

MINUTES
Edinboro University of Pennsylvania Council of Trustees
Special Meeting
Thursday, January 2, 2014 – 10:00 a.m.
Crawford Center Conference Room

At 10:09 a.m. Chairman John Horan called the Special Meeting of the Edinboro University Council of Trustees to order. The Chair directed the Recording Secretary to conduct Roll Call. The following Council members were either present or participated via use of the University's bridge line:

Mr. Dennis Frampton
 Mr. Daniel Higham
 Mr. John Horan
 Mrs. Virginia McGarvey
 Ms. Kathy Pape (via phone)
 Mr. John Pulice
 Mr. Harold Shields (via phone)
 Mr. Ronald Steele (via phone)
 Mr. Shaquan Walker (via phone; joined meeting in progress)

ABSENT: Trustees Barbara Chaffee and Raymond Dombrowski

The Recording Secretary verified the presence of a quorum. Chairman Horan reminded attendees that the proceedings of the Edinboro University Council of Trustees meetings were recorded. Therefore, he disclosed this fact via a verbal announcement and written public notice which served to avoid any violation of Pennsylvania Wiretapping Act.

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

Dr. Alan Biel, Dean – School of Graduate Studies and Research and Interim Dean – School of Education
 Mr. Sid Booker, Associate Vice President for Human Resources and Faculty Relations
 Dr. Steven Combs, Dean - College of Arts, Humanities and Social Sciences
 Dr. Donald Dilmore, Associate Vice President for University Libraries
 Ms. Sherri A. Galvin, Assistant to the President and Recording Secretary
 Ms. Lori Gardea, Interim Vice President for Finance and Administration (via phone)
 Dr. Michael Hannan, Interim Provost and Vice President for Academic Affairs
 Ms. Valerie Hayes, Director of Social Equity
 Mr. Jeffrey Hileman, Director of Communications
 Ms. Tina Mengine, Vice President for University Advancement
 Dr. Scott Miller – Acting Dean – School of Business
 Dr. Nathan Ritchey, Dean - College of Science and Health Professions
 Dr. Kahan Sablo, Vice President for Student Affairs

Chairman Horan sought from those in attendance the opportunity for public comments. He stated that anyone wishing to address the Council to provide their name and address. Hearing

nor noting any movement by members of the audience to present public comment, Chairman Horan moved to the next order of business – a report from Interim Provost Michael Hannan relative to the proposed Doctor of Nursing Practice (DNP) program which requires review and action by the Edinboro University Council.

Interim Provost Hannan stepped forward and stated that President Wollman recommends approval by the Council of the above-referenced program so that it could be moved forward to the PASSHE Board of Governors for final approval at their January 23 business meeting. He noted that an Executive Summary and full proposal for the DNP program had been shared with members of the Council prior to today's meeting. Dr. Hannan reported that this is a joint offering between Edinboro University and Clarion University and closely models the Masters of Science in Nursing: Family Nurse Practitioner program already in place. Interim Provost Hannan stated that the proposed program is a 34-credit doctoral program which offers a track in Advanced Clinical Practice or a track in Clinical Nurse Education. It is most likely that students will complete this program in part-time status, taking two courses per semester. He noted West Chester University currently has the only DNP program approved and being offered in the PASSHE System, and it is important to note that it does not offer a specialization in Clinical Nurse Education. Dr. Hannan stated that there is also a proposal in process by Bloomsburg University to offer such a doctoral program. In Pennsylvania most of the DNP programs are housed in schools located primarily in the Pittsburgh or Philadelphia areas. The proposed joint program located in northwestern Pennsylvania would be the first offering that could be completed online. There are no other programs north of Pittsburgh or throughout the northern tier of Pennsylvania. He reported that Gannon University (Erie, Pennsylvania) offers only a face-to-face program, unlike the program that Edinboro and Clarion Universities propose to offer. Further, Interim Provost Hannan stated there is need for a DNP which has been advanced by the American Association of Colleges of Nursing (AACN) and also endorsed by the National Organization of Nurse Practitioner Faculties (NONPF) as the entry level degree for advanced practice nurses beginning in 2015. Of concern is the shortage of nursing faculty. In 2012, it was estimated there were 1,181 faculty vacancies in nursing. Edinboro and Clarion's proposed DNP program would help to address the estimated shortage. Dr. Hannan also noted that an external review was conducted by Dr. Joyce Knestrick to examine the academic integrity and readiness of Edinboro and Clarion Universities to offer the joint DNP program. Dr. Knestrick is a Clinical Doctor of Nursing and was instrumental in leading a similar online, rural program in Kentucky to become the first clinical doctorate program accredited by the Accreditation Commission for Education in Nursing (ACEN). Her report affirmed that the proposed DNP program aligned with the stated missions, professional standards and accreditation requirements. Lastly, Dr. Hannan reported the program is expected to result in positive financial impact.

Chairman Horan thanked Interim Provost Hannan for the commentary and solicited questions or concerns by Council members. The Chair asked if this would be Edinboro University's first doctoral program. Dr. Hannan responded in the affirmative. Chairman Horan also asked about the likely career path of graduates from the DNP program – would most become teachers in the nursing profession? Dr. Hannan noted that the proposed DNP program offers two specialty electives – one in Advanced Clinical Practice and the other in Clinical Nursing Education. Graduates with the Advanced Clinical Practice specialty will have acquired skill sets that would allow them to operate in an increasingly complex health care environment and provide services at hospitals located in rural areas that are typically underserved by physicians. Students graduating with the specialty in Clinical Nursing Education would focus on mentored teaching practice in a clinical setting and likely seek teaching positions at universities or community colleges. Next, Chairman Horan asked who would be teaching the online courses. Dr. Hannan

responded that a combination of current faculty from Edinboro and Clarion who are academically and experientially qualified would teach in the DNP program. Lastly, Trustee Shields inquired about the origin of the diploma which he presumed would come from either Edinboro or Clarion dependent on where the student enrolled in the program. Interim Provost Hannan confirmed Trustee Shields' assumption noting that it would be handled in the same manner as the joint Masters of Science in Nursing (MSN) program that is currently offered.

Chairman Horan asked if there were additional questions. Hearing none, the Chair entertained a motion calling for the Council's approval of the proposed Doctor in Nursing Practice (DNP) program and its subsequent movement to the PASSHE Board of Governors for final consideration and approval. **It was voted**, on motion of Trustee Higham, seconded by Trustee Pulice to accept President Wollman's recommendation for the approval of the Doctor in Nursing Practice degree and to move it forward to the PASSHE Board of Governors. Chairman Horan directed the Recording Secretary to conduct a Roll Call vote since three members of the Council were participants via the bridge phone line.

Result – Roll Call vote re: approval of the Doctor in Nursing Practice (DNP) program

	Aye	Nay	Absent
Trustee Chaffee			X
Trustee Dombrowski			X
Trustee Frampton	X		
Trustee Higham	X		
Trustee Horan	X		
Trustee McGarvey	X		
Trustee Pape (phone)	X		
Trustee Pulice	X		
Trustee Shields (phone)	X		
Trustee Steele (phone)	X		
Trustee Walker (phone)	X		

For the record, Chairman Horan noted the vote for approval of the above-referenced motion was unanimous.

Chairman Horan then moved to the second item on the agenda which was a report by Trustee Frampton, Chair of the Presidential Leadership Review Committee, and committee member Trustee Shields. He noted that the review had been completed in accordance with guidelines issued by PASSHE. Since the recommendation for the extension of President Wollman's contract was a personnel matter, Chairman Horan stated that the Council would go into Executive Session to review and discuss the matter. Therefore, the Chair requested all audience members to excuse themselves from the meeting room.

Following the conclusion of the Council's Executive session, Chairman Horan reconvened the public meeting at approximately 10:40 a.m. He requested that the Chair of the Presidential Leadership Review Committee, Trustee Frampton, to summarize the report and committee member Trustee Shields to add. Trustee Frampton noted in manufacturing lingo that statistically speaking, the interview results produced a very tight bell-shaped curve. He noted that nearly

everyone interviewed possessed a similar opinion regarding President Wollman's performance over the last year. The Committee's findings focused on the following areas:

- Planning
- Responsibility and Accountability
- Leadership Style
- Administration
- Problem Solving and Decision Making
- Achievements
- Professional Growth and Development

Trustee Frampton commented specifically on President Wollman's performance related to planning, responsibility and accountability, and leadership style. President Wollman was praised for her listening and communication skills. Many interviewees also noted that President Wollman has the ability to make tough administrative decisions. The Committee recommends contract extension and encourages President Wollman to attend to the following three areas of concern:

1. President Wollman needs to make sure she allocates time for herself and her family, assuring periods of rest and relaxation, in order to deal with administrative difficulties that may arise.
2. Continue to address and resolve tension issues between several University administrators and the leadership of the Alumni Association and Foundation Board of Directors. While this tension seems to be related to leadership styles and interpersonal communications, President Wollman has been listening to their concerns and engaging parties in an effort to resolve.
3. Committee member Trustee Shields addressed the third concern which related to development and fundraising. He noted that it is increasingly important to have in place a strategy with a focus on "friend-raising" which leads to successful fund-raising. It is recommended that President Wollman review the current administrative structure to determine how this can be best accomplished to meet the University's needs over the next five years.

It was voted, on motion of Trustee Frampton, seconded by Trustee Pape to recommend to PASSHE Chancellor Brogan the extension of President Wollman's contract for an additional year.

Result – Roll Call vote re: recommendation for extension of President Wollman's contract

	Aye	Nay	Absent
Trustee Chaffee			X
Trustee Dombrowski			X
Trustee Frampton	X		
Trustee Higham	X		
Trustee Horan	X		
Trustee McGarvey	X		
Trustee Pape (phone)	X		
Trustee Pulice	X		
Trustee Shields (phone)	X		

continued – Result Roll Call vote

Trustee Steele (phone)	X
Trustee Walker (phone)	X

Chairman Horan thanked Vice Chairman Frampton and Trustee Shields for their work. Having both served in some capacity in the conduct of previous presidential evaluations, the Chair noted appreciation for Trustees Frampton and Shields' efforts. Further, the Chair noted for the record that the completed evaluation had been shared with President Wollman prior to today's Special Meeting of the Council. It was noted that President Wollman did not express any concerns or questions regarding the content of the report.

Lastly, Chairman Horan moved to the final item of business – an informational update to be provided by Interim Vice President Lori Gardea. Ms. Gardea delivered a brief but succinct summary of the University budget year-to-date. The Chair reminded Council members that this requested update was an outcome of discussions which took place at their December 13 Study Session. Copies of the above-referenced report were made available to members in attendance at the Special Meeting and emailed to phone participant members prior to the start of the meeting. Chairman Horan asked Interim Vice President Lori Gardea to highlight the new format and summarize the budget update as presented. Ms. Gardea delivered her report via phone noting that the summary provided serves as an updated budget to actual as of November 30, 2013. She further explained that most of the expenses were reviewed back to last fiscal year as of November 30; compared to the end of year actual and applied the same percentage for calculation of this year's budget position at end of November. In the case of revenue, the breakdown for tuition was used and then that percentage used to calculate fees. This approach provides a better representation of our budget position than a strict 5/12 month since that assumes funds are spent "equally" throughout the fiscal year which is not an accurate representation of reality. President Wollman added and clarified the fact that it shows \$1.2 million below expected expenses is a good thing. It means if predictions hold the University will be able to cover the deficit and begin to reduce the actual amount of money needed to be covered from the Fund Balance. Therefore, this is a significant move in the right direction.

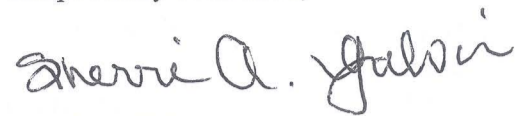
Chairman Horan thanked Interim Vice President Gardea for the summary. He noted that there is a Study Session to be held in April and that the budget would be one of the main topics for discussion. In fact, President Wollman stated that the information presented today would be updated and presented at the March business meeting. The update prepared for the March business meeting will be current thru the end of February and will contain information from the Winter Intersession and Spring 2014 revenue and expenses.

Chairman Horan asked if there were any questions pertaining to the summary provided by Interim Vice President Gardea. Hearing none, the Chair inquired if there were any other items for the good of the order. He yielded the floor to President Wollman for a final word prior to calling for the adjournment of the Special Meeting. President Wollman reiterated her appreciation and expressed gratitude to all for working collectively to save \$1 million more than anticipated. This significant savings will result in the University taking a reduced amount from the Fund Balance.

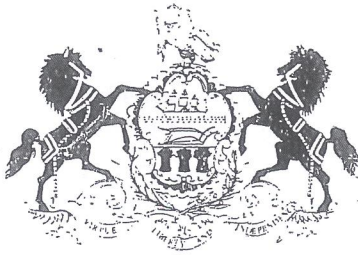
Noting no additional items to be brought before the Council, Chairman Horan entertained a non-debatable motion to adjourn the Special Meeting. **It was voted**, on motion of Trustee Pulice, seconded by Trustee McGarvey to adjourn the January 2 Special Meeting of the Edinboro University Council of Trustees.

The Special Meeting adjourned at 10:56 a.m. The quarterly business meeting of the Edinboro University Council of Trustees will be held on Tuesday, March 11, 2014.

Respectfully submitted,

A handwritten signature in black ink that reads "Sherri A. Galvin". The signature is written in a cursive style with a large initial 'S' and 'G'.

Sherri A. Galvin
Assistant to the President and Recording Secretary



RESOLUTION

Edinboro University of Pennsylvania
Council of Trustees

Special Meeting

January 2, 2014

On motion of Trustee Dennis Frampton, seconded by Trustees Kathy Pape and Virginia McGarvey, the evaluation report on Edinboro University President Julie E. Wollman prepared by the Presidential Leadership Review Committee was accepted as presented, and the Council of Trustees' chair was authorized to forward the report to PASSHE Chancellor Frank T. Brogan with the recommendation for extension of President Wolman's contract for an additional year.

The Roll Call vote on the motion yielded unanimous approval by the Edinboro University Council of Trustees.

The above resolution was approved by action of the Edinboro University Council of Trustees at its Special Meeting on January 2, 2014.

Handwritten signature of John E. Horan in cursive.

Chairman John E. Horan
Edinboro University Council of Trustees

Handwritten signature of Dennis R. Frampton in cursive.

Trustee Dennis R. Frampton, Vice Chair and
Chair of the Presidential Leadership Review Committee

