

MINUTES
Edinboro University of Pennsylvania
Council of Trustees' Special Meeting

Friday, February 19, 2010
Reeder Lecture Hall

Chairman Shields called the Special Meeting of the Edinboro University of Pennsylvania Council of Trustees to order at 3:03 p.m. in the Reeder Lecture Hall. He requested the Recording Secretary, Sherri Galvin, to conduct Roll Call. The following Council members were either in attendance or participated via teleconference:

Mr. Joshua Bow - via phone (initially on call, but departed call re: interview at graduate school in Michigan)
 Dr. Raymond Dombrowski
 Mr. John Evans – via phone
 Mr. Daniel Higham – via phone (not on the call when roll call was taken, but subsequently joined call during executive session and remained on the line)
 Mr. John Horan
 Mrs. Virginia McGarvey – via phone
 Mr. John Pulice – via phone
 Mr. Harold Shields – via phone
 Mr. Harry Thomas – via phone

Absent: Trustees Catherine Manning, SSJ; vacancy (due to resignation of Dr. Joseph Cacchione)

In addition to Council members John Horan and Dr. Raymond Dombrowski, the following individuals were present:

Mr. Terrence Carlin, Associate Vice President for Partnerships and Development
 Ms. Kimberly Fabrizio, Executive Assistant to the President
 Ms. Sherri A. Galvin, Recording Secretary and Assistant to the President
 Ms. Coleen Panko, Coordinator of Special Events
 Mr. Jeff Pinski, Associate Director of University Communications
 Ms. Amy Neil, Assistant Vice President for Communications and Marketing

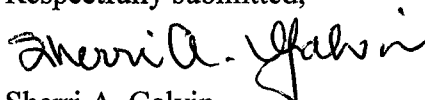
Following Roll Call, Chairman Shields declared a quorum. He then opened the floor for Public Comment. Hearing no request by a member of the public to speak, Chairman Shields closed the floor. At 3:10 p.m., the Chair announced that members of the Council would convene in Executive session for approximately 30-40 minutes. At the conclusion of this session, the Chair would make appropriate notification to the Recording Secretary whom would reconvene those members of the public in attendance.

At 3:40 p.m., Chairman Shields reconvened the Special Meeting of the Edinboro University of Trustees. The Chair acknowledged the Chair of the Presidential Evaluation Committee, Trustee John Horan, and those Council members who assisted in the formal evaluation process and subsequent preparation of the Executive Summary for submission to Chancellor Cavanaugh. These included: Trustees Joshua Bow and Daniel Higham. Chairman Shields called on

Presidential Evaluation Committee Chair John Horan to deliver the Committee's findings, elaborate on the formal evaluation process and bring forward its recommendation. Trustee Horan began by thanking all those constituents who participated in the review process. He remarked specifically on the excellent staff support provided by Office of the Provost staff member, Carla Gutting, who handled the logistics of inviting and scheduling one hour meetings with various constituent groups. The Evaluation Committee reviewed the *2008-09 System Accountability Report* and the *2009 President's Annual Report* covering the year's accomplishments and a look to the future. The Presidential Evaluation Committee worked with an external consultant (Dr. Barbara Butterfield), considered input from one hour meetings with internal constituent groups of the University including: union leaders, faculty senate, the President's executive cabinet, coaches, students, alumni, trustees and foundation members; as well as external constituents from Edinboro, Meadville and Erie communities. In each meeting, constituents were given the opportunity to speak privately with any member of the Presidential Evaluation Committee. Assurance was provided that individual comments made in groups or individually would not be attributed. Trustee Horan reported that a total of 135 constituents were sent invitations to participate in this review process and 76 attended to take advantage of interaction both in the context of the constituent group as well as individually. He further explained that a formal set of questions were posed, not with the intent to limit input, but to focus attention to Board and Council expectations and to provide standardization across the process. Meetings with constituencies were held on Wednesday, January 27 through January 29, 2010. Chairman Shields observed the process as an ex-officio member of the Presidential Evaluation Committee, and Dr. Peter Garland, PASSHE Executive Vice Chancellor, also observed on behalf of the Chancellor's office. In addition, the approximately 11 resource documents were utilized in the evaluation process and are available through the university. Trustee Horan closed his commentary noting the overwhelming conclusion from this process was that "Edinboro University has thrived during the last 18 months under the leadership of President Brown." Therefore, it was the unanimous recommendation of the Presidential Evaluation Committee that President Brown's evaluation be approved by the Edinboro Council of Trustees and forwarded to the Chancellor Office with a strong recommendation for extension of President Jeremy D. Brown's contract, in accordance with Board of Governors' policy. **It was voted**, on motion of Trustee Horan, seconded by Trustee Dombrowski, to approve the evaluation as presented by the Presidential Evaluation Committee and forward it to the Chancellor's office with its strong recommendation for extension of President Jeremy D. Brown's contract. Since a number of Council members participated via conference call, it was necessary for the Recording Secretary to conduct a call vote. The motion carried with unanimous approval by the Council. Chairman Shields extended congratulations on behalf of the Council to President Brown and thanked the Committee members for a job well done.

Chairman Shields called for additional comments and/or concerns. Hearing none, the Chair entertained a motion calling for adjournment of the meeting. **It was voted**, on motion of Trustee McGarvey, seconded by Trustee Pulice to adjourn the meeting. The Special Meeting of the Council adjourned at 3:45 p.m. The next scheduled public, quarterly business meeting of the Council will be held on Monday, March 15, 2010.

Respectfully submitted,



Sherri A. Galvin
Assistant to the President
and Recording Secretary'