Council of Trustees Minutes

Minutes of April 16, 2003 Meeting

The Bloomsburg University Council of Trustees met in the Ballroom of the Kehr Union, April 16, 2003, at 10:25 a.m. Those in attendance:

Council of Trustees
Mr. A. William Kelly, Chair
Mr. Robert J. Gibble, Vice Chair
Mr. Steve Barth, Secretary
Dr. Joseph J. Mowad, Past Chair
Ms. Kendra Branchick
Mr. Richard Beierschmitt
Ms. Ramona H. Alley
Mr. Robert Buehner, Jr.
Mr. David Petrosky

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
Dr. Richard Rugen, Vice President for Administration and Finance
Dr. Michael Vavrek, Vice President for University Relations and Executive Director of the Bloomsburg University Foundation
Ms. Nancy Vought, Administrative Assistant, President's Office

Council of Trustees Advisors
Ms. Jacqueline Conforti Barnett, University Legal Counsel
Mr. A.J. Madden, President, Community Government Association
Ms. Gretchen Osterman, President of Bloomsburg Chapter, SCUPA
Dr. Richard Angelo, Member of Bloomsburg Chapter, APSCUF

Call to Order
Mr. A. William Kelly, Chair of the Council of Trustees, called the meeting to order.
He reported the Trustees met earlier in the day for a Committee of the Whole meeting to discuss the Budget Reduction Plan and Proposed Fee Increases. Trustee Kelly then introduced special guests in attendance: A. J. Madden, President, CGA; Ms. Gretchen Osterman; Dr. Richard Angelo; and Ms. Jacqueline Conforti Barnett, University Legal Counsel.

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.

Public Comments
Trustee Kelly invited public comments from those attending the meeting.

Ralph Schumacher, volunteer head coach for the Women's Bloomsburg University Rugby Club since 1995, addressed the Trustees to express his concern about the lack of playing fields and possible fines or sanctions for the Rugby Club from the United States Rugby Union. He stated that he was informed on April 15, 2003, the day before a Women's Rugby Club match with Lock Haven University, that the match would have to be cancelled because of scheduled Intramural Softball. He further stated that this would have been the first home match this spring due to bad weather and/or field conditions. Mr. Schumacher also told the Trustees that Rugby is based on respect of opponents and oneself and he requested that the match go on as scheduled to show respect for Lock Haven. He also noted that approximately 30 men and 60 women are members of the Rugby Club teams.

Nicholas Lamneck, volunteer head coach for the Men's Bloomsburg University Rugby Club, said that his club wanted to maintain the high standards of EPRU. Players pay dues and the Club is losing players due to lack of playing time. He requested that the University treat the Club respectfully.

Trustee Kelly asked if there was a response. President Kozloff stated that on April 15 she, Vice President for Student Life Preston Herring and Assistant Vice President for Student Life Jeff Long met with co-captains of the Rugby Club to resolve the
situation. Bad weather, resulting in poor fields has been a problem this spring. President Kozloff further stated that the playing fields are funded by CGA and they have created a priority system for their use. First priority goes to intramural sports, then club sports, and finally general use. She felt the differences were worked out at the April 15 meeting, which lasted approximately 30-40 minutes, that a solution was worked out, and that is was agreed that the cancelled matches would be moved to April 17.

Trustee Buehner referred to the minutes of the June 2002 Council of Trustees meeting. At that meeting he asked the Trustees to consider expanding women's sports at Bloomsburg University, i.e., women's volleyball and rugby. Trustee Buehner noted again at this meeting that we are the only university in the PSAC that does not participate in women's volleyball. He stated that he feels the university should take an aggressive role in promoting women's sports and that women's rugby should be elevated to an intercollegiate level.

Minutes of the Council of Trustees
A motion was made Trustee Petrosky, seconded by Trustee Alley, and unanimously carried that the December 4, 2002 minutes be approved. Trustee Kelly recognized Nancy Vought. Ms. Vought is filling in temporarily for Carol Chronister who has retired.

CGA Report

President Madden reported that during this academic year, CGA appointed a new student Trustee, Kendra Branchick; attended a session in Harrisburg last August with Governor Mark Schweiker; replaced the fleet of CGA vans; completed the track project; per voter's request, established an on-line process for voting, evaluating professors and landlords through their web-site; commended President Kozloff for supporting the Recreation Center expansion and for hosting an executive staff dinner in December; purchased a Honda Civic electric/gas car with a state grant; funded the University Book Store parking lot; established a late night shuttle bus schedule (10:30 p.m. - 2:30 a.m. on Friday and Saturday nights); and planned a support-the-troups rally on Schuylkill Hall lawn.

President Madden thanked the Trustees for their support during his years at Bloomsburg University. He is graduating on May 10, 2003.

New Business
Trustee Gibble recommended a motion, seconded by Trustee Mowad, and unanimously approved to confer Non-instructional Emeritus Status to Ms. Joanne Huntington (Facilities Management) and Mr. Alex Shiner (Andruss Library).

President's Report
President Kozloff reviewed her President's Report with the Trustees. A copy of the report is attached to the minutes (page 9).

Dr. Kozloff indicated that the remaining items of the agenda were of an informational nature and did not require action.

Academic Affairs
Trustee Kelly recognized Trustee Beierschmitt, Chair of the Academic Affairs Committee, to lead the discussion of an action item. Trustee Beierschmitt introduced Dr. Pat Schloss, Provost and Vice President for Academic Affairs. Vice President Schloss introduced Dr. Jim Matta, Assistant Vice President and Dean of the School of Graduate Studies and Research, to discuss the Husky Research Corporation Affiliation Agreement, which must be approved by the Council of Trustees as a non-profit corporation under the law of the Commonwealth of Pennsylvania. Trustee Kelly announced that Trustee Buehner would serve at President of the Husky Research Corporation. In this role, Trustee Buehner stated that he would abstain from voting on approval of this item.

Following a discussion of the memorandum of understanding and upon a motion of Trustee Beierschmitt, this item was seconded by Trustee Petrosky, and approved. Trustee Buehner abstained.

General Administration
Trustee Kelly recognized Trustee Mowad, Chair of the General Administration Committee, to lead discussion on the General Administration items.

Trustee Mowad recommended, seconded by Trustee Petrosky, and unanimously approved to approve purchasing activity under Act 188 in excess of $10,000 for October 22, 2002 through February 25, 2003.

Trustee Mowad recommended, seconded by Trustee Petrosky, and unanimously approved to accept the report of delinquent
accounts that have been determined to be uncollectible.

Trustee Mowad introduced Dr. Rich Rugen, Vice President for Administration and Finance, for the purpose of approval of fees for 2003-2003 that was discussed during the Committee of the Whole Meeting earlier in the morning.

President Kozloff noted that the schedule for the health services fee gave three options and that the fee was TBA. Trustee Kelly called for a motion to address the health service fee increase separately from room, board and parking. Trustee Buehner moved, seconded by Trustee Barth, and unanimously approved to increase room and board fee by 4.6% for the fiscal year 2003-2004 and optional gated parking, available for commuter students, faculty and staff from $50 to $75 per semester.

Trustee Mowad introduced Dr. Preston Herring, Vice President for Student Life, for the purpose of approval of an increase of $10 in the health services fee, the first increase in 10 years. Trustee Mowad moved, seconded by Trustee Gibble, and unanimously approved to increase the student health fee from $37 to $57 per semester. Students taking summer courses also will pay $57. Trustee Buehner commended Dr. Herring and Dr. Rugen for keeping the fee increases to a reasonable figures.

Trustee Mowad called on Dr. Rugen to provide information on the purchase of university mainframes/bond authority. Dr. Rugen reported that this purchase would replace the existing mainframe purchased in 1997. He further noted that the Student Information System is utilized for admissions, registering students, financial aid, as well as other areas, and the University's information to be combined with the SSHE in the future. The new equipment will extend the life of the existing system for an additional five years and the cost of the bond will be $300,000 for five years. Trustee Mowad moved, seconded by Trustee Barth and unanimously approved, to the purchase a new Unisys mainframe during the 2003-2004 fiscal year.

Trustee Mowad called on Dr. Rugen to lead a discussion and PowerPoint presentation on an informational item, the Administration and Finance Report. The report included the Affiliated Organization Financial Report, and Construction Status Report (Addendum A).

Student Life

Trustee Kelly recognized Trustee Alley, member of the Student Life Committee, who introduced Dr. Preston Herring, Vice President for Student Life, to discuss the recreation center expansion approved at the Council of Trustees meeting in December 2002. Dr. Herring indicated that the plans for the expansion were presented to the BOG Thursday, April 10, 2003. Six design firms have submitted plans and a decision will be made by the end of April. The design process will take nine months and will be completed by May 2, 2004. Construction will then begin on July 1, 2004, with projected completion date of December 2005. Funding for the $2.8 M project will come from recreation center reserves and a bond issue. As approved at the March 2001 COT meeting, a fee increase will not be assessed until Spring 2006. It is currently $79/semester.

University Relations

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

Dr. Vavrek noted that the Gift Summary by Constituency report (for period July 1, 2002 through March 24, 2003, all gifts for that period total $1,525,093.31) was included in the Trustees' materials.

Dr. Vavrek presented the Trustees with an update of BUF's privatized student housing project. He stated that much as happened since receiving BUF approval to pursue this endeavor. In late November 2002, requests for proposals were issued to 14 SSHE-approved vendors. On January 17, 2003, seven potential vendors were selected to present proposals. Two vendors made proposals on January 30, 2003. On February 5, 2003, National Development Company of Pennsylvania was selected as the architect. February 7, it became apparent that a second access road to the housing complex would be required. On March 17, the Sesame Street housing complex became available and the BUF considered purchasing it, if it could be tax exempt. After discussion, BUF decided on March 27, 2003 to discontinue with National Development Company plans to purchase the Sesame complex. This decision was made public the next day. On May 1, 2002, a community task force will be formed to address issues on housing actions. The task force will include various constituency groups. If approved by BUF, they will be charged with making a final recommendation by October 31, 2003.

Trustee Buehner questioned Dr. Vavrek on whether the task force should have been established first and then have their recommendations submitted to BUF. Dr. Vavrek indicated that he would convey this message to BUF.

Regarding pursuing tax-exempt status, Trustee Buehner stated the need to develop this concept at the front end. Town/gown housing in an on-going issue, there is a need for non-traditional students/families and graduate students (i.e., townhouses). Trustee Buehner also asked who would manage these facilities, does COT have legal responsibilities, and is BUF competing with the University in providing student housing. Trustee Buehner also requested that Trustees be informed in advance of
newspaper articles so that, if questioned, they can respond in the right way.

Trustees Kelly, Buehner and Mowad commended and applauded BUF for their time spent trying to resolve the University housing problems. Trustee Mowad further stated that state funding will not be forthcoming in the near future and BUF should be supported in their efforts to provide privatized housing.

Other Business

Video-Conferencing

Trustee Alley noted that it was brought to her attention that the University is not utilizing video-conferencing (narrowcast) equipment. Provost Schloss addressed Trustee Alley's concerns by stating that video-conferencing is not utilized as much as the internet because of the expense of real-time television and the reliability of this method (even 10% down time can create problems). We currently have 42 students taking courses through the Internet. President Kozloff stated that video-conferencing is adaptable to administrative purposes and is utilized in this area because it cuts down on travel and meeting time. She suggested that a presentation be made to the COT in the future on how video-conferencing is utilized at the University. Assistant Vice President for Technical Services Wayne Mohr reported that 100% of the University's technical facilities are funded through the Fund for the Improvement of Postsecondary Education (FIPSE) grants.

College of Business Accreditation

Trustee Buehner asked for an update from Dean David Long, College of Business, on their accreditation process. Dean Long indicated that a letter of intent has been filed with AACSB for the 2003-2004 academic year. The accreditation report is to be filed by May 2004. A 3-person team will complete a self-evaluation and one member of the team will serve as the accreditation advisor. Dean Long stated that one of the challenges is recruiting faculty. Two faculty members have been hired in marketing and searches continue to hire two accounting faculty and two management faculty. He is cautiously optimistic and committed to the process. Trustee Buehner stated that Wilkes University has received a $3 M grant for their accreditation process. Trustee Buehner applauded the efforts of the Dean and faculty of the College of Business by meeting the challenge of competing with Wilkes University and Luzerne Community College for students.

Adjournment

There being no other business and upon motion by Trustee Kelly, seconded by Trustee Buehner, the meeting was adjourned at 11:40 a.m.

Minutes of April 16, 2003

Council of Trustees Committee of the Whole Session

The Bloomsburg University Council of Trustees met in the Ballroom of Kehr Union on April 16, 2003, at 9 a.m. Those in attendance: Mr. A. William Kelly; Mrs. Ramona Alley; Mr. Richard Beierschmitt; Ms. Kendra Branchick; Mr. Robert Buehner, Jr.; Mr. Steven Barth; Mr. Robert Gibble; Dr. Joseph Mowad; and Mr. David Petrosky. Absent: Mr. LaRoy Davis, and Ms. Marie Conley Lammando.

University Personnel in attendance: Dr. Jessica Kozloff, Dr. Preston Herring, Dr. Richard Rugen, Dr. Pat Schloss, Dr. Michael Vavrek, and Ms. Nancy Vought.

Mr. A. William Kelly, Chair of the Council of Trustees, called the Committee of the Whole meeting to order by introducing Dr. Jessica Kozloff, President.

President Kozloff narrated a PowerPoint presentation that outlined a preliminary budget reduction plan to meet the System's reduction target of $3,160,328. The plan addresses a 5% budget decrease for 2003-2004, as well as a projected 4.5% tuition increase. The proposed Bloomsburg University cost reductions include:

- Reducing or eliminating services $ 868,849
- Implementing efficiencies $2,175,229
- Developing alternative revenue sources $ 116,250
- Total: $3,160,328

Dr. Kozloff stated that this plan is hypothetical, a work in progress and is still open for suggestions. It was presented to Budget Committee last week, is being presented today to the Council of Trustees Committee of the Whole, and will be presented to Planning and Budget on April 24, 2003.
Vice President Herring led a discussion and PowerPoint presentation on proposed fee increases for 2003-2004. Dr. Herring indicated that the cost for room and board, if approved, would increase 4.6% for 2003-2004.

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<thead>
<tr>
<th></th>
<th>Combined Average</th>
<th>Room/Board*</th>
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<tbody>
<tr>
<td>FY 2002-2003</td>
<td>7.52%</td>
<td>$2,388</td>
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<tr>
<td>FY 2003-2004</td>
<td>4.69%</td>
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*Double/19 meal per week

Dr. Herring presented three fee options for The Student Health Center for 2003-2004. The proposed fee increase would be the first one in 10 years. He felt that Option I was the best proposal, one that would increase fees from $37 to $57 per semester. Students taking summer courses will also pay $57.

<table>
<thead>
<tr>
<th>Fee/Semester</th>
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<tbody>
<tr>
<td>FY 1990-92</td>
<td>$30</td>
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<tr>
<td>FY 1993-03</td>
<td>$37</td>
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<tr>
<td>FY 2003-2004</td>
<td>$57</td>
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Vice President Rugen led a discussion and PowerPoint presentation on proposed fee increases for the gated lots. Fees will increase from $50 to $75 per semester. Primarily commuter students and a few employees who chose to park closer to their work sites use gated lots. Dr. Rugen also presented an overview of current and projected fees for residential and gated lots. The Council of Trustees previously approved a graduated residence hall lot increase over a three-year period.

<table>
<thead>
<tr>
<th>Lot</th>
<th>FY 2002</th>
<th>FY 2003</th>
<th>FY 2004</th>
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<td>Residence Hall Lots</td>
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<tr>
<td>Gated Lots</td>
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<td>$75</td>
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The Bloomsburg University Council of Trustees Committee of the Whole meeting adjourned at 10:10 a.m.

_______________________ ___________________
Steve Barth Nancy Vought
Secretary Administrative Assistant