

MINUTES
Edinboro University of Pennsylvania Council of Trustees
Edinboro University Quarterly Business Meeting
Tuesday, July 25, 2017 -Approved during October 12, 2017 COT Business Meeting

The Quarterly Business meeting of the Council of Trustees of Edinboro University was held on Tuesday, July 25, 2017, at Edinboro University in Crawford Conference Room. This meeting was called to order at 2:00 p.m. by Mr. Dennis Frampton, Chair of the Edinboro University Council of Trustees.

Recording of Attendance

Trustees present: Trustee Anderton, Trustee Chaffee, Trustee Higham, Trustee Kennedy, Trustee Lowther, Trustee Pape, Trustee Shields, Trustee Wachter, and Chair Frampton. We have a quorum.

The following members of the Edinboro University (EU) Administration were in attendance:

Dr. Michael Hannan (Mike), Provost and Vice President for Academic Affairs
Mr. Guilbert (Gil) Brown, Vice President for Finance and Administration
Ms. Marilyn Goellner, Assistant Vice President for Advancement
Dr. William (Bill) Edmonds, Vice President for Enrollment Management

In addition to President Walker, the following individuals attended the public meeting of the EU Council of Trustees:

Dr. Fai Howard, Assistant Vice President for Academic Success & Student Retention, Academic Success Center
Ms. Shari Gould, Bursar
Mr. Wayne Patterson, Director of Human Resources & Faculty Relations
Dr. Jim Wertz, Associate Dean, College of Arts, Humanities and Social Sciences
Dr. Scott Miller, Dean, School of Business and Dean, College of Arts, Humanities and Social Sciences
Dr. Roy Shinn, Associate Dean, College of Science and Health Professions
Ms. Sherri Galvin, Executive Assistant to the Vice President for Finance and Administration, Ms. Cindy Stewart, Clerk Typist, Student Affairs
Ms. Lisa Laird, Learning Disabilities Coordinator, OSD
Dr. Denise Ohler, Interim Dean, College of Science and Health Professions
Ms. Mingli Yang, Institutional Research & Budget Analyst
Ms. Mary Fetzner-Jensen, Registered Nurse Supervisor, OSD
Ms. Darla Elder, Director of Ghering Health & Wellness Center
Ms. Theresa Villella, Budget Director
Mr. Eric Sheppard, Associate Vice President of Financial Operations, Finance and Administration
Ms. Lisa Englert, Director of Operations, SGA Budget Office
Ms. Joelle Whited, Administrative Assistant, SGA Budget Office
Ms. Ashley Spears, Manager of Capital Projects, Facilities
Dr. Erinn Lake, Interim Dean, School of Education and Executive Director, Graduate Studies Ms. Kristin Brockett, Communications Assistant, University Communications and Marketing Ms. Carol Webster, Executive Assistant to President Walker

Chair Frampton moved to the first order of business – Public Comment. The chair invited comments from the public in attendance. Hearing no request from members of the public, the Chair moved to the next item of business – approval of Minutes from the Quarterly Business Meeting held on May 12, 2017 (**Attachment #1**) . There were no questions and or corrections to the minutes as presented, therefore, it was voted on to approve the minutes as presented. *This motion was carried with unanimous approval.*

The next item was the proposed dates for Council of Trustee meetings through May 2018 (**Attachment #2**); which were presented for a vote. A motion to accept these was noted with the exception of changing the one date in December to reflect the year of 2017 instead of December 2018.

This motion was carried with unanimous approval.

New Business:

Chair Frampton then yielded the floor to President Walker for the delivery of the President’s Report to the Council of Trustees.

President Report:

President Walker reported on the status of Edinboro University opening with some updates and planning processes:

- New York State has adopted the Tuition-Free Degree Program: The Excelsior Scholarship. This program will provide in-state students free tuition. The scholarship is for families and individuals making up to \$125,000 a year who plan to live and work in New York following graduation for the length of time they participate in the scholarship program. Eastern Ohio has followed suit offering in-state student’s free tuition.
- This academic year we will be focusing on two items, the two items are generating an Academic Master Plan and the Facilities Master Plan. We will be doing that in context for preparing for the following year in which we will be preparing the campus for an inclusive planning of a campus strategic plan and a capital campaign.
- EU’s Academic Program review is nearing completion, this will result in what types of programs the university will bring forward over the course of the next several years. These programs will be aligned with the PASSHE Supply/Demand Gap Analysis and will drive people into the economy of the Commonwealth.
- NCHEMS has completed their review of the State System an implementation plan will be forthcoming.

President Walker asked if there were any questions, with no questions asked this concluded his report.

Chair Frampton, thanked President Walker for his report and then presented the Council of Trustees with the University’s Succession Planning for the 2017/2018 Academic Year. The Succession Planning listed in order members of the University’s executive management team to act on President Walker’s behalf in his absence or in the event he is temporarily unable to fulfill his responsibilities. The Succession Planning listed as follows: 1. Dr. Michael Hannan, Provost and Vice President for Academic Affairs; 2. Mr. Guilbert Brown, Vice President for Finance and Administration. (**Attachment #3**). *All were in favor and the motion was carrier unanimously.*

Lastly, a listing of personnel transactions since March 1, 2017 Through July 7, 2017 are included as (**Attachment #4**)

Chair Frampton and President Walker opened the floor up to members of the Executive Leadership Team and the following was reviewed, presented and discussed as noted below:

Academic Affairs: - Provost and Vice President of Academic Affairs, Dr. Michael (Mike) Hannan
Edinboro University Council of Trustees
Quarterly Business Meeting Minutes

Provost Hannan presented a brief report and highlighted the following entries from the report he had submitted for both Academic Affairs and Student Affairs (**Attachment #5 and #6**).

Accreditations and Recognitions

- Edinboro University's Game and Virtual World Development track received recognition for the fourth consecutive year by *Animation Career Review*. Edinboro University was ranked among the top Game Design Schools and Colleges in Pennsylvania.

University Outreach and Campus Programs

- The Institute for Forensic Science (IFS) has had a number of recent initiatives: taking students to present at the Bioarcheology Conference in Chicago; conducting DNA testing on medieval skeletal teeth from the University of Barcelona; performing new work on three age-progressions of missing children from California helping law enforcement; and Edinboro University was contacted by the Mutter Institute in Philadelphia to work with them in analyzing results from a recently discovered colonial cemetery. Through partnership with colleagues at the Smithsonian Institute, Edinboro's IFS has also created the largest collection of skulls and photographs of persons for forensic training in the United States. This collection can be used for training individuals to do facial reconstruction based on skulls.

Study Abroad

- Our study abroad programing has expanded greatly and this spring and summer we have students traveling with faculty who have gone to China, Italy, Greece, Netherlands, England, Ireland and Northern Ireland and a few countries in Central America. Some of these travels were funded by scholarship funds which were donated by friends of the university; these funds paved the way for some students who may not have been able to study abroad.

Faculty Recognition

There were a number of recognitions listed in Provost Hannan's report and below are a few which were highlighted:

- Dr. Mary Beth Mason and Dr. Skye Lewis, professors in Speech, Language and Hearing Department, were selected to serve in executive leadership positions within the Pennsylvania Speech-Language-Hearing Association for 2017-18.
- A paper by Dr. Michael Morrison, Department of Business and Economics, titled "PPP (Purchasing Power Parity) Across 8 Worlds" was accepted at *Economics Letters*. The publication is among the top 50 economic journals worldwide.

Student Recognition

There were a number of recognitions listed in Provost Hannan's report and below are a few which were highlighted:

- Biology students Brittany Benjamin, Ryan Clark, Brienne Kilbert, Thomas McCoy and Elena Tran presented research during a poster session at the Allegheny-Erie Society of Toxicology (A-ESOT) conference at West Virginia University. Brittany was awarded first place for her presentation and Dr. William Mackay, professor in the Biology Department and advisor to the students, was awarded a certificate for Best Undergraduate Mentor. All students were recognized for their work.
- Student Carmela Battista and Dr. Wayne Hawley (Psychology Department) received notification that their research was accepted for publication in the journal of *Physiology & Behavior*.

Provost Hannan then noted the report he had been submitted on Student Affairs and highlighted the following:

Ghering Health and Wellness Center

- The Attended Care Program received a grant/scholarship in the amount of \$107,316 over a six-year period from NueMD. NueMD is an electronic record provider that will allow us to automate the scheduling and documentation of our students' activities of daily living and personal care needs.
- Edinboro University welcomes and congratulates student Jacobi Green, who is the new President of the Student Government Association and we look forward to working with him.

In closing, Provost Hannan added some recognitions and congratulations in Academic Affairs:

- Dr. Scott E. Miller has served as Acting Dean of the College of Arts, Humanities, and Social Sciences (CAHSS) over the past two and a half years and has now become permanent Dean of (CAHSS).
- Ms. Fai Howard completed her Ph.D. at Virginia Commonwealth University and has been named Interim Dean of Student Affairs.
- Dr. Roy Shinn has accepted the position as Associate Dean College of Science and Health Professions. Last year Dr. Shinn did a great job as acting manager and we are happy to have him on board as Associate Dean.
- Dr. James Wertz has accepted the position as Associate Dean of the College of Arts, Humanities, and Social Sciences (CAHSS). Dr. Wertz will retain his faculty position and serve as an acting manager.

Chair Frampton thanked Provost Hannan for his report. Hearing no questions of Provost Hannan's report, Chair Frampton asked Finance and Administration, Vice President Guilbert (Gil) Brown to come forward to provide the Finance and Administration report.

Finance and Administration – Mr. Guilbert (Gil) Brown, presented a brief report which contained highlights from his submitted report (**Attachment #7**) and additionally provided three action items for the Council's consideration as outlined below:

- This has been a busy time of year for Finance and Administration finishing out one fiscal year and beginning another. Vice President Brown recognized Eric Sheppard, Associate Vice President for Financial Operations and Theresa Villella, University Budget Director, for all of their work to close out FY 2017 and begin the start of FY 2018.
- Our preliminary financial report for the close of FY 2017 projects a potential operating surplus of up to \$650,000 in Education and General Funds. This is the result of the entire campus community working together and operating efficiently and frugally. Additionally, departments across campus saved \$2M in the budget which contributed toward the projected surplus.
- During the last six weeks of the fiscal year, the EU Finance and Administration office participated in a joint task force with the Council of Presidents and Office of the Chancellor, with Vice President Brown serving as chair. This task force examined opportunities for reducing Consolidated University Operations budget for the upcoming 2017-2018 academic year. Through the work of the joint task force the originally planned increase in charges to campuses of \$3.9M was reduced to \$277K. A reduction of about \$3.6M.

At the conclusion of Vice President Brown's department report, he presented three action items for adoption and approval:

1). **Contracts and Purchases for April, May, and June 2017.**

Chair Frampton: President Walker recommends the approval of Contracts and Purchases for the period of April, May and June 2017. Do I have a motion to approve those Contracts and Purchases?

All were in favor and the motion was carried unanimously.

2). **Schedule of Proposed Fees 2017/2018 (Attachment #8).**

Chair Frampton: President Walker recommends the approval of the Schedule of Proposed Fees for 2017/2018. Do I have a motion to approve the Schedule of Proposed Fees?

All were in favor and the motion was carried unanimously.

3). **Fiscal Year 2017/2018 Budget for the University (Attachment #9).** This budget calls for combined education and general operating budget deficit of \$2M.

Chair Frampton: President Walker recommends the approval of the Fiscal Year 2017/2018 budget for the University. Do I have a motion to approve the Fiscal Year 2017/2018 budget?

All were in favor and the motion was carried unanimously.

Chair Frampton thanked Vice President Brown for his report. Hearing no questions of Vice President Brown, Chair Frampton asked Assistant Vice President for Advancement, Ms. Marilyn Goellner to come forward to provide the Advancement report.

Advancement - Assistant Vice President Goellner presented a brief report and highlighted the following from the report she had submitted (**Attachment #10**), as outlined below:

Advancement Dashboard

Ms. Goellner reviewed the Advancement Dashboard and reported the following:

- Edinboro University finished this year (June 30, 2017) at \$4,089,368; our performance funding goal was \$3M. With that being said, Ms. Goellner thanked everyone for helping surpass our goal.
- Additional review of the Advancement dashboard for this year showed we have distributed over \$2.5M in scholarship and our endowment is over \$26M.
- Moving forward, Advancement performance goal for next year is \$3M.

Events and Alumni Engagement

The Advancement office has been actively involved with numerous events (over 55) which include some of the following:

Past

- Hilton Head - Alumni Event over 35 people in attendance.
- Pittsburgh Pirates Game - over 300 alumni in attendance.
- Alumni Association - hosted a tent at 8 Great Tuesdays in Erie in July.

Upcoming

- Warren/Bradford - Alumni Event August 23, to-date we have over 30 attendees.
- Highland Games - September 8 and September 9.
- Homecoming - Dr. Shinn and Dr. Ohler have helped establish two new alumni advisory boards for the College of Science and Health Professions which will meet for the first time during homecoming.

In addition to the events named above, the Brian King Memorial Fund annual golf outing was held on July 17 in Colonia, New Jersey and raised over \$40,000. This fund was established by Brian's parents, David and Katherine King, in honor of their son who graduated from Edinboro University. Brian was a student in need of 24-hour attendant care and passed away shortly after graduation. The family is very pleased to see how the memorial fund continues to benefit Edinboro University students with disabilities. The Brian King Memorial fund has allowed EU the opportunity to participate in various events which include:

- Past: A visit to Cleveland Rock and Roll Hall of Fame for 19 Edinboro students.
- Future Student dinners and movies in Erie; a trip to Niagara Falls.

Major Gifts/Gift Officers

An update on major gifts/gift officers included the following:

- Edinboro University Major Gifts Moves Management Program is up and running this. This program is a step-by-step process with prospective donors which includes, identification, commitment, interest in the university, and investments.
- Major gifts portfolios have now been streamlined to industry benchmark standards.
- The Office of Advancement has four gift officers, including Athletic Director Bruce Baumgartner, who continually meet with donors. During these meetings Gift Officers work with the donor's philanthropic interest in the university, and work toward aligning the needs of the university with donor interests.
- Gift Officers have traveled to Indianapolis, Chicago, Cleveland, Ohio, Charlotte, Pittsburgh, New York, Denver, New Jersey, Clarion, Mercer, Erie and Crawford Counties meeting with alumni and prospect donors.

Professional Development

- Three Advancement staff members attended the PASSHE Advancement Conference at Indiana University of Pennsylvania (IUP) while incorporating alumni visits during their time at IUP.

Increased Messaging

- The Advancement office has increased electronic messaging with alumni. This increased messaging will provide alums with various highlights from Edinboro University (i.e., homecoming, reunions).
- The second addition of the electronic Alumni Newsletter will be sent out at the end of August or beginning of September.

Advancement Office/Personnel

- The Office of Advancement has elevated the Clerk Typist 2 position-to an Administrative Assistant position. This position now includes a higher level of alumni engagement support and additional responsibilities surrounding all aspects of scheduling alumni events.
- The position of Alumni Giving has been filled; Ms. Jessica Gray, an Edinboro Alumnae, will be joining us in her new role on August 14, 2017.
- The position of Director of Alumni Engagement has been approved pending fall enrollment.
- The Office of Advancement will be holding a retreat next week and the mindset and focus of this retreat will be transitioning to campaign readiness.

Chair Frampton thanked Assistant Vice President Goellner for her report. Hearing no questions of Assistant Vice President Goellner, Chair Frampton asked Assistant Vice President for Enrollment Management, Dr. William (Bill) Edmonds to come forward to provide the Enrollment Management report.

Enrollment Management - Dr. Edmonds presented a brief report and highlighted the following from the report he had submitted (**Attachment #11**), as outlined below:

CRM Recruit

- CRM has been fully implemented and will house all visitor inquiries and new students interested in possibly attending the fall 2018 semester.

CRM Training

- CRM training of staff support has been completed, this training will improve our data entry efficiencies.
- Dashboard training was held and this successfully assisted the Assistant Directors in creating a personal dashboard and working with the different views in Recruit. This dashboard contains views of each student assigned to a counselor at each phase of the recruitment funnel.

CRM

- CRM houses all new undergraduate, inquiries, applicants, freshman, transfer and international students.
- This tool provides dashboards which will allow constant contact with prospective freshmen, transfer, and international students.

Professional Development

- Admissions staff attended the Heart of the Leader training. This training was an exceptional experience which focused on building teamwork, trust and relationships.

Financial Aid Initiatives

- FASFA filing date has been updated from March 15 to December 15. Admissions will update all correspondence on the web and social media to be in alignment with Financial Aid FASFA changes.

Marketing Initiatives

- The “My Story” campaign, a campaign which has students sharing their experiences and their stories here at Edinboro University launched in June. The first month of Google Analytics tracking showed good web traffic to the newly created landing page, with 801 page views. We will continue to roll-out student stories keeping the “My Story” campaign fresh on our website and billboards.
- We have expanded our communications plan within the Admissions Office.

Recruitment

- Enrollment Management staff have been working with Ms. Marilyn Goellner, engaging with several alums at Pittsburgh National and other college fairs in an ongoing effort of recruitment. Additionally in the recruiting process, we have incorporated bringing current students with us to their ‘home high schools.’

Veterans Success Center Initiatives

- Andrew Matt attended the Crawford County Veterans Resource Fair, to represent Edinboro University and its commitment to supporting Veterans in the region surrounding the University, while distributing recruiting information to potential new students.

Chair Frampton thanked Vice President Edmonds for his report. Hearing no questions of Vice President Edmonds, Chair Frampton asked Trustee Shields to come forward to provide a report of the PACT Executive Committee.

PACT Executive Committee Report-Trustee Shields

Trustee Shields Reported on the following items:

- A combination Executive PACT and Council of Chairs Meeting was held in Harrisburg on July 11, 2017. This meeting was well attended by members of the Executive PACT and Council of Chairs; both Chair Frampton and Trustee Shields (myself) were in attendance.
- The PACT Fall Meeting will be held on October 17, 2017, in Harrisburg at the Dixon Center and is a one day meeting. A few of the topics which are being considered for the Fall meeting are:
 - Mr. Andy Lehman, Chief Legal Counsel, will hold a workshop on free speech. This will include points on how free speech plays out on campus and what the Trustee’s role should be in this.
 - Update on NCHEMS Report.

This concluded Trustee Shields report.

Chair Frampton thanked Trustee Shields for his report. Hearing no questions of Trustee Shields, Chair Frampton asked for a Motion to Adjourn.

The meeting was being recorded and was duly noted.

With no further business, the Friday Council of Trustees Business Meeting at Edinboro University adjourned at 3:00pm.

Informational Items

Upcoming COT Scheduled Meetings:

- October 12, 2017
- December 15, 2017
- February 13, 2018
- May 10 & May 11, 2018

Respectfully submitted,
Carol Webster, Executive Assistant to President Walker

MINUTES
Edinboro University of Pennsylvania Council of Trustees
Edinboro University Quarterly Business Meeting
Friday, May 12, 2017

The Quarterly Business meeting of the Council of Trustees of Edinboro University was held on May 12, 2017, at Edinboro University in Crawford Conference Room. This meeting was called to order at 2:00 p.m. by Mr. Dennis Frampton, Chair of the Edinboro University Council of Trustees.

Recording of Attendance

Trustees present: Trustee Chaffee, Trustee Higham, Trustee Kennedy, Trustee Pape, Trustee Shields, and Chair Frampton. We have a quorum.

The following members of the Edinboro University (EU) Administration were in attendance:

Dr. Michael Hannan, Provost and Vice President for Academic Affairs
Mr. Guilbert (Gil) Brown, Vice President for Finance and Administration
Ms. Marilyn Goellner, Assistant Vice President for Advancement
Dr. William (Bill) Edmonds, Vice President for Enrollment Management
Dr. Mary Beth Mercatoris, Interim Dean of Students and Campus Life

In addition to President Walker, the following individuals attended the public meeting of the EU Council of Trustees:

Jeffrey Hileman, Director for University Communications
Erinn Lake, Executive Director of Graduate Studies and Interim Dean of School of Education (CSHP)
Denise Ohler, Interim Dean College of Science and Health Professionals
Fai Howard, Assistant Vice President for Academic Success and Student Retention
Don Dilmore, Associate Vice President of University Libraries
Wayne Patterson, Director of Human Resources and Faculty Relations
Darla Elder, Director of Ghering Health and Wellness Center
Roy Shinn, Interim Associate Dean, CSHP
Matt Cettin, Director of Institutional Research
Theresa Vilella, Budget Director
Mingli Yang, Institutional Research and Budget Analyst
Sherri Galvin, Executive Assistant to the Vice President of Finance & Administration
Carol Webster, Executive Assistant to the President

Chair Frampton moved to the first order of business – Public Comment. The chair invited comments from the public in attendance. Hearing no request from members of the public, the Chair moved to the next item of business – approval of Minutes from the Quarterly Business Meeting held on March 22, 2017. There were no questions and or corrections to the minutes as presented, therefore, it was voted on to approve the minutes as presented. *This motion was carried with unanimous approval.*

The proposed dates for Council of Trustee meetings for the next academic year; will be presented for a vote during the next Quarterly Business meeting on July 25, 2017.

New Business:

Chair Frampton then yielded the floor to President Walker for the delivery of the President's Report to the Council of Trustees.

President Report:

President Walker reported on the status of Edinboro University:

Edinboro University graduation is tomorrow and as we reflect on this past year it is important to note that we have had a positive year in steadying the university and have positioned the university to address a number of challenges that need to be addressed.

While reflecting on this past year, I would like to share some of the accomplishments we have made:

1. Conducted a non-academic functional audit of departments; those audits have led to significant changes both in structure and personnel.
2. Issued a potential letter for retrenchment in accordance with the Collective Bargaining Agreement.
3. Solidified the charter of our university as a public, regional, comprehensive university.
4. Adopted a mission to orient students toward careers in the Commonwealth.
5. Identified four major areas of academic emphasis, which will serve as a guide for future development of our university programs. We will focus strategic investments in these four areas of emphasis, shifting resources from programs that are not performing well and/or do not align with the needs of student and employers.
6. Conducted an Academic Program Review, this review will provide our university with further discussion in the fall on what an academic program array will look like.

It has been an exciting year in review with many wonderful accomplishments by students, faculty and staff.

Lastly, a listing of personnel transactions since March 1, 2017 are included as (**Attachment #1**)

There were no questions; therefore, President Walker concluded his report.

Chair Frampton and President Walker opened the floor up to members of the Executive Leadership Team whereas, the following was reviewed, presented and discussed as noted below:

Academic Affairs: - Provost and Vice President of Academic Affairs, Dr. Michael (Mike) Hannan

Provost Hannan presented a brief report and highlighted the following entries from the report he had submitted (**Attachment #2**), starting with program revisions:

Program Revisions Included:

- Associate of Arts in Liberal Studies-addition of two additional focus options to the Liberal Arts Program.
- Associate of Science in Business Administration change in general education ethics requirement to increase student choice of courses.
- Bachelor of Science in Business Administration change in QPA requirement for selecting a concentration, and addition of Personal Financial Planning (PFP) prefix courses for program electives.
- Master of Education in Educational Leadership-title revision to Teacher Leadership and minor course changes.
- BS in Psychology and BA Criminal Justice-changes in the minimum grade requirements.
- Bachelor of Arts in Journalism and Public Relations-addition of a concentration in Strategic Communication.

- Development of two minors in Illustration and Deaf Studies.

One additional program revision put before the Council of Trustees was the request for approval to put a moratorium on the Bachelor of Science in Business Administration in General Business. *All were in favor and the motion was carrier unanimously.*

A summary of activities and events in Academic Affairs since the March 22, 2017 Council of Trustees meeting were as follows:

Edinboro received multiple academic program recognitions

Edinboro ranked # 6 on the following programs:

- Master of Education in Educational Psychology - for affordability in the category of Accredited Online Master's in School Counseling degrees, by *Best Counseling Degrees*. This program is one of our largest online programs at the graduate level.
- 2017 Top Online Schools for Students with Disabilities by *SR Education Group*, an educational research publisher.
- Master of Social Work degree - one of the best value colleges for an accelerated online Master of Social Work degree, by *College Values Online*.

Activities/events hosted on campus

- The Center for Career Development hosted the Health, Human and Public Service Career and Graduate School Expo on March 21, 2017.
During the expo students had the opportunity to:
 - Tour the campus, which included a visit to the new Nursing Simulation lab during this tour students engaged in conversation with faculty about pursuing a major and career in healthcare, this included high school students from both McDowell and Girard.
 - Engage with an expert panel of Human Resources Directors who shared tips on applying for jobs/and/or graduate school, interviewing and best practices.
 - Attend a career fair with over 40 employers from primarily Western Pennsylvania and Western New York. This fair provided students with the opportunity to hear about career opportunities and internships.

Academic Honors Convocation Ceremony was held on April 21, 2017 during this ceremony we recognized three faculty for their contributions to the university:

- Dr. Solberg, Associate Professor in the English and Philosophy Department – 2017 Faculty Member of the Year.
- Dr. Paul Rovang, Professor in the English and Philosophy Department- 2017 Scholar of the Year.
- Dr. George Richards, Associate Professor in the Criminal Justice, Anthropology, and Forensic Studies Department – 2017 Advisor of the Year.

Included in the Academic Affairs report there are numerous faculty recognitions; below are just a few to highlight:

- Dr. Elaine Rinfrette, 2017 Social Worker of the Year, the Western Division of the National Association of Social Workers -New York State Chapter. We also recognized Dr. Rinfrette in her role as department chair starting next week.
- Dr. Dale Tshudy in the Geosciences Department along with other paleontologists co-authored a manuscript on a new species of fossil lobster that is 25 million years old. Several years ago there was actually a fossil named after Dr. Tshudy because of his discovery.

Numerous student recognitions to mention; below are just a few to highlight:

- During the 10th Annual American Institute of Graphic Arts, a number of students were recognized for their work.
- A number of Edinboro students received certificates of achievement during the Pittsburgh Collegiate Financial Planning Competition and one Edinboro student received honorable mention.
- Katherine Dixon earned the Daisy (Diseases Attacking Immune Systems) Award for her patience and compassion. Ms. Dickson, one of our nursing students, is the first student nurse to receive this award at Saint Vincent Hospital.

Chair Frampton thanked Provost Hannan for his report. Hearing no questions of Provost Hannan's report, Chair Frampton asked Finance and Administration, Vice President Guilbert Brown to come forward to provide the Finance and Administration report.

Vice President Brown presented a brief report and highlighted the following entries from the report he had submitted (**Attachment #3**), as outlined below:

Finance and Administration –Vice President for Finance and Administration, Mr. Guilbert (Gil) Brown

- We have hired a new Associate Vice President for Facilities Management and Planning, Mr. Sidney Grimes. Mr. Grimes will start May 30, 2017, and comes to Edinboro University from New York City.
- The University's Office of Environmental Health and Safety has established an Environmental Sustainability Committee. This committee will identify and reduce the University's environmental impact through environmental initiatives and sustainability projects.
- The Facilities Department received Labor and Industry approval for the Highlands minor renovation project to mitigate stairwell egress and fire rating discrepancies in all eight buildings. This project is out for a competitive bid and is scheduled to be completed prior to the Spring 2018 semester.
- The Purchasing office has been working together with the Office of Student Affairs, facilities and other departments on campus to execute an agreement with Event Management Software (EMS) for an event management reservation system. This software will benefit the campus because reservations for all buildings will be included in this one system and the approval process will be electronic.
- We have completed an agreement with Learfield Licensing to provide Edinboro University with logo license management services. This agreement is a revenue generating agreement, whereas, the University will receive quarterly payments of royalty collections from items sold. In the past, we have not had this type of agreement.
- Under the leadership of the EU Police department, a University Parking Committee has been established with representation from APSCUF, AFSCME, students, along with the Chief of Police and the Interim Director of Facilities. This committee has been charged with addressing parking challenges on campus. One of the first things to be done this summer is to restripe all of the parking lots on campus.

Lastly, Vice President Brown put forward for action the March 2017 Contracts and Purchases which President Walker recommends for approval.

Chair Frampton: President Walker recommends the approval of Contracts and Purchases for the period of March 2017 - do I have a motion to approve those Contracts and Purchases? *All were in favor and the motion was carried unanimously.*

Chair Frampton thanked Vice President Brown for his report. Hearing no questions of Vice President Brown, Chair Frampton asked Assistant Vice President for Advancement, Ms. Marilyn Goellner to come forward to provide the Advancement report.

Assistant Vice President Goellner presented a brief report and highlighted the following from the report she had submitted (**Attachment #4**), as outlined below:

Advancement – Assistant Vice President for Advancement, Ms. Marilyn Goellner

- Fundraising through April 21, 2017 was \$3.5M.
- Projections for the end of the year fundraising is \$3.8M over our PASSHE goal of \$3M.
- Gifts received has not changed significantly since our last meeting; bequests totaled \$1.7M.
- The scholarship awards (shown on the graph during the meeting) indicated a steady increase over the past 5 years in awards through fundraised gifts, including athletics. The graph did not include institutional awards.
- We are currently in search for a Director of Annual Giving.
- We have submitted through our budget process a replacement for the Director of Alumni Engagement.
- First electronic alumni newsletter went out today, our goal is for this to go out four times a year.
- Gift Officers are making visits to Pittsburgh (several times), Ohio, and West Virginia and on campus.
- Dr. Walker has been holding meetings/tours around the community. Most recently to note are visits with the Greater Erie Action Committee and Greater Erie Economic Development Corporation both of those organizations were headed by the late Trustee Mr. Steele, and a meeting with the Erie Manufacturing Business Association.
- Dr. Walker and Assistant Vice President of Advancement Ms. Marilyn Goellner will be traveling to meet alumni in Tampa Florida, Hilton Head, Edinboro University Day at Pittsburgh (for the Pirates game on Father's Day, June 18) and possibly California in July.
- Please save the date - October 13 for Homecoming.

Chair Frampton thanked Assistant Vice President Goellner for her report. Hearing no questions of Assistant Vice President Goellner, Chair Frampton asked Assistant Vice President for Enrollment Management, Dr. William (Bill) Edmonds to come forward to provide the Enrollment Management report.

Dr. Edmonds presented a brief report and highlighted the following from the report he had submitted (**Attachment #5**), as outlined below:

Enrollment Management – Vice President for Enrollment Management, William (Bill) Edmonds

Admissions enrollment as of Friday, April 21

- Applications from fall 2015 to fall 2016 down 433, applications in 2016 to 2017 down 263 applications overall down **-7.7%**.
- Admits from fall 2015 to fall 2016 down 407, admits in 2016 to 2017 down 312 admits with an overall difference of **-11/4%**.
- Deposits for freshman from 2015 to 2016 were down a total of 215 and from 2016 to 2017 down 91 with an overall decline of **-12.2%**.

This data is a reflection of many factors, while we are implementing strategies to increase enrollment we have work to do. As the high school population declines this impacts our transfer student number as well. Currently our transfer deposit line is **-23.1%** down.

Enrollment Management Updates

- We sent emails to the Edinboro Community and Alumni asking them to encourage people they know who may have a child interested in attending Edinboro University, to fill out the EU inquiry form on our website.
- Paskill Stapleton & Lord conducted an external marketing audit. This audit was recently completed and feedback has been provided to the university's Executive Leadership Team. Currently we are analyzing this feedback and will be making modification and changes to improve our brand, and our brand strength, not just to our primary market but also secondary areas.
- Open houses for Admitted Students:
 - Admitted Student Open House on April 1 we had 382 students close to 800 attendees.
 - Admitted Student Open House on April 22 we had 82 close to 350 guests.
 - Introducing EU traditions - bagpipes and our mascot (McCato) are now attending Admitted Student Open Houses.

Financial Aid

- We have completed a convenient way for students to accept their financial aid packages. The terms and conditions are now online in the SCOTs system for students to accept the terms of all financial aid before their funds will be released.
- A new process has been set-up to ensure accurate billing statements for students. This process will prevent student loans to be deducted from the students account, unless the student indicates they would like a loan through our new "accept" loan statement that the student completes online.

Marketing Initiatives

- Moved forward with a Full Open House marketing plan which included - desktop/mobile ads, print ads, postcard, digital outdoor, TV, radio, social media, emails, movie theater advertising, Pandora radio, etc.

Email Campaign

- We are in the process of creating multiple email campaigns, some of which include visitation and confirmations to our admitted students for open house, and new student orientation.

Website

- We are making continuous updates to the website.
- We have adjusted request information buttons on the university website this will enhance Paid Search analysis.
- A creation of a vanity URL and registration form for Admitted Student Day has been implemented.
- Working with ITS for myEdinboro Launchpad we have created icons.

Social Media

- Created and ran Snap Chat Geofilters for Open House and Admitted Student Days.
- A current initiative is we are working toward more optimization for mobile students as students are doing more research on their mobile devices.

Veterans Success Center Initiatives

- Veterans End of Year Picnic-over 40 students attended including 10 Veterans and 14 ROTC students.
- Andrew Matt attended Ryan Bizzarro Veterans and Dan Laughlin Erie Veterans Expo, he met with 10 graduates of EU.

Chair Frampton thanked Vice President Edmonds for his report. Hearing no questions of Vice President Edmonds, Chair Frampton asked Interim Dean of Students and Campus Life, Dr. Mary Beth Mercatoris to come forward to provide the Student Affairs report.

Dr. Mercatoris presented a brief report and highlighted the following from the report she had submitted (**Attachment #6**), as outlined below:

Student Affairs - Interim Dean of Students and Campus Life, Dr. Mary Beth Mercatoris

Interim Dean, Mercatoris took a moment and thanked the Council for the opportunity to serve the students, faculty and staff.

Leadership and Development

- Club Hockey team captured the college team championships this is the third year as a club sport.
- Student sports club had a number of award recipients and first place team awards and this is their second year.
- Equestrian Team number of students won individual awards during end of year competitions.

Diversity and Inclusion

- Ms. Pertrina Marrero, Director for the Center for Diversity and Inclusion finished her first full semester with the university and she has engaged students in many different activities. Ms. Marrero has set up some great programming with students of color and LGTBQ.
- On April 20 2017, the Center of Diversity and Inclusion brought the campus together to celebrate the achievements of our African American, Latino, Asian, Native American, and International students who have excelled academically and those that are graduating. Over 100 students and guests joined this celebration.

Ghering Health and Wellness Center

- The director is leading a Suicide Intervention and Prevention Task Force with great research and collective engagement to kick off a campaign in the fall to focus on suicide awareness and prevention both for undergraduate and graduate students.
- Counseling and Psychological Services in collaboration with Therapy Dogs United and the Academic Success Center, hosted several sessions at the library.
- 19th Annual Health Fair was held with over 60 community vendors.
- The Boro Autism Support Initiative for Success (BASIS) sponsored the first annual Autism Awareness Walk on April 28, 2017.
- The Attendant Care Program sponsored a fully funded trip to the Rock and Roll Hall of Fame in Cleveland Ohio on April 29 whereas, a total of 19 students attended. A former student family member, the Brian King Memorial Fund, and the Office of Advancement funded this trip to the Hall of Fame. This gift has been designed for the university to use every semester, the students together with the department will identify different areas to attend. Currently there are talks about a visit in the fall to Niagara Falls.

Residence Life and Housing

- “Be the Change Clothing Exchange” was held, this included Residence Life and Housing working with students to provide clothes that the students no longer use to Thrifty Threads in Edinboro, PA.
- A new tradition was set when the ACCESS office (formally the ID center) participated in the first Admitted Students days under Vice President Edmonds leadership. More than 200 students left with their ID cards.
- Student Government Association (SGA) is transitioning leadership. Antoinette Jackson just completed her term as president and we now welcome Mr. JaCobi Green as the new SGA President. We thank Antoinette for her leadership while serving as President of SGA.

- The EU Sports Memorabilia Auction will be held on May 24, 2017.
- The Edinboro Student-Athlete Awards Ceremony (annual athletic recognition ceremony) was held on April 30, 2017. This event was a red carpet event that honors the efforts of our students.
- Great athletic year.

Chair Frampton thanked Dr. Mercatoris for her report. Hearing no questions of Dr. Mercatoris, Chair Frampton asked Trustee Shields to come forward to provide a report of the PACT Executive Committee.

PACT Executive Committee Report-Trustee Shields

PACT Conference Spring 2017 Update:

- The PACT conference was held on April 19, and April 20, 2017. President Walker attended along with Trustees Pape, Higham, and Frampton. In addition, Executive Assistant Webster attended. President Walker sat on the “Operationalizing the System’s Workforce Intelligence Toolkit” panel as part of the conference and this conference was one of the best attended with a total attendance of 120 Trustees, Presidents, staff and presenters,
- The conference focused on Trustee activities and involvement.
- Trustees who attended the conference remarked:
 - Trustee Higham congratulated Trustee Shields and commended him on his work on the conference. In addition, Trustee Higham found the conference to be very informative and helpful.
 - Trustee Pape found having Trustees speaking during the panel discussions very helpful.
 - Chair Frampton said it was the best PACT conference he has attended. The speaker, Dr. Clifton Wharton was an impressive, humble, well-grounded speaker. Dr. Wharton holds 63 honorary doctorates; his background includes Chairman and CEO of TIAA-CREF, President of Michigan State University, and Chancellor of the State University of New York System.
- The next PACT Conference will be held on October 17th in Harrisburg.

Nomination Committee – (Trustee Kennedy and Trustee Wachter) COT Slate of Officers

The nomination committee consisting of both Trustee Kennedy and Trustee Wachter recommended that Chairperson Dennis Frampton, Vice-Chairperson Barbara Chaffee, and Secretary Dan Higham be moved forward for another term on Edinboro University’s Council of Trustees in the same capacity of Chairperson, Vice-Chairperson and Secretary. The nomination committee feels that their leadership is crucial.

Chair Frampton asked if there were any other names to be added to the slate of officers and with none brought forward nominations were moved to be closed and the nomination committee’s recommendations were presented for approval. *All were in favor and the motion was carrier unanimously.*

Chair Frampton asked for a Motion to Adjourn.

The meeting was being recorded and was duly noted.

With no further business, the Friday Council of Trustees Business Meeting at Edinboro University adjourned at 3:00pm.

Informational Items

Upcoming COT Scheduled Meetings:

- Tuesday, July 25, 2017

Respectfully submitted,
Carol Webster, Executive Assistant to President Walker

EDINBORO UNIVERSITY
Council OF Trustees

PROPOSED DATES FOR ACADEMIC YEAR 2017/2018

July 25, 2017	Study Session Executive Session (Lunch) Study Session Quarterly Business Meeting	8:00am -12:00pm 12:00pm - 1:30pm 1:30pm - 2:00pm 2:00pm - 3:00pm
October 12, 2017 Homecoming Weekend	Study Session Executive Session (Lunch) Quarterly Business Meeting	10:00am - 1:00pm 1:00pm - 2:30pm 2:30pm - 3:30pm
December 15, 2017 Graduation Weekend	Study Session	8:00am - 3:00pm
February 13, 2018	Study Session Executive Session (Lunch) Quarterly Business Meeting ➤ Fees	8:00am -12:00pm 12:00pm - 2:00pm 2:00pm - 3:00pm
May 10 & May 11, 2018	(2 day meeting) Graduation Weekend	
May 10	Study Session Dinner	8:00am - 3:00pm TBD
May 11	Executive Session	12:00pm - 2:00pm
May 11	Quarterly Business Meeting ➤ Voting in of Officers if Needed	2:00pm - 3:00pm

APPROVED: July 25, 2017 voted and approved.



EDINBORO UNIVERSITY

CERTIFYING RESOLUTION

WHEREAS, Board of Governors Policy 1983-14-A: *Appointing Interim and Acting Chief Executive Officers*, requires that each PASSHE university president develop and publish an Order of Succession identifying, in rank order, members of its university's executive management team who will act on behalf of the president in his/her absence; in the event the president is temporarily unable to fulfill the responsibilities of the position; or in the event there is a vacancy; and

WHEREAS, Board of Governors Policy 1983-14-A, *Appointing Interim and Acting Chief Executive Officers*, requires that prior to the beginning of each academic year, the president deliver the university Order of Succession Plan to the Chancellor after a resolution and vote by the university's Council of Trustees; and

WHEREAS, the attached Order of Succession Plan, provided by the President of Edinboro University, lists in rank order the members of Edinboro University's executive management team to act on President Walker's behalf in his absence or in the event he is temporarily unable to fulfill his responsibilities, or in the event there is a vacancy;

THEREFORE, BE IT RESOLVED, that the Council of Trustees approves and certifies the attached Order of Succession Plan and directs the President of Edinboro University to deliver the Succession Plan to the Chancellor, in accordance with Board of Governors Policy 1983-14-A.

Approved this 25th day of July, 2017

Dennis R. Frampton, Chairperson
Council of Trustees

Barbara C. Chaffee, Vice Chairperson
Council of Trustees

Daniel E. Higham, Secretary
Council of Trustees

**Edinboro University of Pennsylvania
University Order of Succession Plan
2017-2018**

1. Dr. Michael Hannan
Provost and Vice President for Academic Affairs

2. Mr. Guilbert Brown
Vice President for Finance and Administration




EDINBORO UNIVERSITY

MEMORANDUM

H. FRED WALKER, Ph.D.
PRESIDENT

TO: Mr. Frank T. Brogan, Chancellor
Pennsylvania State System of Higher Education

FROM: Dr. H. Fred Walker, President 

DATE: July 31, 2017

SUBJECT: Order of Succession for Edinboro University

In accordance with revised Board of Governors Policy 1983-14-A, I submit the approved order of Succession for Edinboro University. This Order of Succession listing identifies in rank order members of the Executive Leadership Team (ELT) who will act on my behalf in event of absence, temporary incapacity to fulfill presidential responsibilities, or in the event there is a vacancy.

Dr. Michael Hannan, Provost and Vice President for Academic Affairs
Mr. Guilbert Brown, Vice President for Finance and Administration

On July 25, 2017, the Edinboro University Council of Trustees resolved and hereby approved the above-referenced Order of Succession plan (Certifying Resolution enclosed) as required by Board of Governors policy. I will notify you if the Order of Succession plan needs to be adjusted in any way.

Enclosure/Attachment-Certifying Resolution and Order of Succession Plan

C: Mr. Dennis R. Frampton, Chair Edinboro University Council of Trustees, and Members of the Edinboro University Council of Trustees
Members of the Edinboro University Executive Leadership Team



EDINBORO UNIVERSITY

CERTIFYING RESOLUTION

WHEREAS, Board of Governors Policy 1983-14-A: *Appointing Interim and Acting Chief Executive Officers*, requires that each PASSHE university president develop and publish an Order of Succession identifying, in rank order, members of its university's executive management team who will act on behalf of the president in his/her absence; in the event the president is temporarily unable to fulfill the responsibilities of the position; or in the event there is a vacancy; and

WHEREAS, Board of Governors Policy 1983-14-A, *Appointing Interim and Acting Chief Executive Officers*, requires that prior to the beginning of each academic year, the president deliver the university Order of Succession Plan to the Chancellor after a resolution and vote by the university's Council of Trustees; and

WHEREAS, the attached Order of Succession Plan, provided by the President of Edinboro University, lists in rank order the members of Edinboro University's executive management team to act on President Walker's behalf in his absence or in the event he is temporarily unable to fulfill his responsibilities, or in the event there is a vacancy;

THEREFORE, BE IT RESOLVED, that the Council of Trustees approves and certifies the attached Order of Succession Plan and directs the President of Edinboro University to deliver the Succession Plan to the Chancellor, in accordance with Board of Governors Policy 1983-14-A.

Approved this 25th day of July, 2017

Dennis R. Frampton, Chairperson
Council of Trustees

Barbara C. Chaffee, Vice Chairperson
Council of Trustees

Daniel E. Higham, Secretary
Council of Trustees

**Edinboro University of Pennsylvania
University Order of Succession Plan
2017-2018**

1. Dr. Michael Hannan
Provost and Vice President for Academic Affairs

2. Mr. Guilbert Brown
Vice President for Finance and Administration

Edinboro University Council of Trustees

July 7, 2017

Personnel transactions since May 2, 2017

NEW HIRES/REPLACEMENTS/CONTINUATIONS

Abbondanza, Mr. Lawrence, part-time (up to 50%), temporary, Instructor, Department of Business & Economics, 2017-2018 academic year, at \$24,424.56 effective August 19, 2017.

Amidon, Mr. Bradley, part-time (up to 25%) temporary, Instructor, Department of Music & Theatre, 2017-2018 academic year, at \$12,212.28 effective August 19, 2017.

Armor, Ms. Kelly, part-time (up to 25%) temporary, Instructor, Department of Early Childhood and Reading, 3rd 2017 summer session, at \$3,292.53 effective July 17, 2017.

Artman, Dr. Nicholas, part-time (up to 50%), temporary, Instructor, Department of Communication, Journalism & Media, 2017-2018 academic year, at \$24,424.56 effective August 19, 2017.

Bailey, Dr. Sheldon, full-time (up to 100%), temporary, Instructor, Department of Mathematics & Computer Science, 2017-2018 academic year, at \$48,849.12 effective August 19, 2017.

Barrall, Dr. Amy, full-time (up to 100%) temporary, Instructor, Department of Health & Physical Education, 2017-2018 academic year, at \$48,849.12 effective August 19, 2017.

Barry, Ms. Julie, part-time (up to 25%), temporary, Instructor, Department of Social Work, 2017-2018 academic year, at \$12,212.28 effective August 19, 2017.

Berlin, Mr. Kenneth, part-time (up to 50%), temporary, Instructor, Department of Middle & Secondary Education and Education Leadership, 2017-2018 academic year, at \$24,424.56 effective August 19, 2017.

Billen, Ms. Christine, full-time (up to 100%), temporary, Instructor, Department of Business & Economics, 2017-2018 academic year, at \$48,849.12 effective August 19, 2017.

Bliley, Mr. Sean, part-time (up to 25%), temporary, Instructor, Department of Business & Economics, 2017-2018 academic year, at \$12,212.28 effective August 19, 2017.

Boyles, Mr. Ralph, part-time (up to 25%), temporary, Instructor, Department of Mathematics & Computer Science, 2017-2018 academic year, at \$12,212.28 effective August 19, 2017.

Brinker, Ms. Sherron, part-time (up to 73%), temporary, Instructor, Department of Social Work, 2017-2018 academic year, at \$35,659.86 effective August 19, 2017.

Brosenne, Mr. Michael, part-time (wage), Intern, Campus Life & Recreation, at \$10.25 per hour for a maximum of 1,475 hour for the 2017-18 academic year effective July 10, 2017.

Brownlee, Mr. Lewis, full-time (up to 100%), temporary, Instructor / Frederick Douglass Institute Diversity and Inclusion and Department of Middle & Secondary Education and Educational Leadership, 2017-2018 academic year, at \$51,291.59 effective August 19, 2017.

Burnette, Dr. Sherry, part-time (up to 50%), temporary, Assistant Professor, Department of Social Work, 2017-2018 academic year, at \$28,274.59 effective August 19, 2017.

Capan, Mr. Donald, part-time (up to 25%), temporary, Instructor, Department of Communication, Journalism & Media, 2017 fall semester, at \$6,106.14 effective August 19, 2017.

Carter, Mrs. Tina, part-time (up to 50%), temporary, Instructor, Department of Early Childhood and Reading, 2017-2018 academic year, at \$24,424.56 effective August 19, 2017.

Causey, Ms. Kerry, part-time (up to 50%), temporary, Instructor, Department of Social Work, 2017-2018 academic year, at \$24,424.56 effective August 19, 2017.

Chardeen, Mrs. Amy, full-time (up to 100%), temporary, Instructor, Department of Nursing, 2017-2018 academic year, at \$51,291.59 effective August 19, 2017.

Chelton, Mrs. Andrea, full-time (up to 100%), temporary, Instructor, Department of Nursing, 2017-2018 academic year, at \$48,849.12 effective August 19, 2017.

Cotterill, Mr. Justus, part-time (up to 33.33%), temporary, Instructor, Bruce Gallery, Department of Art, 2017-2018 academic year, at \$16,283.02 effective August 19, 2017.

**Edinboro University Council of Trustees
Personnel transactions since May 2, 2017**

Crable, Ms. Jill, part-time (up to 25%), temporary, Instructor, Department of Counseling, School Psychology and Special Education, 2017-2018 academic year, at \$12,212.28 effective August 19, 2017.

Crowell, Dr. Scott, full-time (up to 100%), temporary, Instructor, Department of Health & Physical Education, 2017-2018 academic year, at \$48,849.12 effective August 19, 2017.

Czarnecki-Smith, Mrs. Kathleen, full-time (up to 100%), temporary, Instructor, Department of Social Work, 2017-2018 academic year, at \$48,849.12 effective August 19, 2017.

Day, Mrs. Maria, part-time (up to 40%), temporary, Instructor, Department of Counseling & Psychological Services, 2017 fall semester, at \$10,771.26 effective August 19, 2017.

Dickson, Mr. Larry, part-time (up to 50%), temporary, Instructor, Department of Counseling, School Psychology and Special Education, 2017-2018 academic year, at \$24,424.56 effective August 19, 2017.

Eberhardt, Mr. Douglas, part-time (up to 33.33%), temporary, Instructor, Department of Art, 2017-2018 academic year, at \$17,097.18 effective August 19, 2017.

Etter, Dr. Elizabeth, part-time (up to 50%), temporary, Instructor, Department of Music & Theatre, 2017-2018 academic year, at \$24,424.56 effective August 19, 2017.

Foley, Dr. David, part-time (up to 50%), temporary, Instructor, Department of Middle & Secondary Education and Education Leadership, 2017-2018 academic year, at \$24,424.56 effective August 19, 2017.

Games, Ms. Joelene, regular, full-time, Clerk Typist 2, Undergraduate Admissions, at \$29,164.00 effective July 10, 2017.

Gillette, Ms. Elizabeth, full-time (up to 100%), temporary, Instructor, Department of Nursing, 2017-2018 academic year, at \$48,849.12 effective August 19, 2017.

Graham, Mr. Robert, temporary, full-time (wage), Custodial Worker 1, Facilities, at \$12.97 per hour effective May 19, 2017 through August 25, 2017.

Halady, Dr. Steven, part-time (up to 25%), temporary, Instructor, Department of Social Work, 2017-2018 academic year, at \$12,212.28 effective August 19, 2017.

Hardner, Mrs. Kimberly, full-time (up to 100%), temporary, Instructor, Department of Social Work, 2017-2018 academic year, at \$48,849.12 effective August 19, 2017.

Harris, Mr. Corey, temporary, full-time (wage), Custodial Worker 1, Facilities, at \$12.97 per hour effective May 13, 2017 through August 25, 2017.

Hickey, Ms. Margot, part-time (wage), Intern, Campus Life & Recreation, at \$10.25 per hour for a maximum of 1,475 hour for the 2017-18 academic year effective July 10, 2017.

Hippely, Mrs. Jessica, full-time (up to 100%), temporary, Instructor, Department of Social Work, 2017-2018 academic year, at \$48,849.12 effective August 19, 2017.

Howell, Mrs. Robin, full-time (up to 100%), temporary, Instructor, Department of Early Childhood and Reading, 2017-2018 academic year, at \$48,849.12 effective August 19, 2017.

Keim, Miss Denise, part-time (up to 66.66%), temporary, Instructor, Department of Art, 2017-2018 academic year, at \$34,194.41 effective August 19, 2017.

Kephart, Ms. Michelle, part-time (up to 25%), temporary, Instructor, Department of Social Work, 2017-2018 academic year, at \$12,212.28 effective August 19, 2017.

King, Ms. Erica, part-time (up to 25%), temporary, Instructor, Department of Counseling, School Psychology and Special Education, 2017-2018 academic year, at \$12,212.28 effective August 19, 2017.

Knappenberger, Mrs. Merribeth, part-time (up to 25%), temporary, Instructor, Department of Counseling, School Psychology and Special Education, 2017-2018 academic year, at \$12,212.28 effective August 19, 2017.

Knobloch, Mr. Paul, part-time (up to 25%), temporary, Instructor, Department of Counseling, School Psychology and Special Education, 2017-2018 academic year, at \$12,212.28 effective August 19, 2017.

Kovacs, Dr. Paul, part-time (up to 60%), temporary, Instructor, Department of Counseling & Psychological Services, 2017-2018 academic year, at \$32,313.76 effective August 19, 2017.

**Edinboro University Council of Trustees
Personnel transactions since May 2, 2017**

Lantinen, Mr. Christopher, full-time (up to 100%), temporary, Instructor, Department of Communication, Journalism & Media, 2017-2018 academic year, at \$48,849.12 effective August 19, 2017.

LaPlaca, Mr. Elliot, regular, full-time, Plumber, Facilities, at \$32,841.00 effective July 5, 2017.

Lingle, Mrs. Michelle, part-time (up to 60%), temporary, Instructor, Department of Nursing, 2017-2018 academic year, at \$30,774.95 effective August 19, 2017.

Linn, Mr. Braden, part-time (up to 50%), temporary, Instructor, Department of Social Work, 2017-2018 academic year, at \$24,424.56 effective August 19, 2017.

Lorenzo, Ms. Sheila, part-time (up to 25%), temporary, Instructor, Department of Counseling, School Psychology and Special Education, 2017-2018 academic year, at \$12,212.28 effective August 19, 2017.

Lukach, Mr. Paul, part-time (up to 25%), temporary, Instructor, Department of Social Work, 2017-2018 academic year, at \$12,212.28 effective August 19, 2017.

Lute, Mr. Charles, part-time (up to 66.67%), temporary, Instructor, Department of Music & Theater, 2017 fall semester, at \$17,952.10 and temporary part-time Instructor (up to 50%), Department of Music & Theater, 2018 spring semester, at \$13,464.07 effective August 19, 2017.

Mando, Ms. Marti, full-time (up to 100%), temporary, Instructor, Department of English & Philosophy, 2017-2018 academic year, at \$48,849.12 effective August 19, 2017.

McCalla, Dr. Tracy, part-time (up to 50%), temporary, Instructor, Department of Middle & Secondary Education and Educational Leadership, 2017-2018 academic year, at \$24,424.56 effective August 19, 2017.

McCauley, Mrs. Dianna, part-time (up to 65%), temporary, Instructor, Department of Nursing, 2017-2018 academic year, at \$31,751.93 effective August 19, 2017.

McDade, Dr. Mary, part-time (up to 25%), temporary, Instructor, Department of Health and Physical Education, 2017-2018 academic year, at \$12,212.28 effective August 19, 2017.

McGaughey, Mr. Craig, part-time (up to 42%), temporary, Instructor, Department of Music & Theatre, 2017-2018 academic year, at \$20,516.63 effective August 19, 2017.

Meier, Dr. Mary, full-time (up to 100%), temporary, Instructor, Department of Art, 2017-2018 academic year, at \$56,549.17 effective August 19, 2017.

Montero-Weber, Mrs. Natalie, full-time (up to 100%), temporary, Instructor, Department of Social Work, 2017-2018 academic year, at \$48,849.12 effective August 19, 2017.

Mustin, Ms. Alexis, part-time (up to 90%), temporary, Instructor, Department of Counseling & Psychological Services, 2017-2018 academic year, at \$48,470.64 effective August 19, 2017.

Myers, Ms. Lisa, temporary, full-time (wage), Custodial Worker 1, Facilities, at \$12.97 per hour effective June 8, 2017 through August 25, 2017.

Odom, Ms. Ann, part-time (up to 50%), temporary, Instructor, Department of Counseling, School Psychology, and Special Education – 2nd & 3rd 2017 summer sessions – at \$6,585.06 effective June 12, 2017

Osterstrom, Mr. Steven, part-time (up to 50%), temporary, Instructor, Department of Social Work, 2017-2018 academic year, at \$24,424.56, effective August 19, 2017.

Ouellet, Mrs. Marianne, part-time (up to 50%), temporary, Instructor, Department of Early Childhood and Reading, 2017-2018 academic year, at \$24,424.56 effective August 19, 2017.

Painter, Dr. Everett, tenure track, Assistant Professor, Department of Counseling, School Psychology, and Special Education, at \$59,376.55 effective August 19, 2017.

Ravnell, Mrs. Tonya, part-time (up to 50%), temporary, Instructor, Department of Social Work, 2017-2018 academic year, at \$24,424.56 effective August 19, 2017.

Regan, Mr. Patrick, part-time (up to 50%), temporary, Instructor, Department of Music & Theatre, 2017-2018 academic year, at \$24,424.56 effective August 19, 2017.

Resig, Mrs. Jessica, part-time (up to 50%), temporary, Instructor, Department of Middle & Secondary Education and Educational Leadership, 2017-2018 academic year, at \$24,424.56 effective August 19, 2017.

Reyes-Pabon, Mrs. Cynthia, full-time (up to 100%) temporary, Instructor, Department of Speech, Language and Hearing, 2017-18 academic year, at \$72,215.38 effective August 19, 2017.

**Edinboro University Council of Trustees
Personnel transactions since May 2, 2017**

Rhodes, Mr. Christopher, part-time (up to 12%), temporary, Instructor, Department of Athletics, 2017-2018 academic year, at \$5,861.89 effective August 19, 2017.

Riddle, Dr. Charlotte, part-time (up to 80%), temporary, Assistant Professor, Department of Nursing, 2017-2018 academic year, at \$45,239.34 effective August 19, 2017.

Roden, Mrs. Jennifer, part-time (up to 25%) temporary Instructor, Department of Counseling, School Psychology and Special Education, 2017-18 academic year, at \$12,212.28 effective August 19, 2017.

Sarikey, Mr. Kahlil, part-time (up to 33.33%), temporary, Instructor, Department of Music & Theatre, 2017-2018 academic year, at \$16,283.30 effective August 19, 2017.

Schaffer, Mr. Bradley, full-time (up to 100%), temporary, Instructor, Department of Social Work, 2017-2018 academic year, at \$48,849.12 effective August 19, 2017.

Schnurrenberger, Mrs. Julia, full-time (up to 100%), temporary, Instructor, Department of Nursing, 2017-2018 academic year, at \$48,849.12 effective August 19, 2017.

Schouten, Dr. Sarah, part-time (up to 50%), temporary, Instructor, Department of Music & Theatre, 2017-2018 academic year, at \$24,424.56 effective August 19, 2017.

Shinn, Mr. Steven, temporary, full-time (wage), Summer Lifeguard, Athletics, at \$7.25 hourly effective June 26, 2017 through August 19, 2017.

Silvis, Mr. Randall, part-time (up to 50%), temporary, Instructor, Department of English & Philosophy, 2017-2018 academic year, at \$25,645.80 effective August 19, 2017.

Smith, Ms. Miranda, temporary, full-time (wage), Custodial Worker 1, Facilities, at \$12.97 per hour effective May 19, 2017 through August 25, 2017.

Soltis, Mrs. Leslie, full-time (up to 100%), temporary, Instructor, Department of Mathematics & Computer Science, 2017-2018 academic year, at \$48,849.12 effective August 19, 2017.

Stammel, Ms. Jamy, part-time (up to 50%), temporary, Instructor, Department of Social Work, 2017-2018 academic year, at \$24,424.56, effective August 19, 2017.

Steele, Mrs. Annessa, full-time (up to 100%), temporary, Instructor, Department of Middle & Secondary Education and Educational Leadership, 2017-2018 academic year, at \$48,849.12 effective August 19, 2017.

Swick, Mr. John, part-time (up to 50%), temporary, Instructor, Department of Business & Economics, 2017-2018 academic year, at \$24,424.56 effective August 19, 2017.

Thayer, Dr. Michael, part-time (up to 25%), temporary, Assistant Professor, Department of Counseling, School Psychology and Special Education, 2017-2018 academic year, at \$14,137.29 effective August 19, 2017.

Treadon, Dr. Carolyn, full-time (up to 100%), temporary, Instructor, Department of Counseling, School Psychology and Special Education, 2017-2018 academic year, at \$48,849.12 effective August 19, 2017.

Wehler, Mrs. Rebecca, full-time (up to 100%), temporary, Instructor, Department of Health & Physical Education, 2017-2018 academic year, at \$48,849.12 effective August 19, 2017.

Whitney, Ms. Heather, regular, full-time, Clerk Typist 2, Accounting and Purchasing, at \$29,164.00 effective July 10, 2017.

Wick, Mr. David, full-time (up to 100%), temporary, Instructor, Department of Physics & Technology, 2017-2018 academic year, at \$53,856.27 effective August 19, 2017.

Williams, Ms. Jennifer, part-time (up to 25%), temporary, Instructor, Department of Communication, Journalism & Media, 2017 fall semester, at \$6,106.14 effective August 19, 2017.

Wisniewski, Ms. Virginia, temporary, full-time (wage), Custodial Worker 1, Facilities, at \$12.97 per hour effective May 19, 2017 through August 25, 2017.

Witowski, Dr. Lisa, part-time (up to 25%), temporary, Assistant Professor, Department of Counseling, School Psychology and Special Education, 2017 fall semester, at \$7,068.65 effective August 19, 2017.

Wojtalik, Dr. Janet, part-time (up to 50%), temporary, Assistant Professor, Department of Counseling, School Psychology and Special Education, 2017-2018 academic year, at \$28,274.59 effective August 19, 2017.

Wroblewski, Mr. John, part-time (up to 50%), temporary, Instructor, Department of Business & Economics, fall 2017 semester, at \$12,212.28 effective August 19, 2017.

**Edinboro University Council of Trustees
Personnel transactions since May 2, 2017**

Youngblood, Dr. Constance, full-time (up to 100%), temporary, Instructor, Department of Middle & Secondary Education and Educational Leadership, 2017 fall semester, at \$48,849.12 and also part-time (up to 50%), 2018 spring semester, at \$24,424.56 effective August 19, 2017.

RESIGNATION/SEPARATIONS

Chan, Mr. James, Assistant Athletic Coach of Volleyball, Athletics, effective with the close of business July 5, 2017.

Grando, Ms. Cathy G., Management Technician, Residence Life and Housing, effective with the close of business July 28, 2017.

Hileman, Mr. Jeffrey L., Director of Communications, effective with the close of business July 7, 2017.

Kearney, Mrs. Julie A., Management Technician, School of Education, effective with the close of business July 9, 2017.

Kim, Ms. Donghwa, Assistant Professor, Art, effective with the close of business May 31, 2017.

Kingen, Mr. Timothy K., Equipment Operator B, Facilities, effective with the close of business June 23, 2017.

LaFuria, Mr. Patrick L., Admissions Recruiter, Undergraduate Admissions, effective with the close of business June 14, 2017.

Malena, Ms. Toni L., Web Designer, Marketing, effective with the close of business June 2, 2017.

Park, Mr. Hanjin, Assistant Professor, Art, effective with the close of business August 18, 2017.

Scullin, Dr. Bethany L., Assistant Professor, Middle & Secondary Education and Educational Leadership, effective with the close of business August 18, 2017.

CONTRACT RESCIND/FURLOUGHS/TERMINATION/POSITION ABOLISHMENT

Harris, Mr. Corey, temporary, summer Custodial Worker 1, Facilities, effective with the close of business June 8, 2017.

Herberg, Ms. Lynette J., Licensed Practical Nurse, Office for Students with Disabilities, effective with the close of business May 12, 2017.

Risser, Ms. Karen A., Social Worker 1, Office for Students with Disabilities, effective with the close of business May 31, 2017.

Shinn, Dr. Roy, Faculty Athletic Representative, effective with the close of business June 30, 2017.

NON-RENEWAL

Mercatoris, Dr. Mary Beth, Interim Dean for Students and Campus Life, effective with the close of business June 30, 2017.

RETIREMENTS

Bamberga, Ms. Helen M., Clerk Typist 3, Speech, Language and Hearing, effective with the close of business June 30, 2017.

Cross, Dr. Charles W., Professor, Middle and Secondary Education and Educational Leadership, effective with the close of business June 9, 2017.

Hegel, Dr. Susan L., Assistant Professor, Speech, Language and Hearing, effective with the close of business June 23, 2017.

Schofield, Mr. Richard J., Applications Developer 1, Information Technology Services, effective with the close of business July 21, 2017.

Taylor, Mr. Shaun A., Assistant Professor, Music and Theater, effective with the close of business May 26, 2017.

Warner, Mr. David P., Assistant Professor, Art, effective with the close of business June 30, 2017.

**Edinboro University Council of Trustees
Personnel transactions since May 2, 2017**

Wierzbowski, Dr. Cathleen L., Assistant Professor, Nursing, effective with the close of business August 18, 2017.

COACHING CONTRACTS/RENEWALS/CHANGE IN STATUS

Andry, Mr. Matthew H., regular, part-time (up to 32%), Head Strength & Conditioning Coach, at \$12,000.00 effective August 1, 2017 through July 31, 2018.

Bess, Mr. Christopher, regular, full-time, Assistant Men's Basketball Coach, at \$40,628.00 effective July 2, 2017 through July 2, 2018.

Carlson, Ms. Anne E., regular, full-time, Head Women's and Men's Track and Field Coach and Director of Cross Country Operations, at \$60,607.00 effective September 1, 2017 through August 31, 2018.

Corey, Mr. Jack W. Jr., from regular part-time to regular full-time, Assistant Football Coach, at \$35,000.00 effective May 27, 2017 through July 26, 2018.

Formato, Ms. Caitlin, regular, full-time, Head Women's Lacrosse Coach, at \$45,320.00 effective September 26, 2017 through September 25, 2018.

Gierlak, Mr. Dan, regular, full-time, Head Women's Softball Coach, contract extended through September 1, 2020.

Underwood, Mr. Lee, regular, full-time, Head Men's and Women's Tennis Coach, contract extended through September 1, 2020.

Wanson, Mr. Joseph D., regular, full-time, Assistant Football Coach, at \$36,050.00 effective July 27, 2017 through July 26, 2018.

APPOINTMENTS / RENEWALS / RE-APPOINTMENTS

Kraus, Mr. Eric, Porreco College Security (during off duty hours), at \$35.00 per day effective July 1, 2017 through June 30, 2018.

Lynch, Ms. Lindsey M., Cheerleading Advisor, Athletics, at \$4,800.00 effective August 19, 2017 through August 27, 2018.

Murdzak, Ms. Karen M., Acting Chief Information Technology Officer, effective July 1, 2017 through June 30, 2018.

Sheppard, Mr. Eric N., financial oversight, Student Government Association (SGA), at \$6,000.00 (stipend) effective July 1, 2017 through June 30, 2018.

Shinn, Dr. Roy E., Associate Dean of the College of Science and Health Professions, at \$150,147.00 effective July 8, 2017.

SICK LEAVE

Benson, Mr. Donald E., Family and Medical Leave Act (FMLA), beginning May 23, 2017 through July 4, 2017.

Carson, Mrs. Eboni L., Family and Medical Leave Act (FMLA), beginning June 7, 2017 through June 16, 2017.

Davis, Mr. Justin T., Family and Medical Leave Act (FMLA), beginning May 2, 2017 through August 1, 2017.

Esser, Mrs. Bobbie J., Family and Medical Leave Act (FMLA) revision, intermittent January 24, 2017 through January 23, 2018.

Flynn, Ms. Allison, Family and Medical Leave Act (FMLA), beginning January 16, 2017 through December 31, 2017.

Fuller, Mrs. Nicole R., Family and Medical Leave Act (FMLA), revision, beginning May 19, 2017 through August 17, 2017.

Halloran, Ms. Kirby S., Family and Medical Leave Act (FMLA), intermittent beginning May 11, 2017 through May 10, 2018.

**Edinboro University Council of Trustees
Personnel transactions since May 2, 2017**

McQuiston, Mrs. Megan L., Family and Medical Leave Act (FMLA), revision, beginning May 9, 2017 through November 7, 2017.

Rodgers-Shorts, Mrs. Debora L., Family and Medical Leave Act (FMLA), beginning April 4, 2017 through May 27, 2017.

Sedler, Mrs. Carol S., Family and Medical Leave Act (FMLA), intermittently beginning July 10, 2017 through July 9, 2018.

Zalik, Mr. Joseph, Jr., Family and Medical Leave Act (FMLA), beginning May 30, 2017 through July 30, 2017.

CHANGE IN STATUS

Canfield, Ms. Heather, temporary, part-time, summer assignment, effective June 12, 2017 until a permanent replacement is secured, no later than August 20, 2017.

Chase, Mr. Michael, from regular, 9 month, full-time Clerk Typist 2, Ghering Health Center and Office for Students with Disabilities to regular, 12 month, full-time Clerk Typist 2, Middle & Secondary Education and Educational Leadership effective May 20, 2017.

Downey, Dr. Lawrence M., Tenure Track Assistant Professor, in the Department of Mathematics and Computer Science, academic year 2017-2018, at \$56,549.17 effective August 19, 2017.

Friel, Mr. Stephen S., from temporary to regular, full-time, Custodial Worker 1, Facilities, effective May 20, 2017.

Glatch, Mr. James I., full-time summer employment, Athletic Department Summer Camps, May 28-June 3, June 11-17, Jun 18-24, July 2-8, and July 30-August 5, 2017.

Laird, Ms. Lisa, REVISION full-time summer employment, BASIS Program, Transition Services, Recruitment/Retention of OSD Students, and Infrastructure Work, Office for Students with Disabilities, from May 30 to May 31 and June 5 to June 7 and June 13 to June 16 and June 19 to June 23 and June 26 to June 30 and July 24 to July 28 and July 31 to August 4 and August 7 to August 11, 2017.

Myers, Ms. Diane M., from temporary to regular, full-time, Custodial Worker 1, Facilities, effective June 10, 2017.

Palka, Mr. Daniel J., voluntary demotion from Police Specialist to Patrol Officer, University Police, effective June 10, 2017.

Patalon, Mr. Jason, from temporary to regular, part-time Instructor @ 25% in the Department of Mathematics & Computer Science for academic year 2017-2018, at \$ 14,844.14, effective August 19, 2017.

Reyes-Pabon, Mrs. Cynthia, from regular, part-time faculty to full-time, temporary (up to 100%) 2017-2018 academic year, effective August 19, 2017.

Snyder, Mr. Robert N., full-time 12-month position Director of Accreditation and Program Improvement, School of Education, for academic year 2017-2018, at \$68,851.46 effective May 20, 2017.

Snyder, Mr. Robert N., tenure-track Instructor in the Department of Early Childhood and Reading, academic year 2017-2018, at \$53,856.27 effective August 19, 2017.

White, Ms. Terri, tenure-track Instructor in the Department of Counseling, School Psychology and Special Education, academic year 2017-2018, at \$53,856.27 effective August 19, 2017.

PROMOTION - NON-FACULTY

Althof, Ms. Susan, from Clerk Typist 2, Admissions to Clerk Typist 3, Speech, Language and Hearing, at \$45,888.00 effective June 24, 2017.

Herman, Ms. Terri L., from Custodial Worker 1 to Custodial Worker 2, Facilities, at \$38,631.00 effective June 3, 2017.

Paris, Ms. Tina D., from Library Assistant 1 to Library Assistant 2, Baron-Forness Library, at \$35,619.00 effective June 3, 2017.

Tucci, Ms. Brenda, from Clerk Typist 2 to Administrative Assistant 1, University Advancement, at \$45,888.00 retroactive effective April 10, 2017.

**Edinboro University Council of Trustees
Personnel transactions since May 2, 2017**

Vincent, Mr. Jon S., from Patrol Officer to Police Specialist, Crime Prevention Officer, University Police, at \$41,958.00 effective June 10, 2017.

TENURE – FALL 2017

<u>Name</u>	<u>Department</u>
Claster, Dr. Patricia	Sociology
Claster, Dr. Samuel	Sociology
Few, Dr. Timothy	Business and Economics
Kimmy, Ms. Michelle	Early Childhood and Reading
Mason-Baughman, Dr. Mary Beth	Speech, Language & Hearing
Park, Mr. Hanjin	Art
Pfeiffer, Dr. Shaun	Business and Economics
Robbins, Dr. Katherine	Counseling, School Psychology, and Special Education
Vegh, Dr. Deborah	Criminal Justice, Anthropology, and Forensic Studies

Fall 2018 (full pay)

Dr. Qun Gu – Chemistry
Dr. Sharon A. Hamilton – Psychology
Dr. Elisabeth W. Joyce – English & Philosophy
Dr. Gary M. Levine – Psychology
Mr. David C. Obringer – Library / Faculty
Mr. James S. Parlin – Art
Mr. Andre Smith – History, Politics, Languages & Culture
Dr. Eric C. Straffin – Geosciences

Spring 2019 (full pay)

Mr. Malcom P. Christhlf – Art
Dr. Robert B. Hass – English & Philosophy
Dr. Susan J. Labine – Psychology
Dr. Rhonda A. Matthews – History, Politics, Languages & Culture
Dr. Suzanne McDevitt – Social Work
Dr. Joseph F. Reese – Geosciences

Edinboro University Council of Trustees

May 12, 2017

Personnel transactions since March 1, 2017

NEW HIRES/REPLACEMENTS/CONTINUATIONS

Armor, Ms. Kelly, temporary, part-time (up to 25%), Instructor, Early Childhood and Reading, at \$3,292.50 effective July 17, 2017 for the third Summer 2017 session.

Laniewicz, Dr. Natalie, regular, part-time (wage), Staff Physician 2, Ghering Health Center, at \$60.47 hourly (up to 10 hours per week) effective March 28, 2017.

Wurst, Ms. Alison, regular, full-time, Library Assistant 2, Baron-Forness Library, at \$32,196.00 effective March 28, 2017.

RESIGNATION/SEPARATIONS

Barrall, Dr. Amy S., temporary, part-time, per diem Athletic Trainer, Athletics, effective with the close of business May 5, 2017.

Gan, Dr. Qiwei, Assistant Professor, Business and Economics, effective with the close of business July 31, 2017.

Goodrich, Ms. Megan E., temporary, part-time, per diem Athletic Trainer, Athletics, effective with the close of business May 5, 2017.

Grego, Mr. Christopher R., temporary, part-time, per diem Athletic Trainer, Athletics, effective with the close of business May 5, 2017.

Hosler, Mrs. Deborah M., Fiscal Assistant, Accounting, effective with the close of business March 31, 2017.

Jeffers, Mrs. Leta J., Director of Annual Fund and Alumni Relations, effective with the close of business April 10, 2017.

Levenduski, Ms. Leanne, temporary, part-time, per diem Athletic Trainer, Athletics, effective with the close of business May 5, 2017.

Lustig, Mr. Justin E., Head Football Coach, Athletics, effective with the close of business March 24, 2017.

Manocchio, Mr. Gennaro, temporary, part-time, per diem Athletic Trainer, Athletics, effective with the close of business May 5, 2017.

Meserole, Ms. Angela M., temporary, part-time, per diem Athletic Trainer, Athletics, effective with the close of business May 5, 2017.

Mokris Ms. Rebecca L., temporary, part-time, per diem Athletic Trainer, Athletics, effective with the close of business May 5, 2017.

Parraway, Mr. Jordan N., Maintenance Repairman 2, Facilities, effective with the close of business March 29, 2017.

Sanders, Mrs. Diana J., Director of Student Financial Aid, effective with the close of business April 28, 2017.

Sherwin, Ms. Caroline, temporary, part-time, per diem Instructor, Nursing, effective with the close of business May 5, 2017.

Williams, Ms. Kathleen M., temporary, part-time, per diem Athletic Trainer, Athletics, effective with the close of business May 5, 2017.

RETIREMENTS

Biel, Dr. Alan J., Professor, Biology and Health Services, effective with the close of business August 25, 2017.

**Edinboro University Council of Trustees
Personnel transactions since March 1, 2017**

Covington, Dr. William G. Jr., Assistant Professor, Journalism and Public Relations and Communication Studies, effective with the close of business March 22, 2017.

Cramer, Mr. Stephen C., Custodial Worker 1, Facilities, effective with the close of business April 28, 2017.

Dell, Ms. Julie M., Library Assistant 2, Baron-Forness Library, effective with the close of business May 12, 2017.

Lawrence, Dr. Henry W., Professor, Geosciences, effective with the close of business June 30, 2017.

Reyes-Pabon, Mr. Noel, Building Maintenance Supervisor, Facilities, effective with the close of business April 28, 2017.

Vetere, Dr. Michael J., Associate Professor, Middle and Secondary Education and Educational Leadership, effective with the close of business August 25, 2017.

Ward, Mrs. Norma J., Custodial Worker 2, Facilities, effective with the close of business June 2, 2017.

Warner, Mrs. Paula J., Clerk Typist 2, Math and Computer Science, effective with the close of business May 26, 2017.

COACHING CONTRACTS/RENEWALS/CHANGE IN STATUS

Chan, Mr. James, regular, full-time, Assistant Women's Volleyball Coach, gender equity adjustment of \$5,000.00, new salary of \$46,920.00 effective February 15, 2017.

Cleary, Mr. James P., regular, full-time, Head Men's Basketball Coach, at \$77,208.00 effective July 2, 2017 through July 1, 2018.

Flynn, Mr. Timothy J., regular, full-time, Head Wrestling Coach, contract extended through June 30, 2020.

Flynn, Mr. Timothy J., regular, full-time, Head Wrestling Coach, salary increase of \$3,000.00 for exemplary performance effective April 29, 2017.

Foster, Mr. Ryan, regular, full-time, Head Women's and Men's Cross Country and Assistant Track & Field Coach, at \$51,000.00 effective June 25, 2017 through September 1, 2018.

Kagiavas, Mr. Gary, regular, full-time, Head Women's Soccer Coach, gender equity adjustment of \$5,000.00, new salary of \$70,426.00 effective February 15, 2017.

Limbach, Mr. Christopher M., regular, full-time, Assistant Football Coach, temporary salary increase of \$2,000.00 effective April 1, 2017 through December 15, 2017 or until a new permanent Head Coach is secured.

Moore, Mr. Clifford W., regular, full-time, Assistant Wrestling Coach, contract extended through June 30, 2020.

Neely, Mr. Colin, regular, full-time, Assistant Football Coach, at \$43,260.00 effective March 26, 2017 through March 25, 2018.

Neely, Mr. Colin, regular, full-time, Assistant Football Coach, temporary salary increase of \$4,740.00 effective April 1, 2017 through December 15, 2017 or until a new permanent Head Coach is secured.

Port, Mr. Mitchell, regular, part-time, Assistant Wrestling Coach, at \$16,995.00 effective July 2, 2017 through July 1, 2018.

Rhodes, Mr. Christopher, regular, full-time, Head Men's and Women's Swimming Coach, contract extended through June 30, 2020.

Soboleski, Ms. Melissa, regular, full-time, Head Women's Volleyball Coach, gender equity adjustment of \$5,000.00, new salary of \$71,275.00 effective February 15, 2017.

Swank, Mr. Stanley, regular, full-time, Head Women's Basketball Coach, contract extended through June 30, 2020.

Wheeler, Ms. Callie, regular, full-time, Assistant Women's Basketball Coach, contract extended through June 30, 2020.

**Edinboro University Council of Trustees
Personnel transactions since March 1, 2017**

CONTRACTS AND CONTRACT RENEWALS

Wertz, Dr. Robert J. Jr., Associate Dean for the College of Arts, Humanities and Social Sciences, at \$104,268.36 effective July 1, 2017 through June 30, 2019.

SICK LEAVE

Craig, Mr. John R., Family and Medical Leave Act (FMLA), beginning March 6, 2017 through March 13, 2017.

Fuller, Mrs. Nicole R., Family and Medical Leave Act (FMLA), beginning May 23, 2017 through August 21, 2017.

Kahle-Simonette, Ms. Kelly S., Family and Medical Leave Act (FMLA), beginning April 4, 2017 through April 25, 2017.

Matthews, Dr. Rhonda A., Family and Medical Leave Act (FMLA), beginning April 11, 2017 through May 9, 2017.

McQuiston, Mrs. Megan L., Family and Medical Leave Act (FMLA), extension beginning May 22, 2017 through November 20, 2017.

Neumann, Mrs. Audra W., Family and Medical Leave Act (FMLA), beginning April 24, 2017 through July 24, 2017.

Panko, Ms. Coleen G., Family and Medical Leave Act (FMLA), beginning May 10, 2017 through June 21, 2017.

Reagan, Dr. Shawn S., Family and Medical Leave Act (FMLA), beginning March 24, 2017 through March 31, 2017.

Rodgers-Shorts, Mrs. Deborah L., Family and Medical Leave Act (FMLA), beginning March 22, 2017 through March 31, 2017.

Rodgers-Shorts, Mrs. Debora L., Family and Medical Leave Act (FMLA), beginning April 4, 2017 through April 17, 2017.

Wieczorek, Ms. Maria A., Family and Medical Leave Act (FMLA), revision, intermittent beginning April 1, 2017 through March 31, 2018.

MILITARY LEAVE

Matt, Mr. Andrew J., Military Leave of Absence, beginning April 20 through April 23 and May 3 through May 31 and August 11 through August 13, 2017.

CHANGE IN STATUS

Biel, Dr. Alan J., from Dean, Graduate Studies and Research and Dean, School of Education, to tenured Professor, Biology and Health Services, at \$115,325.51 effective March 4, 2017.

Bradford, Mr. Wayne A., out-of-class pay, base salary increase by \$5,000.00 while serving as the Interim Head Football coach, beginning March 29, 2017 until a permanent Head Coach is secured.

Conklin, Ms. Sharon, full-time summer employment, New Student Intake and Accommodation Letter, Summer Orientation Responsibilities, BASIS Program Support, and Bridge Program, Office for Students with Disabilities, from June 12 to June 30 and July 10 to July 21 and August 7 to August 11, 2017.

Fuller, Ms. Nicole, out-of-class pay, \$16.46 per hour for days worked as a Fiscal Assistant, Accounting, beginning April 3, 2017 until a permanent replacement is secured.

Gerlach, Mr. Robert D., from regular, full-time Carpenter, to regular, full-time Maintenance Repairman 2, Facilities, effective March 27, 2017.

Hudacky, Mr. Richard, out-of-class pay, \$14.66 per hour for days worked as a Semi-Skilled Laborer, Facilities, beginning March 27, 2017 until permanent employee returns to work.

**Edinboro University Council of Trustees
Personnel transactions since March 1, 2017**

Laird, Ms. Lisa, full-time summer employment, BASIS Program, Transition Services, Recruitment/Retention of OSD Students, and Infrastructure Work, Office for Students with Disabilities, from May 29 to May 31 and June 5 to June 7 and June 13 to June 16 and June 19 to June 23 and June 26 to June 30 and July 24 to July 28 and July 31 to August 4 and August 7 to August 11, 2017.

Lake, Dr. Erinn D., Interim Dean, School of Education and Executive Director, Graduate Studies and Research, Interim Dean will continue until new Dean is secured, at \$125,000.00 effective February 7, 2017.

Skobieranda-Dau, Ms. Josette, full-time summer employment, Staff selection and training, Residence Life and Housing, effective June 5 to June 9, 2017.

PROMOTION - NON-FACULTY

Burdick, Ms. Juanita M., from Clerk 2 to Clerk 3, Mailroom, at \$35,619.00 effective January 7, 2017.

Fuller, Ms. Nicole R., from Clerk Typist 2 to Fiscal Assistant, Accounting, at \$32,196.00 effective April 29, 2017.

Vitelli, Mrs. Kelly M., from Associate Director of Student Financial Aid, to Director of Student Financial Aid, Management Level 200, at \$80,000.00 effective April 29, 2017.

Cyclical Leave Without Pay With Benefits (CLWOP)

NAME	POSITION	START CLWOP	END CLWOP
Chase, Mr. Michael	Clerk Typist 2	05/19/2017	08/14/2017
Kirk, Ms. Julie	Clerk Typist 2	05/26/2017	08/21/2017
McMillan, Ms. Peggy	Clerk Typist 2	05/12/2017	08/07/2017
Shorts, Ms. Deborah	Clerk Typist 2	05/26/2017	08/21/2017
Thompson, Ms. Starla	Clerk Typist 2	05/26/2017	08/21/2017
Tingley, Ms. Penny	Clerk Typist 2	05/26/2017	08/21/2017
Canfield, Ms. Heather	Library Assistant 1	05/26/2017	08/21/2017

**Academic Affairs Report for University Council of Trustees
July 25, 2017**

Accreditations and Recognitions

- Edinboro University was ranked 27th in Animation Career Review's 2017 list of top 50 Public Animation Schools and Colleges in the United States. Edinboro University was also ranked 22nd among the top 25 Animation Schools and Colleges on the East Coast.
- Edinboro University's Game and Virtual World Development track received recognition for the fourth consecutive year by *Animation Career Review*. Edinboro University was ranked among the top Game Design Schools and Colleges in Pennsylvania.
- The National Association of State Boards of Accountancy's most recent university report showed Edinboro University as ranking 8th in the state of Pennsylvania out of 64 schools reporting five or more first-time test takers of students with bachelor's degrees on the Certified Public Accountant exam in 2014.
- Edinboro University was added to the Universities and Colleges with Actuarial Programs (UCAP) listing and is approved for Exams P and FM, and Applied Statistics, Economics, and Corporate Finance VEE topics.
- Edinboro University's Speech, Language and Hearing Department received notification in June from the Council on Academic Accreditation that their annual report of the master's program in speech-language pathology was approved. The next annual report will be due on February 1, 2018.
- Edinboro University's graduate-level counseling program was ranked No. 16 among the top 25 Most Affordable Master's Degrees in Counseling in the Northeast for 2017 by Best Counseling Degrees, an online resource and ranking system that researches schools with accredited counseling programs.
- At the June 22, 2017 session, the Middle States Commission on Higher Education acted to accept the progress report submitted by Edinboro University on April 1, 2017. The next evaluation visit is scheduled for 2023-2024.

Grants and Sponsored Programs

- The following grants were awarded this past spring:
 - Professor Robin Howell, Early Childhood and Reading Department, received a grant from Pennsylvania Early Learning Keys to Quality for her proposal to align coursework to Pennsylvania's Infant/Toddler Core Knowledge Competencies.
 - Ms. Janet Bowker, Director of Operations at Porreco College, received a grant from Enterprise to supplement academic success at Porreco College.

- Ms. Beth Zewe, Continuing Education and Ombudsperson, and Dr. Tim Thompson, Chairperson in the Communication, Journalism and Media Department, received a grant from the Erie County Gaming Revenue Authority, and two grants from Erie Arts and Culture to support the Edinboro Highland Games.
 - Ms. Zewe received funds from the American Association of University Women for expenses associated with the Tech Savvy summer camp.
 - Dr. Wayne Howley, Psychology Department, received a Faculty Professional Development Council grant to conduct research.
 - Dr. Fai Howard, Assistant Vice President for Academic Success and Student Retention, received a research grant from the National Academic Advising Association.
 - Dr. Qun Gu received a grant from SSP CEGP for a spectrometer in the Chemistry Department.
 - Dr. Abdur Rahman received a grant from First Energy for equipment in the Physics Department.
 - Ms. Darla Elder, Director of Ghering Health and Wellness Center, received an equipment grant from Nuesoft to provide for electronic records for a period of six years in the Edinboro University attendant care program.
 - Ms. Julie Chacona, Director of Development, received support from PNC for athletic sponsorship.
- Other activity in the Grants Department include:
 - Developing a new electronic internal approval system;
 - Creating a grants handbook;
 - A university collaborative research blog that will be operational by the end of summer;
 - Educational Improvement Tax Credit (EITC) funding system implemented for K-12 summer camp programs;
 - Creating an email template designed to recognize grant recipients;
 - SPINS – a grant search engine purchased to assist in grant prospecting for the University; and
 - Eight grant workshops for faculty during department meetings and two workshops through the Center for Faculty Excellence and a workshop for students in the History Department.

University Outreach and Campus Programs

- Edinboro University's Career Development office hosted the annual spring meeting of the PASSHE Career Professionals Association (CPA) on May 18 and 19. The CPA reviews best practices, explores new initiatives, shares ideas between PASSHE institutions and Harrisburg, and advocates for the interests of our collective students' career and professional outcomes.
- Approximately 800 undergraduate and graduate students were recognized during Edinboro University's May 13 commencement ceremonies. Dr. Rachel Levine, the Physician General for the Commonwealth of Pennsylvania, received an honorary Doctor of Public Service and delivered the keynote address.
- The Institute for Forensic Science has had a number of recent initiatives: taking students to present at the Bioarcheology Conference in Chicago; conducting DNA testing on medieval skeletal teeth from the University of Barcelona; performing new work on three age-progressions of missing children from California; and working with the Mutter Institute in Philadelphia to analyze results from a recently

discovered colonial cemetery. The Institute now has the largest collection of skulls and photographs for forensic training in the United States.

- Several students participated in study abroad programs at the end of the spring 2017 semester that included:
 - Travel to China with Dr. Gu (Chemistry Department) where students participated in a 4-week Chinese Language and Culture program;
 - Travel to Italy and Greece led by Communication, Journalism and Media professors Dr. Melissa Gibson and Dr. Timothy Thompson;
 - Travel to London, Paris & Amsterdam led by Art Department professors Shelle Barron and Brigitte Davitt; and
 - Travel to Ireland and Northern Ireland led by professors Dr. Jerra Jenrette (History, Politics, Languages and Cultures) and Dr. Lenore Barbian (Criminal Justice, Anthropology, and Forensic Studies).
- Students from the School of Education worked with faculty members to implement a variety of reading activities during a summer reading camp sponsored by the Early Childhood and Reading Department June 14 - July 13. The five-week summer reading camp, offered to elementary-age students, was established to promote literacy and to provide children with positive academic role models.
- The Xavier and Tina Williams Summer Youth Business Academy, hosted by Edinboro University's School of Business, was held June 11-15. Students in grades 9-11 visited the campus for five days of workshops, field trips and social events designed to introduce them to the field of business.
- New student orientations were held June 26-30 and July 10-14 on Edinboro University's main campus for first-time freshman and transfer students. Porreco College hosted an open house on June 19.
- Students from Edinboro University participated in a three-week summer program exploring the region's biodiversity through hands-on field research at the Pymatuning Lab of Ecology in Linesville, PA. The program is part of a consortium that included students from the University of Pittsburgh, Lehigh University, Indiana University, Slippery Rock University and Clarion University. Each summer, students work in groups to design and conduct field research experiments in a variety of ecology courses.

Faculty Recognition

- Dr. Baher Ghosheh delivered the final lecture of the Spring 2017 Al Stone Lecture Series on May 11. The presentation was titled "Syria: What Does the Future Hold?"
- Dr. Mary Beth Mason and Dr. Skye Lewis, professors in Speech, Language, and Hearing Department, were selected to serve in executive leadership positions within the Pennsylvania Speech-Language-Hearing Association for 2017-18. Dr. Mason will serve as president-elect and Dr. Lewis will serve as vice president for convention planning and programs.

- A paper by Dr. Michael Morrison, Department of Business and Economics, titled “PPP (Purchasing Power Parity) Across 8 Worlds” was accepted at *Economics Letters*. The publication is among the top 50 economic journals worldwide.
- Art professors, Sue Amendolara and Cappy Counard, attended the Society of North American Goldsmiths (SNAG) conference in New Orleans, LA in May 2017 along with three graduate students and eleven undergraduate students. Edinboro University’s Jewelry and Metals program was highlighted during much of the event.



Sue and Cappy with MFA student, Matthew Cote, at EU’s table in the Education Resource Room at SNAG.

Student Recognition

- Biology students Brittany Benjamin, Ryan Clark, Brienne Kilbert, Thomas McCoy and Elena Tran presented research during a poster session at the Allegheny-Erie Society of Toxicology (A-ESOT) conference at West Virginia University. Brittany was awarded first place for her presentation and Dr. William Mackay, professor in the Biology Department and advisor to the students, was awarded a certificate for Best Undergraduate Mentor.
- Carmela Battista and Dr. Wayne Hawley (Psychology Department) received notification that their research was accepted for publication in the journal of *Physiology & Behavior*.
- Several Honors scholars had an opportunity to contract a non-Honors course:
 - Morgan Calahan worked with Dr. Peter Lindeman to sculpt four models of Rotifer with the help of visualizations from lab manuals, microscopes, and online resources.
 - Paul Defazio worked with Dr. Charlotte Wellman on an independent study entitled “Case Studies in Contemporary Painting and Architecture” in which they focused on Julie Mehretu’s work

done in collaborations with David Adjaye and Mark Bradford, resulting in a series of essays on the elements of painting and architecture.

- Madison Gilbert worked with Dr. Heather Kenny to discern what it means as educational practitioners to practice professionalism in the classroom.
 - Rachel Guzak collaborated with Dr. Mark Deka to write an essay on the use of mathematics in Renaissance architecture. She plans to create a 3-D model of a Renaissance building in animation software and write a single page artist's note about the model.
 - Paul Keppel, Elena Tran and Thomas McCoy met with Dr. Naod Kebede to perform a series of animation experiments.
 - Megan Krachkowski worked on an 18-page paper with Dr. Martin Mitchell discussing the surgical procedure for renal transplant, evaluation methods used for surgery candidacy, the role of immunosuppressants, types of organ grafts, and the bioethical concerns behind transplant waiting lists.
 - Kaylynn Lamp collaborated with Dr. Marc Smith to explore the implications behind the continuum of education and diversity in America and delivering a Teddy Talk at Roosevelt Middle School.
 - Rachel Maly worked with Dr. Stephen Sullivan to brainstorm three different solutions for reducing the quantity and reach of fake news.
 - Cierra McCarthy wrote a 20-page paper on the history of Child Welfare Policy with Professor Natalie Montero.
 - Jesus Munoz collaborated with Dr. Janusz Czejdo to explore different films about the Holocaust and writing about the meaning behind each of the films.
 - Megan Pound explored effective teaching strategies used in mathematics with Dr. Katherine Robbins-Hunt to see if mathematics understanding at Edinboro University can be improved.
 - Emily Porter worked with Dr. Nina Thumser to measure the time it takes earthworms to move through various trails and examined if the use of Roundup has an impact on the outcome.
- Honors Program students Letitia Cawley and Savannah Anderton applied to the National Collegiate Honors Council (NCHC) conference under the Diversity category. They worked on designing functional furniture and adaptive tools for people experiencing disabilities and hardships related to their chronic autoimmune disorders and their effects on manual dexterity. Kim Mosher also applied under the Behavioral Science category. Her study explored the relationship between digital communication and social phobia (social anxiety).
 - Biology students, Chelsea Gale and Ashley Gibson, along with Biology professor Dr. Peter Lindeman, spent a few weeks this past spring in Louisiana and Mississippi, studying whether turtle species can be considered endangered. They navigated through Southern rivers and tributaries to count turtle species and analyze their diets. The research is part of a three-year study in which Dr. Lindeman received a \$110,000 grant back in 2015 from the U.S. Fish and Wildlife Service to focus on the population of map and sawback turtles that live in the Pascagoula and Pearl rivers.

Miscellaneous

- Ms. Beth Zewe, Director of Continuing Education and Ombudsperson, was selected to serve a two-year term on the WEDnetPA Executive Committee starting July 1, 2017.

- Dr. Robert Snyder, professor in the Early Childhood and Reading Department, will serve as the new director of the Office of Accreditation and Program Improvement in Edinboro University's School of Education.
- Dr. R. James Wertz was appointed Associate Dean for the College of Arts, Humanities and Social Sciences effective July 1; Dr. Wertz will serve as an Acting Manager and retain his faculty status during this two-year appointment. Dr. Wertz previously served as professor in the Department of Journalism and Public Relations and as Director of the Edinboro University Honors Program.
- Dr. Roy Shinn accepted the position of Associate Dean of the College of Science and Health Professions. Dr. Roy had been serving as Interim Associate Dean for the past year, and previously served as Chairperson in the Department of Speech, Language and Hearing, and as the University's NCAA Faculty Athletics Representative.
- The Porreco College, in partnership with the Film Society of Northwestern Pennsylvania, will host "Movies Under the Stars" during the month of July. The event is a free film series to provide family entertainment for the community.

EDINBORO UNIVERSITY COUNCIL OF TRUSTEES
Division of Student Affairs Report
July 25, 2017

Campus Life and Leadership Development

- The EMS software system will be launched in July, coordinating efforts with the master calendar to allow for a streamlined reservation process. Standard operating procedures and University policies continue to be adapted to assist in this endeavor.
- The ROTC Change of Command from LTC Marc Beckage to MAJ Ben Kavanaugh occurred July 19, 2017 at 10:00 AM at Hendricks Hall. MAJ Kavanaugh will command the Fighting Scots Battalion for 3 years.
- The Office of Campus Life will take the lead on New Student Orientation (NSO) and Welcome Weekend beginning July 2017. Staff are working to develop an on-line pre-orientation as well to ensure there is greater focus on student engagement and connectedness when they attend NSO on campus.
- Campus Recreation continues to work with the facilities office to develop the Ropes Course storage area (capitol project) and the indoor shooting range for the EU Shooting Sports Club.

Ghering Health and Wellness

- The attendant care program received a grant/scholarship award in the amount of \$107,316 over a six-year period from NueMD. NueMD is an electronic record provider that will allow us to automate the scheduling and documentation of our students' activities of daily living and personal care needs.

Residence Life and Housing

- The Department of Residence Life and the Department of Student Conduct database and student management systems have been upgraded.
- Updates to the Student Code of Conduct have been completed and submitted to PASSHE legal for review.

Student Government Association

- Congratulations to our newly elected Edinboro University Student Government Association President, Mr. Ja'Cobi Green. Ja'Cobi will transition over the summer and officially take his new leadership role Fall 2017.

Athletics

- The Edinboro University Athletic Department recognized its 2017 Senior Male and Female Athletes of the Year and Coach of the Year at the Student-Athlete Awards Ceremony. Football standout Victor Hudson was selected as the Sox Harrison Award recipient for the Senior Male

Athlete of the Year, and Cross Country/Track & Field standout Kasey Jones was selected the Nancy Acker Award winner as the Senior Female Athlete of the Year. Former football head coach Justin Lustig was voted the Coach of the Year. In addition, the Male and Female Scholar-Athlete of the Year awards were handed out. Emily Kling of the Women's Swimming Team was honored as the Female Scholar-Athlete of the Year, and Justin Ransel was presented the Male Scholar-Athlete of the Year Award.

- Athletes have enjoyed academic successes as well. Eve Gardner was named the PSAC Women's Indoor Track & Field Champion Scholar, and Emma Sullivan was selected to the College Sports Information Directors of America (CoSIDA) Academic All-District Cross Country/Track & Field Team.
- The College Swimming & Diving Coaches Association of America (CSCAA) recognized the Edinboro University Women's Swimming Program both individually and as a team for its athletics and academics. As a team, Chris Rhodes' women's swimmers compiled a team GPA of 3.37 to earn Scholar All-American status. It marks the fifth straight year they have earned the honor. Individually, a pair of Edinboro women's swimmers achieved honorable mention Scholar All-American accolades. Senior Holly Stein earned honorable mention Scholar All-American accolades for the third straight year. Katelyn Kopacko was also accorded honorable mention Scholar All-American honors.
- The Intercollegiate Tennis Association (ITA) honored both the Edinboro Men's and Women's Tennis Teams with the region's ITA Community Service Award. The Fighting Scots' Men's and Women's Tennis Teams engaged in multiple community service projects in the Northwestern Pennsylvania area throughout the year.
- Edinboro University Women's Basketball head coach Stan Swank was among a list of ten inductees for the Metro Erie Chapter of the Pennsylvania Sports Hall of Fame on June 21. Coach Swank headlined a list of inductees that included professional bowler Mike Machuga, Erie Sports Commission executive director Ron Sertz, former McDowell star Steve "Buzz" Brandon, Gannon golfer Bill Callaghan, former world arm-wrestling champion Dann Carr, ex-Iroquois coach Phil Glass, Northwestern track star Alane Keefer, and the late Iroquois wrestling great Tom Turnbell.
- The 12th Edinboro Sports Memorabilia Auction proved to be another huge success. The night featured guest signer Cam Heyward of the Pittsburgh Steelers, joined by former Pittsburgh Penguin Mike Rupp, voice of the Steelers and Pitt Panthers Bill Hillgrove, Edinboro paralympian Trevon Jenifer, and nationally-renowned sports artist Kevin-John Jobczynski. The evening was capped by a live auction of over 50 items. Over \$25,000 was raised to benefit the student-athletes at Edinboro through the live and silent auctions. All funds raised go to Edinboro's Athletic Scholarship Fund.

Athletic Team Updates

FOOTBALL

Edinboro enters the season ranked 16th in the 2017 Street and Smith's Preseason Division II Top 25 Poll. The Fighting Scots recorded the largest turnaround in NCAA Division II history, going from 0-11 in 2015 to a 9-2 mark in 2016. In addition, Ta'Nauz Gregory has been named to Lindy's Sports 2017 Preseason All-Division II Team. He was selected to the second team as an all-purpose player.

WHEELCHAIR BASKETBALL TEAM

Chayse Wolf was one of 12 players named to the 2017 U.S. Men's U23 World Championships Team by the National Wheelchair Basketball Association. Wolf was previously named to the NWBA All-Rookie/Freshman Team.

SOFTBALL (16-21)

Sophomore Danna Heh earned NFCA All-Atlantic Region first team honors after earning second team accolades a year ago. She was also named to the All-PSAC West team.

WOMEN'S TENNIS (11-7)

Finished the year with an 11-7 record and was 4-2 in the PSAC. The Fighting Scots lost to IUP in the PSAC Quarterfinals, and qualified for the NCAA Tournament for the first time, falling in the semifinals to West Virginia State. They ended the year ranked fifth in the region. Alex Bush was named the ITA Atlantic Region Assistant Coach of the Year for the second straight year. Julia Hellstern and Tatiana Batalla Trabal earned second team All-PSAC West singles honors. In addition, Hellstern ranked 16th in the ITA final Atlantic Region rankings, while the doubles tandem of Laura Lopez and Roxana Yeh ranked tenth.

MEN'S TENNIS (15-7)

The men finished sixth in the Atlantic Region and made the NCAA Tournament for the fourth straight year after reaching the PSAC Championship match for the fourth straight year. Lee Underwood was named both the PSAC Men's and Women's Coach of the Year. He has been named the men's Coach of the Year four straight years and five times in the last six years. Vitor Albanese was named the PSAC Men's Tennis Athlete of the Year for the third straight year. He was joined on the All-PSAC first team in singles by Daniel Fernandez and Mauricio Santos. Albanese and Mateus Santos were named to the All-PSAC first team in doubles play, as was Daniel Fernandez and Kevin Mboko. Mateus Santos also received second team recognition in singles play. Albanese ended the year ranked first in the ITA Atlantic Region rankings and was ranked 40th in Division II. Daniel Fernandez was ranked 17th in singles play in the region. In addition, a pair of Edinboro men's doubles teams were regionally-ranked. Albanese and Mateus Santos were ranked third, while Fernandez and Mboko were ranked ninth.

MEN'S TRACK & FIELD

Gene Baritot qualified for the NCAA Division II Outdoor Track & Field National Championships in the 3,000m steeplechase, finishing 15th. He won the steeplechase at the PSAC Championships, along with placing second in the 5000m run, helping Edinboro finish eighth as a team. Trae Smith earned All-PSAC honors with a third place finish in the javelin.

WOMEN'S TRACK & FIELD

Gabby Schultz qualified for a pair of events at the NCAA Division II National Championships, finishing 19th in the shot put and 23rd in the discus. The sophomore won the discus at the PSAC Championships and came in second in the shot put to earn All-PSAC honors in both events. She helped Edinboro finish tenth. Kasey Jones earned All-PSAC honors in the 3000m steeplechase and Lisa Kossmann in the 200m dash.

Finance and Administration – Report
Edinboro University Council of Trustees
July 25, 2017

Finance and Administration

- EU's Finance and Administration Office participated in a joint task force with the Council of Presidents and Office of the Chancellor to examine opportunities for reducing Consolidated University Operations (CUOs) for the upcoming 2017-2018 academic year. Together with Lois Johnson from the Office of the Chancellor, EU Vice President Gil Brown co-chaired the working group tasked with developing recommendations. Through this work the originally planned increase in charges to campuses of \$3.9 million was reduced to \$277K.

Accounting

- **Year-end Preparations** - Organized internal control documents and preparation lists for the interim and year end CliftonLarsonAllen audit.
- **Trial Balance Account Review** - Categorized and communicated the current account balances to the Accounting and Bursar staff so they can review and reconcile their respective accounts.
- **Highlands Residence Hall Acquisition** - Recorded and set depreciation processing for the acquisition of the Highlands residence halls from the Foundation.

Budget

- Budget Office compiled all new FY 2018 budget initiatives and carryforward requests. Requestors of these initiatives presented to the Budget Planning Team committee in June. Each BPT member was allowed to rank their top 15 initiatives. The votes were submitted to the Budget Office and the initiatives (in ranking order) were presented to the President who had the final approval on the initiatives implemented into the FY2018 budget.
- Working with Vice President Brown and others regarding Athletics and Scholarship review/issues.
- All operating and student budgets were posted to the E&G funds centers prior to the June 30th deadline.

Bursar

- Bursar's Office worked with the Registrar and ITS to develop new billing parameters. New student fee billing attributes were developed to appropriately bill student fees effective with Fall 2017 billing in accordance with the changes to policy F008. Health Center, University Center & Student Activity fees are only waived for student who have all their course credits off campus (i.e. no main or Porreco). The new process also verifies schedule changes that may occur that change the student schedule status from all off to some main/some off or mixed campus to all off campus.

Environment, Health and Safety (EHS)

Environmental Sustainability Committee

- Established the Environmental Sustainability Committee to help the University decrease its environmental footprint in ways that regenerate ecosystems, support and improve social well-being, and cultivate economic vitality. Nine (9) member committee consisting of faculty, management, and student representation. The three (3) main goals for 2017-2018: flood mitigation through environmental design, reduction of herbicide usage on campus using eco-friendly techniques and increasing pollinators.

Fire Alarm Testing

- Conducted annual fire alarm testing of the University fire alarm systems.

Fire Sprinkler Testing

- Conducted quarterly and annual sprinkler inspection and testing of the University's fire sprinkler systems.

Safety Program & Training

- Lockout/Tagout Safety – Updated the University's Lockout/Tagout Safety program to establish a standardized for Facilities on to properly lockout/tagout hazardous energy before completing repairs. Facilities staff were then educated on this new safety program.
- Aerial Lift Safety – Established a formal an Aerial Lift Safety program to reduce the risk of injury or damage resulting from the use of aerial lifts. Facilities, ITS, and EHS staff were then trained on this new program and approved to operate the University's aerial lifts.

Workplace Safety Month

- Governor Wolf proclaimed June 2017 as "Workplace Safety Month". To raise awareness of the workplace hazards to our employees, EHS distributed daily safety tips via email to all employees covering various topics.

Insurance Claims

- PD Shooting Range – Wind damage to trailer (\$12,200)
- Highlands 5 – Water damage from a sprinkler line leak (~\$23,000)
- Highlands 6 – Building damage from a vehicle (~cost unknown)

Facilities

- Completed design for cosmetic renovation to Van Houten Main Dining Hall. Anticipate an increase recruitment and retention by modernizing our dining facility so that it is comparable to similar institutions.
- Completed designs and awarded contracts for several roof replacement projects.
- Received bids for Compton Hall Basement HVAC Replacement.

Information Technology Services (ITS)

- Implemented in-house laser printer management service that will replace current Xerox contract. Configured HP Web Jet admin with location, contact and cost center for 158 network printers on campus. Software will monitor all printers and notify the Technology Help Center email address when their respective toner cartridge levels fall below 10%. Terminating current Xerox laser printer contract and will save approximately \$15k to \$20k annually.
- Implemented a new print quota management system. CSS and IS teams working with the Bursar's office to replace our very old customized and time consuming student print quota processes with a system that ties into the billing process. The Bursar's office will no longer have to manually process print quota increases when this process is implemented. We are in the final test phase and the system is set to go live by the end of July.
- **Technology Fee Proposal Process** - Worked with the Planning for Instructional Technology Committee to finalize a list of approved tech fee proposals. Facilitating the \$1.2 million in funding to ensure that procedures and expenditures are met. Communicating the outcome and updates with those who have submitted proposals accordingly.
- **Faculty Computer Lifecycle Replacement Program** - Gathered options and choices from eligible faculty for the 2017 Faculty Computer Life Cycle Replacement. Orders have been placed.

**Finance and Administration – Report
July 25, 2017 – EU Council of Trustees**

- **Classroom Lifecycle Replacement Program** - New Tech Fee funded initiative. This program did not exist previously. Work is beginning this summer to replace AV equipment on a cyclical basis in the classrooms.
- **Lounge and Learn Sessions** - Held six tech talk sessions lasting 15-20 minutes each followed by questions and discussion. Topics were the new myEdinboro Portal, Office 2016, EU Shield, Dropbox for Employees, Windows 10 and WebEx and other Collaborative Tools.
- **New WiFi guest registration process** - Self-service registration process that streamlines internet access for guests. Mitigates risk to University by allowing for tracking of network activity back to individual mobile device.
- Installation of Security Center Monitoring and Vulnerability Scanner allowing better visibility into activities and events on the internal network. Process allows for greater internal network scanning, auditing and detection of potential vulnerabilities.
- Development of online English Placement testing system. System allows students to provide online writing sample in response to writing prompt. Previously this placement test could only be conducted in person.
- Developed custom PL/SQL programming code for Admissions Recruit CRM package. Code provides assistance to Admissions staff by easing manual data entry of information.
- **Windows 10** - Deployment of Windows 10 into computer labs where possible is occurring over the summer. Deployment is occurring in classrooms across campus. Employees now have the option of having their office computers upgraded to Windows 10.
- **Classroom Inventory** - Collected and collated classroom inventory data to assist in the University's move to the new Event Management System (EMS) software.
- **Cooper Hall WiFi upgrade** - Completed upgrade of all Wireless Access Points in Cooper Hall.
- **Upgraded Palo Alto Firewall** - Updated firewall to take advantage of latest capabilities.
- **LLC videos** - Filmed and produced videos/presentations to supplement Academic Success Coordinators training sessions.
- **Desire2Learn (D2L) Learning Management System** - Integration Pack for Authentication Solutions (IPAS) completed for Clarion Nursing partnership. Allows users to experience single sign-on authentication through the Learning Suite.
- **Conference Presentation** – Dr. Jim Boulder co-presented at the 2017 Evidence-Based Teaching & Learning Lilly Conference in Bethesda, Maryland.
- **Software Installs/Upgrades** - Banner Recruit along with document imaging integration; Banner Financial Aid; EMS Meeting and Room Scheduling Software; Residence Life and Housing upgrade; Alumni and Advancement upgrade; and myEdinboro Secure Store Authentication for 3rd party applications.
- **Server patching** - Addressing cyber security concerns
- **Boro Reports Retention Module** - Implementation of additional module to the University's data warehouse reporting system.

Institutional Research (IR)

The Office of Institutional Research has spent much of its time on fiscal analysis, enrollment management, and assisting Academic Affairs in their restructuring. Accomplishments include:

- Performed the enrollment projection in May through process created last year. This process uses point in time data to give us a fair estimate. As most enrollment numbers become stagnant on May 1, we realized about 80% of our growth by the middle of the month. These projections allow us to adjust the budget appropriately. Given the

**Finance and Administration – Report
July 25, 2017 – EU Council of Trustees**

uncertainty and instability in the current environment the numbers help confirm that we were accurate to budget downward.

- Continued to assist Academic Affairs in a multitude of request for data from inventory-wide analysis (completions updates) to specific program analysis (School of Business math analysis, Biology Program success indicators)
- Work continues on preparations for the submission of End of Spring Term files as well as first Summer files (reports) to the System.
- IR Director participated in the Budget and Planning Team budget approval process as a member of the team for the first time.
- Completed several ad hoc requests as a department including:
 - LIGHT Grant data to LECOM
 - AACSB Survey for School of Business
 - RFP data for Vice President of Enrollment
 - Admissions Fact Sheet Data
 - Social Equity Data for Training presentation

University Police

- The Parking Committee submitted recommendations for line painting, clear lot designations for students and employees, signage, and lot paving. Lot paving and signage is to be completed for Fall semester.
- Officer certified to conduct ALICE training that will be presented during the school year to students and employees. The first to be conducted during Welcome Weekend.
- Crime Prevention Specialist and K-9 officers performed community outreach by presenting and promoting careers in law enforcement to young boys at the Eagles Nest Boys Academy along with officers from the City of Erie Police Department.

EDINBORO UNIVERSITY OF PENNSYLVANIA

2017 - 2018 STUDENT FEES

Mandatory Fees - Fall/Spring (Per Semester)		Current Rate	Proposed FY2018
Program-specific	BSN in Innovative Nursing	25% of Tuition	25% of Tuition
Instructional Fee	BSN in Nursing	25% of Tuition	25% of Tuition
Art Fee	Per credit hour, ART courses	5%	5%
Applied Music Fee	Per course, undergraduate	100.00	100.00
STEM Course Fee	Per credit hour, undergrad or graduate	30.00	30.00
University Center	Full-time (undergraduate)	320.00	320.00
Per Credit Hour {	Undergraduate	26.75	26.75
	Graduate	36.00	36.00
Health Center	Full-time	150.00	150.00
Per Credit Hour {	Undergraduate	12.50	12.50
	Graduate	n/a	n/a
Student Activity Fee	Full-time	225.00	225.00
Per Credit Hour {	Undergraduate	18.75	18.75
	Graduate	n/a	n/a
Student Success Fee	Undergraduate	70.00	70.00
	Graduate	n/a	n/a

Mandatory Fees - Summer 2017		Current Rate	Proposed FY2018
Program-specific	BSN in Innovative Nursing	25% of Tuition	25% of Tuition
Instructional Fee	BSN in Nursing	25% of Tuition	25% of Tuition
Art Fee	Per credit hour, ART courses	5%	5%
Applied Music Fee	Per course, undergrad	100.00	100.00
STEM Course Fee	Per credit hour, undergrad or grad	30.00	30.00
University Center			
Per Credit Hour {	Undergraduate	26.75	26.75
	Graduate	36.00	36.00
Health Center			
Per Credit Hour {	Undergraduate	12.50	12.50
	Graduate	n/a	n/a
Student Activity Fee			
Per Credit Hour {	Undergraduate	18.75	18.75
	Graduate	n/a	n/a
Student Success Fee			
Per Credit Hour {	Undergraduate	35.00	35.00
	Graduate	n/a	n/a

EDINBORO UNIVERSITY OF PENNSYLVANIA - 2017 - 2018 Student Fees

Service Fees		Current Rate	Proposed FY2018
Application		\$ 30	\$ 30
Competency Exam	Per semester hour	50	50
CLEP Fee		35	35
Computer Lab Printing		5	5
Duplicating	External/Internal	0.10/.04	0.10/.04
Late Registration		\$25 - 100	\$25 - 100
Late Graduation Teacher Application		100	100
Life Experience Center	Preliminary Application	25	25
	Evaluation	100	100
	Life Experience - Per semester hour	25	25
Orientation Fee, guest meals		\$125 / 20	\$125 / 20
ID Card Charge	First ID/Replacement	\$10 / 20	\$20 / 20
Music Instrument Rental Fees		\$20-75/semester	\$20-75/semester
Payment Plan	Semester Fee	40	40
	Late Fee	15	15
Late Payment Plan	Student accounts with no payment plan	-	100
Pearson Testing Center Test	Administration Fee	\$5-35/exam	\$5-35/exam
Physical Exam Fee	Basic	25	25
	Advanced	50	50
Transcript Fee		10	10
Vehicle Registration	Per year	75	75
	Replacement	25	25
	Reserved parking	150	150
Withdrawal	after add/drop period (excludes 1st semester freshmen)	25	25
Fines & Violations			
Library	Late Per book, per day	\$ 0.25	\$ 0.25
	Inter-library loan Per book, per day (max \$30.00)	1	1
	Lost book Replacement cost + accumulated fines + \$10 processing fee	\$10+	\$10+
Lost Key	Single Core	20	25
	Master / multiple cores	50	\$75 / 100
Moving Violation		75	75
Parking Violation	Illegal Parking	}	}
	No Decal/Expired Decal		
	Fire Lane Parking		
	Late Fee	10	10
	Handicap Parking zone	100	100
	Blocking Emergency Device	50	50
	Boot Removal	50	50
Returned Check		30	30

EDINBORO UNIVERSITY OF PENNSYLVANIA - 2017 - 2018 Student Fees**Auxiliary Fee Structure**

<u>Room Rates - Traditional Housing</u>		Current Rate	Proposed FY2018
Per Semester (Fall/Spring)			
Double Room	Per person (2 @room)	\$ 2,920	\$ 2,920
	Per night	28	28
Private Room	Per person (1 @room)	4,259	4,259
	Per night	40	40
Guest Room	Per night (1 @room)	28	28
	Per night (2 @room)	40	40

Room Rates - Highlands

Per Semester (Fall/Spring)			
Single Suite		\$ 4,280	\$ 4,280
Double Suite		4,070	4,070
Single Studio		4,835	4,835
Double Studio		3,740	3,740
Semi Single		3,960	3,960
Semi Double		3,165	3,165
Staff - Single Studio		4,835	4,835

Board Rates - FY 2017

Weekly Meal Plans	Meal Plan Increase	Meal Plan (excludes Flex & Boro)	
19 meals, \$300 Flex, \$25 Boro	1.90%	\$ 1,372	\$ 1,671
14 meals, \$300 Flex, \$25 Boro	1.84%	1,193	1,496
10 meals, \$300 Flex, \$25 Boro	1.84%	1,085	1,390
Block Meal Plans			
210 meals, \$300 Flex, \$25 Boro	1.96%	\$ 1,482	\$ 1,778
175 meals, \$300 Flex, \$25 Boro	1.91%	1,255	1,556
105 meals, \$300 Flex, \$25 Boro	1.93%	881	1,189
60 meals, \$300 Flex, \$25 Boro	1.94%	515	830
30 meals, \$300 Flex, \$25 Boro	1.94%	258	578
Flex meals only	(off-campus & commuters)		100

Summer Session 2017 (per week)

Room	Double	\$ 196	\$ 196
	Private	280	280



EDINBORO
UNIVERSITY

FY 2017 Financial Results, FY 2018 Budget
July 25, 2017

Overview

- FY 2017 Results
 - Operating Results
 - Highlights
 - Capital and Major Maintenance Highlights
- FY 2018 Budget
 - Operating Plan
 - Highlights
 - Capital and Major Maintenance Highlights
- Year Over Year Comparisons



FY 2017 Operating Results – (Pre-Audit)

Edinboro University of Pennsylvania

2016-2017 E&G (Total)

06/30/2017 Actual

	FY 2017		06/30/2017		FY 2017	
	BUDGET	PCT OF TOTAL	ACTUAL	PCT OF BUDGET	VAR	PCT VAR
ALL E&G ACTIVITY COMBINED						
REVENUES						
Tuition	\$ 48,110,339	50.9%	\$ 48,006,886	99.8%	\$ (103,453)	(0.2%)
Fees	12,719,103	13.5%	12,952,548	101.8%	233,445	1.8%
General State Appropriation	24,739,493	26.2%	24,739,488	100.0%	-	0.0%
Performance Funding Appropriation	2,109,804	2.2%	1,483,776	70.3%	(626,033)	(29.7%)
All Other Revenue	3,189,570	3.4%	3,383,476	106.1%	193,906	6.1%
Use of Fund Balance	3,686,723	3.9%	(650,013)	-17.6%	(4,336,736)	(117.6%)
TOTAL REVENUES	\$ 94,555,032	100.0%	\$ 89,916,161	95.1%	\$ (4,638,871)	(4.9%)
EXPENSES						
Instruction	\$ 41,484,958	43.9%	\$ 41,468,387	100.0%	\$ 16,571	0.0%
Academic Support	13,267,808	14.0%	13,102,109	98.8%	165,699	1.2%
Student Services	10,789,201	11.4%	10,392,307	96.3%	396,894	3.7%
Institutional Support	10,166,059	10.8%	9,871,512	97.1%	294,547	2.9%
Operations and Maintenance of Plant	9,812,004	10.4%	9,228,211	94.1%	583,793	5.9%
Scholarships	4,283,378	4.5%	4,184,560	97.7%	98,818	2.3%
University-Wide*	4,751,624	5.0%	1,669,075	35.1%	3,082,549	64.9%
EXPENSES Grand Totals	\$ 94,555,032	100.0%	\$ 89,916,161	95.1%	\$ 4,638,871	4.9%
SALARIES & WAGES	46,482,125	49.2%	46,898,415	100.9%	(416,290)	(0.9%)
BENEFITS	26,027,270	27.5%	25,183,890	96.8%	843,380	3.2%
OPERATING	18,853,996	19.9%	16,783,824	89.0%	2,070,172	11.0%
UTILITIES	2,164,000	2.3%	2,028,553	93.7%	135,447	6.3%
DEBT SERVICE	1,733,337	1.8%	1,807,847	104.3%	(74,510)	(4.3%)
AUXILIARY CHARGEBACKS	(705,696)	(0.7%)	(2,786,368)	394.8%	2,080,672	(294.8%)
Net Surplus (deficit)	\$ -		\$ -		\$ -	

*University-Wide includes central salary pools (OT, leave payouts, worker's comp, unemployment), University

Contingency fund and Consolidated University Operations (CUO) payments to Office of the Chancellor.

Note: excludes certain 4th quarter OOC charges and other transactions subject to final recording and audit during July 2017.



EDINBORO
UNIVERSITY

FY 2017 Highlights

- Revenues: \$4.6 million (4.9%) under budget
 - Tuition and fee revenue slightly over budget with Spring enrollments better than budget
 - Performance Funding was \$626K under budget
 - Preliminary result is slight contribution to fund balance (\$650K)*
- Expenses: \$4.6 million (4.9%) under budget
 - Savings in operating expense, utilities, library and contingency – departments saved \$2 million
 - Accurate capture of all auxiliary enterprise indirect costs offset E&G expenses by \$2.1 million better than budget (change in accounting practice)

**Note: approximately \$879K in expenses in addition to final OOC charges are pending and will likely result in a deficit of less than \$1M*



FY 2017 Capital and Deferred Maintenance Accomplishments (Completed Projects)

- Rose Hall Elevator Addition
- Dearborn Hall Second Floor Renovation
- Library Learning Commons
- Hendricks' Gender Neutral and Accessible Restrooms
- Compton Hall Interior Paint
- Reeder Hall Security Upgrades
- Van Houten Patio and Garden
- Hendricks and Doucette Electric Water Heater Replacements with Natural Gas
- Space Utilization Study by Paulien Associates
- Numerous small and medium deferred maintenance projects and equipment replacements



Multi-Year E&G Comparison FY2015-FY2018

Edinboro University of Pennsylvania

Fiscal Years 2015 through 2018 E&G (Total)

06/30/201X Actual

ALL E&G ACTIVITY COMBINED	FY 2015	PCT OF TOTAL	FY 2016	PCT OF TOTAL	FY 2017	PCT OF TOTAL	FY 2018	PCT OF BUDGET
	ACTUAL		ACTUAL		PRE-AUDIT ACTUAL		BUDGET	
REVENUES								
Tuition	\$ 49,476,168	54.4%	\$ 49,390,962	53.9%	\$ 48,006,886	53.0%	\$ 47,282,874	52.7%
Fees	12,389,796	13.6%	12,650,455	13.8%	12,952,548	14.3%	12,442,670	13.9%
General State Appropriation	23,681,434	26.1%	24,452,891	26.7%	24,739,488	27.3%	25,107,091	28.0%
Performance Funding Appropriation	2,000,371	2.2%	2,109,804	2.3%	1,483,776	1.6%	2,000,000	2.2%
All Other Revenue	3,357,621	3.7%	3,015,786	3.3%	3,383,476	3.7%	2,895,859	3.2%
TOTAL REVENUES	\$ 90,905,390	100.0%	\$ 91,619,898	100.0%	\$ 90,566,174	100.0%	\$ 89,728,494	100.0%
EXPENSES								
Salaries & Wages	\$ 48,483,533	54.4%	\$ 47,450,301	51.1%	\$ 46,898,415	52.2%	\$ 46,198,281	50.3%
Benefits	23,591,147	26.5%	24,906,700	26.8%	25,183,890	28.0%	25,921,500	28.2%
Operating	13,548,299	15.2%	17,180,501	18.5%	16,783,824	18.7%	18,666,569	20.3%
Utilities	2,229,305	2.5%	2,147,219	2.3%	2,028,553	2.3%	2,073,000	2.3%
Debt Service	1,448,912	1.6%	1,610,497	1.7%	1,807,847	2.0%	1,759,508	1.9%
Auxiliary Chargebacks	(798,018)	-0.9%	(643,361)	-0.7%	(2,786,368)	-3.1%	(2,894,355)	-3.2%
Capital	638,287	0.7%	193,297	0.2%	-	0.0%	41,000	0.0%
TOTAL EXPENSES	\$ 89,141,465		\$ 92,845,154		\$ 89,916,161		\$ 91,765,503	100.0%
Net Surplus (deficit)	\$ 1,763,925		\$ (1,225,256)		\$ 650,013		\$ (2,037,009)	

Notes:

FY2015 & 2016 results from EUP: FIN Report

FY2015 & 2016 includes Deferred Maintenance



EDINBORO
UNIVERSITY

Edinboro University of Pennsylvania
Comparison of FY 2017 and FY 2018
COMPARISON

	FY 2017		PCT OF TOTAL	FY 2018			
	BUDGET			BUDGET	% of Total	\$ Chg	% Chg
ALL E&G ACTIVITY COMBINED							
REVENUES							
Tuition	\$ 48,110,339	50.9%	\$ 47,282,874	51.5%	\$ (827,465)	-1.7%	
Fees	12,719,103	13.5%	12,442,670	13.6%	(276,433)	-2.2%	
General State Appropriation	24,739,493	26.2%	25,107,091	27.4%	367,598	1.5%	
Performance Funding Appropriation	2,109,804	2.2%	2,000,000	2.2%	(109,804)	-5.2%	
All Other Revenue	3,189,570	3.4%	2,895,859	3.2%	(293,711)	-9.2%	
Use of Fund Balance	3,686,723	3.9%	2,037,009	2.2%	(1,649,714)	-44.7%	
TOTAL REVENUES	\$ 94,555,032	100.0%	\$ 91,765,503	100.0%	\$ (2,789,529)	-3.0%	
EXPENSES							
Instruction	\$ 41,484,958	43.9%	\$ 40,425,058	44.1%	\$ (1,059,900)	-2.6%	
Academic Support	13,267,808	14.0%	12,959,351	14.1%	(308,457)	-2.3%	
Student Services	10,789,201	11.4%	11,459,511	12.5%	670,310	6.2%	
Institutional Support	10,166,059	10.8%	11,017,341	12.0%	851,282	8.4%	
Operations and Maintenance of Plant	9,812,004	10.4%	9,255,889	10.1%	(556,115)	-5.7%	
Scholarships	4,283,378	4.5%	4,132,794	4.5%	(150,584)	-3.5%	
University-Wide*	4,751,624	5.0%	2,515,559	2.7%	(2,236,065)	-47.1%	
TOTAL EXPENSES	\$ 94,555,032	100.0%	\$ 91,765,503	100.0%	\$ (2,789,529)	-3.0%	
SALARIES & WAGES	46,482,125	49.2%	46,198,281	50.3%	258,282	0.6%	
BENEFITS	26,027,270	27.5%	25,921,500	28.2%	398,733	1.5%	
OPERATING	18,853,996	19.9%	18,666,569	20.3%	(126,750)	-0.7%	
UTILITIES	2,164,000	2.3%	2,073,000	2.3%	(91,000)	-4.2%	
DEBT SERVICE	1,733,337	1.8%	1,759,508	1.9%	26,171	1.5%	
AUXILIARY CHARGEBACKS	(705,696)	(0.7%)	(2,894,355)	(3.2%)	(2,188,659)	310.1%	
CAPITAL	-		41,000	0.0%	41,000	-	
Net Surplus (deficit)	\$ -		\$ -		\$ -		

*University-Wide includes central salary pools (OT, leave payouts, worker's comp, unemployment), University Contingency fund and Consolidated University Operations (CUO) payments to Office of the Chancellor.

FY 2018 Budget Highlights

- 3.5% tuition increase, 6.5% enrollment decrease
 - Tuition and fees \$0.8M or 1.7% lower based on enrollments, restoration of 150% new OOS student rate
 - State appropriations increase by 1% compared to FY 2016 budget
- Total revenue before use of fund balance decreases by 1.3%; fund balance use is \$2.0M (down by 44.7%)
- Assumes CBA and 4.25% management increases
- 8.7% PSERS, 15% SERS increases and minimal decreases in health insurance employer costs
- Indirect cost recovery increases by 310% (new accounting practice)
- Expenses decrease by 0.1%



FY 2018 Capital and Deferred Maintenance Program

• Medium Voltage Switchgear Replacement		\$1,100,000
• Alexander, Compton, Reeder, Diebold Roof Replacements		900,000
• Compton Hall Basement HVAC Replacement		250,000
• Library Renovation Feasibility Study		45,000
• McComb Fieldhouse Facility Assessment and DM Study		35,000
• LED Light Replacements		45,000
• Campus Parking and Road Line striping		40,000
• Scotland Road Resurfacing		55,000
• Hendricks AC Condensing Unit Replacement		100,000
• Campus Wide Sidewalk Repairs		60,000
	E&G Spending Total	\$2,630,000
• Numerous Small and Medium DM Projects	Key 93 Spending Total	\$900,000
• Van Houten Dining Hall Renovation		\$500,000
• Highlands Stairwells Minor Renovation		4,000,000
• Library Renovation – Phase I Dining Design		200,000
	Auxiliary Spending Total	\$4,700,000
	Capital and DM Total	\$8,230,000

Annualized Enrollments, FY 2014 – FY 2018

ANNUALIZED STUDENT FTE

FTE

Undergraduate

	FY 2013/14 Actual	FY 2014/15 Actual	FY 2015/16 Actual	FY 2016/17 Actual	FY 2017/18 Budget
freshmen	635	615	635	542	472
transfers	202	226	203	197	189
reinstatements	229	207	136	158	178
continuing	4,469	4,258	3,789	3,537	3,226
special	37	50	40	35	37

Subtotal UG

Chg

5,572	5,356	4,803	4,469	4,102
	-3.9%	-10.3%	-7.0%	-8.2%

Graduate

continuing	740	653	774	788	795
first time	198	208	214	264	252
reinstatements	19	21	17	13	18
transfers	20	11	36	28	36

Subtotal GR

Chg

Total

Chg

977	893	1,041	1,093	1,101
	-8.6%	16.6%	5.0%	0.7%
6,549	6,249	5,844	5,562	5,203
	-4.6%	-6.5%	-4.8%	-6.5%



**EDINBORO
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Year Over Year: Budgeted Employee FTE

Full-Time Equivalent (FTE) Employees, Education & General (E&G)						
Excludes Designated Funds						
E&G (General)	2015		2017		2018 Budget	2017-2018 Budget to Budget Change
	Actual	2016 Actual	COT Budget	Actual		
Instruction	326.00	325.23	317.45	309.36	301.63	-15.82
Academic Support	78.00	80.11	81.00	80.36	78.00	-3.00
Student Services	80.00	79.53	83.42	80.55	85.95	2.53
Institutional Support	74.00	71.38	73.65	73.57	78.90	5.25
Operations and Maintenance of Plant	80.00	74.23	73.83	68.82	71.45	-2.38
University-Wide		0.75		0.42		
Grand Total	638.00	631.23	629.35	613.08	615.93	-13.42*
Chg		-1.1%	-0.3%	-2.6%	0.5%	-2.1%

*Faculty (14.55) + Non-Faculty 1.13 = (13.42) FTE Overall Reduction

FY 2018 Designated E&G Detail

	ATHLETICS										
	Sport Camps and Scholarships*	Program Fees	Fund Raising	Parking	Other	Continuing Education	Presidential Initiatives	Community Music School	Study Abroad and Road Trips	Conference and Academic Camps	Grand Total
REVENUES											
Fees		541,847			33,670	99,646		67,250	54,970		797,383
All Other Revenue	1,226,460	6,000	346,200	245,000	100,775		80,000	500	3,640	37,794	2,046,369
TOTAL REVENUE	\$ 1,226,460	\$ 547,847	\$ 346,200	\$ 245,000	\$ 134,445	\$ 99,646	\$ 80,000	\$ 67,750	\$ 58,610	\$ 37,794	\$ 2,843,752
EXPENSES											
Salaries & Wages	42,000		4,000	14,000		3,319		25,500		7,716	96,535
Benefits	500			21		832		4,283		2,016	7,652
Operating	506,900	669,787	269,500	124,520	88,813	59,521	160,000	37,860	56,025	27,640	2,000,566
Scholarships (unfunded)	901,088										901,088
Capital				16,000							16,000
TOTAL EXPENSES	\$ 1,450,488	\$ 669,787	\$ 273,500	\$ 154,541	\$ 88,813	\$ 63,672	\$ 160,000	\$ 67,643	\$ 56,025	\$ 37,372	\$ 3,021,841
Net Margin	\$ (224,028)	\$ (121,940)	\$ 72,700	\$ 90,459	\$ 45,632	\$ 35,974	\$ (80,000)	\$ 107	\$ 2,585	\$ 422	\$ (178,089)

*Revenue includes one-time liquidation of \$190,000 quasi-endowment.

FY 2018 Auxiliary Budgets

Edinboro University
 Summary of Proposed Auxiliary Operations
 Fiscal Year 2017/18

	Residence Life	Food Services	University Center	OSD	Total
Revenue	\$ 12,212,984	\$ 6,630,782	\$ 2,442,729	\$ 1,444,000	\$ 22,730,495
Salaries & Benefits	\$ 2,218,695	\$ 315,288	\$ 1,114,527	\$ 1,382,805	\$ 5,031,315
Operating Expense	2,947,003	5,755,636	246,600	48,200	8,997,439
Debt Service	7,574,395	182,517	1,399,438	-	9,156,350
Capital	-	60,000	20,000	-	80,000
Indirect Costs	1,897,379	249,828	302,254	444,894	2,894,355
Total Expense	\$ 14,637,472	\$ 6,563,269	\$ 3,082,819	\$ 1,875,899	\$ 26,159,459
Net from Operations	\$ (2,424,488)	\$ 67,513	\$ (640,090)	\$ (431,899)	\$ (3,428,964)



EDINBORO
 UNIVERSITY

Scheduled Debt Service FY 2017 – FY 2043

	E&G	Residence Halls	Highlands	Dining Services	Pogue Center	Total
6/30/17	1,304,625	805,659	5,180,810	182,403	1,336,477	8,809,975
6/30/18	1,320,961	853,245	6,721,150	182,517	1,399,438	10,477,311
6/30/19	1,320,673	850,573	6,720,400	182,721	1,399,247	10,473,614
6/30/20	1,318,378	847,830	6,718,900	182,539	1,399,342	10,466,990
6/30/21	1,318,670	846,994	6,721,400	182,880	1,400,614	10,470,557
6/30/22	791,159	842,501	6,717,400		1,379,668	9,730,728
6/30/23	747,836	718,490	6,716,900		1,380,080	9,563,306
6/30/24	610,879	357,681	6,719,400		1,380,316	9,068,277
6/30/25	610,385	262,386	6,719,400		1,380,390	8,972,561
6/30/26	483,492		6,716,650		939,508	8,139,649
6/30/27	483,771		6,725,900		113,548	7,323,218
6/30/28	483,709		6,721,150		113,521	7,318,380
6/30/29	483,895		6,717,650			7,201,545
6/30/30	483,647		6,719,900			7,203,547
6/30/31			6,722,150			6,722,150
6/30/32			6,718,900			6,718,900
6/30/33			6,720,700			6,720,700
6/30/34			6,715,100			6,715,100
6/30/35			6,717,100			6,717,100
6/30/36			6,716,100			6,716,100
6/30/37			6,536,900			6,536,900
6/30/38			6,535,200			6,535,200
6/30/39			6,538,700			6,538,700
6/30/40			6,532,100			6,532,100
6/30/41			6,535,550			6,535,550
6/30/42			6,528,600			6,528,600
6/30/43			3,481,400			3,481,400
TOTALS \$	23,727,119 \$	24,509,802 \$	175,535,510 \$	2,788,688 \$	32,490,317 \$	259,051,436

FY2018 BUDGET

1,320,961	E&G
438,547	AFRP
\$ 1,759,508	E&G (General)



**EDINBORO
UNIVERSITY**

University Advancement Report

Council of Trustees Meeting
July 25, 2017

Marilyn Goellner '01, CFRE
Assistant Vice President



COT REPORT – June 30, 2017
University Advancement

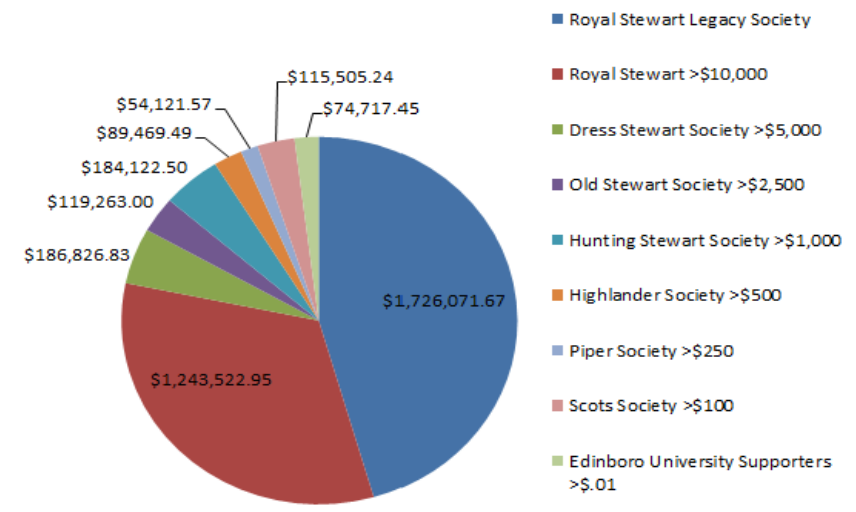
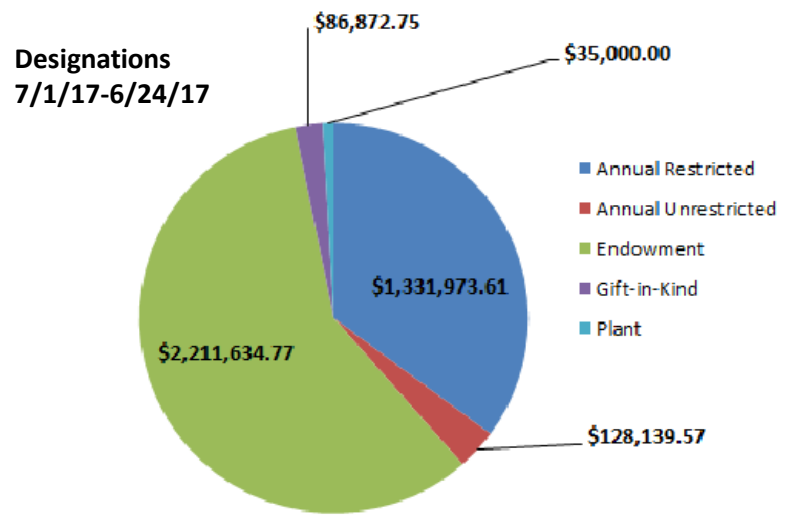
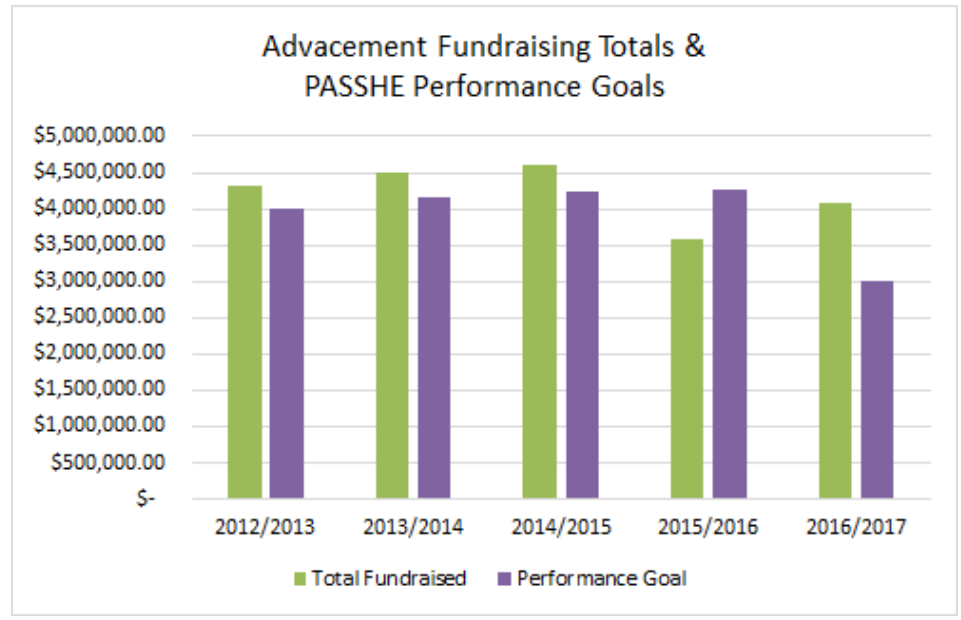
Total Fundraising June 30, 2017: **\$4,089,368.25**
 PASSHE Performance Funding Goal: **\$3,000,000.00**

Large Gifts 4/21/2017 – 6/30/2017

Name	Gift Amount
Great Lakes Case & Cabinet Co., Inc.	\$10,000.00
Greater Erie Economic Development Corp.	10,000.00
Kathleen R. Finger '71	20,000.00
CMI-Promex, Inc./Wayne Ligato '72	10,000.00
Mike Zafirovski '75	100,000.00
University Services, Inc.	147,000.00

New Funds 4/21/2017 – 6/31/2017

Waxman Family Wrestling Scholarship
 Student Affairs Leadership Fund



Advancement Highlights

Fundraising

- Major Moves Program
- Major Gift Portfolios
- Donor Visits and Proposals

Alumni Engagement

- Increased Outreach and Events (see attached)
- Increased Messaging

Staff

- Brenda Tucci – Promoted to Administrative Assistant
- Director of Annual Giving – Interviews
- Director of Alumni Engagement – Approved pending enrollment

Division Retreat & Strategic Plan 17/18

- “Transition to Campaign Readiness”

Comprehensive Campaign - Complex – intensive, energy-demanding exercise.

- Keys to Success
- Timeline



Enrollment Management Report

Friday, July 25, 2017

Admissions Initiatives

1. CRM-Recruit – Visitor Inquiries will be entered into the CRM, our new interested fall 2018 students are entering the beginning of the recruitment funnel and appear on the Assistant Directors dashboards for engagement/follow-up.
2. CRM Inquiry Training – Support staff continues to receive ongoing training to improve our data entry efficiencies.
3. CRM Dashboard Staff Training - Trained the Assistant Directors on creating a personal Dashboard and working with the views in Recruit. The Dashboard contains views of each student assigned to a counselor at each phase of the recruitment funnel.
4. Digital Airstrike - Targets Social Media activity and works with our Communication Department to respond to all posts.
5. Heart of Leadership Training - Professional Development - The Admissions staff attended an intensive two day training, held June 15 & 16, 2017. The training focused on each of the staff being the best you, that you can be, as well as being a trustworthy team member.
6. Admissions Webpage addition - Center for Career Development link on the Admissions page is in the left menu, under prospective student. “Early Career Planning” The idea is to tie careers into the recruitment process, to show prospective students the outcome of their education at EU.
7. President Walker Welcome message - Accepted students received a welcome letter from Dr. Walker as new initiative in the admissions accepted student flow process.

Financial Aid Initiatives

1. FASFA Filing date moved up - Financial aid updated the preferred FAFSA filing date from March 15, to December 15. Admissions will update all correspondence and social media to be in alignment with Financial Aid FAFSA changes.

Marketing Initiatives

1. The “My Story” campaign launched as planned in June. The first month of Google Analytics tracking shows good web traffic to the newly created landing page, with 801 page views (746 unique visitors). Also, “word of mouth” response has been positive, with many people reporting that they saw the billboards, liked the web rotator, etc.
2. Print materials for the enrollment communications plan are underway, to be ready for fall. Materials such as the view book will be updated with fresh images and information for the next recruiting cycle.
3. A video postcard is being planned to send to admitted students as a complement to summer melt efforts. This is a collaboration between the Communications and Marketing Departments. The initial creative plan is to have an existing student working with a new student to show him/her all the cool things about campus and EU in general. It would be shot and edited in a casual, relatable style.
4. A new Admissions splash page is nearly complete. The Marketing Department has been working with ITS to develop a new page to act as a “mini view book” where viewers can get a quick snapshot of EU before entering the full site. The plan is to create a custom vanity url that would only be used on recruitment materials/ads for tracking purposes. The splash page provides quick links to academic listings, tuition information, etc. everything that a future student may be looking for.

Veterans Success Center Initiatives

1. Attended Crawford County Veterans Resource Fair – Purpose: To represent Edinboro University and its commitment to supporting Veterans in the region surrounding the University, while distributing recruiting information to potential new students. – Outcome: Met with leaders of the Veterans community in Crawford County and general members of the Meadville VFW to discuss the needs of Veterans in the area. Continued to build good relations with the Erie VA Medical Center leadership and staff during the event. Passed out information about Edinboro University programs to several people and promoted the Al Stone Lecture series.