

# Board of Governors Meeting

June 7, 2023



Pennsylvania's  
**STATE SYSTEM**  
of Higher Education



# Board of Governors

June 7, 2023

**Wednesday, June 7, 2023**

**10:00 a.m.**

## **Public Meeting**

**(Note: due to a preceding executive session, the meeting may start later than 10 a.m.; thank you for your patience)**

1. Roll call
2. Public comment
3. Remarks by union leaders
4. Board consideration
  - a. Appointment of student trustee for Kutztown University
  - b. University short-term financing
5. Other business
6. Adjournment

**Board of Governors Meeting**  
June 7, 2023

**SUBJECT:** Student Trustee Appointment

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**UNIVERSITIES AFFECTED:** Kutztown University of Pennsylvania

**BACKGROUND:** Act 50 of 2020 empowers the Board of Governors to make the appointment of students to serve on the Councils of Trustees for universities with the State System. Prior to this law being enacted, the appointment was made by the Governor, whose office is responsible for thousands of other public appointments.

For years, the universities have utilized a thorough and inclusive recruiting process to identify and vet potential candidates to make a recommendation for appointment. The robust nature of the local process has been retained and has been updated to reflect that the final appointment action will be taken by the Board of Governors rather than the Governor.

Based on input from the University President and the Office of the Chancellor, the Board will consider the appointment of Payton Mentzer to the Kutztown University Councils of Trustees.

**MOTION:** That the Board of Governors hereby appoints Payton Mentzer to the Kutztown University Council of Trustees.

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**Supporting Documents Included:** Resume of candidate

**Other Supporting Documents Available:** [Statutes](#) providing Board authority

**Reviewed by:** University President; Office of the Chancellor

**Prepared by:** Randy A. Goin Jr.

**Contact:** [rgoin@passhe.edu](mailto:rgoin@passhe.edu)



May 5, 2023

Dr. Daniel Greenstein, Chancellor  
Pennsylvania State System of Higher Education  
Dixon University Center  
2986 North Second Street  
Harrisburg, PA 17110

Dear Dr. Greenstein,

It is our pleasure to present the following candidate for the position of student Trustee on the Kutztown University of Pennsylvania Council of Trustees:

**Payton Mentzer**

This student, is a second-semester junior studying Public Relations. Payton is an excellent candidate for the Student Trustee position. She has confirmed her availability to serve as the Student Trustee.

Payton has been informed of her selection, and she is aware that the final confirmation of her position is determined by the Board of Governors. We are enclosing her application and letters of recommendation for your review.

Please contact my office if you have any questions or requests.

Sincerely,

Dr. Kenneth S. Hawkinson  
President

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Enclosures

Kutztown University of Pennsylvania  
**Application for the Position of Student Trustee**

Name: Mentzer Payton Rebecca  
Last First Middle

Campus/Local Address: [Redacted]  
Home Address: [Redacted]  
City State Zip

Campus/Local Phone: [Redacted]  
Email Address: [Redacted]  
Date of Birth: [Redacted]

Class Status (check one):  Sophomore  Junior  
Semester (check one):  First  Second

Major: Public Relations Degree: \_\_\_\_\_

Expected date of graduation: May 2024

GPA: [Redacted]

List extra-curricular activities (use the back of this page or attach additional sheets, if necessary):

Residence Life, Bearfest, Public Relations  
Student Society of America (PRSSA)

Deadline to apply: **April 14, 2023**  
To: Student Trustee Search Committee  
c/o Toyia Heyward  
Senior Executive Associate to the President  
Office of the President  
Kutztown University  
P.O. Box 730  
Kutztown, PA 19530

610-683-4102 email: heyward@kutztown.edu

Note: Please be aware that a social media review may be conducted as part of the screening process.



Student Trustee Search Committee (Toyia Heyward)  
Senior Executive Associate to the President  
Office of the President  
Kutztown University  
P.O. Box 730  
Kutztown, Pa 19530

# PAYTON MENTZER

## CONTACT INFORMATION

PHONE:  
[REDACTED]

SCHOOL ADDRESS:  
[REDACTED]

EMAIL:  
[REDACTED]

Dear Student Trustee Search Committee,

It is my sincerest pleasure to write to you as you are searching for a student to fill the student trustee position. My name is Payton Mentzer, and I am a current third-year student at Kutztown University, looking for new experiences to seal my undergraduate academic career on a high note.

Being named the student trustee of Kutztown University would be a great honor to me. I am a seasoned veteran of campus involvement and feel that I can make a greater impact on the campus and surrounding community as the student trustee.

As the student trustee, I will aim to represent the interests of the students and make it, so their voice is heard on all issues. The student body is what makes up the majority of our campus, and focusing on issues that matter to them is of high importance. This cannot be done without the help of our faculty and staff, and bringing those two groups together outside of the classroom will be very impactful.

I am very hopeful and confident that I can make a difference within the lives of students as the student trustee. Thank you for your consideration in all facets of the position.

Payton Mentzer

Third-Year Undergraduate Student



**HOUSING AND RESIDENTIAL SERVICES**  
106 OLD MAIN, P.O. BOX 730, KUTZTOWN, PA 19530

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4/5/23

Dear Committee:

I am happy to write this letter for Payton Mentzer. In the time that I have known Payton, I have found her to be a dedicated, determined, and reliable young professional. Currently, I serve as Payton's supervisor in the Department of Residence Life, Housing, and Dining where she holds the position of Assistant Resident Director (ARD). As an ARD, Payton has had the opportunity to work with her Resident Director to oversee the day-to-day operations of a residence hall, supervise a staff, plan programs, and serve in an on-call duty rotation. While juggling all these tasks, Payton has carried herself with a sense of maturity and professionalism that has helped her to be successful in the position.

In addition to supervising Payton in her role as an ARD, I am also overseeing Payton while she is interning in our office for class credit. As part of her internship, Payton has been assigned several projects and given the autonomy to work on them on her own as well as the creative freedom to develop the programs and initiatives she has been assigned. Payton has far exceeded any expectation in this role. The quality of her work has been outstanding.

Throughout her time at KU, Payton has shown herself to be someone who possesses the passion to have an impact and influence positive change. She is dedicated, reliable, and creative. Payton has the skills needed to have difficult conversations and have them in a way where everyone around the table feels empowered to speak as well as a valued member of the conversation. She can function well as part of a team but also has motivation and confidence to take initiative and carry out tasks on her own.

As a young professional, Payton, has done an outstanding job in the role of a Residence Life, Housing, and Dining staff member. She has been a support system as well as an advocate for students living within her area. Payton has also been a role model and positive example for her peers. She can think on her feet and keep a level head during crisis situations. Her students and colleagues look up to Payton and are comfortable going to her for advice.

Payton Mentzer has been an excellent addition to Residence Life, Housing, and Dining. In the time she has been with us, she has made significant contributions to the office as well as the students she works with. I believe she can take the skills that she has acquired through her work in Residence Life and her time here at KU and use them to benefit the rest of the campus community as the student trustee on the council of trustees.

We are lucky to have Payton on our staff. She has been an outstanding member of team and is comprised of a maturity and moral fiber that you do not always find in college students today. I firmly believe she has the ability to represent the student body and influence positive change as a member of the Council of Trustees.

Thank you for your consideration. If you have any questions or need any more information, please feel free to contact me at 610-683-4027.

Sincerely,

Desiree Reasoner

Executive Director Residence Life, Housing, and Dining Services

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*Working for a better residence hall community.*



April 4, 2023

Mr. Evan Santos  
Chair, Student Trustee Selection Committee  
Kutztown University of Pennsylvania  
P.O. Box 730  
Kutztown, PA 19530

Dear Evan:

I am writing this letter in support of Payton Mentzer's application to serve as a Student Trustee for Kutztown University of Pennsylvania.

As a public relations major at KU, Payton has been my advisee since she arrived to campus in fall 2020. She has been a student in two of my classes, and I am currently advising her public relations internship. She is poised to join the Agency staff next fall, and I am very much excited to have her energy among the other student staff members.

In the classroom, Payton has been consistently engaged and hardworking, comfortable contributing as a member of a team as well as independently. Among the many strengths she has to offer the Council of Trustees is the perspective she has gained as a part of the university's residence life staff. Payton understands the connection between the quality of a student's life on campus and their academic performance and overall wellbeing. In her current work as an intern with the Office of Residence Life, she has been engaged in planning events to connect the residence staff with the greater campus community on a more personal level. She is committed to making KU a welcoming home to new and current students and fully understands the importance of presenting the university in a positive light to residents' parents, family members, and other community stakeholders.

I know Payton's next goal, after completing her undergraduate degree, is to pursue a career in student affairs, likely continuing her studies as a graduate student at KU. She is genuinely committed to our university and its vision to provide a caring community for its members. As a public relations student, Payton understands the variety of ways our university's mission gets communicated to its publics. As a member of the residence life staff, she already serves as a representative of our university. I see the Council of Trustees as yet another opportunity for her to practice strategic communication and support the university.



If you are looking for a thoughtful, creative and engaging Student Trustee, one who will be serious and careful about the work, professional and engaged in discussions and deliberations and who will serve with integrity, then Payton Mentzer should certainly be among your candidates. She would be a bright addition to the Council of Trustees.

Please don't hesitate to email me (aobrien@kutztown.edu) if I can elaborate on any of these points or answer any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Amy C. O'Brien". The signature is fluid and cursive, with a large initial "A" and "O".

Amy C. O'Brien, Ph.D.  
Director, Public Relations Program

April 4, 2023

To: Evan Santos & Toyia Heyward

15200 Kutztown Rd., 303 Stratton Administration Center

Kutztown, PA 19530

To Whom It May Concern:

It is my pleasure to enthusiastically recommend Payton Mentzer for the Student Trustee position within the Council of Trustees at Kutztown University. My name is Jaclyn Rodick, Resident Support Graduate Student Employee at Kutztown University for the Office of Residence Life, Housing, & Dining Services. I have had the pleasure of working alongside and advising Payton for almost a year now. Payton has proven herself to be curious, driven, enthusiastic, and wise, all while demonstrating an extremely high level of professionalism in all that she continues to accomplish.

During my time as a graduate advisor, Payton has continued to inspire me with her positivity despite any challenges that come her way. She is diligent and intentional in completing her work as both an employee and a student, dedicating herself toward creating positive outcomes for those around her and in her campus community. Her attention to detail in organizing events with faculty and staff has been incredible to watch and her care for others always shines through.

I am confident without reservation that Payton would be an excellent fit for the Council of Trustees and the Student Trustee position. As a driven and willing individual, Payton would be a productive addition & excellent contributor to your team. I am available to speak further about this matter at your convenience. You can reach me via phone at 973-219-6247 or via email at [jacrodick@kutztown.edu](mailto:jacrodick@kutztown.edu).

Best Regards,

*Jaclyn Rodick*

Jaclyn Rodick (she/her)

Resident Support Graduate Student Employee

Kutztown University Office of Residence Life, Housing, & Dining Services

**Board of Governors Meeting**  
June 7, 2023

**SUBJECT:** University Short-Term Financing

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**UNIVERSITIES AFFECTED:** All

**BACKGROUND:** Given the cyclical nature of a university's cash flows, a university may require short-term financing to address cash flow needs during specific timeframes. The timing of budgetary items, such as the inflows from tuition revenue, received primarily in September and January, and debt payments in May, can result in a cash flow need.

System Investment Fund borrowing options, including Appropriation Advance Notes, are already available for such needs. Current board policy 1986-02-A: INVESTMENT provides options for System Investment Fund Loans, including Appropriation Advance Notes, within the respective fiscal year. These notes are issued as needed to meet cash flow needs of a university, and they are repaid as appropriations are received from the Commonwealth as allocated to the respective university.

This board motion provides for the use of Appropriation Advance Notes for a university associated with their upcoming fiscal year's appropriation up to a threshold of \$3 million. Given the short-term nature of these notes and the repayment from respective university's upcoming appropriation, these notes will not impact other universities appropriations or reserves. Finally, the motion seeks the authority for the executive committee to extend the current Appropriation Advance notes into the subsequent fiscal year with documentation of that movement and repayment plans provided to the Board.

**MOTION:** The System Office, upon consultation with the executive committee of the board, is authorized to provide PASSHE universities with Appropriation Advance Notes up to \$3 million to ensure sufficient liquidity across fiscal years when deemed necessary by the System Office. Appropriation Advance Notes shall be repaid according to a repayment schedule associated with the university's subsequent year's appropriation funds. All such transactions will be reported to the Board of Governors at its next meeting.

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**Supporting Documents Included:** N/A

**Other Supporting Documents Available:** N/A

**Reviewed by:** Legal Counsel

**Prepared by:** Molly Mercer

**Email:** [mmercerc@passhe.edu](mailto:mmercerc@passhe.edu)