

**THE PENNSYLVANIA STATE UNIVERSITY  
BOARD OF TRUSTEES**

**COMMITTEE ON GOVERNANCE AND LONG-RANGE PLANNING  
MINUTES OF MEETING  
VOLUME GLRP 21**

**September 15, 2016**

A meeting of the Committee on Governance and Long-Range Planning was held in Room 211, The Penn Stater Conference Center Hotel, University Park, Pennsylvania, on Thursday, September 15, 2016.

The following Trustees, constituting a quorum, were present: Barbara Doran, David Han, Chris Hoffman, Betsy Huber, Ira Lubert and Matt Schuyler. Trustee Emeritus Carl Shaffer and Governor's Representative William Shipley were also present.

Staff members in attendance were: Eric Barron, Steve Dunham, Frank Guadagnino, Lance Kennedy-Phillips, and Tom Poole.

Constituent representatives Katie Jordan and Laura Pauley were also present.

The meeting was called to order by Chairman Huber at 2:00 p.m.

Chair Huber called for a motion for the Committee to approve the *Minutes* from the July 21, 2016 meeting. The motion was put forward, seconded and carried unanimously.

The Committee then reviewed action items to be recommended to the full Board for approval.

*Agenda 5.E.1*

Proposed Approval of Granting of Trustees Emeritus Status

After discussion, Chair Huber then called for a motion to approve the Granting of Trustee Emeritus Status to Alvin H. Clemens and Keith W. Eckel. The motion was put forward, seconded and carried unanimously.

*Agenda 5.E.2*

Confirmation of Appointments to the Board of Directors, The Milton S. Hershey Medical Center

Two individuals, Kathy L. Pape and Thomas Lenkevich were proposed. After discussion, the motion was put forward, seconded and carried unanimously.

*Agenda 5.E.3*

Appointment to the Board of Directors, Penn State Health

Eric J. Barron was put forward to fill the term of Rodney A. Erickson, who resigned. The motion was put forward, seconded and carried unanimously.

The Committee then reviewed two action items for committee action only.

Review and Approval of Operating Guidelines for the Committee on Academic Affairs and Student Life.

After discussion, the motion was put forward, seconded and carried unanimously.

Review of Suggested *Bylaws* Changes for the Committee on Outreach, Development and Community Relations, 3.03(f)(6)

The intent of the proposed changes is to better reflect the operation and function of the Committee. After discussion, a motion was put forward, seconded and carried unanimously to approve the changes, pending one sentence under discussion be removed from the *Bylaws*. This item will go to the full Board for approval in November.

Discussions on the Skill Set Inventory for Trustee Selection Processes centered on discussion of how to obtain a skill set and experience inventory for current trustees and what skills, experiences and diversity needs we would be looking for in cultivating future members of the board. It was decided that a survey will be sent out to all trustees and a recap would be presented at the November meeting. This information will be provided to all those involved with selection processes for entry onto the board.

A report out was given on progress being made for the January 2017 Retreat. A Pre-Retreat Survey will be compiled and sent out to all trustees for feedback on expectations for the upcoming retreat. Additional information and an update will be given at the November committee meeting.

Discussion continued on the Expectations of Membership. A motion to approve the Expectations of Membership was brought forward, seconded and approved by the Committee, 5-1 and will come to the full Board for approval in November. Trustee Barb Doran voted against the proposed changes.

The topic of professional development available for Trustees was discussed. A listing of materials comprising the Board Library is already posted on BoardEffect. Additionally, a listing of seminars and webinars offered by AGB will be posted on the portal as well.

Under Other Business, Laura Pauley asked that the Committee consider codifying the inviting of non-voting faculty and student representatives to the standing committees of the board.

The meeting was adjourned at 3:50 p.m.

Respectfully submitted,

Thomas J. Penkala  
Associate Director, Board of Trustees