

Mansfield Local Assembly Minutes

Thursday, August 28, 2025 @ 4:00 pm

Retan G-1 and Zoom

DRAFT FOR APPROVAL

<https://commonwealthu-edu.zoom.us/j/93663773335?pwd=DqVGCS6wEGYbkMQCZF42IHkxEQU7Vd.1&from=addon>

In Attendance (in person): B. Lint, K. Verno, A. Rose, N. Bliss, N. Book, M. Borzok, J. Bosworth, K. Billmeyer, P. Carl, M. Cicora-Cecce, J. Crowley, D. Donlick, G. Dziuba, C. Jackson, X. Ji, J. Kagle, M. Kiec, B. Kluge, J. Knarr, N. Lefelhoc, R. MacNamara, A. McEvoy, G. Moyer, J. Osgood, L. Pifer, N. Rinnert, J. Rothermel, G. Sechrist, S. Wagner, N. Werner-Burke, J. Welch, T. Welch, L. Wiest, X. Zhou

(online): W. Barnes, A. Boswell, N. Delaney, C. D'Ortona, J. Evans, M. Feeney, H. Feldhaus, R. Goulet, S. Lee, T. Maurer, N. Mayo, B. Miller, M. Phillips, B. Rossi, K. Shelton, A. Swain, B. Thorn, K. Verno, A. Way, S. Williamson

I. Call to Order 4:02 PM

II. Approval of Minutes ([March 27, 2025 Mansfield Local Assembly Meeting](#)) (Werner-Burke, Pifer)

III. Announcements, Issues, and Updates

- A. Thank you for participating in Mountie Days and for coming out for the Temp Talk for Jeff Osgood last night (Lint)
- B. Please see [CU Senate website](#) for membership, policies, and schedule (Lint):
 - i. Everyone working together, respecting agreements
 - ii. Local Assembly discusses issues of concern to the local campus
- C. Mansfield Infrastructure and Repairs (S. Wagner):
 - i. Thank you for cooperation with the on-campus chaos, but chaos means progress
 - ii. Swan Street is being paved, should be open by tomorrow
 - iii. North Hall Roof- the property insurer says they will do spot repairs only using architectural shingles. The estimate for that was \$2.9 million, so they are asking for further investigation with a drone. Hopefully we will get to next steps within the next couple of weeks. We already bought slate, but we won't be using it.
 - iv. DGS Infrastructure project- decentralization of the steam plant (new boilers) and site water, as well as network fiber to buildings. Design is ongoing, the work will be done mostly next summer. Centralized steam plant should be offline by Oct. 1, 2026.
 - v. Joyful Happenings daycare- we have a signed contract as of today, so they are moving into the new space and target date is soon to be able to change spaces. Ryan is working with the owner for an announcement. They are interested in collaborating with the faculty and campus constituencies.
 - vi. Manser is another late start with some complications, mostly because of trying to preserve the wall on the South side. This is a big project, adding an elevator, etc.
 - vii. Retaining wall behind Allen Hall is being put out to bid in fall for summer work. Current estimate is about \$100k
 - viii. Stadium design is done, going out to bid this fall.

- ix. Space and Facilities sub-committee works on right-sizing our campuses. Also, we do not have any demolition funding. Right now, there are no buildings identified for demolition, or funding for it.
- D. Middle States (A. Way):
 - i. On June 26, Middle State reaffirmed accreditation for CU. Thank you to everyone who contributed to this
 - ii. Supplemental Information report is due in March. Provide further evidence of collection and utilization of Assessment data. Program assessment information is due soon, so please make those thoughtful, because this is the information that will be used to write the report needed to satisfy this standard.
- E. Red & Black Committee (J. Rothermel):
 - i. RBC met to plan fall program
 - ii. Next event is Spudtacular Lunch next Wed. Sept. 3, google form to sign up to bring a topping. All CU employees are welcome
 - iii. Oct 23 is the chili contest
 - iv. Nov 13 Breakfast and Banter on the third floor of the library
 - v. Holiday luncheon
 - vi. Any ideas or questions, please contact Jonathan Rothermel
- F. Senate Scholarship (B. Lint):
 - i. Currently, 16 faculty are funding this scholarship through payroll deduction
 - ii. We plan to research this and get more information
- G. Strat Comm & Marketing Update (R. McNamara):
 - i. Email went out yesterday about web updates for our departmental and faculty websites- please check them for accuracy
 - ii. If you make updates in ESS (office change, etc.), you still need to contact Strat Comm to change them on the web- the online form goes directly to the web team, or you can get trained to make changes on the web
 - 1. Upcoming trainings: Sept. 15 & Oct. 14, both at 2 PM
 - 2. Possibly offering some advanced training
 - iii. Email workshop- everyone is invited to learn how to better craft emails or newsletters for a larger audience Sept. 22, 9-noon, and it will be recorded
 - iv. Friendly reminder- the Triad is a good resource, so please read it, so they can keep the emails down otherwise. Contact information is in the Triad for anything you might want to add. Community newsletter is going out to almost 1000, and takes info from the Triad that is pertinent for community members

IV. Senate Committee Reports

- A. Executive Committee (R. Goulet): Welcome and thank you to Mark Decker, Heidi, Nick Delaney. Many policies to review this year, and some amendments to the constitution, adding a process to assess Senate's work. Senate Exec meets next Thursday and then the Senate meets the following week
 - i. Elections Subcommittee (N. Delaney):
 - 1. Working to set up a first meeting
 - 2. Open seat on the Elections Subcommittee
 - 3. Working on a tie policy, shoring up other election issues
 - 4. Thank you to all who were able to help with the work he's been doing
 - ii. Space and Facilities Subcommittee (H. Jackson):

1. Inclement weather protocol is being discussed
- B. Academic Policy Committee (J. Kagle): first meeting is tomorrow. Several policies will be submitted for first read this semester.
- i. Enrollment Management Subcommittee (S. Lee and M. Cicora-Cecce):
 1. Committee has not met yet, planning to submit a transfer policy for review
 2. Preliminary data, BU is down 14%, LHU 24%, and MU 10% right now from last year, total down 16%. Different process for dropping students from the rolls, so it's not exactly an accurate comparison from last year. Scholarships were reduced this year, so that had an impact
 3. Transfers are down about 8% total, MU way down, 28%
 4. Graduate programs are growing, total up 5%, 83% growth in overall grad students since integration
 5. Overall headcount down by 335, down total 3%. Retention was comparable to the past, graduate was up. FTE is similar, total 9665, trending pretty close to FTE goal in the CPP. One FTE is 15 credits UG and 12 grad
 6. Dual enrollment is up by 101 overall across CU
 7. Introduce Mollie Cicora-Cecce:
 - a. Working on getting events ready for fall
 - b. VIP day Sept. 27 for early admit students
 - c. Oct. 2 College Day brings about 400 local high school students to campus
 - d. Health Science open house, general open houses upcoming, as well as Major Showcase days. If you are able to host a showcase day, please reach out, these are important
 - e. Weekdays plus 2 weekends/month and some night tours being offered
 - f. Virtual events also upcoming
 - g. Do we track data on transfers between the three campuses?
 - h. Grad assistants could be a big help for work on this campus- is this a possibility for us?
 - ii. IT Subcommittee (S. Ji / G. Dziuba):
 1. No report, meeting is set
- C. Advancement Committee (K. Billmeyer): No Report
- i. MUMF endowment has increased from \$943k in 2023 to \$1.989 million in 2025, plus many major gifts, endowed scholarships, etc.
- D. DEI Committee (C. Cummings / A. McEvoy):
- i. Committee met, draft on policy of Time, Place, and Manner of Expressive Activities will go to Senate Exec next week
 - ii. Working on ADA policy
 - iii. Monthly meetings scheduled
- E. Finance Committee (T. Welch): No Report
- F. Student Affairs Committee (H. Jackson): No Report
- i. First Year Experience Subcommittee (L. Pifer):
 1. FYE had a retreat in June, trying to save the 3 credit FYS. New cap of 50-ish. Most of the sections were full in the summer, but there's been some melt. Most classes are still up over 40
 2. Doing a flexible schedule to try to facilitate smaller communities
 3. Students survey pre- and post-semester, post-semester instructor assessment

V. Constituency Reports

- A. Alumni and Professional Engagement (D. Donlick and N. Lefelhoc):
 - i. Moved to 212 South Hall
 - ii. Busy semester- see the attached slides. CASSH Con 10/1-2, Career Expo for Gov't, Non-profit, and Human Services 10/22, Career Intensive Boot Camp 11/14-15. All information is in Handshake
 - iii. Professional Experience Grants to help offset the costs for career-related experiences, workshops each Monday in September, leading up to the Oct. 1 deadline for full consideration for a winter or spring experience.
 - iv. Homecoming Sept. 26-28, alumni and community activities, looking for more campus entries for the parade
- B. Athletics (J. Evans):
 - i. No competitions yet
 - ii. Women's Softball team had a 3.74 QPA
 - iii. Homecoming weekend
- C. Center for Teaching and Learning (J. Demchak): No Report, upcoming schedule of fall events attached
- D. Student Government Association (J. Knarr and N. Bliss):
 - i. First meeting is this evening, looking to fill positions on committees and have influence on campus
- E. Campus Administrator (G. Sechrist):
 - i. College colors day tomorrow
 - ii. COPLAC conference Oct. 17&18 application due Sept. 19, CU covers cost to send students
 - iii. South Hall ground floor is now full of activity. Things are going to continue to be moved to keep people together more and make more high-traffic areas
- F. Provost (M. Kiec):
 - i. If you are interested in joining a group about development and working to right-size MU, talk to Adrienne
- G. Budget Update (B. Thorn):
 - i. CPP has a Fall estimate, a spring update, and a final update- the May projected deficit of about \$18 million ended up being about \$13 million. Office of the Chancellor contributed about \$1.4 million toward health care cost increases, and some other miscellaneous revenues were up, as well as some costs being down. We will be using \$13.1 million from reserves to balance the budget from last year.
 - ii. Projections for the fall CPP are complex without a state budget, etc. Projected appropriations are reduced from the May projection, but tuition is going to increase, which reduces that somewhat. Fall CPP is due Sept. 19, so more accurate numbers will be ready in the fall. Current estimate is about a \$10.8 million deficit for this current fiscal year.
- H. President (J. Osgood):
 - i. MU is very welcoming, Convocation was nice
 - ii. Thank you for joining his open conversations
 - iii. Bob Thorn and the Provost deserve credit. We need to reach budget neutrality by 2027-2028
 - iv. We are probably back to 0-2% increases for PASSHE, in the context of over 9% increase in personnel costs Jan. 2026 to Jan. 2027 due to the contracts

- v. Priorities:
 1. Culture and morale
 2. We have to close the budget gaps
 3. Support Provost's program array work
 4. Facilities master plan- working on getting money to pay for this
- vi. The Presidents voted to use some PASSHE money to pay for some of the health care overages. We had five people who each had over \$1 million in health care costs, and the GLP-1's are hurting us
- vii. Finalizing Presidential leadership team, hired a firm to help
- viii. He plans to be out on campus when he's here- Zoom M and F, T-Th out on campuses

VI. Senate Policy Procedure Review: skipped

VII. Open Forum

VIII. Remarks for the Good of the Order

- A. PASSHE Summit 10/29-30, proposals are being accepted, it's at Penn West-Clarion, and there's a virtual option (N. Book)

IX. Adjournment 5:50

Fall 2025 CU Senate and Local Assembly Meetings		
CU Senate Executive	Thursday, 9/4/25	4 pm via Zoom
CU Senate (first reading of policy)	Thursday, 9/11/25	4 pm via Zoom
Lock Haven Local Assembly	Thursday, 9/25/25	3 pm in-person and via Zoom
Bloomsburg Local Assembly	Thursday, 10/9/25	3 pm in-person and via Zoom
Lock Haven Local Assembly	Thursday, 10/23/25	3 pm in-person and via Zoom
Mansfield Local Assembly	Thursday, 10/30/25	4 pm in-person and via Zoom
CU Senate Executive	Thursday, 11/6/25	4 pm via Zoom
CU Senate (second reading of policy)	Thursday, 11/13/25	4 pm via Zoom

Mansfield Local Assembly

August 28, 2025



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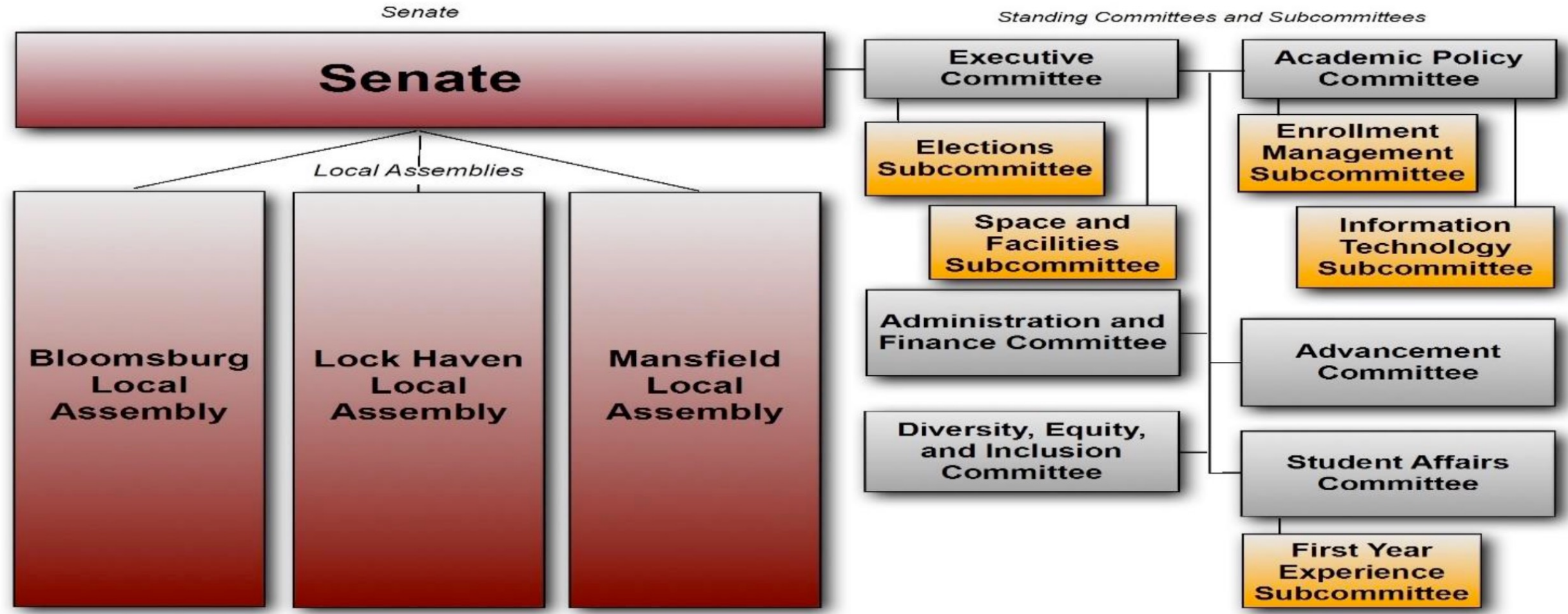
Senate

- Shares governance with many constituencies, including **faculty, students, collective bargaining units, and management**. **Everyone**
- Assumes faculty, staff, and students wish to work with management in a **collegial environment** for the benefit of CU. **Working together**
- Does **not contradict, interfere with, or supersede agreements** between PA, PASSHE, and CBA units; state/federal legal obligations; and PASSHE procedures/standards. **Respecting agreements**

Local Assembly

- Discusses **issues of concern to local campus**, such as brand and identity, community relationships, and aspects of campus life
- Reviews **policy**
- May propose **constitutional amendments** and create **bylaws**

Share information, solve problems, ask questions, provide feedback



Other Relevant Constituencies and Committees

- Collective Bargaining Units/M&D
- Promotion, Sabbatical, and Tenure Committees
- Strategic Planning Committee
- Student Government
- CU Assessment Council
- University Curriculum Committee

Advancement



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Mansfield Fundraising – Impact Over Time

	2023	2025
Commitments (NG&P)	\$506,447	\$3,208,059
Major Gifts Closed	4	12
Total Value of Estate Gifts	\$1,125,000	\$1,574,500
Total Six Figure + Gifts	0	6
Total Endowed Scholarships	1	6
Total Endowment	\$943,919	\$1,988,875

Alumni & Professional Engagement



COMMONWEALTH UNIVERSITY OF PENNSYLVANIA

We've Moved!



212 South Hall



570-662-4133



professionalu@commonwealthu.edu



Appointments, Events, & Resources

Bloomsburg | Lock Haven | Mansfield



Professional U Events | Fall 2025

- **COHST Pathways** (*all campuses*)
 - Fri. 9/19
- **CASSH Con** (*all campuses*)
 - Wed. 10/1 – Thurs. 10/2
- **Career Expo: Gov't, Non-Profit, & Human Services** (*CU-MA*)
 - Wed. 10/22
- **Career Intensive Boot Camp** (*CU-MA*)
 - Fri. 11/14 – Sat. 11/15
- **Resume and/or LinkedIn Labs** (*virtual*)
 - Tuesdays @ 4:30PM (Resumes)
 - Wednesdays @ 4:30PM (LinkedIn)

****Search event name in 'Events' section to register****



commonwealthu.joinhandshake.com

OR

'Handshake Jobs & Careers' App

Bloomsburg | Lock Haven | Mansfield

CAREER OPPORTUNITIES FOR ALL MAJORS AND CLASS YEARS

the experience to

GET THE JOB

the skills to

GET TO WORK

the confidence to

GET IT DONE

FALL 2025

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the experience to

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GET TO WORK

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GET IT DONE

FALL 2025

Explore and Connect: Expos and Conferences

Meet Alumni, Explore Careers, Find Jobs/Internships, Practice Networking.

ALL events are open to ALL majors and ALL class years.

Expo: Accounting and Financial Services

Sept. 8 -10 · Sutliff Hall, Bloomsburg

Expo: Management, Supply Chain, Marketing, Tech., and Analytics

Sept. 15 -17 · Sutliff Hall, Bloomsburg

Expo: Sports Management

Sept. 18 · Virtual | MUST pre-register on Handshake

COHST Pathways:

Meet alumni/explore careers in health, science and technology

Sept. 19 · All campuses

Aspiring Educators: Meet alumni/explore careers in education

Sept. 20 · McCormick Bldg, Bloomsburg

CASSH CON: Meet alumni/explore careers in the Liberal Arts

Oct. 1-2 · All campuses

Expo: Education and ASL

Oct. 10 · Kehr Union Ballroom, Bloomsburg

Expo: Government, Non-Profit, & Human Services

Oct. 21 · Lock Haven | Oct. 22 · Mansfield | Oct. 23 · Bloomsburg

ZIPD Conference: Meet alumni/explore careers in Business

Nov. 6-7 · All campuses



Special Events and Other Opportunities

Tips and Tricks To Be Your Best Professional Self

Professional Experience Grants (PEG)

Defray the cost of BIG career experiences like internships or study abroad.

Deadline for applications: October 1

PEG Info Session: Sept. 3 · Virtual

PEG Prep Work Sessions *Work on your application with a coach nearby*

Sept. 8, Sept. 15, Sept. 22 · All campuses

Career Open House: Meet career coaches, get resources

Sept. 3 · Lock Haven | Sept. 5 · Bloomsburg | TBA · Mansfield

The Washington Center Internship Info Session

Intern in Washington, D.C. October TBA

Schedule a Career Program for your student organization

Career Coaches are ready to help! bit.ly/CollaborationRequestCU



Build Your Confidence

Move from College Student to Confident Professional

Success in 90: Alumni-Student Networking

Oct. 16 · DACC, Lock Haven

Career Intensive Boot Camp: Get Ready to Get Hired!

**All Majors welcome! Recommended for 3rd and 4th year students*

Nov. 14-16 · Bloom. | Nov. 14-15 · Mansfield | Nov. 14-15 · LH

Career Closet: Get a Professional Outfit for FREE!

Walk-in or by appointment · Check Handshake for your location

Resume and LinkedIn Networking Labs

Weekday afternoons · via Zoom



Register for these events and more:

Handshake
CommonwealthU.joinhandshake.com



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Professional U

Alumni and Professional Engagement
ProfessionalU@Commonwealthu.edu
CommonwealthU.joinhandshake.com

Locations vary by campus. Find us on the web:



@Bloomuengaged
@CareeratLockHaven
@MansfieldCareers

PEG Work Sessions

PREP

Professional Experience Grants (PEGs) provide money for the big experiences that'll give you the transferrable skillset employers look for and build confidence in your career!

The **PEG Prep Work Sessions** are made to provide real time support and feedback during your application process. Food and drinks will be provided.

5-6pm @
South Hall 208

RSVP on
Handshake

Sept.

8

Letter of Rec.

Sept.

15

Essay/Budget

Sept.

22

Resume

PEG Work Sessions

✓ **MONEY FOR CAREER EXPERIENCES**

✓ **FREE FOOD**

✓ **APPLICATION SUPPORT**

The **Professional Experience Grant(PEG) Prep Work Sessions** provide real time support and feedback on your application. Food and drinks will be provided.

5 - 6 p.m. @ South Hall Rm. 208

REGISTER ON *Handshake*



Sept.

8

Sept.

15

Sept.

22



Mansfield Homecoming

[Mansfield Alumni](#) > [Mansfield Homecoming](#)

September 26-28

Full Schedule of Events:

www.commonwealthu.edu/mansfield-alumni/homecoming



Homecoming 2025 Schedule of Events

September 26-28, 2025

Friday, September 26:

- 8:00 AM – 4:00 PM Mansfield Spirit Store
- 10:00 AM *Alumni Golf Tournament
 - 9AM Registration; 10AM Shot Gun Start
- **3:00 – 7:00 PM Final Friday Downtown Craft Vendor Fair w/ Live Music**
- 6:30 – 9:30 PM *Alumni/Athletic Hall of Fame Induction Ceremony at Decker Gym
 - Cocktail Reception 6:30 – 7:30 PM; Ceremony 7:30 – 9:30 PM
- **7:30 PM *PRISM – Steadman Theatre**



Saturday, September 27:

- 9:00 AM Parade Registration
- 10:00 AM – 4:00 PM Mansfield Spirit Store
- 10:00 AM Downtown Community Parade
- **11:00 AM Whistle Blow: Mansfield Days: Football Team Arrives in Town**
- **11:30 AM - 10:00 PM Mansfield Days: Smythe Park Activities**
- 12:00 PM *Alumni Village – Karl Van Norman Field
 - Separate reg for Tents (Bring your Tent, Raise your Flag and Tailgate by the game)
 - Meet HOF Inductees, the Grand Marshal, and Women's Field Hockey Alumni
 - Free in advance or \$15/pp at the tent; cost includes food and (2) drink tickets
- 1:00 PM Women's Field Hockey: Mountaineers vs. Kutztown
- 4:30 PM Homecoming Royalty Announcement and band before Football Game
- 5:00 PM Football: Mountaineers vs. University of Pennsylvania
 - King, Queen, and Grand Marshal will be there for the coin toss, and one person will be designated to do the coin toss.
- 6:30 PM Halftime - Hall of Fame Inductee Introduction & Photos
- 8:30 PM Alumni Tent – Smythe Park
- **9:00 PM Mansfield Days – 1st Night Football Reenactment Downtown**
- **9:30 PM Concert & Dance Party (TBD)**

Sunday, September 28

- **7:30 – 10:30 AM Mansfield Fire Hose Company's Breakfast \$12.00 all you can eat**
- **1:00 PM *PRISM – Steadman Theatre**

*Paid Events

Non-University Events



Center for Teaching and Learning



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Date/Time	Topic	Presenter
September 3 at 1:00 pm	UDS: Q&A and Accommodate Overview	Tess Fosse
September 4, October 2, November 6, and December 4 at Noon	Burnout Support Group	Ashley Pechek and Kellie Pytel
September 8, October 6, November 3, and December 4 at Noon	AI Open Chat (topics will be published)	Dennis Frohlich
September 17 at 10:00 am September 25 at Noon	Title IX	Monica Johnson
September 18 at Noon	Financial Aid: The Big Beautiful Bill	Pam Kathcart
	CU Promotion Policy	Promotion Committee
October 2 at 2:00 pm	Prime Communication	Conrad Quintyn
October 6 at 9:00 am	CU Tenure Policy	Tenure Committee
October 8 at 2:00 pm	Advising Panel	Rebecca Willoughby and Toni Bell
October 16 at 11:00 am	Engaging Content with Elements, Practices, and Layouts in Brightspace	Regina Bobak
November 10 at 3:00 pm	Student Perspectives on Honors Seminars	Holle Canatella

Budget Update



COMMONWEALTH UNIVERSITY OF PENNSYLVANIA

FY 2024-25 E&G Budget Update

(excludes \$37.9M Facility Transition Funds)

Revenues	Fall 2024 CPP FY 2024-25	May 2025 CPP FY 2024-25	Projected Final FY2024-25	Change from May CPP FY2024-25
Tuition	94,590,379	\$95,607,857	\$95,520,337	(\$87,520)
Fees	26,948,211	27,263,409	27,696,015	\$432,606
State Appropriation	90,935,307	90,935,307	90,935,307	\$0
All Other Revenue	16,351,929	17,127,463	19,320,836	\$2,193,373
Total Revenues	\$228,825,826	\$230,934,036	\$233,472,495	\$2,538,459
Expenditures				
Compensation	170,059,585	180,638,736	178,953,222	(\$1,685,514)
Student Financial Aid	24,830,145	24,000,000	23,122,371	(877,629)
Other Services and Supplies	42,791,452	39,890,000	39,032,316	(857,684)
Interest and Debt Principal Payments	775,008	775,008	774,085	(923)
Capital	4,700,000	4,000,000	4,039,589	39,589
Transfers	-	(370,500)	669,695	1,040,195
Total Expenditures	\$243,156,190	\$248,933,244	\$246,591,278	(\$2,341,966)
Revenues Less Expenditures	(\$14,330,364)	(\$17,999,208)	(\$13,118,783)	\$4,880,425

FY 2025-26 E&G Budget Update (Preliminary)

	May CPP FY 2025-26	Current Revised FY 2025-26	Change from May CPP FY 2025-26
Revenues			
Tuition	94,146,856	97,536,143	3,389,287
Fees	29,252,726	29,252,726	0
State Appropriation	99,769,872	93,625,064	(6,144,808)
All Other Revenue	10,363,741	10,363,741	0
Total Revenues	233,533,195	230,777,674	(2,755,521)
Expenditures			
Compensation	166,909,987	166,909,987	0
Student Financial Aid	24,344,610	24,344,610	0
Other Services and Supplies	44,567,668	44,567,668	0
Interest and Debt Principal Payments	742,655	742,655	0
Capital	4,000,000	4,000,000	0
Transfers	1,000,000	1,000,000	0
Total Expenditures	241,564,920	241,564,920	0
Revenues Less Expenditures	(8,031,725)	(10,787,246)	(2,755,521)

Senate Policy Process



COMMONWEALTH UNIVERSITY OF PENNSYLVANIA

Senate Policy Process

15 July 2024

