

MINUTES
Edinboro University of Pennsylvania
Council of Trustees
Monday, April 17, 2006
University Club – Van Houten Dining Hall-North

Prior to the dinner session, Committee members met with respective vice presidential liaisons to receive divisional updates. Council members then dined with President Pogue in the President's Dining Suite in VanHouten Dining Hall. 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, Sherri Galvin, to conduct Roll Call. The following Council members were in attendance:

Dr. Raymond Dombrowski
 Mr. John Evans
 Mr. John Horan
 Catherine Manning, SSJ
 Mrs. Virginia McGarvey
 Mr. Ben Miceli
 Mr. John Pulice
 Ms. Teresa Scott
 Mr. Harold Shields
 Mr. Harry Thomas

Absent: Trustee C. Richard Johnston

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. R. Scott Baldwin, Dean of Education
 Dr. Peg Bevevino, Dean of Graduate Studies and Research
 Ms. Terri Birchard, Director of Foundation and Records Management
 Ms. Janet Dean, Associate Vice President for Human Resources and Faculty Relations
 Ms. Sherri A. Galvin, Recording Secretary
 Mr. Gordon Herbst, Interim Vice President for Finance and Administration
 Dr. Andrew Lawlor, Associate Vice President for Technology and Communications
 Mr. Brian Pitzer, Director of Public Relations
 Dr. Eric Randall, Dean of Science, Management and Technology
 Dr. Emily Sinsabaugh, Executive to the President
 Dr. Terry Smith, Dean of Liberal Arts
 Dr. Dawn Snodgrass, Professional Studies Department

Following Roll Call, Chairman Thomas noted a quorum was present. The Chair then proceeded to ask for the review of Old Business – action on Minutes of the Council meeting held on Monday, November 7, 2005. Copies of these minutes were distributed with the meeting agenda. Chairman Thomas solicited concerns, comments, corrections or additions. Hearing none, Chairman Thomas called for a motion to approve the Minutes as presented. **It was voted**, on motion of Trustee Pulice, seconded

by Trustee Dombrowski to approve the meeting Minutes from the Monday, November 7, 2005, meeting. The motion carried with the unanimous approval of the Council.

Chairman Thomas noted the opportunity for Public Comment and inquired if anyone would like to address the Council. Hearing no requests to speak, the Chair moved on to the next item of business, President Pogue's delivery of the *President's Report to the Council of Trustees (Attachment #1)*.

President Pogue thanked the Chair and welcomed the presence of members of the President's Executive Council (PEC). The President also extended a warm welcome to Edinboro University's newest Council member and student representative Teresa R. Scott. Council members were encouraged by President Pogue to review the 5-page written report at their leisure. As the Council was informed earlier by President Pogue, it was reported that the Pennsylvania State System of Higher Education would receive a record \$483 million in state funding next year under Governor Edward Rendell's proposed 2006-07 budget. If the budget is approved, it would represent the largest increase (\$20 million or 4/5 percent) in the history of the PASSHE. The President noted that a separate funding request totaled nearly \$32 million which would support a variety of initiatives including the performance funding, teacher education program and diversity and equal opportunity efforts. Sources close to the budget process suggest that the Legislature will develop a budget of its own rather than work to modify the Governor's proposed budget. Trustees were provided with a copy of the *PASSHE Appropriations Request* document as forwarded by the Office of the Chancellor by the Office of the Governor along with their hard copy of the President's Report. President Pogue also noted that requests to support the PASSHE Performance Funding program have been submitted but not supported by the Governor. From President Pogue's viewpoint, he noted that it is unlikely that this year's request (8 percent off the top of the budget) would be supported.

Also distributed for Council members' review was a copy of the recently published Edinboro University *Five-Year Plan* which was distributed to the campus community at the University-wide Spring Convocation on April 7. The document is the product of the University's inclusive planning process and was created with guidance from the 21st Century Planning Group.

While many accreditation site teams have been received during the past two months, President Pogue expressed appreciation to Dean Baldwin, Provost Bartelt, Dean Bevevino, Dr. Salene Cowher and the faculty in the School of Education for the tremendous effort and collaboration exhibited throughout the National Council for the Accreditation of Teacher Education (NCATE) site team's accreditation visit conducted April 2-5. President Pogue articulated that he has never participated in a more positive exit interview with a visiting team. The President also noted the team of visitors from the National Association of Schools of Art and Design (NASAD) visited Edinboro University April 9-12. The team was impressed by the work and intellect of our students and by the qualifications and productivity of the faculty. Once again, President Pogue extended congratulations to the Art Department, under the leadership of Dean Terry Smith, for this exceptional first-time accreditation effort. In addition, President Pogue reported that the National Association of School Psychologists (NASP) granted national recognition and conditional accreditation to the University's Specialist Program in School Psychology.

On March 20, the University hosted "Uniting for Success II," our new and rather aggressive researched-based recruiting and marketing effort. Over the past several months,

President Pogue has shared with Council members several challenges facing the University such as the population downturn. At best, this region can anticipate a 0 to -1% growth in population. The President noted that the three counties (Erie, Venango, and Crawford) that send us a majority of our students (60 percent of the University's enrollment) are all undergoing a downturn in population growth. He noted that the bordering states of New York and Ohio are also experiencing similar trends. By 2013, it is anticipated that the whole state of Pennsylvania will be experiencing population decline. Therefore, we have contracted with Carnegie Communications, an external market research firm focused in higher education whose primary goal is to assist the University in achieving enrollment goals.

President Pogue invited all Council members to submit pictures or artifacts to be included in the Sesquicentennial publication which depicts significant scenes, activities or events in the history of the University. Council members can visit www.edinboro.edu, keyword – *pictures* for more information about the exciting initiative.

The Frank G. Pogue Honors Scholarship Luncheon held on March 2 was an outstanding success. An audience of some 550 people enjoyed the luncheon program and keynote address by NBC Nightly News correspondent Andrea Mitchell. This annual initiative has contributed significantly to the Frank G. Pogue scholarship endowments and now totals approximately \$300,000.

Also distributed to Council members along with the written President's Report was a copy of the Erie Regional Chamber and Growth Partnership's April 2006 edition of *Erie* magazine. This edition contained an excerpt from President Pogue's scholarship luncheon remarks which focused on the value of higher education in northwestern Pennsylvania as an economic engine.

President Pogue noted the following individuals were honored and recognized at the 10th Annual Spring Convocation and Employee Recognition held on April 7:

Educator of the Year	Dr. Jean Jones, Speech and Communication Studies
Researcher of the Year	Dr. Naod Kebede, Chemistry and Physics
Advisor of the Year	Dr. Armendia Dixon, Dr. Gerald P Jackson Department of Academic Support Services
Staff Member of the Year	Ms. Charlene Cerutti, Coordinator, Student Judicial Affairs

The Convocation Program also included recognition of Dr. Jack and Mrs. Emma Williams, Mr. Michael Redlawsk, and Dr. Roy Strausbaugh for their philanthropy and support of Edinboro University. Jack and Emma's recognition took the form of two plaques: one that will be located in the Baron-Forness Library in recognition of Emma and one in the lobby of Hamilton Hall in recognition of Jack. Michael was honored with the naming of a new roadway between Darrow Road and the campus that is named "Redlawsk Way." Dr. Strausbaugh was inducted into the Royal Stewart Legacy Society.

Following the Convocation Program, we welcomed former First Lady of the Commonwealth of Pennsylvania and former Executive Director of the Erie County Library System Michele Ridge as the keynote speaker for the 2006 Spring Friends of the Library meeting. Mrs. Ridge provided insightful comments regarding the future of academic libraries. The day concluded with the ground-breaking ceremony for the new Music building. I express

appreciation to Don Dilmore for assisting with plans involving the former First Lady and also to the Trustees who were able to participate in those activities.

President Pogue made special note of the Erie Philharmonic performance to be held at Edinboro University's Louis C. Cole Auditorium on April 26. This event, hosted on the Edinboro University campus, will be Maestro Hugh Keelan's final performance as the Music Director of the Erie Philharmonic. Maestro Keelan will be recognized as a "friend" of the University. The concert will be followed by a reception at the Diebold Center for the Performing Arts.

In concluding his report, President Pogue noted that Edinboro University will be welcoming Ed Rendell as its Commencement speaker. During the Commencement Ceremony on May 13, an Honorary Doctorate will be conferred upon him. The Spring 2006 graduating class is expected to, again, be the largest in University history. While it is a good thing, it is also important to keep in mind the challenges it presents in terms of enrollment, recruitment and retention of students.

To demonstrate ways Edinboro University is collaborating with the region, schools and agencies around us, President Pogue requested Dean Baldwin to introduce the speaker and topic. With pleasure, Dean Baldwin introduced Dr. Dawn Snodgrass. Dr. Snodgrass is a professor in the Department of Professional Studies, teaches educational research and is one of the University's best scholars in the School of Education. Dr. Snodgrass thanked Dean Baldwin for the introduction. She highlighted for Council members a collaborative program that has been going on between Edinboro University faculty and The School District of the City of Erie. This initiative began about four years ago when President Pogue and Dean Bevevino discussed the Instructional Leaders' Academy initiative. This initiative involved Edinboro University faculty with administrators in the School District and research projects. The Professional Development Schools (PDS) collaborative is an outgrowth of the Academy and a faculty-driven initiative. **Attachment #2** depicts the presentation delivered by Dr. Snodgrass and those highlights articulated by her.

Following the conclusion of the presentation, President Pogue thanked Dr. Snodgrass for her presentation and then turned the floor back over to Chairman Thomas. Chairman Thomas noted that Dr. Snodgrass's enthusiasm in support of this collaboration was apparent.

The Chair then moved on to the next agenda item, New Business – Action Items. Chairman Thomas noted the proposed schedule of meeting dates for the 2006-07 academic year, commencing August, 2006 and continuing through June, 2007. **It was voted**, on motion of Trustee Dombrowski, seconded by Trustee Shields, to approve the 2006-07 Edinboro University Council of Trustees Schedule of Meetings as presented (**Attachment #3**). The motion carried with unanimous approval. Chairman Thomas reminded Council members to remove the schedule from their agenda materials for placement on home and business calendars.

Chairman Thomas called on Committee Chair Trustee Evans to present the action items for review and action by the Council on behalf of the Committee on Academic Affairs. Trustee

Evans noted the Committee concurred with President Pogue's recommendation and made a motion to approve the following program revisions:

Minor in Special Education - to remove courses which had been renumbered to 600-level and to restrict the list of elective options; overall number of credit hours remains at 21.

Associate of Arts/Associate of Science – General Education – to ensure that associate degree students would complete all basic skill requirements prerequisite to a baccalaureate degree and would cover as much of the core curriculum as possible while remaining within Board of Governors guidelines for general education.

Associate of Science – Computer Science – to incorporate the changes in course requirements of the BSCS, continuing seamless transition from ASCS to BSCS.

Bachelor of Science – Computer Science – to move the program closer to meeting the accreditation guidelines, and to ensure students graduating have earned 40% of their credit in courses numbered 300-level or above.

Bachelor of Arts – Broadcast Journalism and Print Journalism – to establish the same conditions for both majors because of consolidation of journalism programs into the Communication Department.

Bachelor of Arts/Bachelor of Science – General Education – to update list of courses approved for general education and update language in distribution and Health and Physical Education.

Bachelor of Arts – German – to standardize the BA German elective requirements with the BA Humanities/Foreign Language elective requirements.

Bachelor of Arts – History – to guarantee that all History majors will take the introductory research course and an intermediate research course; to provide students more opportunities to work on fundamental research and writing in History skills, while requiring more content depth; and to work to guarantee that our students meet the 40% rule required by the Pennsylvania State System of Higher Education.

Bachelor of Arts – Spanish – to standardize the BA Spanish elective requirements with the BA Humanities/Foreign Language elective requirements.

Master of Arts in Counseling – College Counseling – to meet Pennsylvania state licensure requirements for Licensed Professional Counselors (LPC) and to address current and future Council for Accreditation of Counseling and Related Educational Programs (CACREP) requirements. The name change is made to reflect current terminology in the field and CACREP designation.

Master of Arts in Counseling – Community Counseling – to meet Pennsylvania state licensure requirements for Licensed Professional Counselors (LPC) and to address current and future Council for Accreditation of Counseling and Related Educational Programs (CACREP) requirements.

Master of Arts in Counseling – Rehabilitation Counseling – to meet Pennsylvania licensure requirements for Licensed Professional Counselors (LPC), and to address recommendation of the Council on Rehabilitation Education (CORE) that programs follow the requirements for licensure in their state.

Master of Arts in Counseling – School Counseling - to meet Pennsylvania state licensure requirements for Licensed Professional Counselors (LPC), and to address current and future Council for Accreditation of Counseling and Related Educational Programs (CACREP) requirements. The name change is made to reflect current terminology in the field and CACREP designation.

Master of Arts in Counseling – Student Affairs – to meet Pennsylvania state licensure requirements for Licensed Professional Counselors (LPC), and to address current and future Council for Accreditation of Counseling and Related Educational Programs (CACREP) requirements. The name change is made to reflect current terminology in the field and CACREP designation.

Chairman Thomas and Trustee Evans invited any questions or concerns about the proposed program revisions. Hearing no concerns or questions, Chairman Thomas called for the vote. **It was voted**, on motion of Trustee Pulice, seconded by Trustee Shields, to accept President Pogue's recommendation for the approval of the above-referenced program revisions. Following the vote, the Chair noted the motion carried with unanimous approval by the Council.

Chairman Thomas noted that Trustee Johnston could not be present this evening and inquired if a representative of the Committee on Finance and Administration could present the Committee's report on his behalf. Trustee McGarvey indicated she was prepared to present those action items requiring Council approval. Trusting that the Council members reviewed the agenda and materials provided in advance of the meeting, Trustee McGarvey moved to accept President Pogue's recommendation for approval of the Contracts and Purchases for the period November 1, 2005 through March 31, 2006. **It was voted**, on motion of Trustee McGarvey, seconded by Trustee Dombrowski, 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 November 1, 2005, through March 31, 2006. The Chair noted the motion carried with unanimous approval by the Council.

Next, Trustee McGarvey moved that the Council approve President Pogue's recommendation that the University's Financial Statements for the years ended June 30, 2005 and 2004 & Independent Auditors' Report; August 26, 2005 - Parente Randolph Internal Control Letter; Parente Randolph recommendations; and Edinboro University's Management Response (dated 1/31/06) to Parente Randolph recommendations be accepted by the Council. All documents noted above were previously circulated to Council members under cover memorandum dated February 8, 2006.

Chairman Thomas solicited discussion. Trustee Horan inquired about the finding relative to summer camps and reporting requirements since he did not understand the notation and asked for clarification and/or an explanation. Interim Vice President Herbst addressed Trustee Horan's question. It was noted that the January 31, 2006, communication sent in response to these audit findings addressed this matter. In response, the University has established and implemented as a standard reporting requirement that all summer camps managed/conducted by University employees will provide directly and exclusively to the University President information on that portion of camp revenues received by the directors for operating camps. Hearing no requests for additional discussion, Chairman Thomas called for the vote and determined there was no opposition to the recommendation. President Pogue offered additional commentary on the subject and stated that this has been a concern for some time in terms of process. It should be underscored that the University has no reason to believe that funds collected for camps were inappropriately collected or misused. All want to be assured that all funds collected in the name of the University are accounted for and is the significant piece which provides scholarships to

our student athletes. Process will allow the University to review fees charged for use of facilities and adjust the fee schedule periodically. President Pogue reminded Council members that fees charged for the use of facilities are competitive. Family First Sports Park is a primary competitor and often times the University is utilized when these local facilities cannot accommodate the overflow. **It was voted**, on motion of Trustee McGarvey, seconded by Trustee Pulice, to accept President Pogue's recommendation to accept the documents as noted above.

Trustee McGarvey presented a Bond Financing Resolution in support of a Guaranteed Energy Savings Agreement (GESA) project through the Board of Governors for the Pennsylvania State System of Higher Education. While the University has had some form of energy management in place since 1979, the current initiatives began in 1996 when the University conducted an energy audit through the Penn State Facilities Engineering Institute. In the PASSHE, Edinboro University would be the first to receive this bond financing in the amount of \$10.5 million. The project has an estimated payback of about 8.5 years. **It was voted**, on motion of Trustee McGarvey, second by Trustee Shields that the Resolution as presented in support of the GESA project be approved by Council. Chairman Thomas solicited any comments or concerns prior to calling for the vote. Trustee Horan asked how Energy Services Companies (ESCO) was selected for this project. Interim Vice President Herbst explained the bidding process and extensive review of the RFP prior to the awarding of the bid. President Pogue noted during the dinner session prior to the public meeting that a team of individuals representing the Governor's Office as well as the Chancellor's office would be visiting the Edinboro campus on Monday, May 15. The team would review similar issues and recommend ways to realize additional cost savings. Edinboro University has been on the forefront in terms of advancing our own energy savings model. The President noted that this will be treated and noted as an example of "good management" of resources. Chairman Thomas noted that it is a System-wide effort. Trustee Horan noted that the matter continue to be monitored to assure that the guarantee is met. The motion carried with unanimous approval by the Council. Following action by the Council, Chairman Thomas signed the resolution and asked that the Resolution be dated and transmitted to the Office of the Chancellor (**Attachment #4**).

Lastly, Trustee McGarvey presented the Resolution showing the Council's carrying forward action with regard to Board of Governors Policy 1985-04: External Financial Support for the following entities affiliated with the University:

Edinboro University Alumni Association
 Edinboro University Foundation, Inc.
 Edinboro University Services, Inc.

Hearing no concerns or questions about the Resolution and materials as presented, Chairman Thomas brought forward a motion to adopt the Resolution as presented. **It was voted**, on motion of Trustee McGarvey, seconded by Trustee Miceli, to adopt the Resolution establishing the Council's certification that the University is in compliance with the Pennsylvania State System of Higher Education Board of Governors Policy 1985-04. The motion carried with unanimous approval by the Council. Following action by the Council, Chairman Thomas asked that the Resolution be transmitted to the Office of the Chancellor as a matter of record and in accordance with the policy (**Attachment #5**). Chairman Thomas noted for the record that this is an annual Resolution that the Council must review and pass under Board Governors Policy 1985-04 which means that the Council has been provided lists of the Boards of Directors and certifies to the best of their knowledge that none of the members of the Boards are employees of the University,

there is no apparent conflicts of interest, and they have been provided copies of the respective financial statements. Chairman Thomas, Secretary Shields and President Pogue affixed their signatures in accordance with the Council's action and directed that it be transmitted to the Office of the Chancellor.

Chairman Thomas noted that the balance of the agenda represents informational items. The Chair solicited any questions or concerns with regard to the informational items forwarded to Council members. These include for the record:

Committee on Academic Affairs – Information

Changes Granted in Sabbatical Leave:

- Dr. Alice Conway (Nursing Department) from Fall 2006 to Spring 2007
 Dr. Susan Curtin (Elementary Education Department) from Spring 2006 to Spring 2007
 Dr. Charlotte Molrine (Speech and Communication Studies) from Spring 2006 to Spring 2007

Faculty members awarded sabbatical during the 2007-08 academic year:

FALL 2007

<u>NAME</u>	<u>DEPARTMENT</u>
Gary Barbour	Business Administration and Economics
Dennis Buckwalter	Secondary Education
A. Tim Cordell	Music
Ronald Craig	Psychology
Gloria Gerbracht	Elementary Education
Cynthia Rebar	Biology and Health Services
Barbara Siple	Counseling and Psychological Services
Timothy Thompson	Speech and Communication Studies

SPRING 2008

<u>NAME</u>	<u>DEPARTMENT</u>
Suzanne Amendolara	Art
Wendy Austin	Art
Shelle Barron	Art
Luciana Bohne	English and Theatre Arts
Kathleen Golden	Speech and Communication Studies
Charles Marr	English and Theatre Arts
William Mathie	Art
Grant McLaren	Psychology
Steven Nachman	History and Anthropology
Donald Sheehey	English and Theatre Arts
Michelle Vitali	Art

Tenure Granted December 2005

Dr. Richard White – Mathematics and Computer Science Department

Emeritus Status Awarded December 2005

<u>NAME</u>	<u>DEPARTMENT</u>
W. Ted Atkinson	English and Theatre Arts
Susan Boam-Wood	Special Education and School Psychology
Patrick Coleman	Human Resources and Faculty Relations
John K. Fisher	Academic Affairs
Judith Gramley	Foreign Languages
Margot Koczan	Foreign Languages
Richard Lindenberg	Geosciences
A. Marie Papesch	Mathematics and Computer Science
Robert Schweitzer	English and Theatre Arts
Elizabeth Pierce-Stewart	Sociology, Anthropology and Social Work
Thomas Walkiewicz	Chemistry and Physics
Robert Weber	Academic Affairs

Students awarded an International Instructional Fee Waiver for Spring 2006, in accordance with institutional and Pennsylvania State System of Higher Education Board of Governors policy:

**Spring 2006
Cooperative Exchange Agreement Recipients
As of January 6, 2006**

CHINA**Shandong University of Technology**

Yu, Honghua	Visiting Scholar	Tuition, fees, book stipend
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Jinan University

Xu, Gang	Visiting Scholar	Tuition, fees, room and board
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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 Wurzburg-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**

Cwik, Marta	Student	Tuition, Fees, Room & Board
Michaelczyk, Agata	Student	Tuition, Fees, Room & Board
VACANT	Visiting Scholar/Professor	Room & Board

SPAIN**Universitat de Lleida**

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

VACANT	Student	Tuition, Fees, Room & Board
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Spring 2006**Edinboro University Exchange Participants****As of January 6, 2006****POLAND****Maria Curie-Sklodowska University**

Gall, Aaron	Student	Tuition, Fees, Room & Board
Gall, Tristan	Student	Tuition, Fees, Room & Board
Hendershot, David	Student	Tuition, Fees, Room & Board

Next and on behalf of the Committee on Academic Affairs, Chairman Thomas inquired if the Chair of the Committee wished to make further comment. Trustee Evans indicated he had no additional items to bring forward for discussion at this time.

On behalf of the Committee on Development and Marketing, Trustee Manning shared the following divisional updates:

- Fifteen new scholarships have been established since the last Council meeting held, including the Justin and Jessica Reed Wrestling Scholarship, the George Ferguson Ceramics Department Endowment, the Tom and Cheryl Vicary Scholarship, the Ying Yong Memorial, the Joel Knowlton Memorial Fund, the Ronald Simmons Athletic Scholarship, the E. Todd and Michelle L. Rebich Athletic Scholarship, the Association of Faculty and Staff of Color Scholarship, the Marian Miller EUWA Endowment, the Lindsey L. Myers Memorial Scholarship, the Music Building, the Luther V. Hendricks Memorial Scholarship, the Lamoreaux Family Wrestling Scholarship, the Mineo Family Scholarship, and the Hal Umbarger Memorial Athletic Scholarship.
- The Alumni Phonathon has raised almost \$190,000 in pledges and \$142,000 in gifts so far this year.
- As of March 31, 2006, the Annual Fund has raised a little over \$1.5 million for 2005-06, which is \$437,000 more than this time last year.
- \$11.6 million in gifts and pledges has been raised toward the University's Capital Campaign goal of \$15 million.
- Major gifts in excess of \$10,000 have been received from:
 - Channellock, Inc.
 - Mr. and Mrs. Justin T. Reed
 - Estate of Julia Wood-Smith
 - Edinboro University Services, Inc.
 - Michael Schneider
 - Ronald Simmons
 - Jeff Levitz
 - The Charlotte W. Newcombe Foundation
 - Anonymous Donor
 - K. Aiyappan Nair
 - Times Publishing Company
 - Luther V. Hendricks Memorial Fund
 - The Vicary Foundation, Inc.
 - Mr. and Mrs. Joseph Mineo
 - Franklin Township Road Supervisors
 - McFate, Brody, Spiegel Partnership
 - Phillip Kimball

In closing the Committee report, Trustee Manning noted for the record President Pogue's acceptance of gifts-in-kind on behalf of the University. These gifts have been received since the last business meeting held on November 7, 2005.

Dr. Eugene Antley donated two pictures and two original oil paintings for display in the Ghering Health Center. The donor valued the in-kind gift at \$4.

Mr. David Bennett donated three Foredom Flex Shaft Rotary tools, hand pieces that connect to the flex shaft, three new speed dial controls and new carving knives to the Art Department (sculpture area). The donor valued the in-kind gift at \$675.

Mr. David Bennett donated three sets of Flexcut 11-piece craft kits and three slip strop sharpening blocks for use by students in printmaking classes. The donor valued the in-kind gift at \$308.70.

Cunningham Chrysler of Edinboro donated the lease of a vehicle for one year (January 1 through December 31, 2005) to the Athletics Department. Cunningham's valued the in-kind gift at \$5,374.32.

Erie Metropolitan Transit Authority donated shuttle transportation services on January 16 in recognition of Martin Luther King, Jr. Day. The donor valued the in-kind gift at \$200.

Franklin Township donated various electronic and computer equipment for the Oral History Project (equipment inventory list proved by Franklin Township). The donor valued the gift at \$13,073.12.

Mr. Raymond Gilman donated 25,896 miles of travel in his personal vehicle in support of the Athletic Department. The donor valued the in-kind gift at \$3,625.44.

Ms. Judith Kubeja donated three holiday wreaths to be used for display in Reeder Hall (1st floor). The donor valued the gift at \$110.

Ms. Judith Kubeja donated two floral arrangements for use in the President's Dining Suite located in Van Houten Dining Hall or other venues. The donor valued the combined in-kind gift at \$85.

M & T Bank Educational Lending donated the printing of the *Edinboro University Graduate Financial Aid Planner 2006-07* to the Financial Aid Office. The donor valued the in-kind gift at \$3,413.

McFate, Brody, Spiegel Partnership donated a charitable contribution to Edinboro University for the property at 260 Waterford Street. The Partnership valued the in-kind gift at \$65,000.

Mr. and Mrs. James McMurray donated a painting entitled, "Homage to Martin Luther King, Jr." For donation purposes, an appraisal was sought and provided by Deborah Vahanian of Glass Growers Gallery. The appraisal value of the painting was determined to be \$3,922.

Mr. Jeffrey and Mrs. Linda Sayers donated a toaster oven for use by the Development and Marketing Office. The donor valued the in-kind gift at \$40.

Mr. and Mrs. Michael Sincak donated Fossil Replicas (listing provided by donor). The donor valued the in-kind gift at \$4,985.

Dr. Emily Sinsabaugh donated one four-hour battery pack to the Distance Education and Multimedia Office. The donor valued the in-kind gift at \$95.39.

Sue Sutto Realtors, Inc. donated a HP Color LaserJet 4550 printer for use in the Baron-Forness Library. The donor, Sue Sutto, valued the in-kind gift at \$500.

US Bronze Foundry and Machine donated approximately 500 pounds of bronze ingot for use by the Art Department (sculpture area). The donor valued the in-kind gift at \$1,800.

Mr. Thomas Wasiela donated new and used photographic equipment (listing provided by donor) to the Art Department. The donor valued the in-kind gift at \$3,120.

WICU-12 donated the production and air time of television spots promoting the 7th Annual Frank G. Pogue Scholarship Luncheon held on March 2. The donor valued the in-kind gift at \$5,000.

Z-3 Concepts donated a portion of the production of a Nursing Recruitment Video. The donor valued the in-kind gift at \$3,000.

Next, Chairman Thomas and Trustee McGarvey noted for the record (informational agenda item), on behalf of the Committee on Finance and Administration, the following personnel transactions since the last regular business meeting on November 7, 2005:

NEW HIRES/REPLACEMENTS/CONTINUATIONS

Anderson, Mr. Carl, part-time (50%), temporary, Instructor, Business Administration and Economics Department, Spring 2006 semester only, contingent upon enrollment, at \$9,854.35 effective January 7, 2006.

Arnold, Mr. John C., part-time (32.5%) temporary, Instructor, Department of Secondary Education, Spring 2006 semester, contingent upon enrollment, at \$6,725.58 effective January 7, 2006.

Barbian, Dr. Lenore, full-time, tenure track, Assistant Professor, Department of History and Anthropology, at \$58,566.24 effective August 19, 2006.

Birchard, Ms. Terri L., regular, full-time Pennsylvania State System of Higher Education Manager, Grade 190, Director of Records Management and Development Operations, Development and Marketing Division, at \$2,377.30 biweekly for 26.08 pays effective January 9, 2006.

Briggs, Ms. Karen, part-time (25%), temporary, Instructor, Department of Elementary Education, Spring 2006 semester, contingent upon enrollment, at \$4,927.16 effective January 7, 2006.

Byrd, Dr. Vera Lee, full-time, tenure track, Assistant Professor, Act 101 Counselor, Dr. Gerald P. Jackson Department of Academic Support Services, at \$28,899.38 for the remainder of the 2005-06 academic year, effective November 12, 2005.

Chavez, Dr. Michael, full-time, tenure track, Assistant Professor, Edinboro Success Program Coordinator, Dr. Gerald P. Jackson Department of Academic Support Services, at \$22,815.30 for the remainder of the 2005-06 academic year, effective January 7, 2006.

Chen, Dr. Edward I-Te, part-time (50%), temporary, Instructor, Department of Political Science and Criminal Justice, remainder of the Fall 2005 semester, or until return of Dr. Max Azicri, at Rage Q01, Pay Step 01, effective October 31, 2005.

Corapi, Mr. Frank J., part-time (50%), temporary, Instructor, Department of Psychology, Spring 2006 semester, contingent upon enrollment, at \$10,347.04 effective January 7, 2006.

Csorba, Dr. A. Mrea, part-time (25%), temporary, Assistant Professor, Department of Art, Spring 2006 semester, contingent upon enrollment, at \$5,703.83 effective January 7, 2006.

continued – New Hires/Replacements/Continuations

Cullen, Dr. Eileen, part-time (75%), temporary, Assistant Professor, Department of Health and Physical Education, Spring 2006 semester, contingent upon enrollment, at \$17,111.48 effective January 7, 2006.

Fisher, Ms. Nicole M., part-time (25%), temporary, Instructor, Department of Special Education/School Psychology, Spring 2006 semester, contingent upon enrollment, at \$4,927.16 effective January 7, 2006.

Gentsy, Ms. Michaelene, part-time, temporary (5%), Associate Professor, Department of Secondary Education, Spring 2006 semester, contingent upon enrollment, at \$991.62 effective March 6, 2006.

Graham, Dr. Diane Shafer, part-time (75%), temporary, Assistant Professor, Department of Art, Spring 2006 semester, contingent upon enrollment, at \$17,111.48 effective January 7, 2006.

Gruber, Ms. Armored C., part-time (50%), temporary, Instructor, Department of Foreign Languages, Spring 2006 semester, contingent upon enrollment, at \$9,854.33 effective January 7, 2006.

Gustafson-Ropski, Ms. Melanie K., part-time (50%), temporary, Instructor, Biology and Health Services Department, Spring 2006 semester only, contingent upon enrollment, at \$9,854.35 effective January 7, 2006.

Haas, Ms. Julie M., part-time (25%), temporary, Instructor, Department of Speech and Communication Studies, Spring 2006 semester, contingent upon enrollment, at \$5,173.52 effective January 7, 2006.

Hardner, Mr. Adam C., regular, full-time, Police Officer 1, University Police Department, at \$1,079.20 biweekly for 26.08 pays effective March 20, 2006.

Henson, Dr. Evelyn, full-time, temporary, Instructor, Mathematics and Computer Science Department, Spring 2006 semester, contingent upon enrollment, at \$19,708.70 effective January 7, 2006.

Hillwig, Jr., Mr. James G., part-time (16.666667%), temporary, Instructor, Chemistry and Physics Department, Spring 2006 semester, contingent upon enrollment, at \$2,803.01 effective February 2, 2006.

Hoehn, Ms. Sheri L., part-time (25%), temporary, Instructor, Department of Speech and Communication Studies, Spring 2006 semester, contingent upon enrollment, at \$4,927.16 effective January 7, 2006.

Hohos-Mahoney, Ms. Stephanie J., part-time (50%), temporary, Instructor, Department of Speech and Communication Studies, Spring 2006 semester, contingent upon enrollment, at \$9,854.33 effective January 7, 2006.

Kuhn, Mr. Donald L., regular, part-time, (wage), Special Transport Vehicle Operator, Office for Student with Disabilities, at \$10.62 hourly, for hours worked, effective February 27, 2006.

Lange, Dr. Werner J., full-time, tenure track, Assistant Professor, Department of Sociology, at \$49,349.44 effective August 19, 2006.

Lilly, Mr. Mark A., regular, full-time, Pennsylvania State System of Higher Education Manager, Grade 180, StudentNET Coordinator, Technology and Communications, at \$1,635.97 biweekly for 26.08 pays effective March 27, 2006.

Lute, Mr. Charles, part-time (17%), temporary, Instructor, Department of Music, Spring 2006 semester, contingent upon enrollment, at \$3,621.47 effective January 7, 2006.

Mann, Mr. Erik, part-time (up to 25%), temporary, Instructor, Department of Music, Spring 2006 semester, contingent upon enrollment, at Pay Range Q01, Pay Step 01, with salary based upon number of students enrolled for the course, effective January 7, 2006.

continued – New Hires/Replacements/Continuations

Maraden, Mr. David E., part-time (45%), temporary, Instructor, Department of Secondary Education, Spring 2006 semester, contingent upon enrollment, at \$8,868.89 effective January 7, 2006.

McGinn, Ms. Katherine, full-time, temporary, Instructor, Department of Art, Spring 2006 semester, contingent upon enrollment, at \$19,708.66 effective January 7, 2006.

McLaughlin, Dr. Peter J., full-time, tenure track, Assistant Professor, Department of Psychology at \$51,816.83 effective August 19, 2006.

Miller, Dr. Barbara J., part-time (50%), temporary, Assistant Professor, Department of Secondary Education, Spring 2006 semester, contingent upon enrollment, at \$11,407.65 effective January 7, 2006.

Nientimp, Ms. Mary P., part-time (75%), temporary, Instructor, Department of Special Education/School Psychology, Spring 2006 semester, contingent upon enrollment, at \$14,781.49 effective January 7, 2006.

Noonen, Dr. Ann Marie, part-time (25%), Assistant Professor, Department of Professional Studies, Spring 2006 semester, contingent upon enrollment, at \$5,703.83 effective January 7, 2006.

Palmer, Ms. Kimberly H., temporary, full-time, Pennsylvania State System of Higher Education Manager, Grade 180, Construction Project Manager, Construction Operations, at \$2,147.24 biweekly for 26.08 pays effective May 2, 2006 through April 27, 2007.

Plaster, Ms. Jamie M., part-time (25%), temporary, Instructor, Department of Secondary Education, Spring 2006 semester, contingent upon enrollment, at \$4,927.16 effective January 7, 2006.

Schaaf, Ms. Laura R., part-time (25%), temporary, Instructor, Department of Elementary Education, Spring 2006 semester, contingent upon enrollment, at \$4,927.16 effective January 7, 2006.

Schmidt, Ms. Amy, part-time (50%), temporary, Instructor, Biology and Health Services Department, Spring 2006 semester only, contingent upon enrollment, at \$9,854.35 effective January 7, 2006.

Sekula, Dr. Richard A., part-time (50%), temporary, Instructor, Department of Psychology, Spring 2006 semester, contingent upon enrollment, at \$10,347.04 effective January 7, 2006.

Slipcevic, Mr. Gerald R., regular, part-time (wage), Special Transport Vehicle Operator, Office for Students with Disabilities, at \$10.62 hourly, for hours worked, effective February 27, 2006.

Sprague, Dr. Emily H., full-time, tenure track, Assistant Professor, Mathematics and Computer Science Department, at \$49,349.44 effective August 19, 2006.

Tomczak, Ms. Karol, part-time (33%), temporary, Instructor, Department of Art, Spring 2006 semester, contingent upon enrollment, at \$6,569.55 effective January 7, 2006.

Twyman, Dr. Edward, regular, full-time, Pennsylvania State System of Higher Education Manager, Level 180, Director of Multicultural Programs, at \$2,108.89 biweekly for 26.08 pays effective April 17, 2006.

Vogt, Ms. Kathleen C., part-time (25%), temporary, Instructor, Department of Speech and Communication Studies, Spring 2006 semester, contingent upon enrollment, at \$4,927.16 effective January 7, 2006.

Wichlacz, Ms. Sarah A., part-time (66%), temporary, Instructor, Department of Art, Spring 2006 semester, contingent upon enrollment, at \$13,533.28 effective January 7, 2006.

Woods, Ms. Renee M., part-time (50%), temporary, Instructor, Department of Speech and Communication Studies, Spring 2006 semester, contingent upon enrollment, at \$9,854.33 effective January 7, 2006.

SEPARATION OF EMPLOYMENT

LaMantia, Mr. Paul, Director, University Student Activities, furloughed effective close of business June 30, 2006.

RESIGNATIONS

Gray, Ms. Kelly, Assistant Women's Soccer Coach, Athletics Department, effective close of business February 3, 2006.

Hopkins, Ms. Jennifer, Custodial Worker 1, Facilities, effective close of business December 2, 2005.

Kennedy, Dr. Christopher, Faculty, Mathematics and Computer Science Department, effective July 13, 2006.

Kennedy, Dr. Lydia, Faculty, Mathematics and Computer Science Department, effective July 13, 2006.

Lossie, Dr. Cheryl, University Administrator 2, Coordinator of Graduate Studies, Office of Graduate Studies and Research, effective close of business January 20, 2006.

Mago, Ms. Jessica, Chemistry Technician, Chemistry Department, effective close of business November 4, 2005.

McDonald, Mr. Darrell K., Assistant Football Coach, Athletics Department, effective close of business January 5, 2006.

Parry, Mr. Thomas, Assistant Football Coach, Athletics Department, effective close of business February 14, 2006.

Russell, Ms. Stefanie, Manager, Level 180, Coordinator of Special Events and Facilities Scheduling, Office of the President, effective April 3, 2006.

Sheehan, Mr. James P., Vice President for Finance and Administration, close of business January 2, 2006.

Sparks, Ms. Yvette, Assistant Women's Basketball Coach, Athletics Department, effective close of business April 7, 2006.

Tepper, Mr. Louis, Head Football Coach, Athletics Department, effective close of business January 5, 2006.

RETIREMENTS

Larson, Hillis, Mrs., Custodial Worker 2, Facilities Department, effective close of business March 3, 2006.

Kowalski, Ms. Kathe, Faculty, Art Department, effective close of business May 26, 2006.

COACHING CONTRACTS

Bradford, Mr. Wayne A., regular, full-time, assistant, non-faculty, Football Coach, at \$51,000.00 for the period January 6, 2006 through January 6, 2008.

Braxton, Mr. Keith P., regular, full-time, assistant, non-faculty, Defensive Line, Football Coach, at \$30,000.00 for the period March 20, 2006 through March 19, 2007.

Browning, Mr. Scott E., promoted from Assistant Football Coach, to regular, full-time, Head Football Coach, at \$70,000.00 for the period January 6, 2006 through January 6, 2009.

Cleary, Mr. J.P., regular, full-time, assistant, non-faculty, Men's Basketball Coach, at \$29,392.54 for the period April 1, 2006 through March 31, 2008.

Niedbala, Mr. Kim M., regular, full-time, assistant, non-faculty, Defensive Secondary and Special Teams, Football Coach, at \$38,000.00 for the period March 13, 2006 through March 12, 2007.

continued – Coaching Contracts

Parry, Mr. Thomas, at 25% FTE, assistant, non-faculty, Football Coach, at \$7,402.30 for the period January 7, 2006 through January 6, 2007.

Rhodes, Mr. Christopher, regular, full-time, non-faculty, Head Men's and Women's Swimming Coach, at \$36,607.72 for the period April 1, 2006 through March 31, 2007.

Soboleski, Ms. Melissa M., regular, full-time, non-faculty, Head Women's Volleyball Coach, at \$45,320.00 for the period February 4, 2006 through February 3, 2007.

Sparks, Yvette S., regular, full-time, assistant, non-faculty, Head Women's Basketball Coach, at \$28,919.62 for the period April 1, 2006 through March 31, 2007.

Yurcich, Mr. Michael T., regular, full-time, assistant, non-faculty, Football Coach, at \$28,325.00 for the period April 1, 2006 through March 31, 2007.

CHANGE IN STATUS

Duncan, Mr. Tedd, from non-supervisory Police Officer 2, to regular, full-time, supervisory Police Officer 2, Campus Police Department, effective January 7, 2006.

Gallagher, Dr. Jody B., extension of leave without pay without benefits from State University Administrator 2, to continue as temporary, full-time, faculty, Professional Studies Department, for the period May 27, 2006 through August 16, 2006, returning to State University Administrator 2, Academic and Career Advisement Office, effective August 17, 2007.

Herbst, Mr. Gordon, from Associate Vice President, Financial Operations, to Interim Vice President for Finance and Administration, at \$111,571.00 effective January 3, 2006.

Kuhn, Mr. Donald, Special Transport Vehicle Operator, Office for Students with Disabilities, leave without pay without benefits, effective May 13, 2006, returning to active pay status August 25, 2006.

Plaster, Ms. Jamie M., Management Technician, extension of temporary employment, Office of the Dean, School of Education, through May 12, 2006.

Revak, Ms. Reva C., regular, full-time, Clerk Typist 2, (12 months) Office of the President, to regular, full-time, (9 months) Clerk Typist 2, Highlands Center for Faculty Initiatives and the Dr. Robert C. Weber Honors Program effective December 12, 2005.

Slipcevic, Mr. Gerald, Special Transport Vehicle Operator, Office for Students with Disabilities, leave without pay without benefits, effective May 13, 2006, returning to active pay status August 25, 2006.

Waldinger, Ms. Cynthia, Clerk Typist 2, Biology and Health Services Department, cyclical leave without pay, with benefits, effective close of business December 9, 2005, returning to active pay status March 6, 2006.

RENEWED CONTRACTS

Kiel, Dr. Gerald W., continued appointment as Vice President for Student Affairs and Student Success, for the period January 3, 2006 through January 3, 2008.

Lyle, Ms. Kathleen M., temporary, Pennsylvania State System of Higher Education Manager, Grade 170, Quality Assurance Coordinator, Construction Operations, through March 30, 2007.

Sansoucie, Mr. Lyle A., temporary, Pennsylvania State System of Higher Education Manager, Grade 170, Quality Assurance Coordinator, Construction Operations, through March 30, 2007.

SICK LEAVE

Wieczorek, Ms. Maria, Clerk Typist 2, Office of Graduate Studies and Research, sick leave without pay, with benefits, for the period November 10, 2005, through December 1, 2005.

Wieczorek, Ms. Maria, Clerk Typist 2, Office of Graduate Studies and Research, extension of sick leave without pay, with benefits, for the period December 2, 2005, through December 9, 2005, returning to full-time pay status December 12, 2005.

PROMOTIONS

Burns, Mr. Robert F., from Police Office 1 to regular, full-time, Police Officer 2 (Non-supervisory), University Police Department, at \$1,217.60 biweekly for 26.08 pays effective December 24, 2005.

Hites, Ms. Coleen, from Information Writer to regular, full-time, Pennsylvania State System of Higher Education Manager, Grade 170, Coordinator of Special Events and Event Services, in University Communications, Office of the President, at \$1,771.56 biweekly for 26.08 pays effective March 20, 2006.

RECLASSIFICATIONS

Hushon, Ms. Barbara J., from Clerk Typist 3, Office of the President, to regular, full-time, Administrative Assistant 1, Office of the President, at \$1,238.25 biweekly for 26.08 pays, retroactive to September 6, 2004.

Lewis, Ms. Melanie M., from Pennsylvania State System of Higher Education Manager, Grade 150, to regular, full-time, Director of Graduate Admissions and Graduate Student Records, State University Administrator 3, School of Graduate Studies and Research, effective February 20, 2006.

Chairman Thomas called on Trustee Evans to share Alumni Association-related points of interest with the Council. He offered the following highlights:

- The Alumni Association contributed to many spring activities, including Splash Lagoon Event in Erie (January 20-21), Delray Beach Event in Florida (February 22), Naples Luncheon Event in Florida (February 23), Sebring Luncheon (February 27) and University-wide Open House (April 8). The Association is looking forward to the Spring Grad Finale (April 19), Athletic Hall of Fame Pre-Reception (April 29) and Spring Commencement Ceremony and Brunch (May 13).
- The Alumni Association provided support/sponsorship of the 7th Annual Frank G. Pogue Honors Scholarship Luncheon (March 2) and the 8th Annual Dinner for Professional Development hosted by the Highland Ambassadors (March 31).
- The Alumni Association will hold their annual Board of Elections meeting (April 29th) following their regularly scheduled board meeting.

USI Board Representative, Trustee Miceli offered the following brief highlights from the January 25, 2006, Board of Directors meeting:

Tax-Exempt Status on Daycare Building and Property:

Although USI is a 501C3 organization, it has always paid property taxes on the Ghering property where the daycare building now resides. The property was reassessed and the taxes have gone from \$3,298.49 in 2005 to \$25,219.98 in 2006. Attorney David Devine explained that because the Board was once composed of University employees and because the employees were concerned with town-gown relations, USI had always agreed to pay taxes in the past. Because of the dramatic increase in taxes and the reconfiguration of the Board from University employees to outside business leaders, the Board agreed that USI needed to seek tax-exempt status. Attorney Devine will submit the necessary paperwork to accomplish this.

Investment of Excess Cash Reserves:

The Board agreed to accept the proposal made by PNC Bank to invest USI's excess cash reserves into step CDs. The timing of these investments will be based on obtaining the best interest rates possible.

Updates to the Articles of Incorporation:

In order to allow for the possibility of USI to assist the University with privatized housing, the PASSHE legal counsel made several recommendations, including an update of USI's Articles of Incorporation. Attorney Devine suggested that any wording changes that Board members feel would be appropriate for inclusion in the new Articles of Incorporation should be forwarded to Philomena Gill by March 1, 2006. The new version of the Articles would then be presented at the next Board meeting and a resolution to accept them would be made.

Two Resolutions:

- Fund the Academic Achievement Scholarship for the 2006-07 Academic Year
- Accept Updates to the Memorandum of Understanding

The Board voted to accept the resolution to fund the Academic Achievement Scholarship for the 2006-07 academic year in the amount of \$75,000. They also voted to accept the updates to the Memorandum of Understanding which was revised to allow for possible involvement in privatized housing.

Chairman Thomas added that the issue of privatized housing is a "hot" topic across the State System. He noted that it will be interesting to see what develops on this issue state-wide.

Likewise, Chairman Thomas noted Trustee Shields would be prepared to deliver a report at its next regular business meeting in his capacity as the Council's Edinboro Foundation Board representative.

As noted at November's Council meeting, Chairman Thomas will preside at the Spring PACT meeting scheduled to be held at Slippery Rock University, April 27-28. The PACT Executive Committee will meet Wednesday evening, April 26, and business meeting and roundtable discussions will be on Thursday and Friday. PACT President Thomas encouraged all members of the Council to attend. The next PACT Executive Committee with Chancellor Hample has been scheduled for July 25.

Chairman Thomas called for any additional items for the good of the order. Hearing none, the Chair called for adjournment of the business meeting at 7:17 p.m. The next meeting of the Council will be held on Monday, June 19.

Respectfully submitted,



Sherri A. Galvin
Assistant to the President
and Recording Secretary