

MINUTES
Edinboro University of Pennsylvania Council of Trustees
Quarterly Business Meeting
Tuesday, June 10, 2014 – 2:00 p.m.
Crawford Center Conference Room

Prior to the quarterly, public meeting of the Edinboro University Council of Trustees, Council members conducted their annual inspection of facilities. The group departed at 9:00 a.m. and visited the following sites on the Edinboro campus with Interim Vice President Lori Gardea and Director of Facilities Management and Planning James Miller serving as guides:

Ross Hall – view completed renovations and walk pedestrian bridge
 Rose Hall – view completed resident OSD upgrades (ground floor)
 Earley Hall – view proposed Art Department renovations

In advance of the meeting and inspection, Council members received the 2014 Supplement to the Edinboro University Annual Facilities Report. This report serves to summarize accomplishments, changes and developments made during the past year. It also provides a summary of deferred maintenance items that need to be addressed for each campus building listed.

Upon return to the Crawford Center, Council members met with President Wollman and members of the Executive Leadership Team (present were Provost Hannan, Interim Vice President Gardea, Vice President Mengine and Vice President Sablo) in a public Committee meeting from 10:30 a.m. until 12:00 noon. Topics of discussion were:

ACADEMIC AFFAIRS – Provost Hannan

Curriculum Changes
 Instructional Fee Flexibility Pilot – Proposal for July 2014 BOG meeting

FINANCE AND ADMINISTRATION – Interim Vice President Lori Gardea

Proposed Fees Schedule for 2014-15
 Budget Update

Following the conclusion of the public Committee meeting, President Wollman and Council members remained for lunch and continued informal discussions. At 2:04 p.m. Chair John Horan called the public meeting to order. The Chair directed the Recording Secretary to conduct Roll Call. The following Council members were present:

Ms. Barbara Chaffee
 Mr. Dennis Frampton
 Mr. Daniel Higham
 Mr. John Horan
 Mrs. Virginia McGarvey
 Ms. Kathy Pape
 Mr. John Pulice
 Mr. Harold Shields
 Mr. Ronald Steele
 Mr. Timothy Wachter – via phone
 Mr. Shaquan Walker

For the record it was noted that in addition to President Julie Wollman, the following individuals were in attendance at the Council of Trustees' quarterly business 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
Ms. Sherri A. Galvin, Assistant to the President and Recording Secretary
Ms. Lori Gardea, Interim Vice President for Finance and Administration
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 – Interim Dean – School of Business and Acting Director –
Undergraduate Admissions
Dr. Nathan Ritchey, Dean - College of Science and Health Professions
Dr. Kahan Sablo, Vice President for Student Affairs

Guests: Dr. Raymond Dombrowski and Dr. Denise F. Gaines

The Recording Secretary verified the presence of a quorum. Chair Horan announced that the proceedings of the Edinboro University Council of Trustees meetings are recorded. Therefore, he disclosed to those in attendance this fact via a verbal announcement and written public notice which served to avoid any violation of Pennsylvania Wiretapping Act. He then moved to the first matter of business - Public Comment Period. The Chair invited comments from the public. Hearing no requests to speak, Chair Horan sought action on the Minutes from the Special Meeting of the Council of Trustees held on April 29, 2014, and also the quarterly Business Meeting held on March 11, 2014. **It was voted**, on motion of Trustee Pape, seconded by Trustees Higham to approve the above-referenced minutes as presented. Chair Horan directed the Recording Secretary to conduct a Roll Call vote. The motion passed with unanimous approval by the Council.

Results – Roll Call vote re: minutes – April 29, 2014 Special Meeting and Quarterly Business Meeting – March 11, 2014

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

Under New Business, Chair Horan officially welcomed the newest appointment to the Edinboro University Council of Trustees, Attorney Tim Wachter. He invited Trustee Wachter to say a few words. Trustee Wachter thanked Chairman Horan for the introduction, and he apologized for being out-of-town due to a previously planned family vacation which caused him to be unavailable for his first meeting. Trustee Wachter stated that he looks forward to becoming more involved with the University as a member of the Council of Trustees.

Chair Horan acknowledged the presence of Dr. Raymond Dombrowski. Dr. Dombrowski served as a member of the Edinboro University Council of Trustees for many years, and it was the Council's intention to honor him with a Resolution in recognition of his service. Chair Horan read the following Resolution for the record:

Resolution
Edinboro University of Pennsylvania
Council of Trustees

Honors the Contributions of
Dr. Raymond L. Dombrowski

Whereas, Raymond Dombrowski has earned undergraduate and graduate degrees in Education from institutions of higher education in Pennsylvania and Florida; and

Whereas, Raymond Dombrowski served his country during World War II as a member of the U.S. Army Air Force; and

Whereas, Raymond Dombrowski distinguished himself as an educator and education leader at all levels in a career spanning 55 years; and

Whereas, Raymond Dombrowski served with distinction as superintendent of schools for the School District of the City of Erie; and

Whereas, Raymond Dombrowski further served with distinction as a professor, program head and dean at Edinboro University; and

Whereas, Raymond Dombrowski tirelessly supported scholastic athletics as an advocate and official; and

Whereas, Raymond Dombrowski served on the boards of directors of many key non-profit organizations addressing the economic, health, youth development, and educational needs of his community; and

Whereas, Raymond Dombrowski for nearly a decade served on Edinboro University's Council of Trustees, including service as secretary and Presidential Search Committee member; then

BE IT RESOLVED, therefore, that in recognition of Raymond Dombrowski's distinguished service and many selfless contributions to Edinboro University and northwestern Pennsylvania, that this Council of Trustees of Edinboro University acknowledges with gratitude Raymond Dombrowski's volunteerism, dedication and leadership.

A hearty round of applause ensued ending with a request by Trustees John Pulice and Harold Shields to suspend the rules and approve this Resolution by acclamation (**Attachment #1**). Chair Horan took the opportunity to deliver an additional personal comment in his capacity as the Executive Director of the Housing Authority of the City of Erie. The Chair noted that while the Resolution did not contain this honor and recognition he wished to share a little known fact about Ray and his wife, Frieda. Ray and his wife lived in public housing in Erie from 1951-54, as well as his daughter Denise who is also a graduate of public housing. Each year the Housing Authority honors and recognizes distinguished and successful graduates of public housing. As mentioned at the Commencement Ceremony in May, it was my privilege to honor Tom Ridge with not only an Honorary Doctorate, but also note that he, too, was a successful graduate of public housing. Being modest in his beliefs, Dr. Dombrowski declined to go through the Heroes of Public Housing recognition process. He declined recognition at that time due to the recent loss of his wife, the mourning process and his wish not to go through the process without his wife Frieda. Therefore, Chair Horan stated that this was his opportunity to recognize Ray for that accomplishment too, noting that we are very proud of what you have accomplished throughout his entire career. The Chair lauded appreciation from members of the Edinboro University Council of Trustees and from him personally, too. He thanked Ray for his distinguished service, selfless contributions, volunteerism, dedication and leadership.

A second, lengthy round of applause followed. Chair Horan and President Wollman presented Dr. Dombrowski with the Resolution. President Wollman stated that a book about educational leadership had been purchased and would be donated to the library. Trustee Dombrowski posed for photographs with President Wollman and Chair Horan. President Wollman thanked his daughter, Dr. Gaines, for bringing her father to the meeting so the Edinboro University Council could honor him. Drs. Dombrowski and Gaines exited the meeting.

Following the presentation, Chairman Horan continued on to the next item of business – action on the proposed 2014-2015 Schedule of Meetings for the Edinboro University Council of Trustees. The Chair entertained a motion to approve the Schedule of Meetings as presented (**Attachment #2**). **It was voted**, on motion of Trustee Pulice, seconded by Trustee Steele to approve the above-referenced Edinboro University Council of Trustees 2014-15 Schedule of Meetings. The motion passed with unanimous approval by the Council.

Results – Roll Call vote re: EU Council of Trustees – 2014-2015 Schedule of Meetings

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

Next, Chair Horan invited President Wollman to deliver the *President's Report to the Council of Trustees*. President Wollman began her report with a brief update on the following items:

Budget – President Wollman stated that work continues to bring to closure fiscal year 2014. Presently, conservative projections indicate that we will end the 2014 year better than expected; thus able to reduce the amount of money needed from the Fund Balance (reserves) which was approved in the budget by the Council of Trustees last July. Since recruitment and retention are two key factors in the budget, steps were taken to hire a new Associate Vice President for Enrollment Services. President Wollman reported that Chris LaRusso starts on June 23 and comes to us from Eastern Michigan University. She noted that Eastern Michigan University was the only state university in Michigan that saw its enrollment increase while the other universities in the state of Michigan were declining in enrollment. The President is confident that Chris will bring a large number of strategies with him that have proved to be very effective. At the same time, Edinboro University is engaged with the American Council on Education Change and Innovation Lab (ACE CIL) grant project. The focus of this grant project is to improve advising and broaden responsibility for advising as a key to retention. Our involvement will help us to move forward with enrollment since retention is as important as recruitment. To support recruitment and retention as well as financial planning, a new Director of Institutional Research and Assessment has been brought on board. Matthew Cettin from SUNY Fredonia will join us on June 30. President Wollman noted that his work is very important in supporting recruitment, retention, and financial planning.

Clery Act and Title IX and Violence Against Women Act – While there has been much in the news on this topic, President Wollman pointed out that this will be a topic of increased focus in the coming year. Due to new guidance, requirements and reporting format changes, a number of people on campus will be devoting a great deal of time to bring the University into compliance with these new federal requirements. Compliance with these new requirements is not optional. The University's Title IX Coordinator and Director of Social Equity, Valerie Hayes, is working very closely with Vice President Sablo and the campus Chief of Police to make certain that the University is in compliance in all areas. This work includes the gathering of all related policies for placement into one handbook. The process to accomplish this task is being guided by and reviewed by legal staff at the PASSHE Office of the Chancellor.

Successes – President Wollman highlighted for Council members a few significant year-end successes. She noted a good level of success with the Porreco College initiative. Initial reports indicate 35 new students at Porreco in Associate degree programming (planned for 40 new students). Dean Nate Ritchey has been working very hard to make needed connections in the community which have led to additional new applications for Porreco College. We are projecting this initiative to be a great success coupled with the students already in the College Start at Porreco (CSP) program. President Wollman thanked those Trustees who have already taken steps to support the upcoming July 19 Gala in the Orchard. This event is a fundraiser in support of the Porreco College and, in particular, the Porreco Promise. She hoped that each of the Council members will be in attendance at this special event.

The President went on to highlight other successes that she has been sharing publicly throughout the spring. She provided a sample listing of the "Top Things You Should Know About Edinboro University":

1. EU is ranked as one of the top universities in the northeastern United States.
2. EU is ranked as the top university in Pennsylvania for animation programs. In fact many of our graduates go on to work at Disney, Pixar, and all of the other major producers.
3. EU is rated as one of the top schools in Pennsylvania for return on investment. This means that EU is an exceptional value – we provide a great education at a low cost.
4. EU online graduate programs in Education, Nursing, and Social Work are ranked among the best in the country.
5. EU gave nearly \$3 M in scholarship funds to students this year including both gift aid and room waivers for housing.
6. EU is ranked as one of the top programs in the country in computer game design; EU is number #21 on the east coast and #53 nationally.
7. EU had nine All-American athletes this past year.
8. EU has opened three fully renovated buildings with state of the art classrooms and learning equipment in the past two years. She noted that these buildings were designed by professors and students to meet their needs and create the best learning space as possible.
9. EU students have the opportunity for at least one transformational experience, such as an internship, a field experience, or major research project that is presented externally. This means that students get more value for their tuition and are ready for the world of work and success in graduate school.

This list is representative of the great things that happened this year. There is a lot happening at Edinboro and the story we have to tell can really help with the recruitment of students.

End of Semester Celebrations – With a wide range of celebrations occurring just before the close of the semester (Celebration of Scholarship and Creativity, ROTC Commissioning Ceremony, and Academic Honors Convocation to name a few) one realizes that we have an absolutely spectacular group of students at the University who are going to change the world and who give us a great hope for the future.

Chair Horan thanked President Wollman for her report and asked if there were any questions. Hearing none, the Chair asked Provost Hannan to come forward and present information and action items from Academic Affairs.

Provost Hannan highlighted several informational items from Academic Affairs which were contained in a written report (**Attachment #3**) contained in Tab #5. These included the following:

Accreditation – Provost Hannan reported on the successful completion of the **Middle States** reaccreditation visit at Edinboro University. He stated that Edinboro met 13 of the 14 Middle States standards with a positive recommendation for reaccreditation from the site team prior to their departure. The one standard not met was associated with institutional resources and recognized that the University has much work to do in

to address its financial challenges. While President Wollman and the University recognized this challenge going into the site visit, the result affirms the need to take bold steps that are needed to set the University on firm financial footing.

Dr. Hannan also noted the receipt of positive news from the **National Council for the Accreditation of Teacher Education (NCATE)**. Edinboro University was informed that accreditation has been continued for the University's professional education unit.

Academic Program Initiatives – On April 11, 2014, three extraordinary employees were honored at the Honors Convocation. Dr. James Roberts from the Health and Physical Education Department was named Faculty Member of the Year; Dr. Heather Snyder from the Psychology Department was named Scholar of the Year; and Dr. Ron Craig also from Psychology Department was named Advisor of the Year.

University Outreach and Campus Programs – The week preceding the Middle States Site Visit, actually even during that week, the University held a Celebration of the Life and Legacy of Nelson Mandela. The highlight of the week-long series of events was the delivery of a keynote address by international human rights activist Nontombi Naomi Tutu.

On April 29, the Department of Communication and Media Studies and the University's chapter of the Public Relations Student Society of America (PRSSA) sponsored "Confronting the Concussion Crisis." Former Buffalo Bills Mark Kelso presented on the topic of sports-related concussions.

Faculty and Student Recognition – Dr. Hannan stated that there were multiple faculty and student recognitions listed in the written report (pages 3 and 4). Provost Hannan highlighted the following:

Celebration of Scholarship - On March 26, more than 40 students showcased research work completed by undergraduate-level and graduate-level students. The event concluded with a keynote presentation by Edinboro alumna Dr. Peggy Cebe, a Tufts University professor and award-winning physicist. Dr. Hannan recognized Dr. Daniel Bennett from the Mathematics and Computer Science Department as the primary organizer of the event.

Provost Hannan congratulated **ROTC Cadet Thanh Huynh** who attended the George C. Marshall ROTC Award Seminar from April 13-16, 2014. A limited number of Marshall Award winners from ROTC units located throughout the United States (about 270 total) were invited to attend this prestigious, three-day seminar in Lexington, Virginia. Also, Cadet Huynh was selected, along with **Cadet Dustin Thomas**, by the Army Cadet Command as a Distinguished Military Graduate for the 2013-14 academic year.

Dr. Heather Snyder and her **Creativity Research Group** will be presenting the results of two research projects at a poster session for the Annual American Psychological Association Convention in Washington, DC in August. Three students from Psychology will be involved in those presentations.

Dr. Hannan encouraged Council members to review the list of topics researched by students in the Dr. Robert C. Weber Honors Program during the Spring semester. These can be found on pages 6 and 7.

Miscellaneous – Lastly, Provost Hannan mentioned that Edinboro University was notified on April 30 of our ranking as #7 among The Best Online Master's in Social Work programs for the 2014 academic year.

Next and for the record, Provost Hannan noted the inclusion and listing of faculty who were approved for sabbatical leave for 2015-2016. Also, Dr. Hannan reported a number of individuals who were granted a change in sabbatical leave. He prefaced the introduction of these informational transactions by noting that in March, President Wollman, Edinboro University management and local APSCUF leadership came to an agreement which called for the reduction of the number of sabbatical leave granted in order to help assist the University in meeting its financial challenges. There were two parts to the agreement. First, faculty who were approved for a sabbatical this academic year were given the opportunity to defer that sabbatical for up to three years in the future. Nine (9) faculty accepted the offered deferral which reduced the number of granted sabbatical leaves to ten (10) rather than 19 sabbaticals. In doing so, resources will be saved in terms of the need to replace the faculty member on sabbatical leave with temporary faculty. The second part of the agreement, which is of importance to those faculty members who applied this year, those sabbaticals do not take effect until the 2015-16 year so there is a two-year lag between approval and when the sabbatical leave actually occurs. Provost Hannan stated that local APSCUF and Management came to an agreement to limit the total number of sabbatical approvals to 10. The typical number sabbatical leaves granted in past years has been 18-20 per year. Again, this strategy should result in cost savings for the University.

Tab #5 contains a list of individuals granted sabbatical leave for 2015-2016. For the record, these include:

Academic Year 2015-2016 (half pay)

Dr. Dennis Hickey History, Anthropology, and World Languages

Fall 2015 (full pay)

Dr. Terri Astorino Nursing

Spring 2016 (full pay)

Dr. Lenore Barbian	History, Anthropology, and World Languages
Ms. Cappy Counard	Art
Ms. Diane Crandall	Art
Mr. Michael Genz	Art
Dr. Kathleen Golden	Communication and Media Studies
Dr. Juanita Kasper	Counseling, School Psychology, and Special Education
Mr. David Martin	Art
Dr. Andrew Pushchak	Middle & Secondary Education and Educational Leadership

Followed by a list of the nine individuals who have accepted the offer to defer their sabbatical to a future semester. These include:

Individuals Granted Change in Sabbatical Leave

Dr. Michael Bucell, Counseling and Psychological Services Department, sabbatical leave change from Fall 2014 semester to Fall 2015 semester.

Dr. James D. Fisher, Political Science and Criminal Justice Department, sabbatical leave change from Fall 2014 semester to Fall 2016 semester.

Dr. Victoria M. Hedderick, Nursing Department, sabbatical leave change from Fall 2014 semester to Fall 2016 semester.

Dr. Elisabeth W. Joyce, English and Liberal Studies Department, sabbatical leave change from Spring 2015 semester to Spring 2018 semester.

Mr. James S. Parlin, Art Department, sabbatical leave change from Spring 2015 semester to Spring 2018 semester.

Dr. David N. Pugh, Social Work Department, sabbatical leave change from Fall 2014 semester to Fall 2015 semester.

Dr. Heather T. Snyder, Psychology Department, sabbatical leave change from Fall 2014 semester to Fall 2016 semester.

Dr. Brian S. Zimmerman, Geosciences Department, sabbatical leave change from Fall 2014 semester to Spring 2016 semester.

Next Provost Hannan reported that five individuals were granted tenure effective May 2014. For the record, these include:

Individuals Granted Tenure – effective May 2014

NAME	DEPARTMENT
Dr. Kosin Isariyawongse	Business and Economics
Dr. Heather Kenny	Early Childhood and Reading
Dr. Wook Lee	Geosciences
Mr. Bradford Pattullo	Art
Dr. John F. Ziegler	Middle and Secondary Education and Educational Leadership

The last informational item reported pertained to promotions. Provost Hannan stated that four faculty members were promoted from Assistant to Associate Professor. Three faculty members were promoted from Associate to Full Professor. These include for the record:

PROMOTION – FACULTY (effective Fall 2014)

Assistant to Associate Professor:

NAME	DEPARTMENT
Dr. Heather Lee Baron	Middle & Secondary Education, and Educational Leadership
Dr. Qun Gu	Chemistry
Mr. Bradford Pattullo	Art
Dr. Stacie Wolbert	Middle & Secondary Education, and Educational Leadership

Associate to Full Professor:

NAME	DEPARTMENT
Dr. Bonnie Gaarden	English and Liberal Studies
Dr. James Kirk	Physics and Technology
Dr. Theodore Yeshion	Political Science and Criminal Justice

Provost Hannan further commented that, in terms of Full Professor, there is a statutory limit on the percentage of the faculty that can be at Full Professor rank. With the promotion of the above-referenced faculty, the University has reached that limit. Therefore, President Wollman was unable to promote additional faculty beyond those three even if qualified. As faculty retire, the percent may change next year that would allow President Wollman to promote additionally.

Dr. Hannan asked if there were any questions about the informational items presented. Chair Horan inquired about the number of sabbaticals and if the individuals who have elected to defer count in the ten per year moving forward or are they over and above the agreed 10. Provost Hannan responded that the agreement for the 10 is only for the 2015-16 year. There would be a need to meet with local APSCUF to discuss about extending that limit. He reiterated that any deferrals are not counted in the 10.

Chair Horan requested Provost Hannan to present the Academic Affairs Action Item – Program Revisions for Moratoria. He noted two curricular changes. The President has recommended approval of, and Provost Hannan has endorsed, the placement of two programs in moratorium. These include:

Bachelor of Arts in German
 Bachelor of Arts in World Languages and Cultures

It was voted, on motion of Trustee Chaffee, seconded by Trustee Higham to approve the placement of the two above-referenced programs in moratorium. Chair Horan directed the Recording Secretary to conduct the Roll Call vote.

Results – Roll Call vote re: Program Revisions – Moratoria

	Aye	Nay	Absent
Trustee Chaffee	X		
Trustee Frampton	X		
Trustee Higham	X		
Trustee Horan	X		
Trustee McGarvey	X		
Trustee Pape	X		
Trustee Pulice	X		
Trustee Shields	X		
Trustee Steele	X		
Trustee Wachter (phone)	X		
Trustee Walker (departed the meeting at 2:30 p.m.)			X

The motion was approved unanimously by the Council.

Next, the Chair requested Interim Vice President Lori Gardea to present the Finance and Administration's informational report followed by action items. Ms. Gardea highlighted the following entries from the written report (**Attachment #4**) which could be found under Tab #7:

Activity Updates

For the second year in a row, we have offered our students the opportunity to donate some or all of their unused flex dollars to charity. The program is called Flex IT for the Less Fortunate. Flex dollars are prepaid accounts that offer meal plan members the opportunity to make purchases above the dining hall options that are covered on the student's meal plan. All donations benefit the Edinboro Food Pantry. In two years, Edinboro University students have contributed over \$13,000 to the Edinboro Food Pantry.

On May 19, 2014, the University's banking service changed to PSECU (Pennsylvania State Employees Credit Union). Over the five year life of the contract, PSECU has guaranteed revenue of \$600,000 to the University consisting of a signing bonus of \$100,000 and an additional \$100,000 for each year of the contract. They have also offered to hire four student interns from the University to assist them in operating the on-campus service center.

Edinboro University continues its creative collaboration with Indiana University which has developed expertise in data warehouse and Banner student information systems. This data warehouse, called BoroReports, allows departments direct access to the data to run reports rather than relying on the computer center staff to generate reports. We currently have BoroReports for Admissions and Registration. The retention module is under user review and should be ready for use by the start of the fall semester. Works continues to bring recruitment and financial aid into this BoroReports..

Biggers House

The sale of the Biggers House was completed. The University closed on the property on June 5 transferring ownership to the StartUp Incubator. The University received \$253,499 in proceeds from the sale of this property.

For the record, Ms. Gardea reported the inclusion under Tab #7 the 2014 Supplement to the Edinboro University Annual Facilities Report. She stated that this report summarizes the accomplishments, changes, and developments to various facilities throughout the year, plans for the coming year and also a summary of the building conditions for each building on campus. Council members were thanked for their participation in today's annual inspection of facilities. The group visited the completed Ross Hall as well as the pedestrian bridge which opened this past spring. Council members also toured completed facilities in Rose Hall in support of our OSD students (project completed in house by facilities staff).

The final informational item to be included was the listing of personnel actions taking place since the last business meeting of the Council on March 11, 2014. For the record, these include:

NEW HIRES/REPLACEMENTS/CONTINUATIONS

Canfield, Ms. Heather, part-time, Library Assistant 1 (9-month), Baron Forness Library, at \$14.23 hourly effective August 23, 2014.

Cochran, Mr. Ronald, regular, full-time, Maintenance Repairman 2, Facilities Department, at \$30,729.00 effective March 31, 2014.

continued – New Hires/Replacement/Continuations

Ferrari, Ms. Frances M., regular, full-time, Institutional Research Analyst, PASSHE Manager 170, at \$59,000.00 effective May 5, 2014.

Fuda Daddio, Dr. Jessica, part-time (25%), temporary, Assistant Professor, Early Childhood and Special Education Department, Spring 2014, at \$6,612.32 effective March 11, 2014.

Keating, Ms. Lisa, full-time, regular, Clerk Typist 2, University Advancement, at \$27,286.00 effective March 17, 2014.

Kinnard, Mr. Calvin, full-time, temporary (wage), Custodial Worker 1, Facilities Department, at \$12.37 hourly effective March 25, 2014.

Messier, Ms. Jane, tenure track, Assistant Professor, Speech, Language and Hearing Department, at \$65,584.37 effective August 23, 2014.

Nath, Mr. Steven M., full-time, temporary (wage), Custodial Worker 1, Facilities Department, at \$12.37 hourly effective March 3, 2014.

Newman, Dr. Terry, part-time (25%), temporary, Assistant Professor, Early Childhood and Special Education Department, Spring 2014, at \$6,612.32 effective March 11, 2014.

Ochs, Ms. Wendy, regular, part-time, Nurse Aide, Attendant Care Program, at \$13.95 per hour effective April 5, 2014.

Pasky, Mr. David G., regular, part-time, Nurse Aide, Attendant Care Program, at \$13.96 per hour effective May 5, 2014.

Piekanski, Mr. James, part-time (25%), temporary, Instructor, Counseling, School Psychology, and Special Education Department, at \$5,711.95 effective March 13, 2014.

Raymond, Dr. Ronald K., tenure track, Assistant Professor, Journalism and Public Relations Department, at \$67,223.93 effective August 23, 2014.

Smith, Mr. Michael D., regular, full-time, Semi-Skilled Laborer, Facilities Department, at \$27,286.00 effective March 31, 2014.

Taylor, Ms. Heather, regular, full-time, Purchasing Agent 1, Office of Purchasing and Contracts, at \$41,917.00 effective March 17, 2014.

Tyler, Dr. Karen, part-time (25%), temporary, Assistant Professor, Early Childhood and Special Education Department, Spring 2014, at \$6,612.32 effective March 11, 2014.

Varndell, Mr. Robert "Jason," full-time, temporary (wage), Custodial Worker 1, Facilities Department, at \$12.37 hourly effective February 24, 2014.

Vogelhuber, Mr. Donald, full-time, temporary (wage), Custodial Worker 1, Facilities Department, at \$12.37 hourly effective March 31, 2014.

Youngblood, Ms. Constance, part-time (25%), temporary, Instructor, Middle & Secondary Education and Educational Leadership Department, Spring 2014, at \$5,711.95 effective March 13, 2014.

RESIGNATION/SEPARATIONS

Alexander, Mrs. Sara M., Clerk Typist 2, Office of Records and Registration, effective with the close of business April 10, 2014.

Biswas, Dr. Amitava, Assistant Professor, Speech, Language and Hearing Department, effective with the close of business May 30, 2014.

Guianen, Ms. Stacey R., Clerk Typist 2, Student Health and Wellness Center, effective with the close of business May 2, 2014.

Denton, Dr. Kristine W., Associate Professor, Music Department, effective with the close of business May 16, 2014.

Homansky, Ms. Hillary R., Custodial Worker 1, Facilities Department, effective with the close of business March 10, 2014.

continued – Resignation/Separations

Keys, Ms. Chanel P., part-time, hourly, Licensed Practical Nurse, Office for Students with Disabilities, effective with the close of business February 25, 2014.

Lawson, Dr. Danielle, Assistant Professor, Communication and Media Studies, effective with the close of business May 30, 2014.

Lysak, Mr. John F., Professor, Art Department, effective with the close of business August 22, 2014.

Mann, Mr. Erik L., regular, part-time, Instructor, Music Department, effective with the close of business May 30, 2014.

Miller, Dr. Barbara J., Associate Professor, Middle & Secondary Education and Educational Leadership, effective with the close of business May 30, 2014.

RETRENCHMENT/SEPARATION

Howell, Dr. Allen C., Professor, Music Department, effective with the close of business May 30, 2014.

Denton, Dr. David B., Associate Professor, Music Department, effective with the close of business May 30, 2014.

Donkor, Dr. Martha, Professor, History, Anthropology, and World Languages Department, effective with the close of business May 30, 2014.

RETRENCHMENT/RESCIND

Jones, Dr. Patrick, Music Department, rescind retrenchment notice of October 25, 2013, effective April 1, 2014.

Ortega, Dr. Anne C., Music Department, rescind retrenchment notice of October 25, 2013, effective March 28, 2014.

Sullivan, Dr. Stephen, English and Liberal Studies Department, rescind retrenchment notice of October 25, 2013, effective April 4, 2014.

RETIREMENTS

Body, Ms. Dorothy, Assistant Dean for Student Life, Student Affairs Office, effective with the close of business February 28, 2014.

Goldthwaite, Ms. Susan M., Athletics Business Director, Athletic Office, effective with the close of business March 21, 2014.

McConnell, Dr. Robert B., Professor—Director of OSD, Office for Students with Disabilities, effective with the close of business May 30, 2014.

Onderko, Mr. John, Assistant Professor, Mathematics and Computer Science Department, effective with the close of business May 30, 2014.

Smith, Dr. Joanne H., Associate Professor, Chemistry Department, effective with the close of business January 9, 2015.

van den Honert, Dr. Peter, Professor, Music Department, effective with the close of business May 31, 2014.

COACHING CONTRACTS/RENEWALS/CHANGE IN STATUS

Carlson, Ms. Anne E., regular, full-time, head, non-faculty Women's and Men's Track and Field/Director of Cross Country Operations, at \$57,016.00 effective May 15, 2014 through September 1, 2015.

Gierlak, Mr. Dan, Head Women's Softball Coach, contract extended through September 1, 2017.

continued – Coaching Contracts/Renewals/Change in Status

Sallie, Ms. Jamie, Assistant Women's Soccer Coach, contract extended through March 1, 2017.
Shinn, Dr. Roy, Faculty Athletic Representative, at \$1,200.00 per semester for the period from July 1, 2014 through June 30, 2015.

CONTRACTS AND CONTRACT RENEWALS

LaRusso, Mr. Christopher, Assistant Vice President for Enrollment Services, at \$115,000.00 effective June 16, 2014 through June 15, 2016.

SICK LEAVE

Burdick, Ms. Juanita, Family and Medical Leave Act (FMLA) beginning December 30, 2013 through June 30, 2014.

Christhilf, Mr. Malcolm, sick leave of absence beginning January 23, 2014 through May 9, 2014.

Deka, Mr. Mark, sick leave of absence beginning January 23, 2014 through July 31, 2014.

Lewis, Mr. Eric, Extended Sick, Parental and Family Care (ESPF) Absence, beginning May 9, 2014 through June 9, 2014.

McKelvey, Mr. Terrence, sick leave of absence beginning February 20, 2014 through May 9, 2014.

McQuiston, Mrs. Megan, parental leave of absence beginning June 9, 2014 through December 9, 2014.

Mitten, Dr. Tammy J., sick leave of absence beginning February 12, 2014 through May 9, 2014.

Richards, Dr. George, sick leave of absence beginning January 28, 2014 through February 7, 2014.

Wheeler, Ms. Callie, parental leave of absence beginning April 14, 2014 through December 8, 2014.

CHANGE IN STATUS

Abbott, Ms. Barbara, from regular, full-time Fiscal Assistant, Budget and Payroll Department, to regular, full-time Clerk Typist 2, Undergraduate Admissions Office, effective April 14, 2014.

Bernosky, Ms. Melinda, from regular, full-time Management Technician, Institutional Research, to regular, full-time Management Technician, Undergraduate Admissions, effective May 12, 2014.

Dillen, Ms. Dawn, from regular, full-time Clerk Typist 2, Student Affairs, to Administrative Assistant 1, Dean's Offices, effective April 21, 2014.

Kirk, Ms. Julie, from regular, full-time Clerk Typist 2, University Advancement, to regular, full-time, 9-month, Clerk Typist 2, Health and Physical Education, effective March 24, 2014.

McMillan, Ms. Peggy, from regular, full-time Clerk Typist 2, Athletics Department, to regular full-time 9-month, Clerk Typist 2, Athletics Department effective March 22, 2014.

Nientimp, Ms. Mary P., from Manager Grade 190 to tenure track, Instructor, Director of Field and Student Teaching, at \$74,057.92 effective January 11, 2014.

Skalko, Ms. Susan, from Extended Sick, Parental and Family Care (ESPF) without pay, without benefits, to regular, full-time Custodial Worker 1, Facilities Department, effective March 22, 2014.

PROMOTION - NON-FACULTY

Hannan, Dr. Michael, Provost and Vice President for Academic Affairs, at \$191,000.00, effective February 17, 2014 through February 17, 2016.

OFFICE FOR STUDENTS WITH DISABILITIES
Involuntary Leave Without Pay With Benefits (LWOP)

NAME	POSITION	<u>WINTER BREAK</u>		<u>SUMMER BREAK</u>	
		START LWOP	END LWOP	START LWOP	END LWOP
Bidwell, Ms. Kelly	Social Worker 1	----	----	05/09/2014	08/20/2014
Pasky, Mr. David	Nurse Aide	----	----	05/07/2014	08/20/2014

Cyclical Leave Without Pay With Benefits (CLWOP)

NAME	POSITION	START	END
		CLWOP	CLWOP
Acker, Ms. Deborah	Clerk Stenographer 2	05/16/2014	08/11/2014
Kirk, Ms. Julie	Clerk Typist 2	05/23/2014	08/18/2014
McMillan, Ms. Peggy	Clerk Typist 2	05/09/2014	08/04/2014
Shorts, Ms. Deborah	Clerk Typist 2	05/23/2014	08/18/2014
Thompson, Ms. Starla	Clerk Typist 2	05/23/2014	08/18/2014
Tingley, Ms. Penny	Clerk Typist 2	05/23/2014	08/18/2014

Interim Vice President Gardea presented the following action items for consideration by the Edinboro University Council. The first item for review was the review and approval of Contracts and Purchases for the period February 1-28, March 1-31, and April 1-30, 2014. She reminded Council members that the Contracts and Purchase Orders were listed at the encumbered amounts for the fiscal year as opposed to the payment amounts. Chair Horan entertained a motion for approval of the above-referenced Contracts and Purchases for the periods noted. **It was voted**, on motion of Trustee McGarvey, seconded by Trustee Pape to approve the Contracts and Purchases for the period February 1-28, March 1-31, and April 1-30, 2014 as presented. The Chair directed the Recording Secretary to conduct the Roll Call vote.

Results – Roll Call vote re: Contracts and Purchases for the period – February 1-28, March 1-31, and April 1-30, 2014

	Aye	Nay	Absent
Trustee Chaffee	X		
Trustee Frampton	X		
Trustee Higham	X		
Trustee Horan	X		
Trustee McGarvey	X		
Trustee Pape	X		
Trustee Pulice	X		
Trustee Shields	X		
Trustee Steele	X		
Trustee Wachter (phone)	X		
Trustee Walker (departed the meeting at 2:30 p.m.)			X

The motion was approved unanimously by the Council.

Interim Vice President Gardea then presented for consideration the Fees Schedule for 2014-15 as endorsed and recommended by President Wollman. Chair Horan requested Ms. Gardea to provide some detail with regard to the recommendations contained therein in the memorandum from President Wollman dated June 10, 2014. She noted the following:

Room Rates – Residence Halls

Recommendation for a 3.8% increase (\$105 per double room – the most common)

Board – Meal Fees

Recommendation for a 1.7% increase in semester meal fees initiated through the Consumer Price Index (CPI) as stipulated within the University's dining services contract.

Health Center Fees

Recommendation for a \$35 per semester increase (30%) to cover the cost of counseling and psychological services.

Student Success Fee

Student Success fee of \$30 per semester for undergraduates only that will partially cover the cost of the Academic Success Center.

Vehicle Registration Service Fee

Recommendation for a \$10 increase in the annual vehicle registration fee and \$5 increase in the vehicle registration replacement fee to help cover the cost of maintaining the registration software. NOTE: These fees were last increased in 2010.

Parking Violation Fines

Recommendation for a \$15 increase in general parking violation fines and \$5 increase in parking violation late fee to help cover enforcement costs. NOTE: These fees have not been increased in over ten years.

Recommendation for a new \$100 parking violation fine for parking in a handicap zone

Hearing the recommendations presented to the Council, Chair Horan entertained a motion to accept President Wollman's recommendation for approval of the proposed Fees Schedule for 2014-15. **It was voted**, on motion of Trustee Higham, seconded by Trustee McGarvey to approve and adopt the 2014-15 Fees Schedule as presented (**Attachment #5**). The Chair instructed the Recording Secretary to conduct the Roll Call vote.

Results – Roll Call vote re: 2014-15 Fees Schedule

	Aye	Nay	Absent
Trustee Chaffee	X		
Trustee Frampton	X		
Trustee Higham	X		
Trustee Horan	X		
Trustee McGarvey	X		
Trustee Pape	X		
Trustee Pulice	X		
Trustee Shields	X		
Trustee Steele	X		
Trustee Wachter (phone)	X		
Trustee Walker (departed the meeting at 2:30 p.m.)			X

Chair Horan asked that Interim Vice President Gardea to enlighten Council members with regard to the final item for action - President Wollman's recommendation of new instructional fees pending PASSHE Board of Governors' approval at their July 2014 meeting. She explained the concept, justification/rationale, cost/benefit analysis and timeline.

Concept – Edinboro University proposes to charge differential fees for high cost programs in two areas. These fees would take effect in Fall 2014 for Art and in Fall 2015 for Nursing.

- **Art** – A fee of 5% of tuition/credit is proposed for all students enrolled in a course with an ART prefix. The fee is only applied to courses scheduled with an ART prefix; the average semester fee for a full-time student would be \$124 (student typically taking 9-credit hours in ART courses).
- **Nursing** – A fee of 25% of total tuition is proposed for all students enrolled in an undergraduate Nursing program. This represents an \$828 cost supplement, consistent with that previously approved for the BSN (Bachelor of Science in Nursing) Innovation program for Fall 2014.

Chair Horan asked about the rationale. Ms. Gardea responded that the proposed fees are designed to assist the University in covering these higher costs, with the fees targeted directly to students in these courses/programs. The studio or clinical laboratory nature of the courses and program identified results in a higher cost of instruction per student which significantly exceeds that covered by existing tuition and fees. Following the receipt of additional commentary, Chair Horan entertained a motion seeking acceptance of President Wollman's recommendation. **It was voted**, on motion of Trustee Chaffee, seconded by Trustee Pulice to accept President Wollman's recommendation for the approval of new instructional fees pending PASSHE Board of Governors' action at their July 2014 business meeting.

Results – Roll Call vote re: Approval of New Instructional Fees pending PASSHE Board of Governors' Action

	Aye	Nay	Absent
Trustee Chaffee	X		
Trustee Frampton	X		
Trustee Higham	X		
Trustee Horan	X		
Trustee McGarvey	X		
Trustee Pape	X		
Trustee Pulice	X		
Trustee Shields	X		
Trustee Steele	X		
Trustee Wachter (phone)	X		
Trustee Walker (departed the meeting at 2:30 p.m.)			X

The Chair noted unanimous approval of the motion. He then moved to the next agenda item under New Business – Student Affairs Report by Vice President Kahan Sablo. Dr. Sablo shared the following highlights from his written report included in the meeting materials under Tab #9 (**Attachment #6**). These included:

Community Service and Outreach

The Veterans Success Center and Student Health Services have been working collaboratively with the VA Hospital to establish a tele-health care site on campus for student veterans. This service will allow veterans to receive VA-administered health care on campus and to be the first tele-health service on a college campus.

ROTC and Boro Vets have teamed up for the 5K Walk/Run for Warriors. To date, they have raised over \$10,000.

The Community Outreach Center worked in conjunction with the Student Government Association (SGA) to offer the 4th Annual Big Event. SGA coordinated 138 student volunteers to serve at 32 sites to assist members of the community with the raking of leaves, minor landscaping, trash pickup and some painting.

The Student Health and Wellness Center held its Annual Health and Wellness Fair on April 6. There were approximately 700 participants with the attendance of 62 vendors from within our community who offer various services and activities.

On April 30, the University hosted its 13th Annual Service of Remembrance where family and friends of nearly 200 individuals gathered to celebrate the lives of loved ones who have passed away during the past year.

The Student-Athlete Auction raised over \$3,800 in one evening, helping Edinboro reach its goal of raising over \$10,400 for United Way.

Ghering Health and Wellness Center is piloting a new program for the safe disposal of unwanted or un-needed medications. A disposal box has been installed through a grant opportunity.

Student Success

Bryan Baumgartner, a member of the Men's Track and Field Team and son of Athletic Director Bruce Baumgartner, was awarded the Jim McKay Scholarship by the NCAA. Under this program, one male and one female student-athlete are annually awarded a \$10,000 scholarship in recognition for outstanding academic achievement and the potential to make a contribution in the sports communication industry.

Staff Accolades and Initiatives

Head Coach Lee Underwood was named PSAC Men's Tennis Coach of the Year.

The Center for Career Development appointed its first Career Development Advisory Board which will engage regional employers to help make certain that the career services offered by the University are meeting the demands of local employers.

On May 8, the Annual Excellence in Diversity Awards were presented to:

Trustee Shaquan Walker – Man of the Year
Christine Alozie – Woman of the Year
Dr. Susan Curtin – Faculty/Staff Member of the Year

A Veterans Recruitment Plan has been developed as well as the formation of a Veterans Success Advisory Council. The goal is to double our number of veterans within the next four years. This fall, it is anticipated that we will see our highest number of veterans since 2007.

As President Wollman noted earlier in her report, Dr. Sablo reported that he and his colleagues continue to work diligently to ensure the University's compliance with changes to Title IX, Violence Against Women Act, and Clery Act. It is a time-consuming process, but you can be assured that revisions to the Student Code of Conduct will be ready for the Council's review and approval at its next business meeting.

Athletic Updates

The Men's Tennis Team was named PSAC Men's Championship for the Atlantic Region #2 title.

Chair Horan inquired if there were any questions of Vice President Sablo. Trustees Shields noted the receipt of the athletic department's most recent newsletter. He commented that it was an outstanding publication that informed the reader of not only the great number of athletic contributions, but also the academic achievements of our student-athletes as well. Congratulations and kudos to the athletics staff, student-athletes and coaches on the job well done. Vice President Sablo reported that he will convey Trustee Shields' appreciation to all involved.

Next, Chair Horan asked University Advancement Vice President Tina Mengine to step forward for the delivery of her divisional report. Vice President Mengine highlighted several entries taken from the written report which was located in the agenda materials under Tab #10 (**Attachment #7**). These include:

Development

Fundraising through today, June 10, is at \$2.799 M and there are outstanding pledges for June 2014 of just over \$1 M. Therefore, Vice President Mengine stated that they are very close to reaching their goal and hope to reach it with a strong month-end push.

Last quarter, the Development Office received 13 large gifts for total contributions in excess of \$310,000. Two grants were made by the Erie County Gaming Revenue Authority (ECGRA) - one in support of Homecoming 2014 and the one in support of the 2014 Highland Games.

The Edinboro University Advancement Office hosted the Western Pennsylvania/Eastern Ohio Donor Relations Roundtable - a day-long workshop on best practices. It garnered attendance by 21 participants from 9 different schools.

Six academic camps are currently taking reservations and showing great success. These include:

- CSI
- Health Care Professionals
- Media Boot Camp
- Xavier Williams Business Academy (closed because it is full)

Young Leaders
Sibshops Day Camp at Porreco College (this camp is for students who have a sibling with special needs)

Marketing & Communications

Vice President Mengine reported the successful launch of the Porreco College - Porreco Promise portion of the Porreco College initiative this past quarter. The University is in receipt of a \$1M gift from Mr. Louis Porreco to seed that Promise initiative, as well as a \$50,000 gift from the Kern Family Foundation. To date, we have almost \$300,000 in pledges for the Promise and are close to \$1.5 M raised for the Porreco Promise. Also, and as noted by President Wollman, the Gala in the Orchard event will be held on July 19 and it promises to be a magnificent event. She, too, reiterated her thanks to all of you who stepped up to serve as Committee hosts for this event.

Vice President Mengine extended congratulations to the Marketing Department on the receipt of national awards for their work from the prestigious Higher Ed Marketing - National Educational Advertising Awards. These include:

Silver award New EU logo
Bronze award EU Admissions Visit Brochure
Merit award EU Annual Report 2013

She also took the opportunity to recognize both Marketing and Communications staff for their efforts relative to the launch of the Porreco College initiatives that resulted in amazing press coverage. Vice President Mengine noted they delivered a flawless execution of the plan which exceeded all expectations.

Lastly, Ms. Mengine noted for the record and the Council's information, the list of gifts-in-kind received since the last business meeting of the Council held on March 11, 2014 (**Attachment #7**).

Hearing no questions for Vice President Mengine, Chairman Horan requested Trustee Shields to make his report regarding the PACT Spring Conference and other items as he deemed appropriate. Trustee Shields reported that he, Chairman Horan and Trustees Higham and Frampton attended the Spring PACT meeting. Once again, it was a conference modeled on bringing outside speakers to the PACT membership. He felt the conference was very well done and provided a number of excellent national speakers who covered a number of important and interesting topics. Given the success of this meeting format, PACT leadership has been in discussion in terms of breaking the old traditional mold and opting for no more visits to System campuses. Instead PACT plans to hold a more focused, specific topic driven day-long meeting in the fall and then hold the Spring Conference at a centralized location (Harrisburg, Hershey or State College). Trustee Shields noted that the PACT Fall 2014 meeting will be held on October 2 in Harrisburg. In his commentary, he noted that this is unfortunately not a good date for most Edinboro University Council members since it falls on the eve of the start of Homecoming Weekend. Trustees will need to make a personal decision relative to attendance at this upcoming workshop. Lastly, Trustee Shields reported that he was elected Second Vice President of PACT.

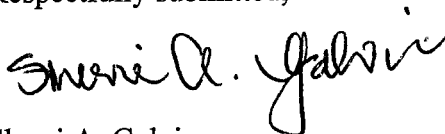
In closing, Trustee Shields noted the recent passing of one of the University's more distinguished alumni, Mr. James Myford. Recognized around the world, Jim Myford was one of the premier sculptors in aluminum. He noted that the Hunt family, original founders of ALCOA, had

commissioned him to do a number of aluminum art pieces. Jim was a 1963 graduate of Edinboro State College, and a professor at Slippery Rock. Trustee Shields mentioned this only for informational purposes and in memory of Jim whose work is also on display on the Edinboro University campus and Baron-Forness Library.

Chair Horan also reported that, in conjunction with the Spring PACT Conference, it was also billed as Advocacy Day at the Capitol. He, Vice President Mengine and three students (including Trustee Shaquan Walker), met area legislators from Erie County, Crawford County and one from Pittsburgh. The Edinboro University contingent was well-received at the Capitol and recognized on the floors of both the House and Senate. It was a great experience for the students.

Prior to calling for adjournment, Chair Horan reminded Council members of the next quarterly business meeting to be held on Tuesday, September 23, 2014. Since there were no requests for the conduct of other business, Chair Horan entertained a non-debatable motion calling for adjournment. The September 23 Edinboro University Council of Trustees quarterly business meeting officially adjourned at 3:00 p.m.

Respectfully submitted,



Sherri A. Galvin
Assistant to the President and Recording Secretary