COUNCIL OF TRUSTEES QUARTERLY MEETING MINUTES
September 5, 2007

The Bloomsburg University Council of Trustees met in the Assembly Room of Monty’s at 10:30 a.m. Those in attendance:

**Council of Trustees**
Mr. Robert Gibble, Chair
Mr. Steven Barth, Vice Chair
Ms. Ramona Alley
Mr. James D’Amico
Dr. Robert Dampman
Mr. LaRoy Davis
Mr. Charles Housenick
Mr. David Klingerman
Mr. A. William Kelly
Ms. Marie Conley Lammando
Dr. Joseph Mowad

**University Personnel**
Dr. Jessica Kozloff, President
Dr. James Mackin, Provost and Vice President for Academic Affairs
Dr. Preston Herring, Vice President for University and Student Affairs
Dr. Richard Rugen, Vice President for Administration and Finance
Ms. Brenda Cromley, Executive Assistant to the President
Ms. Jennifer Kluck, Administrative Assistant, President’s Office

**Council of Trustees Advisors**
Ms. Veronica Breisch, President, Bloomsburg Chapter AFSCME Local 2361
Ms. Cheryl John, Treasurer, AFSCME Local 1977
Dr. Stephen Kokoska, President, Bloomsburg Chapter of APSCUF

Excused: Mr. Chris Bevan, President, CGA; Ms. Gretchen Osterman, Bloomsburg Chapter of SCUPA; Mr. David Stover, University Legal Counsel
Call to Order
Mr. Robert Gibble, Chair of the Council of Trustees, called the meeting to order and welcomed all those in attendance. He reported the Council of Trustees met earlier in Executive Session to discuss the System Accountability Report. Mr. Gibble welcomed our new student trustee, Jim D'Amico and introduced the Advisory Council as well as Dr. Larry Smith, Columbia County Animal Rescue Team, Mr. David Kovach, Columbia County Commissioner, Mr. Robert Rupp, Chief, Bloomsburg Fire Department; and Mr. Claude Renninger, Mayor of the Town of Bloomsburg.

Pledge of Allegiance
In accord with House Resolution Number 32, Trustee Gibble requested that everyone stand for the Pledge of Allegiance to the American Flag.

Public Comments
None

NEW BUSINESS

Minutes of the Council of Trustees
A motion was made by Trustee Mowad, seconded by Trustee Davis, and unanimously carried that the June 6, 2007 minutes be approved.

Trustee Gibble called upon Trustee Alley to present the items relating to the Columbia County Animal Rescue Team.

Columbia County Animal Rescue Team
Trustee Alley made a motion to approve the following resolution:

WHEREAS, Dr. Larry Smith, Coordinator for Columbia and Montour County Animal Response Team and Mr. David Kovach, Columbia County Commissioner, have recognized that pet owners are often faced with difficult decisions about leaving their pets and animals behind during times of emergencies and disasters, and that County emergency plans should provide for temporary shelter during those times;

WHEREAS, Dr. Smith and Commissioner Kovach, have created the Columbia-Montour Animal Response Team (C.A.R.T.) and are collaborating with Bloomsburg University of Pennsylvania to provide shelter for small animals in times of emergencies; and

WHEREAS, the University and CART have established specific site(s) on the upper campus of the University as the shelter and have named it “Annie’s Place” in honor of President Jessica S. Kozloff’s Shih Tzu who was well known to the University community.
NOW, THEREFORE, BE IT RESOLVED, that the Council of Trustees of Bloomsburg University of Pennsylvania hereby congratulates Dr. Smith and Mr. Kovach for their leadership in planning for pet shelters in times of emergencies, and that the Council of Trustees wholeheartedly endorses the use of “Annie Place” to temporarily shelter small animals during times of emergencies and disasters.

BE IT FURTHER RESOLVED, that this resolution be made a part of the official minutes of the Council of Trustees of Bloomsburg University of Pennsylvania and that copies be presented to Dr. Smith and Commissioner Kovach.

Seconded by Marie Conley Lammando. Unanimous approval.

Contributions to Volunteer Fire Company
Trustee Alley made a motion to approve the Bloomsburg University contribution of $38,000 to the volunteer fire company of the Town of Bloomsburg for the 2007-2008 fiscal year. She also made a motion to approve a $25,000 contribution toward the purchase of a new ladder fire truck. This is the fourth of eight annual payments. Seconded by Marie Conley Lammando. Unanimous approval.

Non-Instructional Emeritus
Trustee Alley made a motion to approve Non-Instructional Emeritus status for Sherry Eyer, Bonnie Girton, Cindy Kelley, and LouAnn Tarlecky. Seconded by Trustee Mowad. Unanimous Approval.

PRESIDENT

2008-2009 Budget Request
Trustee Gibble called upon President Kozloff to review the 2008-2009 budget request. President Kozloff reminded the Trustees that this is the annual request to inform the State System of the needs of Bloomsburg University. After reviewing, Trustee Davis made a motion to approve the 2008-2009 budget request, seconded by Trustee Dampman. Unanimous approval.

President’s Report
President Kozloff reviewed her President’s Report with the Trustees. A copy of the report will be appended to the minutes.

Five-Year Strategic Plan
Dr. Kozloff gave an overview of the five-year strategic plan goals and objectives.
**ACADEMIC AFFAIRS**

Trustee Gibble called upon Trustee Dampman to lead discussion on the Academic Affairs section of the agenda.

**Continuation of the Husky Research Corporation (HRC) as an affiliated Organization.**

Trustee Dampman called upon Dr. James Mackin, Provost and Vice President for Academic Affairs to discuss the action item: continuation of the Husky Research Corporation (HRC) as an affiliated organization. Dr. Mackin requested a motion, as required by the Board of Governors, certifying compliance with policy 1985-04-A. Trustee Dampman moved to approve the continuation of the Husky Research Corporation (HRC) as an affiliated organization, seconded by Trustee Mowad. Unanimous approval.

**Summer College Enrollment Update**

Trustee Dampman called upon Dr. James Mackin to lead discussion of Summer College enrollment update. Dr. Mackin made appropriate remarks.

**GENERAL ADMINISTRATION**

Trustee Gibble recognized Trustee Davis to lead discussion of the General Administration section of the agenda.

Trustee Davis recognized Vice President Richard Rugen to discuss the items under General Administration.

**Approval of Purchasing Activity**

Trustee Davis made a motion, seconded by Trustee Dampman and unanimously carried, to approve purchasing activity under Act 188 in excess of $10,000 for May 9, 2007 to August 8, 2007.

**End of Year Finance Report**

Trustee Davis introduced Vice President Richard Rugen to discuss the end-of-year finance report. A hard copy of this report was distributed to the Trustees immediately following the quarterly meeting.

**Update on Construction Projects**

Mr. Eric Milner, Assistant Vice President of Administration, updated the Trustees on several constructions projects including: Academic Quad, McCormick classroom addition, Ben Franklin, Warren Student Services Center, new student apartments, and the Redman Stadium renovation. Trustee Conley Lammando suggested placing display boards at home football games to show the future improvements to be completed at Redman Stadium. Other projects mentioned by Mr. Milner: Haas renovation and addition, Lycoming exterior and Starbucks in the Andruoss Library.
UNIVERSITY & STUDENT AFFAIRS

Trustee Gibble recognized Trustee Conley Lammando to discuss the University and Student Affairs section of the agenda.

Fall Enrollment and Housing Update
Trustee Conley Lammando recognized Vice President Preston Herring to discuss the information item Fall Enrollment and Housing Update. Dr. Herring reviewed the Fall 2007 Enrollment Summary of both freshmen and transfer students as well as the Housing Summary and Honeysuckle Apartments Occupancy.

End-of-Year Fundraising Report & End-of Year BU Foundation Report
Trustee Conley Lammando recognized Mr. Jim Hollister, Assistant Vice President of University Relations and Ms. Maryann Lindberg, Executive Director of the BU Foundation to give their end of the year reports.

Mr. Hollister reviewed the mission statement of University Relations and key areas including: alumni affairs, Celebrity Artist Series, communications, development and government relations. He reviewed recent highlights, 2006-2007 gift summary comparison, 2006-2007 development income, PASSHE Schools Total Giving, Alumni Donors, and unrestricted funds and restricted funds for current operations.

Ms. Lindberg reviewed the end-of-the year fundraising report. She presented figures of total assets, endowment, total revenues, total gifts, gifts to endowment, and Foundation support to BU. She also reviewed highlights of 2006-2007.

OTHER BUSINESS

SAP Report 2006-2007
Trustee Gibble asked for a motion to accept the results of the System Accountability Plan. Trustee Mowad made the motion, seconded by Trustee Housenick. Unanimous approval.

2007-2008 Committee Appointments
Trustee Gibble called to the attention of the Trustees the 2007-2008 committee appointments included in their packets. Please make note of any changes to your committees.

Adjournment
With no other items to be presented to the Council, Trustee Gibble adjourned the meeting at 12:14 p.m.

Marie Conley Lammando       Jennifer D. Kluck
Secretary                   Administrative Assistant
Last month I gave the Trustees a report on the results of the committee, chaired by Dr. Rugen, which identified the security measures we currently have in place and the recommendations regarding further safety and security measures on campus. Let me give you an update on where we stand at this point.

- We have identified and purchased, at a cost of $22,000, a text messaging system. We are collecting the appropriate emergency email and telephone numbers from students as they registered for fall semester.

- We will be installing, during the fall semester, two sirens – one for the upper campus and one for the lower campus. Upon activation of the sirens, students and staff will check their cell phones or computers for a message.

- Also during this semester we will be changing the locks in classrooms and laboratories to enable doors to be locked from inside the rooms.

- The university has identified a consultant who will deliver training to faculty and staff on steps to take in the event an active shooter is on campus.

U.S. News and World Report's annual ranking of U.S. colleges and universities once again lists BU as number 80 in Best Universities - Master's for the northern region. Best Universities - Master's ranks institutions that offer a full range of undergraduate degrees and some master's degree programs but few, if any, doctoral degrees.

Among the 14 Pennsylvania State System of Higher Education universities, Millersville Shippensburg and West Chester were also named on the list. A total of 574 universities are included in Best Universities - Master's.
• We are welcoming 47 new full-time teaching and administrative faculty to the BU campus this semester.

• Our Computer Science program has recently received its initial ABET accreditation. I know Dean Marande and Provost Mackin are especially proud of the work the department has done to receive this status. And, I want to particularly congratulate Dr. Curt Jones, Chairperson of the Department.

• In early August Bloomsburg University and Lehigh Carbon Community College signed two partnerships agreements. The first establishes an Elementary Education completion program on LCCC’s campus in Tamaqua. The second agreement is a dual admissions transfer agreement that is designed to ease students’ transition from an LCCC associate degree to BU’s bachelor degree programs.

• Dr. Sheila Dove Jones has been named the new Director of the Teaching and Learning Enhancement Center. She is a Professor in the Department of Exceptionality Programs and currently serves that department as the special education graduate advisor. The TALE Center provides professional development opportunities for faculty in every department across campus. I would also like to take this opportunity to thank Dr. Shelley Randall for her years of dedicated service as the previous Director of TALE. Dr. Randall demonstrated creativity and initiative in the development of new programs that address the needs of our faculty.

• Dr. Elizabeth Mauch, Associate Professor of Mathematics and Director of the Math and Science Resource Center, was awarded a National Science Foundation grant of $600,000. These monies will be used to offer 4-year scholarships to approximately 13 students who are first generation college students and satisfy low income requirements. They will be required to maintain a certain level GPA along with majoring in specific disciplines within the College of Science & Technology.

• We have been awarded a $145,000 grant from the PA Department of Community and Economic Development. This Customized Job Training grant will assist in the workforce development needs for 400 employees of ConAgra Foods in Milton.
• Our TRiO Upward Bound Program has been refunded through a federal grant provided by the Department of Education. We received word that as a result of our proposal ranking in the top 10 percent of applications submitted; our grant has been extended for a five-year cycle. Upward Bound provides programs and academic preparation for first-generation college students.

• Our first Frederick Douglass scholars have been named. Dr. Ivan Turnipseed is in the Department of Management and Dr. Wazi Apoh is in the Department of Anthropology.

• I wanted to make note of two individuals, both alums, who have joined the ranks of BU employees. Matt Phelan has joined us as the Assistant Director of University Safety and Police. Nate Conroy has been hired as the Assistant Director of Alumni Affairs.

• We have one faculty who has been granted faculty emeritus status; Dr. Jack Couch from Physics and Engineering Technology.

On behalf of the university community, I want to thank the Trustees for your leadership and look forward to a very successful semester.