Minutes Of September 11, 2002

The Bloomsburg University Council of Trustees met in the Gathering Place of Andruss Library, September 11, 2002 at 10:30 a.m.

Those in attendance:
Council of Trustees
- Mr. A. William Kelly, Chair
- Mr. Robert J. Gibble, Vice Chair
- Mr. Steven B. Barth, Secretary
- Dr. Joseph J. Mowad, Immediate Past Chair
- Ms. Kendra Branchick
- Ms. Ramona H. Alley
- Mr. Richard F. Beierschmitt
- Mr. Robert Buehner, Jr.
- Ms. Marie Conley Lammando
- Mr. LaRoy G. Davis

University Personnel
- Dr. Jessica S. Kozloff, President
- Dr. Pat Schloss, Provost and Vice President for Academic Affairs
- Dr. Preston Herring, Vice President for Student Life
- Ms. Margaret Manning, Assistant Vice President for Finance and Human Resources
- Mr. Eric Milner, Assistant Vice President for Administration
- Dr. Michael Vavrek, Vice President for University Relations and Executive Director of the Bloomsburg University Foundation
- Ms. Carol Chronister, Administrative Coordinator, President's Office

Council of Trustees Advisors
- Ms. Veronica Breisch, President of Bloomsburg Chapter, AFSCME
- Ms. Gretchen Osterman, President of Bloomsburg Chapter, SCUPA
- Dr. Roy Pointer, President of Bloomsburg Chapter, APSCUF
- Mr. A. J. Madden, President, Community Government Association

Call to Order
Mr. A. William Kelly, Chair of the Council of Trustees, called the meeting to order and welcomed all those in attendance. Special guests included: Mr. Hugh Gross-Town of Bloomsburg Fire Chief and Ms. Gretchen Osterman-newly elected president of SCUPA. Trustee Kelly reported that Trustees met earlier in the day for a Committee of the Whole meeting and discussed Monty’s Café, Hartline Science Center addition, and the Carver Hall dome replacement.

New Business
Trustee Kelly welcomed Ms. Kendra Branchick, the newest member of the Council of Trustees.

Trustee Branchick, a junior with a dual major in Mass Communication and Political Science at Bloomsburg University, thanked the Trustees, faculty, staff and students for their support and the opportunity to serve Bloomsburg University.

Pledge of Allegiance
In accord with House Resolution Number 32, Trustee Kelly requested that everyone stand for the Pledge of Allegiance to the American Flag. Trustee Kelly invited public comments; there were none.

Minutes of the Council of Trustees
A motion was made by Trustee Davis, seconded by Trustee Conley Lammando, and unanimously carried that the June 12, 2002 minutes be approved.

President
President Kozloff indicated that each year, the Council of Trustees is asked to approve the budget request showing the preceding year's budget and the projected budget for 2003-2004. President Kozloff discussed the negative budget figure ($1,956,046), which is not a deficit but is shown as a need for state appropriation. President Kozloff also focused on the new BUD Report narrative requested by the Office of the Chancellor. Each university was asked to identify university goals that
could not be funded this year, but could be funded if resources become available in the future.

Trustee Buehner emphasized that this is not actually a deficit budget but a projected funding request and Bloomsburg University will have a balanced budget.

Trustee Gibble recommended a motion to approve the 2003-2004 budget request, seconded by Trustee Barth, and unanimously approved that this budget be sent to the State System for appropriations request.

A motion was made by Trustee Gibble, seconded by Trustee Davis, and unanimously approved to confer Manager Emeritus Status to Mr. Charles Ross (Technology Support Services).

Trustee Gibble recommended a motion, seconded by Trustee Buehner, and unanimously approved to confer Non-Instructional Emeritus Status to Mr. Gary Laubach (Facilities Management) and Mr. Eugene Chesney (Administrative Applications).

President Kozloff informed the Trustees that Faculty Emeritus Status was conferred upon Mr. Robert Ross (Economics).

President Kozloff reviewed her President's Report, as well as the Faculty and Staff Convocation address. A copy of this report will be appended to the minutes. Dr. Kozloff also informed the Trustees that according to Dr. Schloss and the Vice President for Administration Search Committee, we have a very strong pool of candidates and the interview process will begin in the next few weeks. The remaining items of the agenda are of an informational nature and do not require action.

Trustee Buehner commented that during his 23-year tenure, this was the most positive President's Report as it measured objective criteria based on the health of the university. He commended the President, faculty, and staff for their efforts in striving for excellence in every area of the university.

Academic Affairs

Trustee Kelly recognized Trustee Beierschmitt, Chair of the Academic Affairs Committee, to lead the discussion of the Academic Affairs item. Trustee Beierschmitt introduced Vice President Schloss to discuss the proposed new academic programs in the College of Business.

Vice President Schloss introduced Dr. David Long, Dean of the College of Business, and together they discussed specialized master's degrees in business administration needed by BU students. The four new programs were highlighted: 1) minor in Office Information Systems 2) MBA concentration in Accounting 3) MBA concentration in Leadership and Management Skills, and 4) MBA concentration in Management Science/Operations Management.

Trustee Buehner questioned the timeline and progress of the AACSB accreditation process. Dr. Long indicated that we are in the pre-evaluation year. In January 2003, a self-study document will be submitted to AACSB International, the university will then be informed if an AACSB visit is recommended for Spring 2004. Dr. Long also added that these standards have been in place for 10 years but added that in the spring, these standards will be revised. Six vacant positions with AACSB qualified faculty with research background and scholarly activity have been filled. Graduate faculty status has also been redefined--very strict limitations have been put into place and we have 16 qualified AACSB graduate faculty members.

An issue discussed by the Trustees was the recent hiring of full-time, permanent faculty members without a terminal degree. President Kozloff stated that it is standard practice that new faculty members receive a letter indicating a timeframe for completion of their degree. Provost Schloss noted that several of the new faculty recently hired have already received a terminal degree or classified as ABD.

Trustee Beierschmitt moved for the approval, seconded by Trustee Buehner and unanimously approved, of the four new academic programs for the College of Business.

General Administration

Trustee Kelly recognized Trustee Mowad, Chair of the General Administration Committee, to lead discussion on the General Administration items. Trustee Mowad recommended the Approval of Purchasing Activity Under Act 188, seconded by Trustee Conley Lammando, this item was unanimously approved.

Trustee Buehner questioned why a Community Activities audit was paid by Bloomsburg University instead of being paid with Community Activities funds. Ms. Manning indicated that the university requested the review of the management audit and was therefore, responsible for paying for the audit. Dr. Herring stated that for financial auditing, we rotate auditors.

Trustee Barth requested that Trustees receive a copy of the financial and Community Government Association management audits.

A motion was made by Trustee Mowad, seconded by Trustee Buehner, and unanimously approved to make a contribution of $38,000 to the Bloomsburg Fire Department. Mr. Hugh Gross, Fire Chief of the Town of Bloomsburg, accepted this contribution with thanks.
Following discussion of the 2003-2004 Capital Budget Request and upon motion by Trustee Mowad, this item was seconded by Trustee Davis, and unanimously approved. This approved budget request will be forwarded to the Board of Governors of the State System of Higher Education.

Trustee Mowad indicated that the remaining item was of an informational nature discussed earlier at the Committee of the Whole meeting.

**Student Life**

Trustee Kelly recognized Trustee Conley Lammando, Chair of the Student Life Committee, to lead discussion on the Student Life item. Trustee Conley Lammando recognized Dr. Preston Herring, Vice President for Student Life, to present the action item.

The Trustees discussed the System Financed Capital Facilities Project and proposed that the resolution be amended:

WHEREAS, Bloomsburg University of Pennsylvania has demonstrated a need for new construction of a food facility, and
WHEREAS, the university has provided a viable financial plan for funding the project; and
WHEREAS, the Council of Trustees will ensure that fees will be established at such rates as to finance the project adequately.

NOW THEREFORE, BE IT RESOLVED, that we, the Council of Trustees, approve the undertaking of a System-financed capital facility project for the construction of a food facility and authorize permission to develop architectural designs for the facility in the amount not to exceed $4,000,000; and further do hereby authorize the President of Bloomsburg University of Pennsylvania to sign the standard Loan Covenant Agreement for financing the project.

Trustee Conley Lammando moved for the approval, seconded by Trustee Buehner and unanimously approved, the amended System Financed Capital Facilities Project (Monty's Construction) Resolution.

**University Relations**

Trustee Kelly recognized Trustee Barth, Chair of the University Relations Committee, to lead the discussion of the University Relations item. Trustee Barth recognized Dr. Michael Vavrek, Vice President for University Relations and Executive Director of the Bloomsburg University Foundation.

Dr. Vavrek discussed the final report of the first comprehensive capital campaign. To date, $17.4 million has been pledged to the Bloomsburg University Foundation. Plans are underway to collect all pledges and also secure unrestricted donations.

Dr. Vavrek discussed a privately developed apartment complex that would house approximately 400 students near the upper campus on Country Club Road. The apartments proposed by the Bloomsburg University Foundation would hopefully be available by 2005. Dr. Vavrek indicated that the foundation plans to seek a private developer and proposals will be sent within the next month. He also noted that this apartment complex would not be considered on-campus housing.

**Other Business**

Trustee Davis reminded the Trustees of the upcoming PACT Conference being hosted by Bloomsburg University on October 17-18, 2002.

Trustee Buehner proposed a motion, seconded by Trustee Davis, and unanimously approved to develop a scholarship fund with the Bloomsburg University Foundation named in honor of Governor Mark Schweiker, class of 1975. Trustees will work with the Bloomsburg University Foundation regarding the development of the fund, criteria for selecting individuals, and identifying the scholarship students.

Trustee Conley Lammando volunteered to serve as Trustee representative on this scholarship project.

President Kozloff informed the Trustees that Governor Schweiker has agreed to serve as the Grand Marshal for the Bloomsburg University Homecoming Parade.

There being no other business and upon motion by Trustee Kelly, seconded by Trustee Davis, the meeting was adjourned at 12:15 p.m.

Steven Barth, Secretary

Carol L. Chronister, Administrative Coordinator

**III. Minutes Of September 11, 2002**

**Council Of Trustees Committee Of The Whole Session**

The Bloomsburg University Council of Trustees met in The Gathering Place of Andruss Library on September 11, 2002 at 9 a.m.
Those in attendance: Mr. A. William Kelly; Mrs. Ramona Alley; Ms. Kendra Branchick; Mr. Robert Buehner, Jr.; Mr. Steven Barth; Mr. Richard Beierschmitt; Ms. Marie Conley Lammando; Mr. LaRoy Davis; Mr. Robert Gibble; and Dr. Joseph Mowad. Absent: Mr. David Petrosky.

University Personnel and Council of Trustee Advisors in attendance: Dr. Jessica Kozloff, Dr. Preston Herring, Mr. Jim Hollister, Ms. Margaret Manning, Mr. Eric Milner, Dr. Pat Schloss, Dr. Michael Vavrek, and Ms. Carol Chronister.

Mr. A. William Kelly, Chair of the Council of Trustees, called the Committee of the Whole meeting to order by introducing Dr. Preston Herring, Vice President for Student Life.

Vice President Herring led the discussion of Monty's Cafe and introduced Mr. Stu Rothenberger, STV Architects. Mr. Rothenberger displayed a schematic of the proposed new dining facility on the upper campus. Due to the increasing number of students on the upper campus (currently 614 students with an anticipated 400-600 additional students), the proposal is to demolish the current Monty's Cafe and replace it with a larger, multipurpose building. Currently, Monty's Cafe seats 80 students and serves nearly 800 meals a day. The preliminary design for the 14,600 square foot building includes seating for 500 diners, a food court, a reception/lobby area, a multipurpose room, and an outdoor courtyard that could accommodate 80-100 seats. Future plans could include a second story added to the backside of the building.

Dr. Preston Herring discussed with the Trustees a tentative plan to rent mobile field kitchens with refrigerators, ovens, charcoal grills, etc. that would enable food service to serve large quantities of food to the upper campus students during completion of this dining facility. This temporary kitchen would be placed behind two upper campus buildings (Tip Trailer and DGS). If necessary, we could use the third upper campus building for limited seating and carryout. A mobile unit would also provide delivery service to upper campus students. The completion time for this complex is twelve months depending on beginning time of construction—tentative completion date is December 2004. The project will not exceed $4,000,000.

Trustee Davis volunteered to serve as a Trustee representative on the committee for the new upper campus restaurant.

President Kozloff called upon Mr. Eric Milner, Assistant Vice President for Administration, to discuss the Hartline Science Center. Mr. Milner introduced Mr. Tom Gerchak, QuadThree Project Manager to give the Trustees an overview of the Hartline Science Center addition. Mr. Gerchak indicated that construction on the 49,000 square foot addition could begin in the spring and cost approximately $9.9 million.

The Hartline Science Center committee reviewed 14 different drawings for the exterior appearance of the building and the two final concepts were presented to the Council of Trustees. Trustee Conley Lammando, informed the Trustees that the faculty on the Hartline Science Committee recommended color scheme #12 (red and white-gray brick facade) and considered color scheme #14 a compromise concept. Trustee Buehner noted that color scheme #14 (red brick facade) should be chosen as it relates to the symmetry and harmony of other exterior buildings on the BU campus. Trustee Buehner also requested that an accent of white block trim be added to the rooftop to coordinate with other campus buildings, i.e. Centennial Hall.

The Trustees recessed to participate in a September 11 memorial observation held on the Bloomsburg University campus.

Dr. Robert Marande, Dean of the College of Science and Technology, reviewed the process of the Hartline Science Committee. Dr. Marande indicated that several meetings were held which involved chairs, faculty members, and the architect to discuss the 14 options for the Hartline Science Center addition. The Hartline Science Committee and architect met with Trustees Conley Lammando and Buehner—the two final concepts were presented for consideration.

Trustee Buehner recommended a motion, seconded by Trustee Davis that color scheme #14 with a white block accent be approved as the design of the Hartline Science Center addition. This motion was approved by a 6-4 vote. Trustees Barth, Beierschmitt, Branchick, Buehner, Davis, and Gibble voting yes. Trustees Conley Lammando, Alley, Kelly, and Mowad voting no.

Mr. Milner informed the Trustees that the Carver Hall renovation project called for repair and repainting of the dome. After closer inspection of the dome, it has been determined that the metal dome must be replaced. Several options were reviewed and the final two options were presented to the Trustees: 1) replace the existing dome with its original copper and allow the copper to naturally patina over time and 2) replace the dome with lead coated copper and paint the dome a gold color. A handout will be appended to the minutes indicating the pros and cons of the Carver Hall dome replacement.

Trustee Alley recommended a motion, seconded by Trustee Davis, and unanimously approved to replace the Carver dome with a lead coated cooper and paint the dome a gold color.

The Bloomsburg University Council of Trustees Committee of the Whole meeting adjourned at 10:25 a.m.

Steven Barth, Secretary

Carol Chronister, Administrative Coordinator