

MINUTES
Edinboro University of Pennsylvania
Council of Trustees
Monday, December 13, 2004
University Club - Van Houten Dining Hall-North

Dave Obringer

Prior to the dinner session, Trustees met with vice presidential liaisons to conduct their respective Committee meetings. Following the conclusion of Committee meetings, members of the Council met in the President's Suite for an informal dinner session with President Pogue, Vice Presidents Mogavero, Sheehan, Weber and Whitehair; Interim Vice President Kahan Sablo; and Executive Assistant Emily Sinsabaugh.

Following dinner, President Pogue and members of the Council adjourned to the University Club to begin the quarterly meeting of the Council. At 6:25 p.m., Chairman Thomas convened the public, quarterly business meeting of the Edinboro University of Pennsylvania Council of Trustees. He requested the Recording Secretary to conduct Roll Call. Due to inclement weather conditions, several Trustees opted to participate via conference call. The Recording Secretary determined there was a quorum present for purposes of conducting the business meeting. The following Council members were in attendance:

Mr. John Evans
Mr. John Horan
Mr. C. Richard Johnston
Catherine Manning, SSJ - **by phone**
Mrs. Virginia McGarvey - **by phone**
Mr. Ben Miceli - **by phone**
Mr. John Pulice
Mr. Jordan Ritter
Mr. Harold Shields - **by phone**
Mr. Harry Thomas

In addition to President Frank G. Pogue, the following individuals were in attendance at the public meeting:

Dr. Richard Arnold, Associate to the President for Equity, Special Programs and Staff Development
Dr. Scott Baldwin, Dean of Education
Dr. Mary Margaret Bevevino, Dean of Graduate Studies and Research
Mr. Bryan Dickson, President - Student Government Association
Dr. Donald Dilmore, Associate Vice President for University Libraries
Ms. Sherri Galvin, Assistant to the President and Recording Secretary
Mr. Paul LaMantia, Director of University Student Activities
Dr. Michael Mogavero, Vice President for Enrollment Services and University Planning
Mr. Brian Pitzer, Director of Public Relations
Dr. Eric Randall, Dean of Science, Management and Technology

Ms. Sherry Reynolds, President – Local APSCUF
 Mr. Kahan Sablo, Interim Vice President for Student Affairs and Student Success
 Mr. James Sheehan, Vice President for Finance and Administration
 Ms. Emily Sinsabaugh, Executive to the President for University Communications
 and Administrative Initiatives
 Dr. Terry Smith, Dean of Liberal Arts
 Dr. Robert Weber, Provost and Vice President for Academic Affairs
 Mr. Bruce Whitehair, Vice President for Development and Marketing
 Dr. Renata Wolyneć, President – Edinboro University Senate

Special Presenters: Members of the Student Government Association Executive Board
 Bryan Dickson, President
 Frank Mineo, Vice President (absent – scheduled for final)
 David Bubar, Executive Assistant
 Adina Lauster, Finance Director
 Angela Cole, Secretary
 John Mitchell, Director of Public Relations
 Eric Scully, Parliamentarian
 Rikell Ford, Director of Special Projects

Following Roll Call, Chairman Thomas declared that a quorum was available at the meeting. He thanked everyone present for traveling in the inclement weather to attend the quarterly business meeting. The Chair then proceeded with Old Business.

Chairman Thomas asked for the approval of the Minutes from the meeting held on August 16, 2004. He noted that the Minutes had been provided to Council members in their meeting packet prior to the meeting. Chairman Thomas solicited concerns, comments or corrections. Hearing none, Chairman Thomas entertained a motion for approval. **It was voted**, on motion of Trustee Ritter, seconded by Trustee Evans, to approve the meeting Minutes of Monday, August 16, 2004. A roll call vote was conducted and the motion passed with the unanimous approval of the Council.

President Pogue welcomed the newest appointment to the Edinboro University Council of Trustees, Mr. John Pulice. Mr. Pulice served the Millcreek School District for 18 years in various capacities as a member of their School Board and recently retired from his position as the Erie Area Manager for the Department of Revenue – Pennsylvania State Lottery. Mr. Pulice's appointment was effective on September 21, 2004. Chairman Thomas also welcomed him aboard and a round of applause followed.

It was noted that Provost Robert Weber was in attendance at his last Council meeting. President Pogue and Chairman Thomas extended thanks to him for his years of service to the University, and they bid him a fond farewell and Godspeed.

Chairman Thomas asked President Pogue to introduce the next portion of the program, a presentation by Student Government Association President Bryan Dickson and members of his Executive Committee. President Pogue noted that under the leadership of SGA President Dickson many good things are happening across the campus. The President then asked Interim Vice President Kahan Sablo to provide for

the formal introduction of SGA President Bryan Dickson and members of the SGA Executive Committee. Members of the SGA Executive Board include:

Bryan Dickson, President; Marketing major from Hermitage, PA
 Frank Mineo, Vice President (absent - scheduled for final); Speech major from Olean, NY
 David Bubar, Executive Assistant; Business Administration major from Buffalo, NY
 Adina Lauster, Finance Director; Forensic Accounting major from Butler, PA
 Angela Cole, Secretary; Speech Communication major from Westfield, PA
 John Mitchell, Director of Public Relations; English major from Curwensville, PA
 Eric Scully, Parliamentarian; History major from Erie, PA
 Rikell Ford, Director of Special Projects; Criminal Justice major from Pittsburgh, PA

Mr. Dickson thanked President Pogue and members of the Council for inviting them to attend the Council meeting. He touched briefly on the goals of his administration which were established in August. These included but were not limited to:

- Increasing students' political awareness through the "Rock the Vote" event; approximately 250 citizens were registered; provided shuttle transportation to local polling sites; and viewing of election results in lounge areas across campus and particularly in the University Center.
- Increasing awareness relative to the existence of the Student Government Association by attending various University-wide events, sponsoring and hosting events and being visible during Move-In Weekend.
- Sponsoring various leadership development workshops/seminars for students.
- Conducting the Annual Safety Walk to review lighting, sidewalks, availability of and emergency call boxes.
- Reviewing concept of "one card" for student identification that would enable students to access all services on campus
- Attendance at Student Government Association Board of Presidents meetings - advocacy for the Pennsylvania State System of Higher Education.

Chairman Thomas thanked Mr. Dickson for providing highlights to the Council. He noted that the "Rock the Vote" event has received good coverage by the local media and congratulated them on their efforts in this regard. The Chair wished all members of the Association luck on their finals and wished them a happy holiday season. He encouraged them to contact him or the President's Office should they need assistance with their endeavors on behalf of the students.

Next, Chairman Thomas solicited those in attendance to bring forward any comments or concerns during the "Public Comment" period. Edinboro University APSCUF President Sherry Reynolds came forward to make comments. Ms. Reynolds noted that it was her final meeting as President of local APSCUF and that she would begin a sabbatical leave of absence in the Spring. She noted that her sabbatical leave plans included travel and study in Costa Rica as well as other locations. Ms. Reynolds announced that her term as local APSCUF President expires while she is on sabbatical leave, and it was her decision not to run for re-election to this position. She thanked

members of the Council and administration and left them with two suggestions for their strong consideration. These include:

1. Establishing a Trustee Teaching Day whereby Trustees would make themselves available for the day to "teach" or visit students in the classroom.
2. Asks that there be opportunities to hear more of the meetings and discussions that take place prior to the Council's action during the quarterly business meetings.

Senate President Renata Wolyneec also came forward to greet the Council. She again extended an open invitation to members of the Council to attend monthly meetings of the Senate. The Chair then moved to the next item of business, the delivery of the *President's Report to the Council of Trustees* by President Pogue (Attachment #1).

President Pogue opened his report with a warm welcome to members of the President's Executive Council to the meeting as well as the President of local APSCUF, Ms. Sherry Reynolds; President of the University Senate, Dr. Renata Wolyneec; and SGA President Bryan Dickson and members of the SGA Executive Committee. As is President Pogue's practice, a brief written report was distributed to Council and audience members in attendance. Because of the adverse weather conditions, President Pogue noted he would abbreviate his report. The President continued to glean and highlight items of significance from the six-page report. He expressed profound appreciation for the extension of his contract until June 30, 2007. The President stated he particularly appreciates and enjoys the support that comes from members of the Council. He next noted that the Board of Governors had recently adopted a resolution changing the name of the Partnership Program to the "R. Benjamin Wiley Partnership Program." This program provides hundreds of high school age students the opportunity to prepare for and succeed in college. President Pogue next noted that the search for the next Provost and Vice President for Academic Affairs had been concluded and resulted in the announcement of Dr. Pearl Bartelt. Dr. Bartelt joins the Edinboro Family on January 3. He expressed appreciation and accolades to the search committee which was co-chaired by Dr. Ken Adams and Ms. Emily Sinsabaugh. The President noted in closing his report the intent of the University to present Dr. David Steadman with an Honorary Doctor of Science degree. Dr. Steadman is the Curator of Ornithology at the Florida Museum of Natural History. It was noted that Trustees were provided a copy of his vita for review. President Pogue encouraged all members of the Council to attend the annual Frank G. Pogue Honors Scholarship Luncheon on February 22. On that day, the University will welcome General Wesley Clark as our featured speaker.

Chairman Thomas asked Trustee Evans to present his report on behalf of the Committee on Academic Affairs. He presented five programs for which President Pogue recommended revisions. These include:

Master of Arts, Social Sciences – the revision is proposed to provide a stronger foundation in the primary track for students in this program. The total number of credit hours will remain the same (36 hours). The proposal will move six hours of related electives to two other categories: three hours moved to primary field and three hours moved to electives.

Bachelor of Science in Business Administration – concentration in Management Information Systems (MIS) – this is a revision to an existing concentration within the Bachelor of Science, Business Administration degree program. The revision will increase the program requirements by three credits in order to accommodate the addition of CSCI125 to the curriculum. The departments believe that no other courses could be dropped from the program without endangering student participation in Management Information Systems (MIS) and program accreditation. This brings the program to a total of 123 credits, which should qualify for an exception to the 120 credit requirement as an interdisciplinary program.

Bachelor of Science in Education, Secondary Education – Comprehensive English – The Pennsylvania Department of Education requires that any Secondary Education program reflect the requirements of a bachelor's degree in its corresponding subject area. These changes reflect the change in the English major currently approved by the University Curriculum Committee.

Bachelor of Science in Education, Special Education – The six credit math sequence will best prepare education majors for the Praxis I PPST Math Exam and the PRAXIS II Content Knowledge exam.

Associate of Arts, Human Services – Social Sciences – the proposed revisions will make the delivery of the degree more feasible.

It was voted, on motion of Trustee Evans, seconded by Trustees Johnston and Ritter to accept President Pogue's recommendation for the approval of program revisions in the following programs.

Master of Arts, Social Sciences

Bachelor of Science in Business Administration – concentration in Management Information Systems (MIS)

Bachelor of Science in Education, Secondary Education – Comprehensive English

Bachelor of Science in Education, Special Education

Associate of Arts, Human Services – Social Sciences

Chairman Thomas called for the vote. A roll call vote was conducted and the motion carried with unanimous approval by the Council. The remaining items constituted informational items for the record. These included:

Individual granted tenure October 2004:

Dr. Laura Miller Health and Physical Education

Individual granted a change in sabbatical leave:

Mr. Bruce Skolnick – from Fall 2004 to Spring 2005

Students awarded an International Instructional Fee Waiver for Spring 2005, in accordance with instructional and Pennsylvania State System of Higher Education Board of Governors policy:

**Spring 2005
Cooperative Exchange Agreement Recipients
as of December 2, 2004**

CANADA

St. Francis Xavier University

VACANT	Student	One-for-One
VACANT	Student	One-for-One

CHINA

Shandong University of Technology

Wei, Jiang	Visiting Scholar/Professor	Tuition, fees, book stipend
Li, Xinhong	Visiting Scholar/Professor	Tuition, fees, book stipend
Chi, Yijun	Visiting Scholar/Professor	Tuition, fees, book stipend

Jinan University

VACANT	Student	One-for-one
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CROATIA

University of Osijek

VACANT	Student	Tuition, Fees, Room & Board
VACANT	Visiting Scholar/Professor	Room & Board

ENGLAND

University College Northampton

VACANT	Student	Tuition & Fees
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GERMANY**Fachhochschule Wurzberg-Schweinfurt University of Applied Sciences**

VACANT	Student	Tuition & Fees
VACANT	Student	Tuition & Fees

JAPAN**Sapporo University**

VACANT	Student	Tuition & Fees
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POLAND**Maria Curie-Sklodowska University**

Bryla, Krzysztof	Student	Tuition, Fees, Room & Board
Niemiatkowska, Barbara	Student	Tuition, Fees, Room & Board
VACANT	Visiting Scholar/Professor	Room & Board

Catholic University of Lublin

Godula, Olga	Student	Tuition, Fees, Room & Board
Kowackzyk, Krzysztof	Student	Tuition, Fees, Room & Board

SPAIN**Universitat de Lleida**

VACANT	Student	One-for-one
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UKRAINE**Drogobych Ivan Franko State Pedagogical University**

VACANT	Student	Tuition, Fees, Room & Board
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Chairman Thomas requested Trustee Manning to present her report on behalf of the Committee on Development and Marketing. Trustee Manning stated that as of November 30, 2004, the University had raised \$462,553 during 2004-05 compared to \$418,107 during 2003-04. These represents a \$44,446 increase over the same period last fiscal year. She announced the establishment of seven new scholarships and the receipt of nine major gifts from the following:

- Estate of Olive S. Faulkner - \$10,000
- Mr. and Mrs. G. Thomas Lang - \$50,000
- Dr. and Mrs. Arnold E. Denton - \$25,000
- Mr. Mike Zafirovski - \$50,000
- Dr. and Mrs. Dewey D. Davis - \$10,000
- The Erie Community Foundation - \$15,000

- PNC Bank Foundation - \$20,000
- C & J Industries, Inc. - \$10,000
- Brookville Equipment Corporation - \$10,000

Lastly, Trustee Manning reported on the successful first ever Full Moon Party sponsored by the University. Sixteen celebrity bartenders raised "tips" from patrons at the restaurant to help support scholarships at Edinboro University. At last count, \$2,700 was raised for scholarships. Chairman Thomas thanked Trustee Manning for her report and moved to the next Committee report.

Chairman Thomas noted for the record the acceptance by the University of the following gifts-in-kind:

Ms. Lisa Austin donated items for a gift basket for a gift basket auction in support of the University's Full Moon party held at the Papermoon Restaurant on October 27 and an artist's tapestry for use in the Women's Center. The donor valued the gift at \$50 and \$1 respectively.

Mr. Bruce Baumgartner donated a VHS video camera for use by the Women's Volleyball Program and a polo shirt to the Athletic Department as an item for a fundraising event. The donor valued these gifts at \$270.

Dr. Mary Margaret and Mr. Richard Bevevino donated a Gateway EV 700 computer monitor and a Hewlett Packard ScanJet 4200C for use by the Graduate Studies and Research office. The donors valued the gift at \$300.

Builder's Hardware and Presta Supply donated materials for use by the University in the renovation of the wrestling locker room. The donors valued the gift at \$381.30 (to be shared equally).

A. Duchini, Inc., donated materials for use by the University in the renovation of the wrestling locker room. The donor valued the gift at \$276.25.

Dr. Chuen Tyi Chow donated 26 boxes of books for use by the Robert C. Weber Honors Program office. The donor valued the gift at \$1.

Dr. James Drane donated approximately 3,000 research documents and files, 1,000 journals and 995 books to the Bioethics Institute at the Baron-Forness Library. The donor valued the gift at \$4,995.

Ms. Amanda M. Frantz-Mamani donated a woven basket and wine for the Latin American Studies auction. The donor valued at the gift basket and contents at \$77.84.

Dr. Jan Kinch donated three books to the Baron-Forness Library. The donor valued the gift at \$77.90

M&T Educational Lending donated the cost of printing and delivery of the *2004-05 Information Card* for use and distribution by the University's Financial Aid Office. The donor valued the gift at \$3,400.

Reebok International LTD, on behalf of New York Jets quarterback Chad Pennington, donated Reebok footwear to the Athletic Department. The donor valued the gift at \$6,930.

Ms. Emily Sinsabaugh donated items for a gift basket auction in support of the University's Full Moon Party held at the Papermoon Restaurant on October 27. The donor valued the gift at \$50.

Chairman Thomas requested Trustee Johnston to deliver the report on behalf of the Committee on Finance and Administration. He reported that the Committee had met with vice presidential liaison, Mr. James Sheehan, and discussed those items being presented for Council review and action. Trustee Johnston moved to accept President Pogue's recommendation for approval of the Contracts and Purchases for the period July 1, 2004, through October 31, 2004. **It was voted**, on motion of Trustee Johnston, seconded by Trustee Pulice, to accept President Pogue's recommendation for approval of the Contracts and Purchases as reviewed by the Committee on Finance and Administration for the period July 1 through October 31, 2004. A roll vote was taken by the Recording Secretary, and the motion carried with unanimous approval.

Next, Trustee Johnston made a motion to accept the recommendation of President Pogue to increase the Admissions application fee by \$5 from \$25 to \$30, effective immediately. **It was voted**, on motion of Trustee Johnston and seconded by Trustee Ritter to approve the fee increase as presented. Chairman Thomas called for the vote. A roll call vote was taken, and the motion carried with unanimous approval by the Council.

Chairman Thomas thanked Trustee Johnston for his Committee report and noted that the remainder of the Committee on Finance and Administration report dealt with the reporting of personnel transactions since the last quarterly business meeting. For the record, the following personnel actions have been transacted:

NEW HIRES/REPLACEMENTS/CONTINUATIONS

Alexander, Mr. John S., part-time (66%), temporary, Instructor, Department of Art, Fall 2004 semester, contingent upon enrollment, at \$12,756.41 effective August 21, 2004.

Apel, Mr. Don C., regular, full-time, Pennsylvania State System of Higher Education Manager, Grade 190, Meadville Outreach Coordinator, Edinboro University in Meadville, at \$2,300.61 biweekly for 26.08 pays effective August 30, 2004.

Arnold, Mr. John, full-time, temporary, Instructor, Department of Elementary Education, Fall 2004 semester, contingent upon enrollment, at \$19,134.62 effective August 21, 2004.

Bamberga, Ms. Helen M., regular, full-time, Clerk Typist 2, Office of the Dean, School of Education, at \$871.50 biweekly for 26.08 pays effective September 20, 2004.

continued – New Hires/Replacements/Continuations

Bradford, Mr. Wayne, appointment as part-time (25%), temporary, Co-Coordinator of the Athletic Study Program, Department of Student Affairs Faculty, 2004-05 academic year, contingent upon enrollment, at \$4,783.65 effective August 21, 2004.

Bray, Mr. Edward E., regular, part-time (wage), Special Transport Vehicle Operator, Office for Students with Disabilities, at \$10.31 hourly for hours worked, effective October 4, 2004.

Burbee, Mr. Scott A., regular, part-time (wage), Special Transport Vehicle Operator, Office for Students with Disabilities, at \$10.31 hourly for hours worked, effective October 4, 2004.

Chen, Dr. Edward I-Te, part-time (25%), temporary, Instructor, Department of Political Science and Criminal Justice, Fall 2004 semester, contingent upon enrollment, at \$4,783.65 effective August 21, 2004.

Chrisman, Mr. John G., tenure track, Assistant Professor, Department of Art, at \$44,301.55 effective August 21, 2004.

Cleary, Mr. Patrick, part-time (25%), temporary, Instructor, Department of Student Affairs Faculty, 2004-05 academic year, contingent upon enrollment, at \$4,783.65 effective August 21, 2004.

Cron, Ms. Kimberly, Athletic Trainer, per diem, Instructor, at \$25.51 per hour effective September 25, 2004.

Cullen, Dr. Eileen, full-time, temporary, Assistant Professor, Department of Health and Physical Education, 2004-05 academic year, contingent upon enrollment, at \$44,301.55 effective August 21, 2004.

Deeds, Mr. Kip, full-time, temporary, Instructor, Department of Art, Fall 2004 semester, contingent upon enrollment, at \$19,134.62 effective August 21, 2004.

Dixon-McCullum, Ms. Adrienne, part-time (25%), temporary, Psychological Counselor, Department of Student Affairs Faculty, 2004-05 academic year, contingent upon enrollment, at \$9,567.30 effective August 21, 2004.

Dudley, Mr. John J., part-time (25%), temporary, Instructor, Department of English and Theatre Arts, Fall 2004 semester, contingent upon enrollment, at \$4,783.65 effective August 21, 2004.

Hartle, Mr. Michael, full-time, temporary, Instructor, Department of Health and Physical Education, 2004-05 academic year, contingent upon enrollment, at \$38,269.23 effective August 21, 2004.

Haheys, Dr. Michael, Assistant Professor, Department of Health and Physical Education, 2004-05 academic year, contingent upon enrollment, at \$46,516.58.

Heath, Ms. Kimberlie S., regular, part-time (Wage), Nurse Aide, Office for Students with Disabilities, at \$11.62 hourly for hours worked only, effective August 27, 2004.

Kujkowski, Ms. Merri Beth, part-time (50%), temporary, Instructor, Department of Special Education and School Psychology, Fall 2004 semester, contingent upon enrollment, at \$9,567.30 effective August 21, 2004.

LaDuke, Mr. Lance G., part-time (up to 25%), temporary, Instructor, Department of Music, Fall 2004 semester, at Pay Range Q01, Pay Step 01, with salary based upon number of students enrolled for the course effective August 21, 2004.

continued – New Hires/Replacements/Continuations

Laird, Ms. Jenelle I., regular, full-time (12-month), State University Administrator 1, Admissions Counselor, Admissions Office, at \$1,232.25 biweekly for 26.08 pays effective October 4, 2004.

Lange, Dr. Werner, full-time, temporary, Assistant Professor, Department of Sociology, 2004-05 academic year, contingent upon enrollment, at \$44,301.55 effective August 21, 2004.

Linden, Dr. John, part-time (25%), temporary, Assistant Professor, Department of Secondary Education, Fall 2004 semester, contingent upon enrollment, at \$5,814.57 effective August 21, 2004.

Lloyd, Ms. Meighan Gast, regular, full-time (12-month) State University Administrator 1, Admissions Counselor, Admissions Office, at \$1,232.25 biweekly for 26.08 pays effective October 11, 2004.

Lovett, Mr. John, part-time (80%), temporary, Instructor, Department of Secondary Education, Fall 2004 semester, contingent upon enrollment, at \$15,307.70 effective August 21, 2004.

Masters, Mr. David A., regular, part-time (wage), Special Transport Vehicle Operator, Office for Students with Disabilities, at \$10.31 hourly for hours worked, effective October 4, 2004.

Menzel, Ms. Heidi, full-time, temporary, Instructor, Department of English and Theatre Arts, 2004-05 academic year, contingent upon enrollment, at \$40,182.69 effective August 21, 2004.

Meyer, Mr. Dale A., part-time (25%), temporary, Instructor, Department of Physics and Technology, Fall 2004 semester only, contingent upon enrollment, at \$4,783.65 effective August 21, 2004.

Morahan, Ms. Karen A., full-time, temporary, Instructor, Department of Nursing, academic year 2004-05, contingent upon enrollment, at \$38,269.23 effective August 21, 2004.

Richards II, Dr. George E., tenure track, Assistant Professor, Department of Political Science and Criminal Justice, at \$51,284.53 effective August 21, 2004.

Ropski, Ms. Melanie K. Gustafson, full-time, temporary, Instructor, Department of Biology and Health Services, Fall 2004 semester only, contingent upon enrollment, at \$19,134.62 effective August 21, 2004.

Sideris, Dr. Jeremy, tenure track, Assistant Professor, Department of English and Theatre Arts, at \$44,301.55 effective August 21, 2004.

Smeal, Mr. Paul K., part-time (25%), temporary, Instructor, Department of Political Science and Criminal Justice, Fall 2004 semester, contingent upon enrollment, at \$4,783.65 effective August 21, 2004.

Taylor, Ms. Simone N., regular, full-time, Clerk Typist 2, Social Work Department, at \$871.50 biweekly for 26.08 pays effective August 23, 2004.

Vargo, Ms. Patricia J., part-time (33%), temporary, Instructor, Department of Art, 2004-05 academic year, contingent upon enrollment, at \$12,756.41 effective August 21, 2004.

Wichlacz, Ms. Sarah, full-time, temporary, Instructor, Department of Art, 2004-05 academic year, contingent upon enrollment at \$38,269.23 effective August 21, 2004.

RESIGNATIONS

Gala, Ms. Gretchen, part-time, wage, Nurse Aide, Office for Students with Disabilities, effective close of business September 14, 2004.

Maloney, Ms. Susan, regular, full-time, Certified-Registered Nurse Practitioner, Ghering Health and Wellness Center, effective close of business August 20, 2004.

Odhiambo, Ms. Karla, Library Assistant 1, Baron-Forness Library, effective close of business September 17, 2004.

RETIREMENTS

Alward, Mr. John, full-time, Special Transport Vehicle Operator, Office for Students with Disabilities, effective close of business December 31, 2004.

Ferry, Mr. Leroy, Semi-Skilled Laborer, Facilities Office, effective close of business October 29, 2004.

Heffren, Ms. Kathleen, Custodial Worker 2, Facilities Office, effective close of business September 17, 2004.

Porter, Ms. Paula, Administrative Assistant, Enrollment Services and University Planning, effective close of business August 18, 2004.

Rasavage, Mr. James, Plumber, Facilities Office, effective close of business September 17, 2004.

COACHING CONTRACT

Westerman, Ms. Staci Lee, Assistant, non-faculty, coach, full-time, Women's Volleyball, at \$5,751.54 for the period September 20, 2004 through close of business December 10, 2004.

CHANGE IN STATUS

Gregor, Mr. Michael, Special Transport Vehicle Operator, from regular, part-time, (Wage), to regular, full-time, Special Transport Vehicle Operator, Office for Students with Disabilities, effective August 27, 2004.

Pistory, Ms. Renee, Clerk Typist 2, Foreign Languages, Philosophy, and Sociology Departments, early return from Sick Leave, effective October 8, 2004.

Swanson, Mr. Roger, Special Transport Vehicle Operator, from regular, part-time (Wage), to regular, full-time, Special Transport Vehicle Operator, Office for Students with Disabilities, effective August 27, 2004.

Tucci, Ms. Brenda, Clerk Typist 2, Special Education and School Psychology Department from full-time, 9-month/half-time summer work schedule to full-time, 12-month schedule, Dean of Education Office, effective August 16, 2004.

OFFICE FOR STUDENTS WITH DISABILITIES

(Involuntary Leave Without Pay Dates = LWOP)

NURSE AIDES	START LWOP Winter Break	END LWOP	START LWOP Summer Break	END LWOP
Borczon, Mr. M.	12-18-04	1-9-05	5-7-05	8-26-05
Bray, Ms. C.	12-18-04	1-9-05	5-7-05	8-26-05
Brown, Mr. J.	12-18-04	1-9-05	5-7-05	8-26-05
Burns, Ms. A.	12-18-04	1-9-05	5-7-05	8-26-05
Eakin, Ms. C.	12-18-04	1-9-05	5-7-05	8-26-05
Gamble, Ms. M.	12-18-04	1-9-05	5-7-05	8-26-05
Heath, Ms. K.	12-18-04	1-9-05	5-7-05	8-26-05
Hirt, Ms. J.	12-18-04	1-9-05	5-7-05	8-26-05
Hurta, Ms. H.	12-18-04	1-9-05	5-7-05	8-26-05
Lewis, Ms. P.	12-18-04	1-9-05	5-7-05	8-26-05
McCarthy, Mr. B.	12-18-04	1-9-05	5-7-05	8-26-05
McPeak, Mr. K.	12-18-04	1-9-05	5-7-05	8-26-05
Rider, Mr. D.	12-18-04	1-9-05	5-7-05	8-26-05
Roberts, Ms. D.	12-18-04	1-9-05	5-7-05	8-26-05
Strobel, Ms. C.	12-18-04	1-9-05	5-7-05	8-26-05
Thompson, Mr. B.	12-18-04	1-9-05	5-7-05	8-26-05
Wellman, Ms. B.	12-18-04	1-9-05	5-7-05	8-26-05
Wisniewski, Ms. V.	12-18-04	1-9-05	5-7-05	8-26-05

VAN DRIVERS- (STVO)	START LWOP Winter Break	END LWOP	START LWOP Summer Break	END LWOP
Alward, Mr. J.	12-18-04	Retire		
Bray, Mr. E.	12-18-04	1-9-05	5-7-05	8-26-05
Burbee, Mr. S.	12-18-04	1-9-05	5-7-05	8-26-05
Fox, Ms. G.	12-18-04	1-9-05	5-7-05	8-26-05
Fry, Ms. K.	12-18-04	1-9-05	5-7-05	8-26-05
Gregor, Mr. M.	12-18-04	1-9-05	5-7-05	8-26-05
Kightlinger, Mr. H.	12-18-04	1-9-05	5-7-05	8-26-05
Masters, Mr. D.	12-18-04	1-9-05	5-7-05	8-26-05
Medilovic, Mr. S.	12-18-04	1-9-05	5-7-05	8-26-05
Price, Ms. L.	12-18-04	1-9-05	5-7-05	8-26-05
Swanson, Mr. R.	12-18-04	1-9-05	5-7-05	8-26-05

MISCELLANEOUS	START LWOP Winter Break	END LWOP	START LWOP Summer Break	END LWOP
Matelock, Mr. J. (Mgt Tech)	12-17-04	1-3-05	5-6-05	8-22-05
Matelock, Ms. S. (Clerk 1)	12-17-04	1-10-05	5-6-05	8-29-05
Michaels, Ms. E. Therapist	Na	Na	5-20-05	8-15-05
Trnavsky, Ms. V. (Nurse Supv.)	12-20-04	1-3-05	5-11-05	8-22-05

RENEWED CONTRACTS

Dilmore, Dr. Donald, Associate Vice President, University Libraries, contract renewal through September 11, 2006.

Lawlor, Dr. Andrew, Associate Vice President for Technology and Communications, contract renewal through September 29, 2006.

Mogavero, Dr. Michael, Vice President for Enrollment Services and University Planning, contract renewal through September 29, 2006.

Whitehair, Mr. Bruce, Vice President, Development and Marketing, contract renewal through October 11, 2006.

SICK LEAVE

Yenny, Ms. Heidi, Custodial Worker 1, sick leave without pay with benefits for the period November 15, 2004, through January 7, 2005, returning to active pay status January 8, 2005.

LATERAL TRANSFER

Shreffler, Ms. Marjorie A., Clerk Typist 2, from English and Theatre Arts Department to regular, full-time, Clerk Typist 2, Office of the Dean of Liberal Arts effective October 18, 2004.

PROMOTION

Fox, Ms. Gail S., from regular, full-time, Special Transport Vehicle Operator to regular, full-time, Special Transport Vehicle Coordinator, Office for Students with Disabilities, at \$982.50 biweekly for 26.08 pays effective August 30, 2004.

RECLASSIFICATION

Necopolous, Ms. Elaine B., from Pennsylvania State System of Higher Education Manager, Grade 160, to regular, full-time, Pennsylvania State System of Higher Education Manager, Grade 170, at \$2,061.74 biweekly for 26.08 pays effective April 19, 2004.

Chairman Thomas asked if there was a report to be made on behalf of the Committee on Enrollment Services and University Planning. Trustee Horan reported that he had met with vice presidential liaison, Dr. Michael Mogavero, recently to review and discuss a number of issues related to enrollment services and university planning. He noted that the upcoming January 24 conference session would be devoted entirely to the topic of Performance Funding.

Next, Chairman Thomas asked Trustee Shields via phone if he wished to deliver the report on behalf of the Committee on Student Affairs and Student Success. Trustee Shields deferred to Trustee Ritter to make the report on his behalf. Trustee Ritter discussed briefly the proposed renovations which would be undertaken on the University Center. He noted the programming document remains the same as was presented to the

Council last year. Highlights of this expansion project include the creation of additional recreation space, programming space and student organization space. The project is on schedule and has full student involvement. Completion is expected at the end of 2006. Students have been engaged in several events in support of the American Democracy Project. In September 2003, President Pogue appointed a small coordinating group, from within and external to the University, to work with entities throughout the University and in the larger community we serve which were already engaged in similar or compatible efforts. The goal is to seek to engage all students in furthering their understanding of and participation in the foundations of the American democracy. Voting materials were distributed widely to students. Events culminated with a post-election celebration in the University Center. Trustee Jordan noted that the shuttle service, Edinboro Express, continue to gain popularity. It has been determined that an average of 350-450 students utilize the service per day. Bus shelters are now being constructed at two or three strategic locations across campus. He also reported on the successful establishment of a Frederick Douglass Living-Learning Community in the residence hall. Students accepted into this living-learning community commit to the ideals of academic success and a set of community values. A System grant has been used for enhancements in support of this initiative.

The Chair asked Trustee Evans to deliver his report as the Council's liaison to the Alumni Association Board of Directors. Trustee Evans noted that the Alumni Association has contributed to many successful fall events and activities, including Homecoming Weekend (October 8-9); Family and Legacy Weekend (October 15-17); Pittsburgh Cabaret Brunch (October 24); the Nutmeg Farm event in Virginia (October 30); and the Midnight Breakfast held last evening. Trustee Evans reported that the Alumni staff is currently reviewing and preparing a five-year program review which will be submitted to the Office of the Chancellor/Board of Governors during the 2005 academic year. On November 9, 2004, Alumni Relations Director Jon Pulice attended a business meeting regarding Budget Advocacy at the Dixon University Center in Harrisburg.

Chairman Thomas inquired if there was a report from Trustee Miceli as the Council's liaison to the Edinboro University Services Board of Directors. Trustee Miceli indicated via phone that the Recording Secretary would deliver the report on his behalf. At this request, the Recording Secretary provided the following highlights from the October 27, 2004, meeting of the USI Board of Directors. These included:

- **Day Care facility update (Early Learning University)** – As of September 21, 88 children were enrolled. With a maximum capacity being approximately 111 children, the occupancy rate is at 79%. It was noted that this is an improvement over last year's figures.
- **2003-04 Annual Audit Report** – Birchard & Foulkrod, LLP, reviewed the audited financial statements. Mr. Foulkrod reported that USI's financial statements present fairly, in all material respects, the financial position of USI as of June 30, 2004 and 2003. It was also noted that no material weaknesses were found regarding internal control over financial reporting.

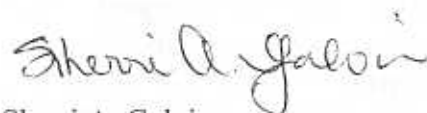
- **Provision of Internet, Cable and Phone Services** – Due to numerous problems encountered at the start of the Fall semester, USI has recommended that the University consider taking these services back in-house. The provision of these services has proved to be much greater than anticipated and more than USI can accommodate.
- **Bookstore Collective Bargaining Agreement** – The current collective bargaining agreement for bookstore employees is due to expire on April 25, 2005. USI has begun preparations for negotiations which should commence sometime in January, 2005.
- **USI Academic Excellence Scholarship Award** – The Board approved \$75,000 to be allocated for the 2005-06 academic year. Board members noted appreciation for the receipt of notes of thanks from the various students who have benefited from the sponsored scholarship.

Chairman Thomas noted that a formal report would be forthcoming at the next business meeting from Trustee Shields which would serve to highlight any recent actions taken by the Edinboro University Foundation Board.

Chairman Thomas concluded the business meeting with the PACT representative report. He congratulated the Edinboro PACT Conference Planning Committee, President Pogue and members of his administration for the outstanding and tremendously successful Fall PACT Conference held on the Edinboro campus. He and many others affiliated with the University received numerous favorable comments about the quality of the program. Edinboro University certainly did a fine job putting its “best foot” forward in showcasing the campus, its faculty and students. The Spring PACT conference is scheduled to be hosted by Clarion University, April 7-8, 2005. Again, due to the proximity of the conference, Chairman Thomas encouraged all Trustees to attend this conference. The Chair especially thanked President Pogue’s staff liaisons, Emily Sinsabaugh and Stefanie Russell, for their role in making the conference a success. The PACT Executive Committee next meets on February 11, 2005, and the Chair indicated he would be pleased to transmit any concerns or suggestions for future conference programming.

Chairman Thomas solicited additional items for the good of the order. Hearing none, he called for the adjournment of the meeting at 7:20 p.m. The next meeting of the Council will be a conference session on Monday, January 24. As indicated in earlier discussions, this session will be devoted entirely to a discussion focused on the topic of Performance Indicators.

Respectfully submitted,



Sherri A. Galvin
Assistant to the President
and Recording Secretary