>
<th>2020</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Blooms</td>
<td>PASSHE</td>
</tr>
<tr>
<td><strong>Current Ratio</strong></td>
<td>1.83</td>
<td>1.03</td>
</tr>
<tr>
<td>Ratio of current assets to current liabilities this ratio is used to help understand the University's liquidity or its ability to pay-off short-term liabilities such as current portion of debt, payables and accrued expenses. Generally, the higher the ratio the better.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Debt Service Ratio</strong></td>
<td>130%</td>
<td>130%</td>
</tr>
<tr>
<td>Ratio of total liabilities to total assets this ratio is used to help explain the amount of leveraging being used by an University. Generally, a low percentage means an University is less dependent on leverage or borrowed money.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## Financial Statement Highlights (continued)

<table>
<thead>
<tr>
<th></th>
<th>Year Ended June 30, 2021 ($000 Omitted)</th>
<th>Year Ended June 30, 2020 ($000 Omitted)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition and Fees</td>
<td>$91,738</td>
<td>$93,790</td>
</tr>
<tr>
<td>Discounts &amp; Allowances</td>
<td>$18,585</td>
<td>($20,168)</td>
</tr>
<tr>
<td>Net Tuition &amp; Fees</td>
<td>$73,153</td>
<td>$73,622</td>
</tr>
<tr>
<td>Auxiliary Enterprises</td>
<td>$15,942</td>
<td>$30,431</td>
</tr>
<tr>
<td>Other Operating Revenues</td>
<td>$1,093</td>
<td>$845</td>
</tr>
<tr>
<td>Operating Expenses</td>
<td>($167,971)</td>
<td>($176,874)</td>
</tr>
<tr>
<td>State Appropriations - General</td>
<td>$38,406</td>
<td>$38,406</td>
</tr>
<tr>
<td>Pell Grants</td>
<td>$10,985</td>
<td>$12,271</td>
</tr>
<tr>
<td>State Capital Appropriation and Capital Gifts</td>
<td>$1,705</td>
<td>$1,597</td>
</tr>
<tr>
<td>Change in Net Position</td>
<td>$5,038</td>
<td>$4,946</td>
</tr>
</tbody>
</table>
### Financial Statement Highlights (continued)

<table>
<thead>
<tr>
<th></th>
<th>2021</th>
<th>2020</th>
<th>2021</th>
<th>2020</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Blooms</td>
<td>PASSHE</td>
<td>Blooms</td>
<td>PASSHE</td>
</tr>
<tr>
<td>Scholarship Allowance as % of Tuition and Fees</td>
<td>20%</td>
<td>22%</td>
<td>22%</td>
<td>21%</td>
</tr>
<tr>
<td>Expense Composition:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Instruction</td>
<td>37%</td>
<td>36%</td>
<td>38%</td>
<td>37%</td>
</tr>
<tr>
<td>Research</td>
<td>1%</td>
<td>3%</td>
<td>1%</td>
<td>3%</td>
</tr>
<tr>
<td>Academic Support</td>
<td>6%</td>
<td>8%</td>
<td>7%</td>
<td>9%</td>
</tr>
<tr>
<td>Student Services</td>
<td>8%</td>
<td>9%</td>
<td>9%</td>
<td>9%</td>
</tr>
<tr>
<td>Institutional Support</td>
<td>14%</td>
<td>14%</td>
<td>14%</td>
<td>13%</td>
</tr>
<tr>
<td>Operations and Maintenance of Plant</td>
<td>6%</td>
<td>5%</td>
<td>6%</td>
<td>6%</td>
</tr>
<tr>
<td>Depreciation</td>
<td>9%</td>
<td>8%</td>
<td>8%</td>
<td>8%</td>
</tr>
<tr>
<td>Student Aid</td>
<td>8%</td>
<td>9%</td>
<td>6%</td>
<td>6%</td>
</tr>
<tr>
<td>Auxiliary Enterprises</td>
<td>11%</td>
<td>8%</td>
<td>11%</td>
<td>9%</td>
</tr>
</tbody>
</table>
Internal Controls Letter

No material weaknesses

We do not express an opinion on the effectiveness of the University’s internal controls because it is not required under GAAS
# Required Governance Communication

<table>
<thead>
<tr>
<th>Overall</th>
<th>Estimates</th>
<th>Difficulties</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Purpose is to provide an update on the audit since the planning meeting</td>
<td>• Estimates present in financial statements</td>
<td>• No significant difficulties</td>
<td>• No audit adjustments</td>
</tr>
<tr>
<td>• No changes in scope of audit</td>
<td>• Allowance for doubtful accounts</td>
<td>• No disagreements encountered</td>
<td>• Management representation letter will be signed at conclusion of engagement</td>
</tr>
<tr>
<td></td>
<td>• Depreciable lives</td>
<td>• No other findings to report</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Functional allocation of expenses</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Compensated absences obligations</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Pension and post retirement obligations</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• We are comfortable with management’s estimate</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• GASB 84, <em>Fiduciary Activity</em>, was implemented (no material impact)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
GASB - New Accounting Standards

- Statement 87 – Leases
- Statement 89 – Accounting for Interest Cost Incurred before the End of a Construction Period
- Statement 93 – Replacement of Interbank Offered Rates
- Statement 97 – Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans

2022

- Statement 94 – Public-Private and Public-Public Partnerships and Availability Payment
- Statement 96 – Subscription-Based Information Technology Arrangements (SBITA)

2023
Paul J. Kelly III, CPA, MBA, CGMA
Principal
215-740-1102
Paul.Kelly@claconnect.com

Yuliya Ostapenko, CPA
Director
267-419-1622
Yuliya.Ostapenko@claconnect.com
Council of Trustees Delegation – Review of Contracts/Purchases Less than the Public Bidding Threshold

Claudia Thrush
Vice President for Finance and Administration
Capital Project Request

Claudia Thrush
Vice President for Finance and Administration
Trustee Comments
Adjournment

Thank you!