

**REPORT OF THE ADMINISTRATION AND FINANCE COMMITTEE  
COUNCIL OF TRUSTEES  
Indiana University of Pennsylvania  
September 9, 2021**

The Administration and Finance Committee reviewed and discussed the items appearing on pages 1 through 8 in the Docket Report and in Exhibits 1 through 6, which depict the highlights of the Administration and Finance Division.

**PRESENTATION: Comments by Vice President**

Debra Fitzsimons presented action and discussion items related to the Administration and Finance Committee. She provided comments related to the general business, administrative, and financial operations of the university. She also reviewed two major initiatives: the business process improvement and diversity, equity, and inclusion initiatives that are underway within the administration and finance division.

**Dual Enrollment**

The committee reviewed the Dual Enrollment: Expansion of Discount, beginning FY2021-22.

The following motion is recommended for approval:

**THAT THE DUAL ENROLLMENT: EXPANSION OF DISCOUNT,  
BEGINNING FY2021-22, AS SHOWN BELOW, BE APPROVED.**

**Procurements and Services, Purchasing Card Expenditures**

Debra Fitzsimons presented an overview of the Procurements and Services exhibit.

**State System Total Fiscal Year 2021-22 Commonwealth Appropriated  
Line Items/Approved Academic Year 2021-22 Tuition Schedules**

Jodie Cadile presented Exhibit 6 via attachments 1, 2, and 3, which reflected the State System Board of Governors' approved tuition rates for academic year 2021-22, as depicted in the Docket Report.

**Emergency Management/Security Update**

Anthony Clement commented on and provided updates related to emergency management/security; diversity, equity, and inclusion; and student and community engagement of the IUP Police department.

### **Annual Facilities Inspection Recap**

Sam Phillips provided an overview of the annual facilities inspection that took place Monday, June 28, 2021.

### **Facilities Maintenance and Operations/Engineering and Construction Updates**

Sam Phillips, Dan Waterhouse, Larry Miller, and Mitch Peffer presented updates for Facilities Maintenance and Operations, as well as for Engineering and Construction.

### **Kovalchick Convention and Athletic Complex Fiscal Year 2020-21 Financial Update as of June 30, 2021**

Sam Phillips provided an overview of the Kovalchick Convention and Athletic Complex project budget summary as of June 30, 2021.

This concludes my report.

Tim Cejka, Chair  
Administration and Finance Committee



### **Dual Enrollment: Expansion of Discount, Beginning FY2021-22**

In accordance with Board of Governors Policy 1999-02-A: Tuition and with Pennsylvania's State System of Higher Education Procedures and Standards for University Operations Procedure/Standard Number 2011-02, and having been reviewed by university legal counsel, the following will be effective for the fall 2021 semester:

1. Dual enrollment high school students will receive a 75 percent tuition discount based on the appropriate tuition rate for their residency and/or course type (i.e. in person or online) and pay applicable fees at the full rate.
2. IUP will allow eligible high school students to enroll in up to two IUP liberal arts courses while still in high school. Exceptions to the course level and number of courses may be made on a case-by-case basis in consultation with the high school guidance counselor and the IUP dual enrollment coordinator.
3. This program is open to students enrolled in a US high school (public, private, charter, cyber) or to students who are homeschooled with a domicile within the United States.
4. Students may take courses in person or online (if the course is designated as such by IUP).
5. To be eligible, students must be juniors or seniors in high school with a minimum 3.0 cumulative high school grade point average and be recommended by their high school guidance counselor. Exceptions to the year in high school and/or grade point average minimum may be made on a case-by-case basis in consultation with the high school guidance counselor and the IUP dual enrollment coordinator.

Recommended by:

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Debra Fitzsimons, Vice President for Administration and Finance

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Patricia McCarthy, Vice President for Enrollment Management

Approved by:

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Michael Driscoll, President

### **Policy and Procedures References**

Board of Governors Policy 1999-02-A: Tuition, Section D, 1.3:

D 1.3: The president may adjust tuition rate(s) to allow the university to establish partnerships with other institutions in collaborative/consortial arrangements.

Pennsylvania's State System of Higher Education Procedures and Standards for University Operations Procedure/Standard Number 2011-02, Section D, 2,3,4:

D 2. Sharing among non-System entities. From time to time, universities might have opportunities to partner with other educational institutions to expand educational opportunities. These partnerships may include Pennsylvania community colleges, other (non-System) Pennsylvania colleges or universities, out-of-state higher education institutions, local school districts, and/or other educational consortia. Some of these arrangements might exist for the System as a whole or for specific universities.

D 3. Presidents may pursue collaborative or consortial arrangements with any of the above-listed entities to improve the educational opportunities for Pennsylvanians. If alternative tuition rates are established by the presidents, the terms and conditions of such arrangements must be reviewed and approved by Legal Counsel.

D 4. Presidents also have authority to waive all or a portion of tuition (including the technology tuition fee) and university fees if there is a contractual agreement or grant that provides revenue to cover at least the instructional costs of the students. To do so, the president does not need the chancellor's approval; however, all contracts must be reviewed and approved by Legal Counsel. See Board of Governors Policy 1983-18-A: Waiver of Fees.