

MINUTES
Edinboro University of Pennsylvania
Council of Trustees Meeting
Monday, June 30, 2008
Zahorchak Seminar Room – Pogue Student Center

On Monday, June 30, Council members met with vice presidential liaisons to review and discuss division-related committee agenda items. At 3:00 p.m., Chairman Shields and Council members Cacchione, Manning, McGarvey, Pulice, and Thomas met in the lobby of Reeder Hall and readied for departure to conduct their Annual Tour of the Facilities with Vice President Gordon Herbst and Associate Vice President William Coleman. Trustees toured the following areas on campus prior to concluding their tour at the Pogue Student Center:

- Ross Hall (DELTA/Piper Press and Technology & Communications);
- Boiler House;
- Earley Hall (Facilities Office, Police, and Radio Station);
- Driving tour past State Garage Complex; and
- Pogue Student Center renovations/additions

Beginning at 4:30 p.m., Council members met in Executive Session with the Chair and members of the President Evaluation Committee. At the request of Chairman Shields, President Brown was invited to join them for dinner at 5:00 p.m. As part of this session, President Brown asked Mr. Gordon Herbst, Vice President for Finance and Administration, to review and present to Council members a fiscal year 2009 Budget Status report. Vice President Herbst's status report addressed enrollment trends, Educational and General (E&G) projected revenue and expenses, Employee Benefit – Budget Assumptions, proposed Operating Expense Budget, proposed Capital Budget with detail, and other budget balancing options. The purpose of this discussion was to give Council members a "preliminary" look at the budget prior to its presentation for approval at the upcoming August business meeting.

At 6:20 p.m., Chairman Shields 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. Joseph Cacchione
 Dr. Raymond Dombrowski (via phone)
 Mr. John Horan
 Sister Catherine Manning
 Mrs. Virginia McGarvey
 Mr. John Pulice
 Mr. Harold Shields
 Mr. Harry Thomas

Absent: Trustees John Evans (House of Representatives in session), Benedict Miceli, and Ms. Nicole Nelson (on leave of absence)

In addition to President Jeremy D. Brown, the following individuals were in attendance at the public meeting:

Dr. Kenneth Adams, Dean of Education
 Dr. R. Scott Baldwin, Dean of Graduate Studies and Research
 Dr. Pearl Bartelt, Provost and Vice President for Academic Affairs
 Mr. Sid Booker, Associate Vice President for Human Resources and Faculty Relations
 Mr. Terrence Carlin, Associate Vice President for Partnerships and Development
 Mr. J.P. Cooney, Director of Undergraduate Admissions
 Ms. Sherri A. Galvin, Recording Secretary
 Ms. Valerie Hayes, Director of Social Equity and University Ombudsperson
 Dr. Susan Hegel, Associate Vice President for Academic Affairs
 Mr. Gordon Herbst, Vice President for Finance and Administration
 Dr. Jerry Kiel, Vice President for Student Affairs and Student Success
 Dr. Erinn Lake, Assistant Vice President for Planning, Research and Continuous Improvement
 Dr. Andrew Lawlor, Associate Vice President for Technology and Communications
 Mr. Jeff Pinski, Associate Director of Public Relations and Marketing
 Mr. Brian Pitzer, Director of Public Relations
 Dr. Eric Randall, Dean of Science, Management and Technology
 Dr. Kahan Sablo, Dean of Student Life
 Dr. Terry Smith, Dean of Liberal Arts
 Dr. Tom White, Edinboro University Senate President
 Mr. Bruce Whitehair, Vice President for Development and Marketing

Following Roll Call, Chairman Shields recognized that a quorum was present and declared that all official business can be conducted by the Council. As the first order of business, Chairman Shields called for review and action on the Minutes from the quarterly business meeting held on March 17, 2008. The Chair solicited concerns, comments, corrections or additions. Hearing none, he entertained a motion for approval of the March 17, 2008, Meeting Minutes as presented. **It was voted**, on motion of Trustee Pulice, seconded by Trustee Horan to approve the Meeting Minutes from the Monday, March 17, 2008, meeting as presented. Due to the participation of Trustee Dombrowski via phone, a Roll Call vote was recorded by the Recording Secretary. The motion carried with the unanimous approval of the Council.

Chairman Shields then called on Trustee Thomas who was asked to provide an update on behalf of the By-laws Committee. Trustee Thomas noted the distribution of a "revised" copy of the proposed revisions to the Edinboro University Council of Trustees By-laws. After the last Council meeting, the Ad Hoc Committee met and reviewed input by Council members and the PASSHE University Legal Counsel regarding the proposed changes. All changes were incorporated in the "final" draft and distributed by Ad Hoc Committee Chair Thomas under cover memorandum dated May 8. Under the Council's current By-laws, it is required the proposed By-law changes be circulated to our members and at a public meeting of the Council (today's meeting) in preparation for a formal vote which would take place at the next regular business meeting. At the next regularly scheduled Council meeting, the Ad Hoc Committee will present these revisions with a recommendation that they be formally adopted. Council members were encouraged to contact Trustee Thomas or other Ad Hoc Committee members if they have questions or wish to provide further input. Chairman Shields expressed appreciation to Trustee Thomas and the Committee for their work.

The Chair continued with the next agenda item and called for comment(s) from the public in attendance. Chairman Shields noted that anyone wanting to make such comments would be held to a five-minute time frame. Next, Chairman Shields turned the floor over to President Brown for the delivery of his report. President Brown thanked Chairman Shields for yielding the floor to him.

President Brown began his report by noting others' observations that tomorrow (July 1st) represents the completion of his first year as President at Edinboro University. Instead of summarizing all of the "great things" that have happened over the past year, he reflected on those successes of which he is most proud. The President is proud of the campus community's sense of optimism and acceptance of new leadership. The marketing and branding campaign undertaken last fall has yielded tremendous results in creating a greater sense of awareness in northwestern Pennsylvania and beyond of all of the great things happening at Edinboro. President Brown noted that he is delighted to be a part of the process and work with such wonderful people who believe in the bright future of the University. A lot of progress is being made on raising the academic excellence of the institution. We expect record numbers of graduate students this Fall and have raised the SAT and other credentials of the undergraduate class markedly which will serve us as well. Similarly, the faculty have been extremely active in their scholarly pursuits and have been recognized in many different areas. During the Spring Convocation, the President was please to award and recognize the following staff and faculty members:

Staff Member of the Year	Darla Elder, Nurse Supervisor at Ghering Health Center
Educator of the Year	Dr. Robert Hass, English and Theatre Arts Department
Advisor of the Year	Dr. Donna Hixon, Social Work Department
Researcher of the Year	John Repp, English and Theatre Arts Department

President Brown was also thrilled to recognize Dr. Nazir Mughal, professor in the History and Anthropology Department, for his 40 years of service to the University. Finally, at the Spring Commencement Ceremony, an honorary degree was bestowed on Michael Redlawsk, which was a well-deserved reward for his many years of dedication to Edinboro University. President Brown reported the he and Terry Carlin, Associate Vice President for Partnerships and Development, had traveled to Poland and China for the purpose of renewing languished collaborations and to establish new partnerships. The President anticipates that this international initiative will yield a dramatic increase in the number of international students at the University as well as provide further study opportunities for our own students. The President also hopes that these connections will establish Edinboro University as a site for summer and winter studies for international students. Interest has been expressed by students in the K-12 system in China who are interested in coming here this summer to study English and a group of students of Panama who are interested in coming in January, 2009. These international travel opportunities are also being used to recruit international professionals into our online graduate programs. The metamorphosis of campus is already well underway – the student housing project is on track for timely completion. The President reported that there is already a waiting list for the suite-style housing; the new athletic and multipurpose dome will be completed this Fall which President Brown believes makes it one of the largest covered venues for athletics in northwestern Pennsylvania; the hopeful arrival of the Fighting Scots statue (yet to be named – 'Angus' is the favorite name right now) will be installed on campus; the construction of a new Human Services building will take place in the next academic year; and renovations of Cooper Hall will follow thereafter. Demolition of Scranton Hall will commence next spring to make way for the second phase of the student housing project. President Brown noted that our alumni continue to use

their Edinboro University education and experiences to great effects. He is proud of the efforts of this group and appreciative of their support of the institution. The President looks forward to many of them returning to campus this fall to be a part of the Homecoming celebrations. In spite of the closing of the Campaign, it has been a banner year in terms of fundraising and the President credited Vice President Bruce Whitehair. He noted that it is difficult to imagine how this year's success might be emulated. With the addition of the new athletic facility and additional scholarships raised this year, President Brown expects even greater things from our Fighting and Rolling Scots athletic teams. The addition of both Mercyhurst and Gannon to the athletic conference will add even greater excitement to the competitive spirit on campus. Also of note is the first game of the new women's lacrosse team headed by a coach who has recruited some terrific players and, in a couple of years, we expect to be extremely competitive in this sport. The strategic planning process took a different tact this year. Through the herculean efforts of the 21st Century Planning Group, we established a five-year set of institutional goals and annual, quantifiable objectives. The President further noted that by aligning these goals and objectives, each unit on campus has developed their own benchmarks with which to gauge their progress. There is much to look forward to over the next few years at Edinboro University, and the President is extremely proud of the progress made this year and optimistic for the bright future ahead. Chairman Shields inquired if there were any comments or questions regarding President Brown's report to the Council. Hearing none, the Chair congratulated President Brown and the Technology staff for the new initiative debuted at this Spring's Commencement Ceremony whereby graduating students were afforded the opportunity to pre-record their own introduction and mention their hometown. President Brown added that Edinboro University was, if not the only, the first institution in the United States to utilize this new technology feature called "Marching Orders." We are receiving a lot of positive feedback from not only staff, but also parents and families.

Under New Business, Chairman Shields noted that the next item for review was the adoption of the 2008-09 Council of Trustees Meeting Schedule. He added that one of the issues discussed by the Trustees has been getting a larger footprint of Edinboro in the northwest Pennsylvania area and requests that some of the public meetings be moved outside of the campus proper. Specifically, the proposed meeting on October 20 would be moved to be held in Meadville. Likewise, the Chair requested that one of the 2009 scheduled meetings be held in Erie at the Porreco Center. **It was voted**, on motion of Trustee Cacchione, seconded by Trustees Dombrowski and Pulice to adopt the 2008-09 Council of Trustees Meeting Schedule with the change in location for the October 20, 2008, public meeting. Chairman Shields solicited any discussion and/or concerns. A Roll Call vote was conducted and the motion carried with unanimous approval by the Council. **Attachment #1**

Under New Business – Academic Affairs, Chairman Shields asked Provost Bartelt to come forward to present the action items for review and consideration by the Council. She noted the distribution of a document which served to summarize the proposed revisions and reason(s) for the proposed course of action for the following:

Associate of Engineering Technology – Manufacturing Engineering Technology

Bachelor of Arts – Theatre

Bachelor of Science in Nursing/RN to BSN

Provost Bartelt noted that all recommendations have been reviewed by various bodies, the Curriculum Committee and University Senate.

It was voted, on motion of Trustee Thomas, seconded by Trustee Manning to approve the above-referenced program revisions as presented. Chairman Shields solicited any discussion and/or concerns. A Roll Call vote was conducted and the motion carried with unanimous approval by the Council.

Next, Vice President Bruce Whitehair presented to the Council a Resolution calling for the naming of the new domed Sports and Recreation Center. He read into the record the following Resolution:

Whereas, Mike S. Zafirovski relocated to the United States from Macedonia at the age of 16, came to Edinboro State College in September of 1971 excelled in his studies and extra-curricular activities, captaining the men's swim and soccer teams while lettering seven times before graduating in May 1975;

Whereas, Mike S. Zafirovski is a proven business leader, attaining the position of president and CEO with the worlds' highest profile corporate innovators including General Electric, Motorola and Nortel;

Whereas, Mike S. Zafirovski has established a legacy of generous support over many years for Edinboro University sports programs, and now irrevocably establishes a gift of \$1,500,000 for scholarships and facility construction and maintenance; and

Whereas, Edinboro University is constructing a new 85,060 square foot, air-supported, state-of-art, dome-shaped, indoor sports and recreation facility with an NCAA regulation indoor track, four multi-purpose courts for basketball, volleyball, and tennis for the benefit of all varsity sports, wheelchair basketball, and intramural sports, general student recreation, Health and Physical Education classes, summer sports camps, high school and college competitions, and general recreation for the Edinboro community.

BE IT RESOLVED, therefore, in recognition of the outstanding career of Mike S. Zafirovski and in recognition of this landmark gift, Edinboro University will name the new sports and recreation building, the "**Mike S. Zafirovski Sports and Recreation Center.**"

It was voted, on motion of Trustee Thomas, seconded by Trustee Pulice to accept the Resolution as presented. Chairman Shields commented that Mike Zafirovski not only deserved recognition of his giving to the University, but also in terms of his yeoman work on behalf of the Athletic Fund, etc. A Roll Call vote was conducted and the motion carried with unanimous approval by the Council.

Attachment #2

Next, Vice President Herbst presented a report on behalf of the Finance and Administration Committee. He reported that the Finance and Administration Committee held a meeting this afternoon. The Committee discussed all of the items that would be requiring Council action. The specifics of each action item are included in the materials distributed to the Council prior to the quarterly business meeting. Specifically, Vice President Herbst was asked to note that the Contract and Purchase orders that are listed in reports are at the encumbered amounts for the fiscal year as opposed to payments. In that regard, he requested the Council to bring forward a motion to accept President Brown's recommendation for the approval of the

Contracts and Purchases for March 1 through May 31, 2008. **It was voted**, on motion of Trustee Cacchione, seconded by Trustee Dombrowski to accept President Brown's recommendation for approval of the Contracts and Purchases as reviewed by the Finance and Administration Committee for the period March 1 through May 31, 2008. Hearing no questions or concerns, the Chair called for the Roll Call vote and pronounced the motion carried unanimously.

Vice President Herbst moved that the Council approve President Brown's recommendation and accept the *2008 Facilities Report* as presented. **It was voted**, on motion of Trustee Dombrowski, seconded by Trustee Pulice, to approve the *2008 Facilities Report*. Chairman Shields commented on the conduct of today's tour of selected locations on campus. He thanked Vice President Herbst and Bill Coleman for their services. Hearing no further comments or concerns, the Chair called for the Roll Call vote and pronounced the motion carried.

Chairman Shields noted the following items were presented to the Council as points of information. For the record, the Chair noted the following informational items from the Academic Affairs, Development and Marketing, and Finance and Administration divisions which include:

Academic Affairs

Individuals Granted Tenure – May 2008

Mr. Steven Carpenter	Art
Dr. Ivan Chompalov	Sociology
Dr. Irene Fiala	Sociology
Dr. Elizabeth Iglesias	Student Affairs and Student Success Faculty
Mr. Dennis Lutz	Speech, Language & Hearing
Mr. Frederick Scruton	Art
Dr. Joanne Smith	Chemistry

Faculty members awarded sabbaticals during the 2009-10 Academic Year

	<u>Academic Year 2009-2010 (full pay)</u>
Dr. Terrence Warburton	Communication & Media Studies

	<u>Academic Year 2009-2010 (half pay)</u>
Mr. Steven Kemenyffy	Art
Dr. Nazir Mughal	History & Anthropology
Mr. Lee Rexrode	Art
Dr. Delbert Rounds	Political Science & Criminal Justice

	<u>Fall 2009</u>
Dr. Barbara Rahal	Elementary Education
Dr. Joseph Reese	Geosciences
Ms. Suzanne Winterberger	Art

Spring 2010

Mr. Geoffrey Beadle	Art
Dr. Kathleen Benson	Middle & Secondary Education
Dr. Bridget Jeffery	Political Science & Criminal Justice
Dr. Carol Gleichsner	Dr. Gerald P. Jackson DASS
Dr. David Hurd	Geosciences
Dr. Naod Kebede	Chemistry
Dr. Henry Lawrence	Geosciences
Dr. Gregory Morrow	Psychology
Mr. John Repp	English & Theatre Arts
Dr. William Weber	Elementary Education

Provost Bartelt noted that the tenure process is a rigorous process in which the review starts at the University-wide Committee and departmental level and moves through the respective Dean's office, then to the Provost and ultimately each application is reviewed by President Brown. When the process yields positive results, tenure notification and in some instances notification is made for denial of the tenure. The process for the granting of sabbatical leave also involves department review and response. Also, the Deans and the Provost's review and respond. Ultimately, the President meets with the University-wide Committee to discuss the ranking and awarding of sabbatical leaves. Trustee Thomas suggested that it would be nice for a congratulatory note on behalf of the Council to the faculty members whom were granted tenure. Chairman Shields solicited others' thoughts, and Trustee Manning responded in the affirmative noting that it would be a fine gesture in recognition of their hard work.

Development and Marketing**Gifts-in kind accepted since March 17, 2008**

Drumbheller Creative, Inc. donated 18 stock background animations for use in the video production featured prior to the start of the Dr. Jeremy D. Brown Millennium Leader Scholarship Luncheon. The donor valued the in-kind gift at \$4,500.00.

Forever Broadcasting donated live and produced broadcast announcements on behalf of the Vietnam Veterans Memorial Moving Wall event. The donor valued the in-kind gift at \$1,296.00.

Great Lakes Case and Cabinet Company, Inc. donated a stereo rack for use by the Athletic Department in the McComb Fieldhouse Weight Room to hold its sound system. The donor valued the in-kind gift at \$1,780.00.

Mr. James C. Myford donated an outdoor, two-part cast aluminum sculpture titled "Relationship 2007." The donor valued the in-kind gift at \$22,000 less \$3,000 reimbursed for expenses; total gift valued at \$19,000.00.

Dr. Anthony C. Peyronel donated beverages in support of the Mary Alice Dye Green Scholarship reception. The donor valued the gift at \$100.80.

Ms. Sherry Reynolds donated 166 books to the Baron-Forness Library (listing available via the Marketing and Development office). The donor valued the in-kind gift at \$377.37.

Mr. Herman D. Tomer donated the cost of a golf outing foursome with carts at the River Forest Country Club as an auction item in support of the Annual Curli Halmi Game Dinner. The donor valued the in-kind gift at \$200.00.

Dr. Renata Woly nec donated 70 paperback books and 30 hardback books to the Baron-Forness Library. The donor valued the in-kind gift at \$50.00.

Finance and Administration

Personnel transactions since March 17, 2008

NEW HIRES/REPLACEMENTS/CONTINUATIONS

Amidon, Mr. Bradley T., part-time, (up to 50%), temporary, Instructor, Music Department, 2008-09 academic year, with salary based on number of students enrolled for the courses, contingent upon enrollment, at Pay Range Q01, Pay Step 01, effective August 16, 2008.

Bandla, Mr. Charles T., full-time, temporary, Assistant Professor, Art Department, 2008-09 academic year, contingent upon enrollment, at \$48,409.51 effective August 16, 2008.

Black, Ms. Jacqueline D., part-time (up to 20%), temporary, Instructor, Music Department, 2008-09 academic year, with salary based on number of students enrolled for the courses, contingent upon enrollment, at Pay Range Q01, Pay Step 01, effective August 16, 2008.

Boni, Ms. Cassandra, full-time, temporary (6 month), Clerk Typist 2, School of Education, effective June 16, 2008, at \$12.39 hourly for hours worked.

Bouquin, Ms. Samantha, full-time, temporary, Instructor, Mathematics and Computer Science Department, 2008-09 academic year, contingent upon enrollment at \$41,817.82 effective August 16, 2008.

Breckenridge, Ms. Rachel, full-time, temporary, Instructor, Mathematics and Computer Science Department, 2008-09 academic year, contingent upon enrollment at \$41,817.82 effective August 16, 2008.

Chisholm, Ms. Ebony, regular part-time (wage), Nurse Aide in the Students with Disabilities Office, effective March 10, 2008 at \$12.39 hourly for hours worked on an as-needed basis.

Copp, Dr. Hilary L., full-time tenure track, Assistant Professor, Social Work Department, at \$50,829.92 effective August 16, 2008.

Cox, Mr. Ron E., full-time, temporary, PASSHE Manager Grade 170, Manager of Publications and Marketing in the Development and Marketing Office, at \$48,000 effective June 16, 2008 through June 12, 2009.

Davis, Ms. Patricia, part-time (75%), temporary, Instructor, Health and Physical Education Department, contingent upon enrollment at \$15,681.68 for the fall 2008 semester, effective August 16, 2008.

Deluccia, Mr. Timothy, part-time (50%) temporary, Instructor, Professional Studies Department, 2008-09 academic year, contingent upon enrollment at \$20,908.91 effective August 16, 2008.

Desmone, Dr. Mary C., part-time (25%), temporary, Instructor, Professional Studies Department, fall 2008, contingent upon enrollment, at \$5,227.23 effective August 16, 2008.

Dixon-McCullum, Ms. Adrienne M., part-time (50%) temporary, Instructor, Professional Studies Department, 2008-09 academic year, contingent upon enrollment at \$20,908.91 effective August 16, 2008.

Fevola, Dr. Antonio V., full-time tenure track, Assistant Professor, Social Work Department, at \$56,039.99 effective August 16, 2008.

continued – New Hires/Replacements/Continuations

Flanagan, Ms. Jill, regular part-time (wage), Nurse Aide, Students with Disabilities Office, effective March 10, 2008 at \$12.39 hourly for hours worked on an as-needed basis.

Foley, Dr. David W., part-time (50%), temporary, Instructor, Professional Studies Department, 2008-09 academic year, contingent upon enrollment, at \$20,908.91 effective August 16, 2008.

Franklin, Ms. Annette, full-time, temporary, Instructor, Social Work Department, 2008-2009 academic year, contingent upon enrollment at \$46,104.22 effective August 16, 2008.

Gilreath, Ms. Marilyn M., full-time, temporary, Instructor, Communication and Media Studies Department, 2008-09 academic year, contingent upon enrollment, at \$41,817.82 effective August 16, 2008.

Gruber, Ms. Armored C., part-time temporary, Instructor, Foreign Languages Department, 2008-09 academic year, contingent upon enrollment, at \$10,454.46 effective August 16, 2008.

Gu, Dr. Qun, full-time tenure track, Assistant Professor, Chemistry Department, at \$48,409.51 effective August 16, 2008.

Hebert, Ms. Karen, full-time temporary, Instructor, Foreign Languages Department, 2008-09 academic year, contingent upon enrollment, at \$41,817.82 effective August 16, 2008.

Kilbane, Dr. Nora C., full-time temporary, Instructor, Art Department, 2008-09 academic year, contingent upon enrollment, at \$43,908.71 effective August 16, 2008.

Leamon, Mr. Erik, full-time temporary, Instructor, Special Education and School Psychology Department, 2008-09 academic year, contingent upon enrollment at \$41,817.82 effective August 16, 2008.

Lute, Mr. Charles, part-time, temporary, Instructor, Music Department, (33%) fall 2008 semester and (8%) spring 2009 semester, contingent upon enrollment for each semester, at \$8,068.25 for fall and \$2,017.06 for spring effective August 16, 2008.

Magee, Ms. Kimberly S., full-time, temporary, Instructor, Sociology Department, 2008-09 academic year, contingent upon enrollment, at \$41,817.82 effective August 16, 2008.

Mann, Mr. Erik L., part-time (up to 50%), temporary, Instructor, Music Department, 2008-09 academic year, with salary based on number of students enrolled for the courses, contingent upon enrollment, at Pay Range Q01, Pay Step 01, effective August 16, 2008.

Marshala, Ms. Brigette M., full-time tenure track, Assistant Professor, Art Department, at \$48,409.51 effective August 16, 2008.

Matthews, Dr. Cahndice, part-time (3 credits) temporary, Assistant Professor, Professional Studies Department, summer 2008 semester, session F, contingent upon enrollment at \$3,193.35.

Menzel, Ms. Heidi, full-time, temporary, Instructor, English and Theatre Arts Department, 2008-09 academic year, contingent upon enrollment at \$43,908.71 effective August 16, 2008.

Miller, Dr. Barbara J., full-time tenure track, Assistant Professor, Professional Studies Department, at \$53,371.33 effective August 16, 2008.

Orr, Dr. Penelope P., full-time tenure track, Assistant Professor, Art Department, at \$56,039.99 effective August 16, 2008.

Price, Dr. Gwyneth, full-time tenure track, Assistant Professor, Middle and Secondary Education Department, at \$50,829.92 effective August 16, 2008.

Proulx, Ms. Suzanne, part-time (33%) temporary, Instructor, Art Department, remainder of the spring 2008 semester at \$2,932.21 effective March 19, 2008.

Rupert, Mr. Adam D., regular full-time, PASSHE Manager, Grade 180, Technology Help Desk Coordinator, Technology and Communications Department, at \$45,824.00 effective April 14, 2008.

continued – New Hires/Replacements/Continuations

Shuey, Dr. Michelle L., full-time, temporary, Assistant Professor, Geosciences Department, 2008-09 academic year, contingent upon enrollment, at \$48,409.51, effective August 16, 2008.

Siegel, Mr. John F., part-time (25%) temporary, Instructor, Business and Economics Department, spring 2008 semester only, at \$338.33 per week effective March 24, 2008.

Simmons, Ms. Mikah, full-time, temporary, Instructor, Nursing Department, 2008-09 academic year, contingent upon enrollment, at \$41,817.82, effective August 16, 2008.

Snyder, Mr. Dennis, part-time (25%) temporary, Instructor, Mathematics and Computer Science Department, 2008-09 academic year, contingent upon enrollment, at \$10,454.45, effective August 16, 2008.

Sperry, Mr. Jarrin, part-time (50%) temporary, Instructor, Professional Studies Department, 2008-09 academic year, contingent upon enrollment at \$20,908.91 effective August 16, 2008.

Stephens, Ms. Collette, regular full-time, Clerk Typist 2, Records and Registration Office, at \$929.25 biweekly for 26.08 pays effective March 24, 2008.

Tong, Ms. Lisa, full-time tenure track, Assistant Professor, Elementary Education Department, at \$48,409.51 effective August 16, 2008. (Salary and Rank subject to change if terminal degree is not completed.)

Wertz, Mr. R. James, part-time, temporary, Instructor, History and Anthropology Department, (75%) fall 2008 semester and (25%) spring 2009 semester, contingent upon enrollment for each semester, at \$15,681.68 effective August 16, 2008.

Wetzel, Ms. Heather F., full-time, temporary, Instructor, Art Department, 2008-09 academic year, contingent upon enrollment, at \$41,817.82 effective August 16, 2008.

Wolbert, Ms. Stacie M., full-time, temporary, Instructor, Middle and Secondary Education Department, 2008-09 academic year, contingent upon enrollment, at \$41,817.82 effective August 16, 2008.

Youngblood, Ms. Constance, part-time (50%) temporary, Professional Studies Department, 2008-09 academic year, contingent upon enrollment at \$20,908.91 effective August 16, 2008.

RESIGNATIONS

Gray, Ms. Nicole M., part-time Nurse Aide, Students with Disabilities Office, effective close of business May 9, 2008.

Lee, Ms. Abbey M., Assistant Director of Financial Aid, Student Financial Aid Office, effective close of business, June 27, 2008.

Schaeffer, Mr. Jason J., Patrol Officer with the University Police Department, effective April 24, 2008.

RETIREMENTS

Harney, Ms. Cheryl, Artist Illustrator 2, Publications and Marketing Office, effective March 28, 2008.

Hopkins, Ms. Vickie, Operations Manager, Academic Affairs Division, effective June 20, 2008.

Kirk, Ms. Deborah J., Clerk Typist 2, Students with Disabilities Office, effective May 9, 2008.

Loomis, Ms. Patti, Director of Publications and Marketing, in the Development and Marketing Office, effective March 28, 2008.

Mathews, Mr. Robert E., Assistant Professor, Music Department, effective May 23, 2008.

continued – Retirements

Miller, Ms. Sharon P., Coordinator of Scheduling, Scheduling Office, effective June 20, 2008.

Reagle, Ms. Carol A., Clerk Typist 3, Academic Affairs Division, effective July 18, 2008.

Reynolds, Ms. Sherry, Assistant Professor, Business and Economics Department, effective July 2, 2008.

Treloar, Dr. Rosemary R., Associate Professor, Elementary Education Department, effective June 6, 2008.

Wojtalik, Mr. Alexander G., Assistant Professor, Business and Economics Department, effective July 2, 2008.

COACHING CONTRACTS

Astorino, Mr. Gary, assistant, non-faculty, coach, 30% FTE, Wrestling, at \$535.71 biweekly, 20 pay periods, effective beginning August 16, 2008 through and including May 22, 2009.

Gierlak, Mr. Daniel, contract extension as regular, full-time, head, non-faculty coach of Women's Softball, through close of business June 6, 2011.

CHANGE IN STATUS

Apel, Mr. Don, regular full-time to regular part-time Coordinator of Outreach Operations at Edinboro University in Meadville starting June 1, 2008 through May 31, 2009.

Chisholm, Mr. Jonathan B., from regular part-time (wage), Nurse Aide to regular full-time (9 month) Nurse Aide in the Office for Students with Disabilities, effective March 8, 2008 at \$12.61 per hour.

Conklin, Ms. Sharon M., full-time, temporary, updating the OSD website and creation of Braille signage for various campus facilities, at \$1,801.50 bi-weekly effective May 24, 2008 through June 20, 2008.

Matlock, Mr. Mark, from PASSHE Manager, Grade 170, Assistant Bursar in the Bursar's Office to PASSHE Manager, Grade 180, Assistant Controller, Accounts Receivable in the Accounting Office at \$49,171.00 effective April 14, 2008.

Pinski, Mr. Jeffrey T., from temporary full-time, PASSHE Manager to regular, full-time PA State System of Higher Education Manager, Grade 170, Associate Director of Public Relations in the University Communications Office effective March 31, 2008.

Przybylski, Ms. Penny, full-time, temporary, planning for RHC & ARHC training program, at \$1,515.00 bi-weekly effective August 4, 2008 through August 15, 2008.

Yingling, Mr. Daryl, from regular full-time (9 month), State University Administrator 2 (Exempt) to regular, full-time (12 month), State University Administrator 2 (Exempt) Area Coordinator in the Residence Life and Housing Office, effective May 24, 2008.

SICK LEAVE

Rand, Ms. Sarah R., Sick, Parental and Family Care (SPF) Absence for the period November 3, 2008 through May 3, 2009.

NON-RENEWAL OF CONTRACT

Snyder, Dr. Jean E., Assistant Professor, Music Department, effective May 23, 2008.

REGULAR LEAVE WITHOUT PAY
GHERING HEALTH AND WELLNESS CENTER
Involuntary Cyclical Leave Without Pay With Benefits (LWOP)

NAME	POSITION	START LWOP	END LWOP
Bryant, Ms. Carol E.	Nursing	5/10/08	8/20/08
Dado, Ms. Joye L.	Nursing	5/10/08	8/20/08
Donatelli, Ms. Frances T.	Nursing	5/10/08	7/21/08
Laycock, Ms. Sandra L.	Nursing	7/18/08	8/20/08

Cyclical Leave Without Pay (CLWOP)

NAME	POSITION	START LWOP	END LWOP
Acker, Ms. Deborah R.	Clerk Stenographer	5/17/08	8/11/08
Carson, Ms. Eboni	Clerk Typist 2	5/31/08	8/25/08
Revak, Ms. Reva	Clerk Typist 2	5/17/08	8/11/08
Shorts, Ms. Deborah	Clerk Typist 2	5/24/08	8/18/08
Tingley, Ms. Penny	Clerk Typist 2	5/31/08	8/25/08
Waldinger, Ms. Cynthia	Clerk Typist 2	6/7/08	8/18/08
*Drake, Ms. Lisa	Clerk Typist 2	5/26/08	8/15/08

*50% CLWOP Summer one-half time employment status – 18.75 per week

Temporary Summer Full-Time Laborers - Custodial Department

NAME	POSITION	START	END
Burns, Ms. Alice	Laborer	5/24/08	8/12/08
McPeak, Mr. Kenneth	Laborer	5/24/08	8/12/08
Price, Ms. Lorraine	Laborer	5/24/08	8/12/08
Swanson, Mr. Roger	Laborer	5/24/08	8/12/08
Wisniewski, Ms. Virginia	Laborer	5/24/08	8/12/08

LEAVE WITHOUT PAY

Mohamed, Dr. Ali N., Professor, Communication and Media Studies Department, leave of absence without pay, without benefits from August 16, 2008 through August 14, 2009.

Weening, Dr. Frederick, Associate Professor, Mathematics and Computer Science Department, leave of absence without pay, without benefits from August 25, 2008 through August 28, 2009.

Next, Chairman Shields asked for the delivery of Divisional and Board of Directors reports. Provost Pearl Bartelt began the Academic Affairs Committee report by reporting on the summer school enrollment. To date, there are 18 undergraduate online sections with 359 students; last summer there were 9 online sections with 143 students. At the graduate level, there are 48 sections being offered with 892 students; last year there were 28 sections with 535 students. There will be multiple cohorts in the graduate program in Special Education and Reading that are participating in their summer residencies. These programs draw students from the United States and even one from Germany. In computer science, two of the rising seniors are working this summer under research scientists at the Argonne National Laboratory in

Chicago. The Provost reported that the University's Business program was admitted to candidacy by the AACSB (business accreditation). She noted that this is really a vital step in the process towards accreditation. A major undertaking in the area of Academic Affairs has been compliance with Chapter 49. All Education programs will be revised to comply with the new regulations. The new program in Early Childhood education will be 120 hours; the Middle level – 120 hours; the dual certification with Special Education will be 135 credit hours; and for all other Education programs, the PASSHE limit will be increased by 3 credits. The process is very involved and every one of the University's Education programs will need to be revised. The Provost extended high praise to the Dean of Education, Dr. Adams, and everybody in the Education unit, which also involves the Dean of Liberal Arts (Dr. Terry Smith) and the Dean of Science, Management and Technology (Dr. Eric Randall) because they also have content areas. The overall sense is that Edinboro University is well-above "the curve." Some of the biggest changes include requiring students to have 9 credits or 270 hours in Special Education, regardless of the program. Students will also be required to have 3 credits or 90 hours for English language learners. The University has been asked by PAASHE to have program revisions to them by November 10, 2008. This deadline positions PASSHE to meet in advance of the Board of Governors meeting with officials in the Pennsylvania Department of Education (PDE) for the preliminary "vetting" of the program changes in the areas of Early Childhood, Middle level and Special Education. Work on this initiative continues, and we will be positioned to meet the necessary deadline. Provost Bartelt noted that students who complete their certificates by January, 2013 will be able to be licensed under the old system. New certificates issued after January 1, 2013, will need to meet Act 49 requirements. This is a monumental process since it affects all institutions across the state of Pennsylvania, not just the Pennsylvania State System of Higher Education institutions. Other items of interest included a brief report on the Summer Academy for Young Women and Men in Math and Science which was part of the National Science Foundation (NSF) grant; a two-day Science and Materials Camp which was supported by the American Society of Materials, International Engineering and Scientists (ASMIES) and an appearance by the President of ASMIES and Director of Boeing Commercial Airplanes, Material Processes and Technology; American West "Grand Tour" Road Course with Joe Laythe – 7,000 miles through 19 states; Urban Seminar in Philadelphia where 48 education majors were sent to experience education in the public school system; Regional Choice Initiative (RCI) students - enrollment of able high school students take courses from University faculty along with college students was 149 who met at our skills center in Erie and Meadville; and First Year Experience (FYE) seminars have increased from 6 to 20 students. Lastly, Provost Bartelt distributed a representative sample listing of University-supported scholarly presentations by Edinboro University Faculty, 2007-08. Chairman Shields thanked Provost Bartelt for the delivery of the informative report on behalf of the Academic Affairs Committee and noted particular interest in the Science and Materials Camp and appearance of Dr. Chung. He suggested contact with Alcoa's Technical Center if it is held next year. He indicated that Dr. Chung works closely with their Center and their might be some interest in providing grant funding. Trustee Manning had no additional comments to share regarding the delivery of the Committee report by Provost Bartelt.

The Chair next asked Vice President Bruce Whitehair to deliver the report on behalf of the Development and Marketing Committee. Vice President Whitehair provided the following divisional highlights:

- As of May 31, 2008, \$3.1 million has been raised for fiscal year 2007-08 compared to \$2,025,940 for fiscal year 2006-07. This is an increase of \$1.1 million over the same period last year. There will be many fundraising challenges – recession, cost of gasoline,

etc. He also distributed a copy of the Annual Fund brochure. The goal is 100% participation by all University Board members (Alumni, Council of Trustees, Foundation and University Services, Inc.) in support of the Annual Fund.

- Since the last Council meeting, 11 new funds have been established including the Jim Sims Family Basketball Scholarship, Mary Alice Dye Green Scholarship for Working Professionals, History Anthropology Travel Scholarship, Ann Kukla Memorial Scholarship, Dan M. McCue Football Scholarship, Denis M. DiLoreto Wrestling Scholarship, Frank Lucca Football Scholarship, Jeremy O'Day Football Scholarship, Peer Tutoring Program Endowment, Richard McKissock Scholarship and the Student Giving Program.
- Mr. Ron Cox has been hired as temporary manager of Marketing.
- The Development and Marketing staff has been interviewing advertising agencies for a five-year contract as "Agency of Record."
- Upgrade of web program to include a virtual tour of the campus and a Face Book-like, social network site.
- The Edinboro University Foundation housing project is moving forward towards the January 2009 opening date. Progress can be viewed via the webcam. Discussions are also underway with the Board regarding the start of Phase 2 of that project which would commit another \$55 million in bond funding through the Edinboro University Foundation.
- The Alumni Association Board of Directors had a 100% giving rate to the University for fiscal year 2007-2008.
- The Alumni Association Board of Directors held their annual Board of Elections and approved the following Officers effective July 1, 2008:
 - Dr. Nancy Rung '70 Vice President (one-year term)
 - Charles Bish, Sr. '57 Secretary (one-year term)
 - Donna Deeter '01 Treasurer (one-year term)
- The Alumni Association will be hosting an Alumni Event in Fredricksburg, Virginia, on September 13, 2008. President Brown will join Vice President Whitehair on this trip and plan to meet with area legislators in Washington, DC.
- On August 20, a breakfast meeting with area legislators will be held and serve to inform them of Edinboro University initiatives and ways in which they can support them.

The Chair asked Vice President Jerry Kiel to come forward to deliver a report on behalf of the Student Affairs and Student Success Committee. Dr. Kiel updated Council members on a number of items occurring over the summer and carrying into the fall. These included:

- During the last two weeks, numerous Orientation programs were held during the last week of June – six in total. These were for new freshmen, first year students; one for transfer and adult students. Four August Orientation sessions are scheduled for those unable to attend a session in June.

- The new student housing initiative has been well-received. The first two buildings filled up quickly and there is a waiting list of 100+ students. There will also be two new living-learning communities for 2008-09 in the residence halls. One is for students interested in outdoor recreational pursuits/healthy lifestyles. The second one is for students here at the University from more than 150 miles away.
- Opening of school activities – Move-in Day will be on Saturday, August 23 and all are invited to participate in this process. On August 24, Club Rush will be held at which all student clubs and organizations have been invited to set up displays in an effort to attract new students and get them involved in campus life. Welcome Week is August 23 - September 7 with programs being held every day.
- Other special events in the Fall, include:
 - Homecoming – October 4 football game
Fighting Scots vs. Gannon Knights
 - Family Weekend – November 7-8
 - Thursday (evening) Home Football game against Mercyhurst
7:00 p.m. kickoff on October 23
- Athletics update – Edinboro University finished 5th in the Dixon Trophy standings where all of the PSAC universities are ranked. This is where the top six Men's sport finishes and top six Women's sport finishes add up points and see where the institution stands. Most are aware of Athletic Director Bruce Baumgartner's induction in to the U.S. Olympic Hall Fame. Also, Shawn Bunch, a former All-American wrestler here at the University earned an alternate berth on the U.S. Olympic Wrestling Team.
- We hope to have two Summer English as a Second Language (ESL) programs in place within the next 6-8 weeks. It is a "bridge" program for students who want to study at Edinboro University, but their TOEFL scores were below standards. These students are going to be given the opportunity to visit for 17 days to work on their English skills and, if successful, will be permitted to matriculate into the Fall semester. Eight students have been accepted to date and there is a very good possibility of a 9th student being accepted. Also, the University will host a language and cultural program that will be held in late July or early August for a three-week period whereby approximately 10 middle school-aged children and a chaperone from Shandong, China, will visit and focus on English language proficiency, learning about the culture of Edinboro and northwestern Pennsylvania, etc.
- A number of initiatives are in place to assist in the retention of students. Several administrators reviewed the transcripts of our first-year students and are now reaching out to students, Deans and Department Chairs and looking for students who could use additional guidance. The focus would be to get them back in school or keep in them school working toward a degree. The Student Government Association will be an active proponent for carpooling among students due to the rising cost of gasoline.
- The 2008 Edinboro Success Program is in place for the Fall. The selection process has been refined for those students. Currently, there are 160 deposits, and we are

anticipating between 180-200 students in that program for the coming year. This year more focus was placed on non-cognitive variables which are very important to student success in this population, rather than on the content of the academic transcript.

- Student Affairs and Student Success held a divisional retreat which served to focus on Adult Student Services, planning for 2008-09 with the goal of identifying ways to bring additional adult learners to the Edinboro campus. He noted that this fits “hand in glove” with a Commonwealth initiative which is designed to increase the educational level of the adult workforce in Pennsylvania. Pennsylvania will identify colleges and universities that are Prior Learning Assessment or PLA “Friendly.” Edinboro University has been PLA Friendly for more than 30 years and well-positioned to capitalize on this program.
- Lastly, Vice President Kiel publicly congratulated Dean of Student Life, Kahan Sablo, on the completion of all the requirements for his doctoral degree. A round of applause ensued in recognition of this personal and professional accomplishment.

The last divisional committee report was delivered by Dr. Erinn Lake, Assistant Vice President for Planning, Research and Continuous Improvement, on behalf of the Institutional Effectiveness, Planning and Data Management Committee. She noted that the Committee had met this afternoon and a handout was distributed which contained a synopsis of these talking points.

- **Fall 2008 Enrollment** - The official Fall 2008 enrollment “freeze date” is September 15, 2008, at the close of business.
- **Voluntary System of Accountability** - Edinboro University is collaborating with the State System in the Voluntary System of Accountability (VSA) which is a national movement in accountability and stewardship. Edinboro University is already registered as a participant and has forwarded our Common Data Set to the State System in order that the initial templates can be populated. We have recently forwarded National Clearinghouse Data and are beginning to populate the data collection spreadsheets.
- **NAS/UPP – Narrative Assessment Statement/University Performance Plan** - The NAS/UPP data was locked by PASSHE on June 6, 2008. The narrative reports will be compiled into the annual System Accountability Report and sent to campuses on August 1, 2008.
- **Middle States Periodic Review Report/Meadville Additional Location** - The MSA periodic review report was hand-delivered to our Middle States liaison, Barbara Loftus, on May 27, 2008. Ms. Loftus also visited the Meadville campus on that same date. This was Ms. Loftus’ first visit to EUP and she indicated that she was impressed with our facilities, etc. President Brown was notified today that the Meadville site was approved as an additional site. Ms. Loftus also indicated, as we had expected, that it would be Thanksgiving before MSA completed their review of the University’s Periodic Review Report.

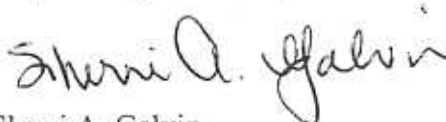
- **Development of Measurable Goals and Objectives with 21st Century Planning Group** - These goals and objectives were approved by President Brown early in the Spring 2008 semester and vice presidents/direct reports shared their corresponding initiatives with the 21st Century Planning Group (CPG). Presentations began in February 2008 and continued through May 15, 2008. The 21st CPG will continue their work in Fall 2008 by beginning the first cycle of measuring progress in pursuit of the goals and objectives.
- **University of Delaware Study** - At President Brown's request, research staff submitted data to the University of Delaware by the January 31, 2008, due date. Preliminary data has been received and it is expected that official national benchmarking data will be available to the 400+ participating institutions by July 2008.
- **RBASE – Retention Data Warehouse** - UPIRCI has partnered with Technology and Communications, Academic Affairs and Student Affairs to build a retention data warehouse called RBASE. The School of Education server is being used to store the data and programmer William Vitanyi has been tasked for IT support. *Crystal* reporting software is being procured to ease data reporting. The RBASE retention population will include all enrolled students from term to term and will be a more comprehensive data set than the presently-used PASSHE performance indicator data. Testing and validity will continue through summer.
- **Data Management Committee** – UPIRCI research staff, Carla Higham, is serving on the Data Management Task Force chaired by Patricia Hillman. The primary charge of the team is to review and report on the various aspects of data ownership, security, management and reporting. They will address issues pertaining to access and ownership of primary data, the management of data and the reporting of data. The Task Force did not complete its report by the end of the Spring 2008 semester and meetings will resume in July 2008.

In closing, Chairman Shields called on Trustee Thomas to provide an update on the Pennsylvania Association of Councils of Trustees (PACT). He reminded Council members of the upcoming Annual Fall PACT Conference at Shippensburg, October 16-17. There will be a full day meeting on October 16 and continue through noon on Friday, October 17. He attended a planning meeting in Shippensburg last week to review program plans and noted that it is the first program with the new Chancellor. Trustee Thomas encouraged Council members to attend and spend time with the new Chancellor. There will also be an opportunity to meet with the Chair of the Board Governors and other members of the Board. Suggestions for the improvement of the conference or topics for discussion should be forwarded to Trustee Thomas. The PACT Executive Board will next meet on July 22. Chairman Shields added that the PACT subcommittee he serves on continues to gather information about the presidential search process. A preliminary panel report meeting was held at Lock Haven recently and further data will be gathered at a meeting with PASSHE Presidents at the next meeting of the Board of Governors on July 17.

Prior to calling for the adjournment of the meeting, President Brown publicly welcomed and recognized the new University Senate President, Dr. Tom White, who stood to be recognized by a round of applause. Chairman Shields noted in jest that Dr. Wolyneec always had some kind words for the Council at every public meeting! Hearing no other items for the Good of the

Order, the Chair entertained a non-debatable motion calling for the adjournment of the meeting. **It was voted**, on motion of Trustee Pulice, seconded by Trustee Cacchione to move for the adjournment of the meeting. The motion carried with unanimous approval. The meeting adjourned at 7:45 p.m. The next scheduled meeting will be Retreat/Public (quarterly) business meeting to be held on Monday, August 25, 2008.

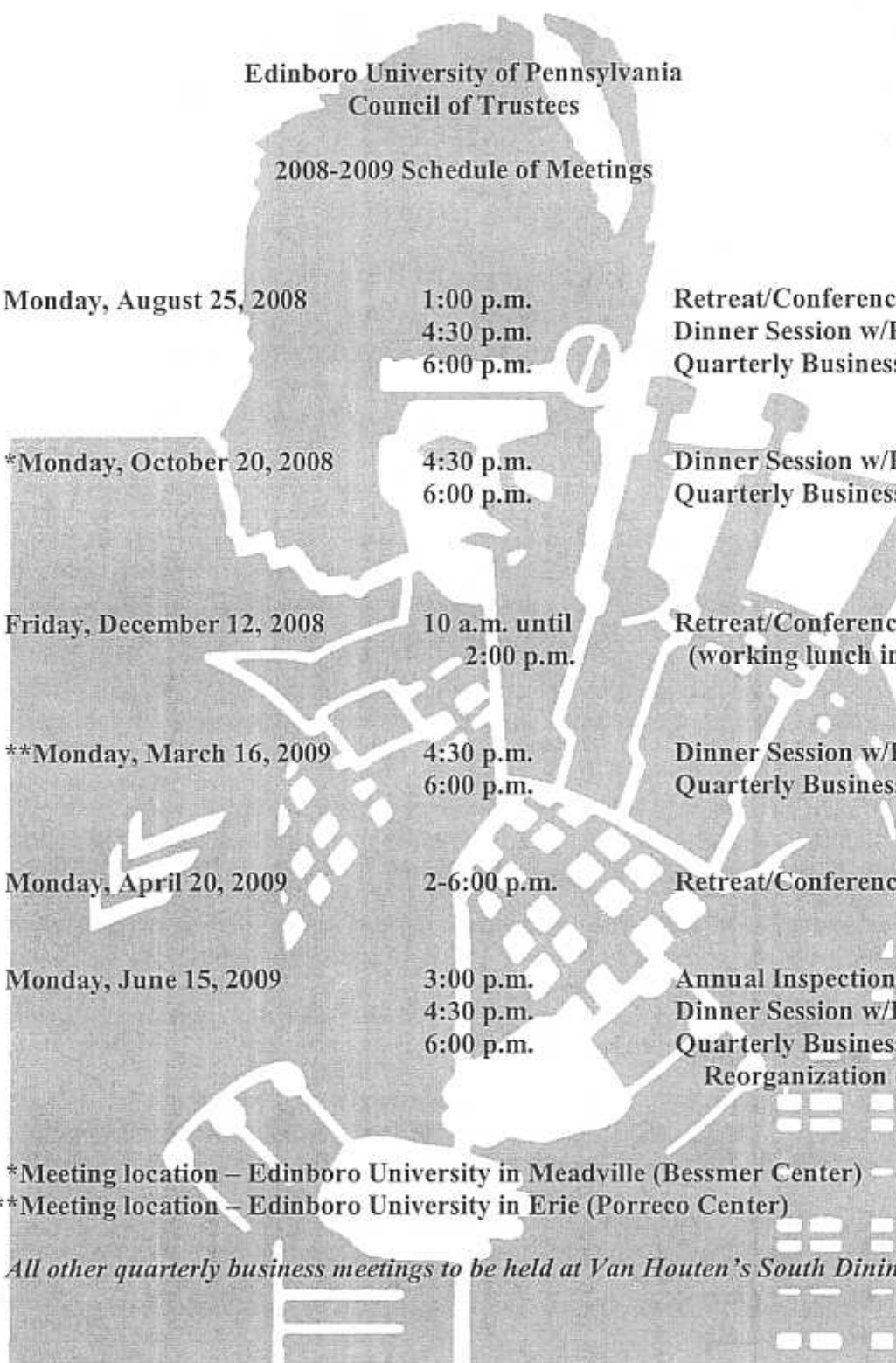
Respectfully submitted,

A handwritten signature in cursive script that reads "Sherri A. Galvin". The signature is written in black ink and is positioned above the printed name and title.

Sherri A. Galvin
Assistant to the President
and Recording Secretary

**Edinboro University of Pennsylvania
Council of Trustees**

2008-2009 Schedule of Meetings



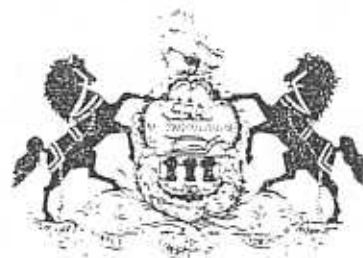
Monday, August 25, 2008	1:00 p.m. 4:30 p.m. 6:00 p.m.	Retreat/Conference Session Dinner Session w/President Brown Quarterly Business Meeting
*Monday, October 20, 2008	4:30 p.m. 6:00 p.m.	Dinner Session w/President Brown Quarterly Business Meeting
Friday, December 12, 2008	10 a.m. until 2:00 p.m.	Retreat/Conference Session (working lunch included)
**Monday, March 16, 2009	4:30 p.m. 6:00 p.m.	Dinner Session w/President Brown Quarterly Business Meeting
Monday, April 20, 2009	2-6:00 p.m.	Retreat/Conference Session
Monday, June 15, 2009	3:00 p.m. 4:30 p.m. 6:00 p.m.	Annual Inspection of Facilities Dinner Session w/President Brown Quarterly Business Meeting and Reorganization (Election of Officers)

*Meeting location – Edinboro University in Meadville (Bessmer Center)

**Meeting location – Edinboro University in Erie (Porreco Center)

All other quarterly business meetings to be held at Van Houten's South Dining Hall

Approved by Council June 30, 2008



RESOLUTION

**Edinboro University of Pennsylvania
Council of Trustees
Naming of New Sports and Recreation Center
“Mike S. Zafirovski Sports and Recreation Center”**

June 30, 2008

Whereas, Mike S. Zafirovski relocated to the United States from Macedonia at the age of 16, came to Edinboro University of Pennsylvania in September of 1971 excelled in his studies and extra-curricular activities, captaining the men’s swim and soccer teams while lettering seven times before graduating in May 1975;


Whereas, Mike S. Zafirovski is a proven business leader, attaining the position of president and CEO with the worlds’ highest profile corporate innovators including General Electric, Motorola and Nortel;

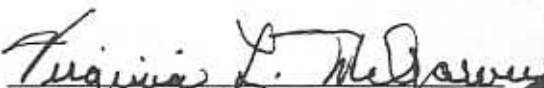
Whereas, Mike S. Zafirovski has established a legacy of generous support over many years for Edinboro University sports programs, and now irrevocably establishes a gift of \$1,500,000 for scholarships and facility construction and maintenance; and

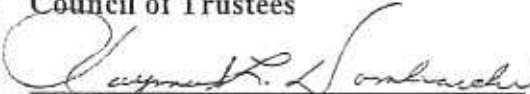
Whereas, Edinboro University is constructing a new 85,060 square foot, air-supported, state-of-art, dome-shaped, indoor sports and recreation facility with an NCAA regulation indoor track, four multi-purpose courts for basketball, volleyball, and tennis for the benefit of all varsity sports, wheelchair basketball, and intramural sports, general student recreation, Health and Physical Education classes, summer sports camps, high school and college competitions, and general recreation for the Edinboro community.

BE IT RESOLVED, therefore, in recognition of the outstanding career of Mike S. Zafirovski and in recognition of this landmark gift, Edinboro University will name the new sports and recreation building, the “Mike S. Zafirovski Sports and Recreation Center.”

Unanimously adopted by the Council of Trustees on this 30th day of June, 2008.


Harold C. Shields, Chairperson
Council of Trustees


Virginia L. McGarvey, Vice Chair
Council of Trustees


Raymond L. Dombrowski, Secretary
Council of Trustees