

MINUTES
Edinboro University of Pennsylvania Council of Trustees
Quarterly Business Meeting
Tuesday, March 10, 2015
2:00 p.m.
Crawford Center Conference Room

Prior to the quarterly, public meeting of the Edinboro University Council of Trustees, Council members met beginning at 10:00 a.m. in Committee Meeting with President Wollman and members of the Executive Leadership Team (ELT) until 12:00 Noon. ELT members present: Provost Hannan, Vice Presidents Brown and Sablo, Interim Associate Vice President for Financial Operations Eric Sheppard and Director of University Communications Jeffrey Hileman. In addition, it is also noted that this session was attended by members of the public and Edinboro University Students respectively: Lisa Adams (news anchor WSEE) and camera operator and students Tyler Jemetz and William "Lee" Galt IV.

Topics reviewed and discussed included:

EXECUTIVE – President Wollman

Protection of Minor/Background Check Policy – Policy and Implementation

ACADEMIC AFFAIRS – Provost Michael Hannan

Curriculum Changes

Elimination of 10% premium for Educational Psychology Graduate Program

Proposed STEM Fee

ADVANCEMENT – President Wollman

Advancement Results

FINANCE AND ADMINISTRATION – Vice President Gil Brown

Current Year Projection based on 12/31/14 Actual and Spring Enrollments

Financial Dashboard

At approximately 12:20 p.m., Chair Horan called members of the Council into Executive Session. A brief Executive Session was held with President Wollman, followed by lunch and continued informal conversation.

Chair Horan called the public meeting to order at 2:07 p.m. The Chair directed the Recording Secretary to conduct Roll Call. The following Council members were present:

Ms. Barbara Chaffee
 Mr. Dennis Frampton
 Mr. Daniel Higham
 Mr. John Horan
 Mr. Robert Lowther, Jr.
 Ms. Kathy Pape
 Mr. Harold Shields
 Mr. Ronald Steele
 Mr. Timothy Wachter
 Mr. Shaquan Walker (via phone)

ABSENT: Trustee John Pulice

For the record it was noted that in addition to President Julie Wollman, the following individuals were in attendance at the Council of Trustees' quarterly business meeting:

Dr. Alan Biel, Dean – Graduate Studies and Research and Interim Dean - School of Education
 Mr. Guilbert Brown, Vice President for Finance and Administration
 Ms. Sherri A. Galvin, Assistant to the President and Recording Secretary
 Dr. Michael Hannan, Provost and Vice President for Academic Affairs
 Mr. Jeffrey Hileman, Director of Communications
 Dr. Scott Miller – Dean – School of Business and Interim Dean – College of Arts, Humanities and Social Sciences
 Mr. Wayne Patterson, Acting Director for Human Resources and Faculty Relations
 Dr. Nathan Ritchey, Dean - College of Science and Health Professions and Vice President for Strategic Initiatives
 Dr. Kahan Sablo, Vice President for Student Affairs
 Mr. Eric Sheppard, Interim Associate Vice President for Financial Operations

Guests:

Mr. William (Lee) Galt IV, EU Student Government Association (EUSGA) President-Elect
 Mr. Tyler Jemetz, EUSGA Vice President
 Mr. Jordan Guerrein, WJET-TV reporter and camera operator

Following the conduct of Roll Call, the Recording Secretary verified the presence of a quorum. Chair Horan noted for the record that the proceedings of the Edinboro University Council of Trustees meetings are recorded. Therefore, public disclosure to those in attendance via his verbal announcement and the written public notice avoids any violation of the *Pennsylvania Wire Tapping Act*. He then moved to the first order of business - Public Comment. The Chair invited comment from the public in attendance.

Hearing no requests from members of the public to speak, Chair Horan moved on to the next item - Old Business. Chair Horan noted the receipt and electronic distribution of the meeting materials. He specifically noted the receipt of Minutes from the Special Meeting held on December 12, 2014, and Minutes of the Quarterly Business meeting held on November 11, 2014, and entertained a motion calling for approval of those Minutes. Due to the presence and participation of Trustee Walker via conference call, Chair Horan directed the Recording Secretary to conduct a Roll Call vote. **It was voted**, on motion of Trustees Chaffee, seconded by Trustees Higham and Lowther to approve the above-referenced minutes as presented.

Results Roll Call vote – Minutes of Special Meeting held on December 12, 2014 and Minutes of the Quarterly Business meeting held on November 11, 2014

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

The motion passed with unanimous approval by the Council present.

The Chair then asked President Wollman to deliver her report to the Council of Trustees. President Wollman began her report by thanking all of the Trustees and the many other constituents who participated in the Triennial Presidential Evaluation process. The President stated that she is eager to receive the feedback resulting from the process and is committed to using the feedback to grow as a leader and to the benefit of this University. She recognized the immense amount of time and effort that goes into such a process. In particular, President Wollman wanted to go on record and formally thank Trustee Wachter (Chair) and Trustees Pape and Trustee Steele who served to assist Trustee Wachter.

President Wollman next spoke about the results of the University's new recruitment and yield efforts. The President reported that for the freshman class beginning Fall 2015, deposits by admitted students, which signal a commitment to matriculate at Edinboro University, are up more than 10% this week. The tuition pilot program approved for out-of-state freshman shows tremendous response with deposits up over 70%. At Porreco College, the admissions office received over 230 applications for the 2015 Fall semester; after accepting 52 new students for the start of the Spring 2015 semester and adding to the already 174 new students who started there in the Fall 2014. In summary, this is a very positive trend in the right direction, and it is apparent that the leadership of Chris LaRusso and the hard work of his staff in the Admissions office has made a difference.

The President moved next to the reporting of Fall to Spring retention which was once again at 91% (same as last year) and showing a slight increase from previous years. The success can be attributed to the comprehensive new approach implemented by Ms. Fai Howard, Director of Academic Success and Student Retention. Also, this new approach promises to improve Spring to Fall retention rates this year. This period of time is traditionally a challenge for all institutions as colleges and universities tend to lose far more students between Spring and Fall than Fall to Spring. Ms. Howard and her staff are working hard and have some very specific strategies in place to improve retention Spring to Fall.

President Wollman next spoke about the new Constituent Experience program (formerly referred to as the Customer Experience program). At the University, we are working very hard to improve the quality of service that people receive when they interact with a University office or an individual who works at the University. The President stated that we know the quality of service is good, but that we want it to be excellent! Initiatives already underway have improved morale, pride and workplace satisfaction which are fundamental to good service. The Edinboro Excellence program will continue with the weekly recognition of an employee, faculty, or staff who has accomplished something extraordinary. Fighting Scots Friday have begun whereby the President has challenged and encouraged each and every employee and department to show their Boro Pride by wearing Boro logo gear or plaid. She noted that the initiative has been well-received and even has become a bit competitive with departments posting pictures on the Edinboro University Facebook page. Also, a brand new initiative has been undertaken by President Wollman called Points of Pride. The idea is to share good news about the University or the community. The first Point of Pride message was sent out by President Wollman this past week and featured Admissions data (shared with Council members at the start of the President's report) noting an upward trend in new freshman and out-of-state students planning to attend Edinboro University this fall. Already, President Wollman is in receipt of positive feedback regarding this new initiative. An effort has been made to share the University's marketing materials with all of the employees to increase awareness of their existence. These great ads feature not only current students, but also successful alumni. Arrangements will be made for the Council's viewing of the new alumni video at the April Study Session. Plans have also been

undertaken for the development and formal presentation of a new employee orientation program and the offer of ongoing professional development programs for University employees. There will be an assessment tool in place for each of these program initiatives to help determine outcomes and effectiveness. The President reported that Edinboro University will participate in the *Great Colleges to Work For* survey process for the third consecutive year. This survey and other internal measures are good assessments of how successful these and other initiatives have been.

Next, the President reported that through continued discipline and efficiency, this year's projected \$4.5 M deficit has been reduced to a projected deficit of just under \$2.1 M, and the administration will work to reduce this figure even further.

President Wollman then spoke about the successful trip in February to Florida. She and Dr. King connected with a number of alumni and friends of the University who have the potential to be five and six figure donors to the University. The alumni gathering and friend-raising bay cruise held in Clearwater was very well attended and drew 50% more attendees than last year. Dr. King and the President also had an opportunity to meet with and cultivate some major donors who are friends of the University and have made significant gifts in the past year to Edinboro University. In summary, it was a good trip that allowed us to meet people and share with them the Edinboro University story about what is happening on campus.

President Wollman commented on the successful visit of PASSHE Chancellor Brogan to the Edinboro University campus in February. During his visit here, Chancellor Brogan met with Trustees, faculty, staff and students. He consistently heard about the important and innovative initiatives taking place and that these are making a difference to those that we serve.

In closing, the President commented on the many accomplishments of students in the areas of academic, athletic and co-curricular activities and how extremely proud she is of all students. These students continue to bring great recognition to the University. President Wollman stated that she feels incredibly fortunate to be on a campus, come to work every day to serve the students, and to enjoy all the successes because of their hard work and dedication.

Chair Horan thanked President Wollman for the delivery of an informative report. He next called on Trustee Wachter to provide an update on the conduct of the triennial evaluation of President Wollman. Trustee Wachter reported that he, Trustees Pape and Steele, and the external consultant Dr. Patricia Cormier had met with approximately 70 individuals from our internal and external University community representing a very wide group of constituents. The review committee met with constituents either in person or via telephone conference here on campus or at the Porreco College on February 26-27. A time period will be arranged for the review committee to meet with remaining members of the Council of Trustees in order to finalize the process. Trustee Wachter stated that a final report will be ready for presentation at the next meeting of the Council on Tuesday, April 28.

Under New Business, Chair Horan requested Provost Hannan to come forward for the delivery of the Academic Affairs Committee report. Dr. Hannan noted receipt, in an electronic folder, of a number of information items. These included: the Academic Affairs report (**Attachment #1**); Individuals Granted Emeritus Status and Posthumous Emeritus Status; and Individuals Granted Sabbatical Leave 2016-2017 and Fall 2015. Provost Hannan highlighted the following entries from the report:

Accreditation

- On March 1, the monitoring report was submitted to the Middle States Commission on Higher Education. The report contains a strong argument that we have a sustainable and viable financial plan for the University moving forward. Edinboro University will host a small team visit March 30 – April 1, 2015.
- Also, at its November 2014 meeting, the Commission on Accreditation (COA) reviewed the Reaffirmation application for the University's baccalaureate social work program, and voted to reaffirm the program's accreditation for eight years until October 2021. He noted that a Progress Report is due August 30, 2015.

Academic Program Initiatives

- Edinboro and Clarion Universities' Master of Science in Nursing (MSN) program was named one of the nation's best online graduate programs by *US News & World Report*. The program ranked 21st of 96 top tier programs in the magazine's 2015 Best Online Graduate Nursing Programs survey.
- As part of our Porreco College programming initiatives, the University has partnered with the Pennsylvania Electric Company (Penelec) to offer an educational program designed to train the next generation of utility line workers. Program participants will earn an Associate of Applied Science degree with a concentration in Electric Utility Technology and was the program presented to the Council of Trustees for its approval in December. The Provost reported that a successful Open House event was held in February, where well over 100 applications were received for the first 24 seats in that program. He estimates that there were probably more than 200 people total present at the first information session.
- Next, Provost Hannan reported on the formation of a new Institute for Forensic Sciences, led by three of University faculty: Dr. Lenore Barbian (History, Anthropology and World Languages), Professor Michelle Vitali (Art) and Dr. Theodore Yeshion (Political Science and Criminal Justice). The Institute was formed to provide excellence in undergraduate education and training in the forensic sciences by drawing on faculty from diverse academic disciplines, including criminal justice, anthropology and art. By promoting faculty and student research and providing opportunities for students to engage in real-world forensic projects, the Institute will be able to enhance the educational experience for students interested in a multitude of forensic disciplines.

Faculty Recognition

- Next, Provost Hannan highlighted the following faculty accomplishments noting that there are many others featured in the written report (pages 2-3).
 - Dr. Victoria Hedderick (Nursing) received the National 2015 ELSIE Award for Active Learning in the Classroom. Elsevier publishing company annually recognizes the work of outstanding nurse educators in the areas of Simulation, Clinical Education and Active Learning in the classroom.
 - Also, Dr. Linda Best (Early Childhood and Reading) successfully completed the Quality Matters Master Reviewer Certification. This is a program that ensures that faculty in their online courses meet very high and rigorous national standards. She is just one of a number of our faculty who have completed that certification.

Student Recognition

- Provost Hannan stated that there were numerous student recognitions also contained in the written report (pages 3-6). He highlighted one in particular from the list; five Edinboro University Honor Program students were selected to present their research at the 49th Annual National Collegiate Honors Council (NCHC) Conference in Denver, Colorado. One of those students, Megan Kunst, presented her research *Using Mathematical Perspective*, that explored how mathematics relates to the linear perspective used in art, and she won first place in the Visual Arts category at that conference.

For the record, two informational items were shared with members of the Council - the names and department affiliation of Individuals granted Emeritus Status and also those faculty granted Sabbatical Leave for 2016-17 and Fall 2015.

Individuals Granted Emeritus Status and Posthumous Emeritus Status (December 2014)

<u>Name</u>	<u>Department</u>
Beckman, Dr. Marian	Counseling, School Psychology, and Special Education
Bohne, Ms. Luciana	English and Liberal Studies
Holtz, Dr. Jo	Middle & Secondary Education and Educational Leadership
McConnell, Dr. Robert	Office for Students with Disabilities
Van den Honert, Dr. Peter	Music
Walcavich, Dr. Maureen	Early Childhood and Reading
Winterberger, Ms. Suzanne	Art
Wreh-Wilson, Dr. D. Elliott	Philosophy

POSTHUMOUS EMERITUS

Azicri, Dr. Max	Political Science and Criminal Justice
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Individuals Granted Sabbatical Leave 2016-17 and Fall 2015

Fall 2015 (full pay)

Orr, Dr. Penelope	Art
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Academic Year 2016-2017 (half pay)

Lee, Dr. Wook	Geosciences
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Fall 2016 (full pay)

Bartone, Dr. Jeffrey J.	English and Philosophy
Morrow, Dr. Gregory D.	Psychology
Sheehy, Dr. Donald G.	English and Philosophy
Thompson, Dr. Timothy N.	Communication Studies

Spring 2017 (full pay)

Craig, Dr. Ronald A.	Psychology
Gibson, Dr. Melissa K.	Communication Studies
Hoffman, Dr. Gerald	Chemistry
Molnar, Mr. Joseph M.	Mathematics and Computer Science
Repp, Mr. John W.	English and Philosophy
Roberts, Jr., Dr. James W.	Health and Physical Education

Provost Hannan noted that although one of the granted sabbatical leaves appeared to be a bit out of order, Dr. Penelope Orr with a Fall 2015 leave. It was granted pending notification of her selection for a 2015-16 Fulbright U.S. Scholar grant. If selected, Dr. Orr will study in England and review new techniques used in Europe in Art Therapy. Currently, Dr. Orr is the leader in our online Art Therapy program.

Dr. Hannan continued to present on the next topic, an Academic Affairs action items in which President Wollman and he recommend the approval of the following Program Revisions, Reorganizations and New Tracks/Concentrations. These included:

PROGRAM REVISIONS

Bachelor of Fine Arts (BFA): Studio Arts (0392)

Bachelor of Science – Biology

Bachelor of Science – Biology/Pre-Dental

Bachelor of Science – Biology/Pre-Medical

Bachelor of Science – Biology/Pre-Veterinary

Educational Specialist in School Psychology (8700)

Master of Arts – Counseling – College Counseling

PROGRAM REVISION/TITLE CHANGE

Master of Arts in Counseling – Clinical Rehabilitation Counseling (formerly Rehabilitation Counseling)

PROGRAM REVISIONS/ADDITION OF NEW TRACK/CONCENTRATION

Bachelor of Science – Environmental Science – Wildlife Biology

Bachelor of Science – Geology – Energy Resources

Following Provost Hannan's summary of this action item, Chair Horan entertained a motion to accept the recommendation of the President and Dr. Hannan relative to the academic affairs program changes noted above. **It was voted**, on motion of Trustee Higham, seconded by Trustees Pape to approve the above-referenced motion. Hearing no further questions or concerns, the Chair directed the Recording Secretary to conduct a Roll Call vote.

Results Roll Call vote – Approval of Program Revisions, Reorganizations, and New Tracks/Concentration

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

The motion passed with unanimous approval by the Council.

Since there were no additional items to report by Provost Hannan, the Chair requested Vice President Gil Brown to deliver a divisional report on behalf of Finance and Administration. Mr. Brown stated that he had two informational items to share with the Council and one Action item to present. He began the informational report with an apology and distribution of a revised report. Vice President Brown reported that the earlier version distributed electronically contained reference to departmental goals that had not yet been fully vetted within the University. Therefore, he asked that the Recording Secretary utilize the revised report (**Attachment #2**) for the meeting record. Again, Mr. Brown reiterated that no items had been added to the report.

Vice President Brown provided a quick overview of some of the achievements in the area of Enterprise Systems, Facilities Management, General Accounting, Institutional Research and Network and Telecommunications:

Enterprise Systems

- The Enterprise Systems group completed the implementation and installation of BoroReports which is the University's data warehouse reporting solution. This is a project that was embarked on with Indiana University's Information Technology department; and it has been a collaborative, shared service effort.
- In addition, Enterprise Systems partnered with Communications and Marketing to launch a new website for Edinboro University. This project required vast amounts of programming, testing, server setup, backup and recovery development and deployment of a business continuity strategy. Vice President Brown encouraged all to visit the new website to view the improvements and its potential to be a great informational tool for the institution.

Facilities Management

- Efforts continue to refine energy management initiatives such as detailed limits on building temperature control. A detailed analysis of energy usage by building on campus has commenced. As a result, we project over \$600,000 in savings on energy costs compared to budget.
- In addition, we are working together with the Edinboro University Foundation and Altair Property Management to develop a Request for Proposal (RFP) to outsource all maintenance and custodial services for the Highlands.
- At the top of page two of the written report, Vice President Brown noted the listing of facilities renovations and grounds improvement projects that were either completed or are underway. Near the bottom of that same page, there is a list of small capital projects that have been completed over the past six months and some new projects to be coordinated in the coming months (e.g. Earley Hall Art Department renovation project out to bid by the end of the Spring 2015 semester, Rose Hall elevator project and campus improvements on the Porreco College campus in Erie).
- In the final stages is the design/engineering proposal for a detailed overall campus assessment of exterior door systems. This will assist in the preparation of a bid proposal calling for the installation of card access for all buildings on campus which will permit remote "lockdown" capabilities by the Campus Police during crisis situations.
- Lastly, and in the last stage, is a design proposal for the assessment of Library space utilization in the further development of the Academic Learning Commons in support of student success.

General Accounting

- Vice President Brown and staff have worked to achieve a monthly "soft close" of financial activity and prepared a year end forecast for presentation and review by senior management and members of the Council of Trustees.
- Work continues by Technology and Communications to automate some manual interfaces between the Bursar's office, Financial Aid and the Registrar's office.

Institutional Research

- A Data Quality group has been established to ensure that student data and student records used to analyze performance is of the highest quality possible. This group is comprised of Institutional Research, Enterprise Systems, Registrar, Undergraduate Admissions and Graduate Admissions staff.

Network and Telecommunications

- With regard to internet services, the bandwidth has been upgraded from 500 MG to 1 GB at half of the cost. These services are now provided by Penn REN which is a consortium of organizations across Pennsylvania.

For the record, Vice President Brown noted that the list of personnel actions had been provided to them electronically. These representative transactions have taken place since the last quarterly business meeting held on November 11, 2014. These include:

NEW HIRES/REPLACEMENTS/CONTINUATIONS

Abbondanza, Mr. Lawrence, part-time (up to 25%), temporary, Instructor, Business and Economics Department, spring 2015 semester, at \$5,826.19 effective January 10, 2015.

Adams, Ms. Jacklyn, regular, part-time, Nurse Aide, Attendant Care program, at \$14.23 hourly effective October 21, 2014.

Aulenbacher, Ms. Crystal, regular, full-time, Patrol Officer, University Police Department, at \$34,801.00 effective January 5, 2015.

Bayletts, Ms. Angelique, regular, part-time (wage), Nurse Aide, Attendant Care program, at \$14.23 hourly effective November 10, 2014.

Cook, Ms. Margo, regular, part-time (wage), Licensed Practical Nurse, Attendant Care Program, at \$20.47 hourly effective October 24, 2014.

Cooper, Ms. Becky, regular, part-time (wage) Licensed Practical Nurse, Attendant Care Program, at \$20.47 hourly effective October 22, 2014.

Cotterill, Mr. Justus, full-time (up to 100%), temporary, Instructor, Art Department, spring 2015 semester, at \$23,304.77 effective January 10, 2015.

Everett, Ms. Sarah, part-time (up to 33%), temporary, Instructor, Art Department, spring 2015 semester, at \$7,768.25 effective January 10, 2015.

Fry, Ms. Marjorie M., full-time (up to 100%), temporary, Instructor, English and Philosophy Department, spring 2015 semester, at \$23,304.77 effective January 10, 2015.

Fuller, Ms. Monica, regular, part-time (wage) Licensed Practical Nurse, Attendant Care program, at \$20.47 hourly effective November 27, 2014.

Gilbert, Ms. Lashawn, regular, part-time (wage), Licensed Practical Nurse, Attendant Care Program, at \$20.47 hourly effective October 21, 2014.

Hardner, Ms. Kimberly, full-time (up to 100%), temporary, Instructor, Social Work Department, spring 2015 semester, at \$23,304.77 effective January 10, 2015.

continued – New Hires/Replacements/Continuations

Hippely, Mrs. Jessica E., part-time (up to 30%), temporary, Instructor, Counseling and Psychological Services Department, spring 2015 semester, at \$7,708.07 effective January 10, 2015.

Joseph, Ms. Rosanne, part-time (up to 75%), temporary, Instructor, Speech, Language and Hearing Department, spring 2015 semester, at \$17,478.57 effective January 10, 2015.

Keller, Ms. Karen, full-time, temporary (wage), Custodial Worker 1, Facilities Department, at \$12.62 hourly effective October 24, 2014.

Knappenberger, Ms. Merri Beth, part-time (up to 50%), temporary, Instructor, Counseling, School Psychology and Special Education Department, spring 2015 semester, at \$11,652.38 effective January 10, 2015.

LeSuer, Ms. Amy L., part-time (up to 80%), temporary, Instructor, Nursing Department, spring 2015 semester at \$18,643.81 effective January 10, 2015.

Lott, Mr. Edward, full-time (up to 100%), temporary, Instructor, Art Department, spring 2015 semester, at \$23,304.77 effective January 10, 2015.

Mason-Baughman, Dr. Mary Beth, tenure track, Associate Professor, Speech, Language and Hearing Department, at \$83,704.48 effective August 22, 2015.

Mayle, Mr. Gregory, part-time (up to 25%), temporary, Instructor, Business and Economics Department, spring 2015 semester, at \$5,826.19 effective January 10, 2015.

McCallum, Ms. Christine, part-time (up to 25%), temporary, Instructor, Business and Economics Department, spring 2015 semester, at \$5,826.19 effective January 10, 2015.

Mitchell, Dr. Thomas J., part-time, temporary (wage), Staff Physician 2, Ghering Health Center, at \$67.51 hourly effective January 15, 2015.

Montero-Weber, Ms. Natalie M., full-time (up to 100%), temporary, Instructor, Social Work Department, spring 2015 semester at \$23,304.77 effective January 10, 2015.

Mugur Nagaraj, Ms. Megha Jois, full-time (up to 100%), temporary, Instructor, Art Department, spring 2015 semester, at \$23,304.77 effective January 10, 2015.

Nietupski, Mr. Gery T., part-time (up to 25%), temporary, Instructor, Business and Economics Department, spring 2015 semester, at \$5,826.19 effective January 10, 2015.

Olin, Dr. Tracy C., full-time (up to 100%), temporary, Instructor, Chemistry Department, spring 2015 semester, at \$24,470.01 effective January 10, 2015.

Reese, Ms. Cassandra, full-time (up to 100%), temporary, Instructor, Art Department, spring 2015 semester, at \$23,304.77 effective January 10, 2015.

Renick, Mr. Stephen, regular, full-time, Equipment Operator B, Facilities Department, at \$31,335.00 effective December 15, 2014.

Runiewicz, Ms. Melissa, regular, part-time, Nurse Aide, Attendant Care Program, at \$14.23 hourly effective October 21, 2014.

Schlemmer, Dr. Ross, part-time (up to 25%), temporary, Instructor, Art Department, spring 2015 semester, at \$5,826.19 effective January 10, 2015.

Schmidt, Mrs. Amy L., recall as a regular, part-time (up to 50%), Biology and Health Services Department, at \$12,846.78 effective January 10, 2015.

Schrader, Ms. Judy, full-time, temporary (wage), Custodial Worker 1, Facilities Department, at \$12.62 hourly effective October 25, 2014.

Siggia, Ms. Patsy, regular, part-time (wage), Licensed Practical Nurse, Attendant Care Program, at \$20.47 hourly effective November 10, 2014.

Spagel, Mr. Thomas, part-time (up to 50%), temporary, Instructor, Business and Economics Department, spring 2015 semester, at \$11,652.38 effective January 10, 2015.

Stein, Mr. Erik, full-time, temporary, 9-month, Area Coordinator (SUA 2), Residence Life and Housing Office, at \$34,530.00 effective February 9, 2015.

Stinely, Ms. Alison, part-time (up to 33%), temporary, Instructor, Art Department, spring 2015 semester, at \$7,768.25 effective January 10, 2015.

continued – New Hires/Replacements/Continuations

Vincent, Mr. Jon, regular, full-time, Patrol Officer, University Police Department, at \$34,801.00 effective January 5, 2015.

Weber, Dr. Thomas J., part-time (up to 25%), temporary, Instructor, Art Department, spring 2015 semester, at \$5,826.19 effective January 10, 2015.

Whitford, Ms. Beth, regular, part-time (wage), Nurse Aide, Attendant Care Program, at \$14.23 hourly effective November 29, 2014.

RESIGNATION/SEPARATIONS

Baney, Ms. Nylene, regular, full-time, Clerk Typist 2, Communication Studies and Journalism and Public Relations Departments, effective with the close of business December 5, 2014.

Combs, Dr. Steven C., Dean for the College of Arts, Humanities, and Social Sciences, effective with the close of business January 23, 2015.

Cooper, Ms. Becky, Licensed Practical Nurse, Attendant Care Program, effective with the close of business October 28, 2014.

Hart, Ms. Janice, regular, full-time, 9-month, Nurse Aide, Office for Students with Disabilities, effective with the close of business January 30, 2015.

Miller, Mr. Michael, regular, full-time, Assistant Football Coach, Athletic Department, effective with the close of business February 20, 2015.

Richard, Dr. Andrea, On-Call Staff Physician 2, Ghering Student Health and Wellness Center, effective with the close of business December 24, 2014.

Slipcevic, Mr. Gerald, part-time, hourly, Special Vehicle Transportation Operator, Office for Students with Disabilities, effective with the close of business November 10, 2014.

Taylor, Ms. Simone N., Clerk Typist 2, Social Work Department, effective with the close of business October 30, 2014.

Whitney, Ms. Heather E., Clerk Typist 2, Graduate Studies and Research and School of Education Department, effective with the close of business November 24, 2014.

RETIREMENTS

Bierer, Mrs. Mary, Laborer, Facilities Department, effective with the close of business January 31, 2015.

Edwards, Dr. Charles A., Professor, Psychology Department, effective with the close of business May 29, 2015.

Hayes, Ms. Valerie O., Director of Social Equity, effective with the close of business November 30, 2014.

Joslyn, Ms. Anita, Administrative Assistant 1, Records and Registration Department, effective with the close of business March 20, 2015.

Murdock, Ms. Linda, Payroll Supervisor, Budget and Payroll Office, effective with the close of business February 27, 2015.

Nesbitt, Mr. Robert, Storekeeper 2, Facilities Department, effective with the close of business April 17, 2015.

Spiller, Dr. Ronald, Assistant Professor, History, Anthropology, and World Languages Department, effective with the close of business May 29, 2015.

Stupiansky, Dr. Nicholas G., Professor, Middle and Secondary Education and Educational Leadership Department, effective with the close of business January 9, 2015.

Thewes, Dr. Theresa, Professor, Chemistry Department, effective with the close of business May 29, 2015.

Waite-Stupiansky, Dr. Sandra, Professor, Early Childhood and Reading Department, effective with the close of business May 29, 2015.

continued –Retirements

Webb, Mrs. Blare E., Clerk Typist 2, Technology and Communications Office, effective with the close of business December 26, 2014.

COACHING CONTRACTS/RENEWALS/CHANGE IN STATUS

Battle, Mr. Raven, Regular, Full-time, Assistant Football Coach, at \$43,105.00 effective March 2, 2015 through March 2, 2016.

Bradford, Mr. Wayne, Regular, Full-time, Assistant Football Coach, contract extended through March 1, 2017.

Browning, Mr. Scott, Regular, Full-time, Head Football Coach, contract extended through March 1, 2018.

Cleary, Mr. J. Patrick, Full-time, Head Men's Basketball Coach, contract extended through July 1, 2016.

Cooke, Mr. Kevin, Regular, Full-time, Head Women's Lacrosse Coach, contract extended through September 1, 2018.

Flynn, Mr. Tim, Head Wrestling Coach, contract extended through July 1, 2018.

Kagiavas, Mr. Gary, Regular, Full-time, Head Women's Soccer Coach, contract extended through March 1, 2018.

Kelly, Mr. Aubrey, Regular, Full-time, Assistant Football Coach, at \$40,000.00 effective November 23, 2014 through January 6, 2016.

Rhodes, Mr. Christopher, Head Men's and Women's Swimming Coach, contract extended through July 1, 2018.

Soboleski, Ms. Melissa, Regular, Full-time, Head Women's Volleyball Coach, contract extended through March 1, 2018.

Swank, Mr. Stanley, Head Women's Basketball Coach, contract extended through July 1, 2018.

CONTRACTS AND CONTRACT RENEWALS

Biel, Dr. Alan, Dean, Graduate Studies and Research, effective January 11, 2015 through June 30, 2016 and Interim Dean, School of Education, effective July 1, 2015 through June 30, 2016.

Kraus, Mr. Eric, Police Supervisor, continued security and related tasks during off duty hours at Edinboro University – the Porreco College at \$35.00 per day, effective November 17, 2014 through June 30, 2015.

Miller, Dr. Scott, Interim Dean for the College of Arts, Humanities, and Social Sciences, at an increase in salary by \$25,000 annually, effective January 5, 2015 through June 30, 2016.

Patterson, Mr. Wayne E., Acting Social Equity/Title IX Director, at \$97,046.18 effective November 22, 2014 until a Director of Social Equity/Title IX is secured.

SICK LEAVE

SUMMARY – Thirteen (13) members of the Edinboro University campus staff utilized sick, Family Medical Leave Act leave or parental leave during the report period.

EDUCATIONAL LEAVE

Petruso, Mrs. Amy, educational leave of absence beginning January 12, 2015 through May 8, 2015.

CHANGE IN STATUS

Acker, Ms. Deborah, lateral transfer from Regular, full-time, 9-month, Clerk Typist 2, Office for Students with Disabilities, to regular, full-time, Clerk Typist 2, 12-month, Undergraduate Admissions, effective January 19, 2015.

continued – Change in Status

Hilbert, Mr. Michael, from temporary, full-time, Project Manager, Manager 180, to regular, full-time, Manager of Capital Projects and Energy, Manager 180, Facilities Department, effective February 7, 2015.

Honhart, Mr. Aaron, voluntary demotion from Police Specialist, Step 4, to Patrol Officer, Step 6, University Police Department, at \$38,557.00 effective January 24, 2015.

Hudacky, Mr. Richard, end of out-of-class assignment as Semi-Skilled Laborer in Facilities Department effective February 6, 2015.

Mitchell, Mr. John, reclassification from a Management Grade Level 160 to a Management Grade 170, at a salary increase of 11.26% (\$5,000.00), effective November 15, 2014.

Ochs, Ms. Wendy L., from regular, part-time (wage) Nurse Aide, to regular, full-time (9-month) Nurse Aide in the Attendant Care Program, effective October 29, 2014.

PROMOTION - NON-FACULTY

DiNicola, Mr. Anthony, Semi-Skilled Laborer to Equipment Operator B, at \$31,335.00, effective December 15, 2014.

Frick, Mr. Gregory, Equipment Operator B to Campus Grounds Supervisor, at \$40,039.00, effective November 1, 2014.

Ritchey, Dr. Nathan, Dean of the College of Science and Health Professions and Vice President for Strategic Initiatives, at an increase in total salary by \$25,000.00 annually, effective January 5, 2015.

Snelick, Mr. Richard, Custodial Worker 1 to Semi-Skilled Laborer, at \$28,323.00, effective February 7, 2015.

Vincent, Ms. Angela C., Chief of Police, at \$80,000.00, effective February 7, 2015.

OFFICE FOR STUDENTS WITH DISABILITIES**Involuntary Leave Without Pay With Benefits (LWOP)**

NAME	POSITION	<u>WINTER BREAK</u>		<u>SUMMER BREAK</u>	
		START LWOP	END LWOP	START LWOP	END LWOP
Hayes, Scott	LPN	12/11/2014	01/16/2015	04/26/2015	08/19/2015
Cook, Margo	PT Hourly Licensed Practical Nurse	12/07/2014	01/16/2015	05/03/2015	08/19/2015
Gilbert, Lashawn	PT Hourly Licensed Practical Nurse	12/06/2014	1/16/2015	05/02/2015	08/19/2015
Fuller, Monica	PT Hourly Licensed Practical Nurse	--	--	05/08/2015	08/19/2015
Siggia, Patsy	PT Hourly Licensed Practical Nurse	12/07/2014	01/16/2015	05/03/2015	08/19/2015
Borczon, Mark	Nurse Aide	12/12/2014	01/16/2015	05/09/2015	08/19/2015
Burns, Alice	Nurse Aide	12/11/2014	01/16/2015	05/07/2015	08/19/2015
Hirt, Julie	Nurse Aide	12/12/2014	01/16/2015	05/09/2015	08/19/2015
Hurta, Heather	Nurse Aide	12/11/2014	01/16/2015	05/05/2015	08/19/2015
Jones, Alisha	Nurse Aide	12/11/2014	01/16/2015	05/08/2015	08/19/2015
McCarthy, Brian	Nurse Aide	12/12/2014	01/16/2015	05/08/2015	08/19/2015
McIntosh, Nicola	Nurse Aide	12/12/2014	01/16/2015	05/08/2015	08/19/2015
Ochs, Wendy	Nurse Aide	12/11/2014	01/16/2015	05/08/2015	08/19/2015
Roberts, Debora	Nurse Aide	12/12/2014	01/16/2015	05/08/2015	08/19/2015
Russell, Joyce	Nurse Aide	12/10/2014	01/16/2015	05/06/2015	08/19/2015
Wisniewski, Virginia	Nurse Aide	12/12/2014	01/16/2015	05/08/2015	08/19/2015
Yonkin, Jessica	Nurse Aide	12/12/2014	01/16/2015	05/09/2015	08/19/2015
Pasky, David	PT Hourly Nurse Aide	12/08/2014	01/16/2015	05/04/2015	08/19/2015
Thomas, Beth	PT Hourly Nurse Aide	12/12/2014	01/16/2015	05/08/2015	08/19/2015
Adams, Jacklyn	PT Hourly Nurse Aide	12/09/2014	01/16/2015	05/05/2015	08/19/2015
Runiewicz, Melissa	PT Hourly Nurse Aide	12/07/2014	01/16/2015	05/03/2015	08/19/2015
Bayletts, Angelique	PT Hourly Nurse Aide	12/11/2014	01/16/2015	05/07/2015	08/19/2015
Whitford, Beth	PT Hourly Nurse Aide	--	--	05/08/2015	08/19/2015
Price, Lorraine	Special Transport Vehicle Coordinator	12/13/2014	01/16/2015	05/09/2015	08/21/2015

OFFICE FOR STUDENTS WITH DISABILITIES
Involuntary Leave Without Pay With Benefits (LWOP)

NAME	POSITION	<u>WINTER BREAK</u>		<u>SUMMER BREAK</u>	
		START LWOP	END LWOP	START LWOP	END LWOP
Fox, Gail	Special Transport Vehicle Coordinator	12/13/2014	01/16/2015	05/09/2015	08/21/2015
Gregor, Michael	Special Transport Vehicle Operator	12/13/2014	01/16/2015	05/09/2015	08/21/2015
Medilovic, Sejad	Special Transport Vehicle Operator	12/13/2014	01/16/2015	05/09/2015	08/21/2015
Swanson, Roger	Special Transport Vehicle Operator	12/13/2014	01/16/2015	05/09/2015	08/21/2015
Timko, Carl	PT Hourly Special Transport Vehicle Operator	12/13/2014	01/16/2015	05/09/2015	08/21/2015
Kuhn, Donald	PT Hourly Special Transport Vehicle Operator	12/13/2014	01/16/2015	05/09/2015	08/21/2015
Fry, Karen	PT Hourly Special Transport Vehicle Operator	12/13/2014	01/16/2015	05/09/2015	08/21/2015
Fetzner-Jensen, Mary	University Registered Nurse Supervisor	12/19/2014	01/05/2015	05/15/2015	08/10/2015
Michaels, Eileen	Occupational Therapist	--	--	05/15/2015	08/10/2015
Bidwell, Kelly	Social Worker 1	12/13/14	01/12/2015	05/09/2015	08/17/2015

NON-RENEWAL – MAY 2015

<u>Name</u>	<u>Department</u>
Ms. Mary McIntosh	Social Work

The Chair asked if there were any questions about Vice President Brown's informational report. Hearing none, Chair Horan directed Vice President Brown to present and summarize the action item from the division of Finance and Administration for action and approval by the Council. These included a list of Contracts and Purchases for the period October, November, December 2014 and January 2015. **It was voted**, on motion of Trustee Pape, seconded by Trustee Wachter to approve the Contracts and Purchases for the periods October, November, December 2014, and January 2015.

Results Roll Call vote – Contracts and Purchases for the periods October, November, December 2014 and January 2015

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

The motion passed with unanimous approval by the Council of Trustees.

Chair Horan asked that Dr. Kahan Sablo, Vice President for Student Affairs, come forward to deliver the report on behalf of his division. Dr. Sablo highlighted the following items from the written report (**Attachment #3**).

Student Development

- In collaboration with Academic Affairs, Highlands 2 will become a first year residential community with targeted programming for new students which will help to improve the persistence rate. A Frederick Douglas Living Learning Community will also be established in Highlands 6, with a social justice model for that living learning community.
- Residence Life and Housing student staff members participated in the National Coalition Building Institute's "Welcoming Diversity" training in January.

Community Services and Outreach

- The University sent a contingent to Erie for participation in the annual Martin Luther King, Jr. March on Monday, January 19. Afterwards, individuals viewed the movie, "Selma," followed by a panel discussion.
- For the second straight year, the Edinboro University Athletic department participated in a Make-A-Wish unveiling, granting an eight year-old girl from Meadville with a trip to Hawaii. Through the efforts of the Student Athlete Advisory Committee (SAAC) and other campus entities, over \$10,000 has been raised to date. Also, for the third consecutive year, Edinboro University ranks third in NCAA Division II Make-A-Wish contributions.

Student Success

- Edinboro University students participated in the Annual Martin Luther King, Jr. Expressions of Remembrance contest. Three University students received recognition and prizes during the luncheon. The 19th Annual luncheon was held on Friday, February 27 where President Wollman honored the regional accomplishments of Johnie Atkinson.
- On February 12, the 26th Annual Scholar-Athlete Honors Banquet was held at which 176 student-athletes (approximately 50%) achieved cumulative GPA of 3.00 or higher. Dr. Nathan Ritchey, Dean of the College of Sciences and Health Professions and Vice President for Strategic Initiatives, served as the guest speaker.
- Student athletes David Habat, Mitchell Port and A.J. Schopp became four-time PSAC Wrestling Champions.
- Women's Basketball players Laurel Lindsay and Aignee' Freeland both scored their 1,000th career points this season.

Staff Accolades and Initiatives

- Ms. Lisa Laird, Learning Disabilities Coordinator, has been asked to serve on the Transition Council at the Northwest Tri-County Intermediate Unit to assist transitioning high school students.
- Also, Ms. Eileen Michaels (Occupational Therapist) and Ms. Kelly Bidwell (Social Worker) have been asked to participate in grant collaboration meetings with Voices for Independence (VFI). VFI recently received grant money for the development of emergency shelter services for medical care during power outages.
- Head Women's Basketball Coach Stan Swank achieved his 500th career win. He now has exceeded that number with 510 career victories.

Athletic Updates

- Vice President Sablo reported that the Edinboro University Wrestling Team won its fourth straight PSAC Championship.

Chair Horan thanked Vice President Sablo for the informative report. Next, the Chair noted the distribution electronically and receipt of the written report on behalf of the University Advancement division (**Attachment #4**). Given that there was only one informational item to report, receipt of Gifts-in-Kind (**Attachment #5**) and no action items, Chair Horan yielded the floor to Trustee Harold Shields.

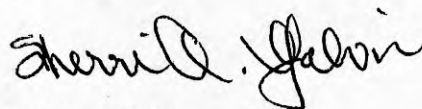
Trustee Shields spoke about the work of the PACT to update its Handbook. He indicated that they plan to launch the final version of this resource document at the April meeting. When complete, the Handbook will be a succinct and clear document of value to new and current Trustees alike containing information about the organization, the State System, and how Trustees should interact with their respective university as well as the System. Trustee Shields reminded Council members that a dinner was being held the evening prior to the start of the conference (April 15) for new Trustees which would be followed by an orientation session from 9-11 a.m. on Thursday, April 16. The 2015 Spring PACT Leadership Conference will be held April 16-17 in Harrisburg at the Harrisburg Hilton and Towers. Once again, there are a number of national speakers as well as several facilitated workshop sessions which allows Trustees to not only hear the information, but also discuss with others how it may benefit their respective campuses. Trustee Shields encouraged Council members to check their schedules for availability and attend the spring meeting in Harrisburg.

Chair Horan thanked Trustee Shields for the report. Prior to turning the floor over to President Wollman for her closing thoughts, he reminded Council members of the next meeting of this group on Tuesday, April 28. He also noted that a Special Meeting of the Council would be called to act on the recommendation forthcoming as the result of the Triennial Evaluation conducted during the latter part of February. The next quarterly business meeting of the Edinboro University Council of Trustees will be held on Tuesday, June 9, 2015, which will also include the Council's annual inspection of the facilities.

In closing, President Wollman took the opportunity to make the introduction of the two Edinboro University students in attendance at the public meeting. She requested that they both stand for introduction – William "Lee" Galt IV and Tyler Jemetz. President Wollman noted that Lee Galt was recently elected President of the Student Government Association. His term as SGA President will begin with the start of the Fall 2015 semester. Tyler Jemetz is the current Vice President of the Student Government Association. The President noted that they are two outstanding students who are doing great things as not only representatives of the student body, but also at the University. She stated that students and the University are fortunate to have them filling these positions of leadership. President Wollman thanked them for their attendance at the meeting, and a round of applause ensued.

Hearing no requests for the discussion of other business, Chair Horan entertained a non-debatable motion for adjournment. **It was voted**, on motion of Trustee Wachter, seconded by Trustee Shields, to adjourn the March 10 business meeting. The business meeting officially adjourned at 2:47 p.m.

Respectfully submitted,



Sherri A. Galvin
Assistant to the President and Recording Secretary