

MINUTES
Edinboro University of Pennsylvania Council of Trustees
Special Meeting
Friday, May 6, 2016
Crawford Center Conference Room

The Edinboro University Council of Trustees met in Committee meeting from 9 a.m. until 10:30 a.m. Attendees included members of the President's Executive Leadership Team (Provost Hannan and Vice Presidents Brown, Mengine and Sablo) as well as the following University staff members: Michael Hilbert, Matt Cettin, Eric Sheppard, Theresa Villella and Jeffrey Hileman. Representing Chartwells: Robert Mottola, District Manager and Senior Director for EU Dining Services Jeffrey Seevers.

Following the Committee meeting, the Council met in Executive Session from 10:30 a.m. until 12:45 p.m. At 1:07 p.m. Chair Dennis Frampton called the Special Meeting of the Edinboro University Council of Trustees to order. At the direction of Chair Frampton, the Recording Secretary conducted Roll Call and verified the presence of a quorum. Present were:

Ms. Barbara Chaffee
 Mr. Dennis Frampton
 Mr. Daniel Higham
 Ms. Kathy Pape
 Mr. John Pulice
 Mr. Harold Shields
 Mr. Timothy Wachter

Absent: Trustee Rob Lowther and Trustee Ron Steele

In addition to Interim President David Werner, the following individuals were in attendance at the public meeting portion of the Special Meeting:

Dr. Alan Biel, Dean of Graduate Studies and Research/Dean of the School of Education
 Mr. Guilbert Brown, Vice President for Finance and Administration
 Mr. Matthew Cettin, Director of Institutional Research
 Dr. Donald Dilmore, Associate Vice President for University Libraries
 Ms. Sherri Galvin, Assistant to the President and Recording Secretary
 Dr. Michael Hannan, Provost and Vice President for Academic Affairs
 Mr. Jeffrey Hileman, Director of Communications
 Ms. Tina Mengine, Vice President for University Advancement
 Dr. Scott Miller, Dean - School of Business and Interim Dean - College of Arts,
 Humanities and Social Sciences
 Mr. Wayne Patterson, Director of Human Resources & Faculty Relations
 Dr. Kahan Sablo, Vice President for Student Affairs
 Mr. Eric Sheppard, Associate Vice President of Financial Operations
 Ms. Theresa Villella, Budget Director

Guest: Reporter Paul Wagner – WICU television station +camera operator

After the Special Meeting was called to order, Chair Frampton announced that these proceedings of May 6, 2016, meeting of the EU Council Trustees are recorded. He further stated that public disclosure to those in attendance via verbal announcement and written public announcement

avoided any violation of the Pennsylvania Wiretapping Act. The Chair twice invited any member of the audience to make public comment.

Hearing no request, Chair Frampton moved to present the following recognition to honor the contributions of Dr. Kahan Sablo, Vice President for Student Affairs. Dr. Sablo will depart Edinboro University after nearly two decades of service for the acceptance of an administrative faculty appointment as the Associate Vice President for University Life at George Mason University. For the record, Chair Frampton read the following Resolution and then presented it to Dr. Sablo.

RESOLUTION
Honors the Contributions of Dr. Kahan Sablo

WHEREAS, Kahan Sablo has provided distinguished service to Edinboro University and its students as Vice President for Student Affairs since 2009 and in roles of increasing responsibility in the Division of Student Affairs since 1998; and

WHEREAS, Kahan Sablo has been an active leader on the Edinboro campus, serving on numerous leadership groups and key committees, including the Executive Leadership Team and the President's Executive Council; and

WHEREAS, Kahan Sablo has promoted strong University-community relations through his active participation in Town Gown meetings and his interactions with individuals in the community; and

WHEREAS, Kahan Sablo has offered service and educational leadership to the General McLane School District as a member of the District's Board of Education; and

WHEREAS, Kahan Sablo has contributed to the safety and welfare of the Edinboro community through his volunteer service as a paramedic with the Edinboro Volunteer Fire Department; and

WHEREAS, Kahan Sablo has ministered to the spiritual needs of the congregation of St. James African Methodist Episcopal Church in Erie through his longtime work as the Church's Minister of Music; and

WHEREAS, Kahan Sablo has earned the admiration and respect of students and alumni through his dedication to all students and his work to foster a diverse and multicultural campus at Edinboro University during the last 17 years; then

NOW, THEREFORE, BE IT RESOLVED, in recognition of Kahan Sablo's distinguished service and many contributions to Edinboro University and northwestern Pennsylvania, that this Council of Trustees of Edinboro University acknowledges with gratitude Kahan Sablo's professionalism, volunteerism, dedication and leadership and extend to him best wishes for continued success and fulfillment in all his future endeavors.

Unanimously adopted by the Council of Trustees on this 6th Day of May, 2016

A hearty round of applause ensued along with a standing ovation. Vice President Sablo thanked the Chair and members of the Council and noted that he was humbled by their well wishes and honored to receive this recognition. Dr. Sablo commented that he's enjoyed his work here the past 18 years, that he's grown both professionally and as a person and that it will be very hard to leave. However, he vowed to always wear the royal steward plaid with pride and that EU will be forever

a major part of his life. Vice President Sablo expressed appreciation for the support by the EU Trustees in his work with students, after which he received another round of applause.

Chair Frampton then moved to the first item of business, calling forward Vice President for Finance and Administration Guilbert Brown to review and discuss the proposed Fees Schedule for 2016-2017. Mr. Brown noted the distribution of the revised proposed Fees Schedule for next fiscal year. He stated that the schedule had been discussed in detail at the public Committee meeting held this morning and that the revised version now contained the inclusion of the fee for reserved parking. Otherwise, all of the fees on the presented Fees Schedule for 2016-2017 remain the same. Therefore, Interim President Werner recommends approval of the proposed Fees Schedule as presented. **It was voted**, on motion of Trustees Pulice and Higham, seconded by Trustee Pape, to approve the Fees Schedule 2016-2017 (see **Attachment #1**). The motion carried with unanimous approval by the Council.

Next, the Chair invited Dr. Michael Hannan, Provost and Vice President for Academic Affairs, to come forward for the review of the next item of business – approval of a new certificate program. Provost Hannan stated that the Quality Assurance Technician certificate will be University's first postsecondary certificate that is shorter than one year in length. The 15 credit certificate was designed in collaboration with industry partners in the Erie region to address their need in preparing employees and other individuals as quality assurance technicians. Programming will be offered during evening hours and is designed to be completed in two or more semesters followed by a three-hour internship in quality assurance working directly in this field. Therefore, Interim President Werner recommends approval of the new certificate. **It was voted**, on motion of Trustee Chaffee, seconded by Trustee Pulice to accept the recommendation and approve the new program – Quality Assurance Technician Certificate. For the record, Chair Frampton noted that the motion carried with unanimous approval.

Lastly, Chair Frampton called on the Chair of the Presidential Search Committee and Trustee Harold Shields to deliver the report and recommendation on behalf of the Edinboro University Presidential Search Committee. He began with a reminder that the presidential search process had begun in January. A Presidential Search Committee was established and announced as set forth by PASSHE Board of Governors policy and then the search committee met to hold an organizational meeting. The search committee included a broad set of constituents from across the campus, including three members of the EU Council of Trustees, Trustee Harold Shields as Chair of the search committee as well as Trustees Barbara Chaffee and Timothy Wachter. He reported that the Presidential Search Committee reviewed 50 resumes; interviewed 12 candidates off campus at the Pittsburgh Airport; brought to campus 5 candidates for a day long interview with campus constituents and also an opportunity to interact with community constituents. The Presidential Search Committee met yesterday (Thursday, May 5) to evaluate the input of various constituent groups as the result of campus visits. The Chair of the Presidential Search Committee presented the following motion: Move that the Council of Trustees accept the recommendation of the EU Presidential Search Committee and forward the names of Lorrie Clemo, Vice President and Provost of SUNY Oswego, and H. Fred Walker, Dean – College of Applied Science and Technology at the Rochester Institute of Technology, on to the Chancellor and Board of Governors. **It was voted**, on motion of Trustee Shields, seconded by Trustees Pape and Pulice to accept the recommendation as stated above. The motion carried with unanimous approval.

In closing, Chair Frampton extended his thanks to members of the Presidential Search Committee. He extended special thanks and appreciation to Trustees Shields, Chaffee and Wachter for their work and role as members of the search committee.

The Chair called for a motion to adjourn. **It was voted**, on motion of Trustee Shields, seconded by Trustee Pulice to adjourn the May 6 Special Meeting of the EU Council of Trustees. The meeting officially adjourned at 1:20 p.m.

Respectfully submitted,



Sherri A. Galvin
Assistant to the President and Recording Secretary



EDINBORO UNIVERSITY

RESOLUTION

Edinboro University of Pennsylvania Council of Trustees

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WHEREAS, Kahan Sablo has promoted strong University-community relations through his active participation in Town Gown Meetings and his interactions with individuals in the community; and

WHEREAS, Kahan Sablo has offered service and educational leadership to the General McLane School District as a member of the District's Board of Education; and

WHEREAS, Kahan Sablo has contributed to the safety and welfare of the Edinboro community through his volunteer service as a paramedic with the Edinboro Volunteer Fire Department; and

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WHEREAS, Kahan Sablo has earned the admiration and respect of students and alumni through his dedication to all students and his work to foster a diverse and multicultural campus at Edinboro University during the last 17 years; then

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Unanimously adopted by the Council of Trustees on this 6th Day of May, 2016

Dennis R. Frampton, Chairperson
Council of Trustees

Daniel E. Higham, Secretary
Council of Trustees

Barbara C. Chaffee, Vice Chair
Council of Trustees

EDINBORO UNIVERSITY OF PENNSYLVANIA
2016 - 2017 STUDENT FEES

		CURRENT RATE	APPROVED FY2017 CHANGES
<u>Mandatory Fees - per semester (Fall/Spring)</u>			
Program-specific Instructional Fee	BSN in Innovative Nursing	25% of Tuition - Undergraduate	
Program-specific Instructional Fee	BSN in Nursing	25% of Tuition - Undergraduate	
Art Fee	ART courses		5%/cr
Applied Music Fee	- Undergraduate		\$100/course
STEM Course Fee	- Per credit hour, undergraduate or graduate		30.00
University Center	- Full-time	260.00	\$ 320.00
	- Per credit hour, undergraduate	22.00	26.00
	- Per credit hour, graduate	29.00	36.00
Health Center	- Full-time	150.00	
	- Per credit hour, undergraduate	12.50	
	- Per credit hour, graduate	n/a	
Student Activity Fee	- Full-time	205.00	TBD
	- Per credit hour, undergraduate	17.00	
	- Per credit hour, graduate	n/a	n/a
Student Success Fee	- Undergraduate	30.00	70.00
	- Graduate	n/a	
<u>Mandatory Fees - Summer 2016 semester (per credit, PA resident)</u>			
Program-specific Instructional Fee	BSN in Innovative Nursing	25% of Tuition - Undergraduate	
Program-specific Instructional Fee	BSN in Nursing	25% of Tuition - Undergraduate	
Art Fee	ART Courses		5%/cr
Applied Music Fee			\$100/course
STEM Course Fee	- Per credit hour, undergraduate or graduate		30.00
University Center	- Undergraduate	22.00	
	- Graduate	29.00	
Health Center	- Undergraduate	12.50	
	- Graduate	n/a	
Student Activity Fee	- Undergraduate	17.00	
	- Graduate	n/a	
Student Success Fee	- Undergraduate per session	10.00	35.00
	- Graduate	n/a	
<u>Room & Board - Traditional Housing</u>			
<u>Per Semester (Fall/Spring)</u>			
Double Room, per person (2 @room)		\$ 2,920.00	
Double Room, per night		28.00	
Private Room, (1 @room)		4,259.00	
Private Room, per night		40.00	
Guest Room, per night single occupancy		28.00	
Guest Room, per night double occupancy		40.00	
<u>Room & Board - Highlands</u>			
<u>Per Semester (Fall/Spring)</u>			
Single Suite		4,280.00	
Suite Double		4,070.00	
Single Studio		4,835.00	
Semi Single		3,960.00	
Semi Double		3,415.00	3,165.00
Double Studio		3,740.00	
Staff - Single Studio		4,835.00	
<u>FY 2017</u>			
	<u>Meal Plan Increase</u>	<u>Meal Plan</u>	<u>Flex Boro Bucks</u>
Food, 19 meals	2.12%	\$ 1,346	\$ 300 \$ 25 1,671.00
Food, 14 meals	2.09%	1,171	300 25 1,496.00
Food, 10 meals	2.01%	1,065	300 25 1,390.00
Block 210 meals	2.18%	1,453	300 25 1,778.00
Block 175 meals	2.16%	1,231	300 25 1,556.00
Block 105 meals	2.25%	864	300 25 1,189.00
Block 60 meals	2.02%	505	300 25 830.00
Block 30 meals	New Plan	253	300 25 578.00
Flex meals only (off-campus & commuters)			100.00
<u>Summer 2017 session (per week)</u>			
Room - Double		\$ 196.00	
Room - Private		280.00	
Food - 14 meals		78.00	
Food - 10 meals		71.00	

EDINBORO UNIVERSITY OF PENNSYLVANIA
2016 - 2017 STUDENT FEES

	CURRENT RATE	APPROVED FY2017 CHANGES
<u>Service Fees</u>		
Application	\$ 30.00	
Competency Exam (per semester hour)	25.00	50.00
CLEP Fee	25.00	35.00
Computer Lab Printing	5.00	
Duplicating: External/internal	0.10/.04	
Late Registration	\$25 - 100	
Late Graduation Application Fee	100.00	
Life Experience Center:		
Preliminary Application	25.00	
Evaluation	100.00	
Life Experience (per semester hour)	25.00	
Orientation Fee	125.00	
ID Card Charge first ID/replacement	\$5 - 10	\$10 / \$20
Music Instrument Rental Fees (New)	-	\$20-75/semester
Payment Plan - Semester Fee	40.00	
- Late Fee	15.00	
Pearson Testing Center Test Administration Fee	-	\$5-\$35/exam
Physical Exam Fee - basic	25.00	
- advanced	50.00	
Transcript Fee	4.00	10.00
Vehicle Registration - per year	60.00	75.00
- replacement	25.00	
- reserved parking		150.00
Withdrawal (@class after 2nd week, excludes 1st semester freshmen)	Fee was increased to \$100 and not implemented in FY 2016	100.00 25.00
<u>Fines & Penalties</u>		
	\$.25 per book per day, inter-	
	library loan \$1/day,	
Library Fines (per day)	maximum fine is \$30.00	0.25
	Replacement cost +	
	accumulated fines + \$10	
Library (lost book fees)	processing fee	10.00
Lost Key - single		20.00
- master		50.00
Moving Violation		75.00
Parking Violation - includes: Illegal Parking; No Decal/Expired Decal; Fire Lane Parking		30.00
Parking Violation - Late Fee		10.00
Parking Violation - Handicap Parking zone		100.00
Parking Violation - Blocking Emergency Device		50.00
Parking Violation - Boot Removal		50.00
Returned Check		30.00

May 6, 2016

Frank Brogan, Chancellor
Pennsylvania State System of Higher Education
Dixon University Center
2986 North Second Street
Harrisburg, PA 17110

Re: Special Council of Trustees Meeting
Friday, May 6, 2016

Dear Chancellor Brogan:

At the Special Meeting of the Edinboro University Council of Trustees on May 6, 2016, and pursuant to Policy 1983-13-A: Guidelines for Recommending Presidential Appointment, the Edinboro University Council of Trustees submits the following two unranked candidates for your consideration and the consideration of the Pennsylvania State System of Higher Education Board of Governors to be the next president of Edinboro University of Pennsylvania:

Dr. Lorrie Clemo
Dr. H. Fred Walker

A certified copy of the Minutes of the meeting of the Council of Trustees, at which these recommendations were approved and a copy of the vitae of each candidate will be sent under separate cover.

If there is anything else you require, please let me know.

Sincerely,



Dennis Frampton, Chairperson
Edinboro University Council
of Trustees

DF:st

c: Dr. Peter Garland, Executive Vice Chancellor, Pennsylvania State System
of Higher Education
Mr. Harold C. Shields, Chairperson, Presidential Search Committee for Edinboro
University of Pennsylvania