

**MINUTES**  
**Edinboro University of Pennsylvania Council of Trustees**  
**Special Meeting**  
**Friday, September 25, 2015**  
**President's Conference Room – Reeder Hall, 1<sup>st</sup> floor**

At 10:02 a.m. Chair Dennis Frampton called the Special Meeting of the Edinboro University Council of Trustees to order. At the direction of Chair Frampton, the Recording Secretary conducted Roll Call and verified the presence of a quorum. Present in person or via phone were:

Ms. Barbara Chaffee  
 Mr. Dennis Frampton  
 Mr. Daniel Higham  
 Mr. Rob Lowther (via phone – joined meeting in progress after first Roll Call vote completed)  
 Ms. Kathy Pape (via phone)  
 Mr. John Pulice (via phone – lost connection after Roll Call and rejoined meeting in progress after first Roll Call vote completed)  
 Mr. Harold Shields (via phone)  
 Mr. Timothy Wachter (via phone)

Absent: Trustees Horan, Steele and Walker

In addition to President Julie Wollman, the following individuals were in attendance at the Special Meeting:

Mr. Guilbert Brown, Vice President for Finance and Administration  
 Ms. Sherri Galvin, Assistant to the President and Recording Secretary  
 Mr. Eric Sheppard, Associate Vice President of Financial Operations

For the record, Chair Dennis Frampton noted that Council members met on Tuesday, September 22 for an informational session and that at today's proceedings Council members will deliberate and cast a vote on those action items contained in the Special Meeting notice. To avoid any violation of the *Pennsylvania Wiretapping Act*, the Chair announced that the meeting would be recorded. Since there were no external persons present to make a request to speak during the Public Comment period, the Chair moved to the next item of business – review and approval of the minutes from the EU Council of Trustees meeting held on August 4, 2015. The Chair entertained a motion calling for approval of the minutes as stated above. **It was voted**, on motion of Trustee Higham, seconded by Trustees Chaffee and Pape, to approve the above-referenced minutes as presented at the September 22 information session. The motion passed with unanimous approval by the Council.

**Roll Call vote – Minutes of Special Meeting held on August 4, 2015**

	<b>Aye</b>	<b>Nay</b>	<b>Absent</b>	<b>Abstain</b>
Trustee Chaffee	X			
Chair Frampton	X			
Trustee Higham	X			
Trustee Horan			X	
Trustee Lowther			X	
Trustee Pape (via phone)	X			

Trustee Pulice		X
Trustee Shields (via phone)	X	
Trustee Steele		X
Trustee Wachter (via phone)	X	
Trustee Walker		X

The motion carried with unanimous approval.

Next, Chair Frampton solicited a motion to accept the minutes from the June 9, 2015, quarterly business meeting of the EU Council of Trustees. The official record will reflect that Trustees Lowther and Pulice joined the meeting proceedings and participated in Roll Call voting for the remainder of the meeting. **It was voted**, on motion of Trustee Chaffee, seconded by Trustee Higham, to approve the above-referenced minutes as presented at the September 22 information session. The motion passed with unanimous approval by the Council.

#### **Roll Call vote – Minutes of Quarterly Business Meeting held on June 9, 2015**

	<b>Aye</b>	<b>Nay</b>	<b>Absent</b>	<b>Abstain</b>
Trustee Chaffee	X			
Chair Frampton	X			
Trustee Higham	X			
Trustee Horan			X	
Trustee Lowther (via phone)	X			
Trustee Pape (via phone)	X			
Trustee Pulice (via phone)	X			
Trustee Shields (via phone)	X			
Trustee Steele			X	
Trustee Wachter (via phone)	X			
Trustee Walker			X	

Chair Dennis Frampton moved for formal approval of the Resolution presented ceremonially to Trustee John Horan on September 22. The Resolution and gavel plaque were presented to Trustee Horan to honor and recognize his outstanding service and dedicated leadership as Chair of the EU Council of Trustees from 2011-2015. Trustee Horan has served as a Trustee for the past 15 years and continues to serve as an active member of the Council. **It was voted**, on motion of Trustee Higham, seconded by Trustee Shields, to officially approve the Resolution (**Attachment #1**) presented to Trustee John Horan at the September 22 information session. The motion passed with unanimous approval by the Council.

#### **Roll Call vote – Resolution Honoring Contributions of Trustee John E. Horan**

	<b>Aye</b>	<b>Nay</b>	<b>Absent</b>	<b>Abstain</b>
Trustee Chaffee	X			
Chair Frampton	X			
Trustee Higham	X			
Trustee Horan			X	
Trustee Lowther (via phone)	X			
Trustee Pape (via phone)	X			
Trustee Pulice (via phone)	X			
Trustee Shields (via phone)	X			
Trustee Steele			X	

Trustee Wachter (via phone) X

Trustee Walker X

The next Executive action item President Wollman recommended for approval was the Certifying Resolution and Order of Succession Plan for Edinboro University in accordance with Board of Governors Policy 1983-14-A: *Appointing Interim and Acting Chief Executive Officers*. The Council's approval is required on annual basis and must be transmitted to the Office of the Chancellor by September 30<sup>th</sup>. **It was voted**, on motion of Trustees Shields and Wachter, seconded by Trustee Higham, to accept President Wollman's recommended Order of Succession Plan and Resolution as presented at the September 22 information session (**Attachment #2**).

#### Roll Call vote – Certifying Resolution and Order of Succession Plan for Edinboro University

	Aye	Nay	Absent	Abstain
Trustee Chaffee	X			
Chair Frampton	X			
Trustee Higham	X			
Trustee Horan			X	
Trustee Lowther (via phone)	X			
Trustee Pape (via phone)	X			
Trustee Pulice (via phone)	X			
Trustee Shields (via phone)	X			
Trustee Steele			X	
Trustee Wachter (via phone)	X			
Trustee Walker			X	

Lastly, President Wollman presented a recommendation to Council members seeking approval of the Honorary Degree Selection Committee's recommendations. These included the couple of Dr. Hugo and Mrs. Alicia Keim (Founders of the ChairScholar Foundation); Mellody Hobson (President of Ariel Investments) and Bryan Stevenson (Professor at the New York University School of Law). The record will reflect that President Wollman provided more extensive background on the Keim couple and the other two individuals contained in the recommendation during the September 22 information session. **It was voted**, on motion of Trustee Chaffee, seconded by Trustee Higham, to accept President Wollman and the Honorary Degree Selection Committee's recommendation as stated above. For the record, the list of nominated, recommended and approved candidates in the pool for an honorary degree stands at five. The current nominees Dr. Hugo and Mrs. Alicia Keim, Mellody Hobson and Bryan Stevenson join previously approved nominees Elizabeth Warren and Susan Kemenyffy.

#### Roll Call vote – Acceptance of Honorary Degree Selection Committee Nominations

	Aye	Nay	Absent	Abstain
Trustee Chaffee	X			
Chair Frampton	X			
Trustee Higham	X			
Trustee Horan			X	
Trustee Lowther (via phone)	X			
Trustee Pape (via phone)	X			
Trustee Pulice (via phone)	X			
Trustee Shields (via phone)	X			
Trustee Steele			X	

Trustee Wachter (via phone) X  
 Trustee Walker X

The motion carried with unanimous approval by the Council.

Chair Frampton noted that the next action items for review and actions were from the division of Finance and Administration. These included Contracts and Purchases for the months May, June July and August 2015 and several facilities-related Resolutions. Hearing no questions or a request for further discussion, the Chair sought a motion for approval. **It was voted**, on motion of Trustee Higham, seconded by Trustee Shields, to accept President Wollman's recommendation for the approval of Contracts and Purchases for the period May 1-30, June 1-30, July 1-31 and August 1-31, 2015 as reviewed by members of the Council at the information held on September 22. The motion carried with unanimous approval.

**Roll Call vote – Contracts and Purchases for the period May, June, July and August 2015**

	<b>Aye</b>	<b>Nay</b>	<b>Absent</b>	<b>Abstain</b>
Trustee Chaffee	X			
Chair Frampton	X			
Trustee Higham	X			
Trustee Horan			X	
Trustee Lowther (via phone)	X			
Trustee Pape (via phone)	X			
Trustee Pulice (via phone)	X			
Trustee Shields (via phone)	X			
Trustee Steele			X	
Trustee Wachter (via phone)	X			
Trustee Walker			X	

Lastly, Chair Frampton motioned for action relative to the following facilities-related Resolutions. These included:

- Resolution – Change of Assignable Square Feet (ASF) in Dearborn Hall
- Resolution – Demolition of Centennial Hall
- Resolution – Demolition of Miller Research Learning Center

The Chair asked if there was any further discussion or questions. Trustee Lowther asked for clarification regarding the change in status. Mr. Gil Brown, Vice President for Finance and Administration, stated that the request before the Council would change the use of the second floor of Dearborn Hall from dormitory space (Auxiliary) to office space Education and General (E&G). Dearborn Hall is currently categorized as auxiliary space (total ASF 48,047) in the PASSHE Facilities Inventory of which approximately 13,116 will be re-categorized as E&G. Trustee Lowther thanked Vice President Brown for the clarification. **It was voted**, on motion of Trustee Chaffee, seconded by Trustee Higham, to approve the Resolutions as listed above and presented at the September 22 information session. Chair Frampton requested that these Resolutions (**Attachment #3**) be moved forward to the PASSHE Board of Governors for review and action at their upcoming October business meeting.

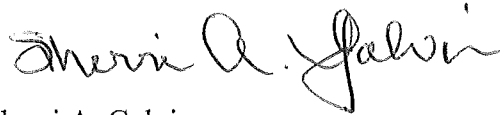
**Roll Call vote – Resolutions: Change of Assignable Square Feet for Dearborn Hall, Demolition of Centennial Hall and Demolition of Miller (Research Learning Center) Hall**

	<b>Aye</b>	<b>Nay</b>	<b>Absent</b>	<b>Abstain</b>
Trustee Chaffee	X			
Chair Frampton	X			
Trustee Higham	X			
Trustee Horan			X	
Trustee Lowther (via phone)	X			
Trustee Pape (via phone)	X			
Trustee Pulice (via phone)	X			
Trustee Shields (via phone)	X			
Trustee Steele			X	
Trustee Wachter (via phone)	X			
Trustee Walker			X	

The motion for approval of all three Resolutions carried with unanimous approval by the Council of Trustees.

Chair Frampton inquired if there was any other business for the Good of the Order. Hearing none, Trustee Higham motioned for adjournment. The Chair reminded Trustees that the Council would next meet on Friday, December 11, 2015. The Special Meeting of the EU Council of Trustees officially adjourned at 10:22 a.m.

Respectfully submitted,



Sherri A. Galvin  
Assistant to the President and Recording Secretary



# EDINBORO UNIVERSITY

## RESOLUTION

### Honors the Contributions of John E. Horan

**Whereas**, John Horan received his bachelor's degree in political science from St. Benedict's College in Atchison, Kansas, and has completed extensive graduate work in law, planning and public administration; and

**Whereas**, John Horan became executive director of the Housing Authority of the City of Erie in 1977 and continues to provide distinguished leadership in that role; and

**Whereas**, John Horan is a recognized leader in innovative resident service programs, including initiatives by his agency that have earned 40 state and national awards; and

**Whereas**, John Horan has received numerous state, regional and community awards for his leadership and community service, including United Way of Erie County's Tocqueville Award, Edinboro University's Martin Luther King, Jr. Award, and the Erie County Bar Association's Liberty Bell Award; and

**Whereas**, John Horan served for 15 years, and continues to serve, on Edinboro University's Council of Trustees; and

**Whereas**, John Horan served as Edinboro University Trustee Chair for four years, overseeing the University's successful response to significant opportunities and challenges; then

**BE IT RESOLVED**, therefore, that in recognition of John Horan's distinguished service as Trustee Chair, that this Council of Trustees of Edinboro University acknowledges with gratitude John Horan's past, present and future service, volunteerism, dedication and leadership to the university and extend to him best wishes for continued success and fulfillment in all his future endeavors.

Unanimously adopted by the Council of Trustees on this 25<sup>th</sup> day of September, 2015.

Dennis R. Frampton, Chair  
Council of Trustees

Barbara C. Chaffee, Vice Chair  
Council of Trustees

Daniel E. Higham, Secretary  
Council of Trustees



# 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 Wollman's behalf in her absence or in the event she is temporarily unable to fulfill her 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 25<sup>th</sup> day of September, 2015.

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  
2015-2016**

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  
September 25, 2015**

## **RESOLUTION Change of Assignable Square Feet (ASF) in Dearborn Hall**

To approve the increase of space categorized as general educational as the result of changing the use of approximately 13,116 assignable square feet of Dearborn Hall, located at 205 Darrow Road, to department and faculty office space to facilitate the relocation of departments and faculty from Centennial Hall to Dearborn Hall and the subsequent demolition of Centennial Hall.

**WHEREAS**, Edinboro University of Pennsylvania has been granted a permit by the Pennsylvania Department of Labor and Industry for the change of use of Dearborn Hall and convert the second floor and portions of the first floor to general use; and

**WHEREAS**, the department offices for English & Philosophy and Sociology will be relocated from Centennial Hall to Dearborn Hall; and

**WHEREAS**, Centennial Hall will become completely vacant and available for demolition,

**NOW, THEREFORE, BE IT RESOLVED**, that we, the Council of Trustees, approve the increase in space inventory categorized as general education by approximately 13,116 assignable square feet.

**Dennis R. Frampton, Chairperson  
Council of Trustees**

**Barbara C. Chaffee, Vice Chair  
Council of Trustees**

**Daniel E. Higham, Secretary  
Council of Trustees**



# EDINBORO UNIVERSITY

**Council of Trustees  
September 25, 2015**

## **RESOLUTION Demolition of Centennial Hall**

To approve Edinboro University of Pennsylvania's campus-wide Facilities Master Plan implementation strategy that includes the demolition of Centennial Hall located at 295 Meadville Street.

**WHEREAS**, Edinboro University of Pennsylvania has been granted a permit by the Pennsylvania Department of Labor and Industry for the change of use of Dearborn Hall and converted the second floor and portions of the first floor to general use; and

**WHEREAS**, the department offices of English, Philosophy, and Sociology are being relocated to Dearborn Hall and will vacate Centennial Hall.

**NOW, THEREFORE, BE IT RESOLVED**, that we, the Council of Trustees, approve the undertaking of the demolition of Centennial Hall.

**Dennis R. Frampton, Chairperson  
Council of Trustees**

**Barbara C. Chaffee, Vice Chair  
Council of Trustees**

**Daniel E. Higham, Secretary  
Council of Trustees**



# EDINBORO UNIVERSITY

**Council of Trustees  
September 25, 2015**

## **RESOLUTION Demolition of Miller Research Learning Center**

To approve the demolition of Miller Research Center located at 325 Scotland Road.

**WHEREAS**, Edinboro University of Pennsylvania has renovated and added to the existing Butterfield Hall to provide classroom and office space for the School of Education; and

**WHEREAS**, the School of Education faculty and staff have relocated to Butterfield Hall and have vacated Miller Research Center; and

**WHEREAS**, the condition of Miller Research Center has deteriorated to a condition unfit for occupancy; and

**WHEREAS**, Edinboro University has an excess of allocated Educational & General (E&G) space.

**NOW, THEREFORE, BE IT RESOLVED**, that we, the Council of Trustees, approve the undertaking of the demolition of Miller Research Center.

**Dennis R. Frampton, Chairperson  
Council of Trustees**

**Barbara C. Chaffee, Vice Chair  
Council of Trustees**

**Daniel E. Higham, Secretary  
Council of Trustees**