

Bloomsburg University Council of Trustees Minutes

MINUTES OF MARCH 20, 2002

The Bloomsburg University Council of Trustees met in the Gathering Place of Andruss Library, March 20, 2002 at 10:30 a.m.
Those in attendance:

Council of Trustees

Dr. Joseph J. Mowad, Chair
Mr. A. William Kelly, Vice Chair
Mr. Robert W. Buehner, Jr., Secretary
Ms. Ramona H. Alley, Immediate Past Chair
Mr. Steven B. Barth
Mr. Richard F. Beierschmitt
Ms. Marie Conley Lammando
Mr. Robert J. Gibble
Mr. LaRoy G. Davis
Mr. David J. Petrosky
Mr. Joseph W. Radzевич

University Personnel

Dr. Jessica S. Kozloff, President
Dr. Pat Schloss, Provost & Vice President for Academic Affairs
Dr. Preston Herring, Vice President for Student Life
Ms. Sharon Meyer, Vice President for Administration
Dr. Michael Vavrek, Interim Executive Director of Bloomsburg University
Foundation and University Advancement
Ms. Carol Chronister, Administrative Coordinator, President's Office

Council of Trustees Advisors

Ms. Veronica Breisch, President of Bloomsburg Chapter, AFSCME
Dr. Roy Pointer, President of Bloomsburg Chapter, APSCUF
Mr. Wayne Whitaker, Representative of Bloomsburg Chapter, SCUPA
Ms. Vicki Mihalik - Vice Chair, BU Alumni Association
Mr. David Conlan - President, Community Government Association
Ms. Eileen Chapman - Representing the BU Alumni Association

Call to Order

Dr. Joseph J. Mowad, Chair of the Council of Trustees, called the meeting to order and welcomed all those in attendance. Guests included the Honorable Charles Coffman - Mayor of the Town of Bloomsburg.

Trustee Radzевич requested a moment of silence for Zachariah Readler, a Bloomsburg University student who tragically died on February 3, 2002.

Pledge of Allegiance

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

Minutes of the Council of Trustees

A motion was made by Trustee Barth, seconded by Trustee Petrosky, and unanimously carried that the December 12, 2001 minutes be approved.

NEW BUSINESS

Dr. Mowad reported that the Council of Trustees convened earlier in the day for a Committee of the Whole meeting and discussed student fees.

Dr. Mowad recommended the approval of Non-Instructional Emeritus Status for Ms. Helen Dietrich and Mr. Paul Strausser. A motion was made by Trustee Barth, seconded by Trustee Conley Lammando and unanimously approved.

President

President Kozloff discussed the campus firearm policy and her recommendation to arm police on a 24/7 basis. President Kozloff noted the following concerns on implementing this new policy: (1) the need for better communication and information about what

our police do and how they are trained, (2) the need to address concerns about bias based on race, gender or sexual orientation, and (3) the necessity to go beyond what is expected of other police forces in terms of training and psychological readiness.

The Trustees approved the following motion at the December 12, 2001 meeting: "Act 120 commissioned officers will be authorized to carry arms provided they have successfully passed a training/testing program as described in Exhibit H. Arming of campus police will occur no later than July 1, 2002, in order to allow the university community additional opportunity to discuss the merits of a 24/7 model or arming police only during the second and third shifts Monday through Friday and all shifts on weekends. The Council of Trustees will determine the appropriate model at the March 20 meeting. The administration is authorized to begin the training program and to purchase firearms for training. All commissioned officers will be expected to understand and follow the procedures for use of force as agreed upon between the administration and the Office of the Chancellor and approved by the Council of Trustees."

President Kozloff indicated that the Law Enforcement Policy #5242 was voted on at the March 6, 2002 University Forum (the motion passed with five "no" votes); the Forum took no action on the level of arms. President Kozloff noted that the issue still had opposition even though the University Forum and CGA officially support the administration's recommendation to arm university police. She thanked the university community for involving itself in the discussion.

Dr. Mowad read the motion as recommended: "Subject to the attached 'Use of Force Procedures' as described in Exhibit A, Bloomsburg University Police who have passed the required training and testing requirements will carry firearms 24 hours a day, seven days a week." For the record: Trustee Davis noted that he reverses his earlier position and will vote for arming university police 24/7.

A motion was made by Trustee Petrosky, seconded by Trustee Kelly, and the motion was approved. Trustee Radziewich voted no since there was no student representation on the Incident Review Board and the fact that the general student population was not given an opportunity to vote on these policies in a referendum. Dr. Mowad indicated that the issue of student representation on the Incident Review Board could be discussed with Legal Counsel, as it relates to Labor Relations.

President Kozloff discussed admissions enrollment for the freshman class stating that we are near capacity. Our goal is to downsize next year's freshman class (1440 to 1210 students). Dr. Kozloff indicated that the overall general academic profile for Bloomsburg University students is 1068; this will keep our FTE constant and decreased enrollment will help with peak residence hall capacity, thus decreasing tripling.

President Kozloff thanked Mayor Coffman for his informal discussion with students on March 19. In this candid meeting sponsored by the Bloomsburg Rotoract Club, Mayor Coffman stressed that students use common sense at social events for their own safety.

President Kozloff informed the Trustees of a partnership with Geisinger Health System and Bloomsburg University in launching a school to train radiology technologists. The Geisinger Health System School of Radiographic Technology is enrolling its first class this fall.

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

Academic Affairs

Dr. Mowad recognized Trustee Petrosky, Chair of the Academic Affairs Committee, to lead the discussion of the Academic Affairs item. Trustee Petrosky introduced Vice President Schloss to discuss technological advances in the Andrus Library. Dr. Schloss introduced Mr. John Pitcher, Director of Library Services to describe the recent advancements in library information technology. A copy of this presentation is appended to the minutes.

General Administration

Dr. Mowad recognized Trustee Buehner, Chair of the General Administration Committee, to lead the discussion of the General Administration items.

Trustee Barth seconded following discussion of the Approval of Purchasing Activity Under Act 188; and upon motion by Trustee Buehner, this item was unanimously approved.

Trustee Buehner discussed the report of delinquent accounts that was received in the February 15, Trustee Update which have been determined uncollectable. A motion was made by Trustee Buehner, seconded by Trustee Gible, and unanimously approved to accept the delinquent report.

Trustee Davis requested that Vice President Meyer submit a report to the Trustees prior to the next meeting focussing on the top five or six delinquent accounts. Trustee Gible also requested a history of the recoveries by the Attorney General's office for the next quarterly meeting.

Vice President Meyer discussed the Proposed Fee Schedule for 2002-2003. Both tuition and percentage fees are estimates since the Board of Governors has not yet set tuition. The revised Estimated Fee Schedule for 2002-2003 is based on an estimated 6% tuition increase.

Vice President Herring is recommending a combined room and board rate that would result in a 7.5% increase.

Trustee Conley Lammando expressed the fact that the administration is proposing several different budget scenarios; the most effective scenario will be implemented by Bloomsburg University and students will win in this decision, i.e. upper campus apartments and shuttle service.

A motion was made by Trustee Davis, seconded by Trustee Petrosky, and the Proposed Fee Schedule for 2002-2003 was approved. Trustees Buehner and Radzевич abstained.

Trustee Buehner discussed the system-financed Capital Facilities Project. Bloomsburg University is undertaking a project to install data wiring in three residence halls and implement security enhancements to all residence halls. Trustee Buehner suggested that the Resolution be amended:

To approve Bloomsburg University of Pennsylvania undertaking a System-financed capital facilities project to install data wiring in three residence halls and implement security enhancements to all residence hall facilities.

WHEREAS, Bloomsburg University of Pennsylvania has demonstrated a need for renovation and enhancement of existing residence hall facilities for purposes of security and data wiring; and

WHEREAS, the university has provided a viable financial plan for funding the project; and

WHEREAS, the Council 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 Facilities project in the amount of \$2 million for upgrading and enhancing residence halls; and further do hereby authorize the President of Bloomsburg University of Pennsylvania to affix our signature to a standard Loan Covenant Agreement for financing the project.

Trustee Barth indicated that our reserves are very low and this is a cash flow issue. He encouraged administrators to look at projects and move forward since interest rates are at an all time low.

A motion to approve the system-financed Capital Facilities Project was made by Trustee Buehner, seconded by Trustee Conley Lammando, and unanimously approved.

Vice President Meyer indicated that the remaining item of the agenda, the Administration and Finance Report, was informational and did not require action.

Student Life

Dr. Mowad noted that Vice Presidents Meyer and Herring presented the recommended student fees for 2002-2003 at the Committee of the Whole meeting this morning.

University Advancement

Dr. Mowad recognized Trustee Alley, Chair of the University Advancement Committee, to lead the discussion of the University Advancement item. Trustee Alley recognized Dr. Michael Vavrek, Interim Executive Director of the Bloomsburg University Foundation and University Advancement, to report on the Eberly awards, an action item. Dr. Vavrek noted that Dr. Joseph Mowad was a recipient of the Eberly Award in 2001.

A motion was made by Trustee Alley and seconded by Trustee Buehner; the Council of Trustees unanimously approved to present the Eberly Awards to Dr. Robert D. Warren and Ms. Barbara Benner Huddock.

Dr. Vavrek discussed the remaining informational items, the Capital Campaign and Gift Summary Constituency.

Other Business

Dr. Mowad appointed a Nominating Committee to present a slate of officers for the Council of Trustees for the 2002-2004 fiscal years. The committee will consist of Trustee Alley (Chair), Trustee Beierschmitt, and Trustee Petrosky.

There being no other business and upon motion by Trustee Mowad, seconded by Trustee Davis, the meeting was adjourned at 11:45 a.m.

Robert Buehner, Jr., Secretary

Carol L. Chronister, Administrative Coordinator

COUNCIL OF TRUSTEES COMMITTEE OF THE WHOLE SESSION

The Bloomsburg University Council of Trustees met in The Gathering Place of Andruss Library on March 20, 2002 at 9 a.m.

Those in attendance: Dr. Joseph Mowad; Mrs. Ramona Alley; Mr. Robert Buehner, Jr.; Mr. Steven Barth; Mr. Richard Beierschmitt; Ms. Marie Conley Lammando; Mr. LaRoy Davis; Mr. Robert Gibble; Mr. A. William Kelly, Mr. David Petrosky; and Mr. Joseph Radzievich.

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

Dr. Joseph J. Mowad, Chair of the Council of Trustees, called the meeting to order by introducing Dr. Preston Herring and Ms. Sharon Meyer.

Vice President Meyer began with a PowerPoint presentation indicating an estimated 3% decrease from the current funding level and significantly less than the total being sought by the Board of Governors to operate universities, and estimated monies rolled forward for the 2002-2003 fiscal year. These figures were projected prior to the Governor's budget release in July 2002. This proposed 3% reduction would translate into an estimated \$1,000,000 to our university. Vice President Meyer also discussed the individual Tuition scenarios (5%-9%), Academic Enhancement Fee (10%), and the Community Activities Fee (4.19%). The six Bloomsburg University auxiliary enterprises were discussed, i.e. definition of a self-supporting auxiliary enterprise and specific facilities at Bloomsburg University that have an auxiliary classification. Ms. Meyer indicated that the parking program is the newest auxiliary program at Bloomsburg University. The June 20, 2000 Directives from the State System were also reviewed by Vice President Meyer. Ms. Meyer discussed the replacement, renewal, and life cycle fund analysis for the residence halls. She noted that there is approximately \$100,000 left in the residence hall life cycle reserve fund (a fund to pay for maintenance projects next year). This account balance decreased due to data wiring in our residence halls, rather than securing a bond. Vice President Meyer indicated that this reserve account needs to be replenished and we are approximately \$1.9 million below expected needs. State System universities with facilities that have been newly constructed over the past ten years should adopt the State System's 4.75% annual reserve policy: 2.25% of building replacement cost for complete life cycle renovation of the building in the 40th year and 2.5% of building replacement cost to be spent for repair and life cycle maintenance.

Vice President Herring presented the 2002-2003 recommended student fees. The presentation centered on the projected room and board fees, board rate comparisons for the State System universities, recommended increases for 2002-2003, cost reduction strategies, strategies implemented to contain costs, future strategies to increase revenue, and life cycle expenditures. Dr. Herring informed the Trustees that we have spent \$4.5 million on data wiring residence hall rooms; the remaining residence halls (Luzerne, Northumberland, and Lycoming) will be completed this summer. Bloomsburg University would like to undertake a State System financed capital facilities project (\$2 million bond) to install data wiring in the remaining three residence halls and implement enhancements to all residence hall facilities. This bond will pay for eight projects totaling approximately \$1,602,000 and the remaining \$400,000 would go into a reserve for other projects. The proposed projects include: (1) replacing lights in Schuylkill and Montour Halls for \$200,000, (2) computer hubs in Lycoming, Northumberland, and Luzerne Halls for \$254,000, (3) repair Columbia Hall bathrooms for \$250,000, (4) repair Northumberland Hall windows for \$220,000, (5) repair Elwell Hall showers for \$270,000, (6) replace Montgomery Hall apartment roofs for \$150,000, (7) ventilating Schuylkill and Montour Hall bathrooms for \$128,000, and (8) installing air conditioning units at Montgomery Apartment for \$130,000.

Trustee Buehner noted that previously, both he and Trustee Davis actively pursued a data wiring plan for the residence halls that was more aggressive than what the administration previously recommended. Trustee Davis noted that incoming college students demand data connections. Trustee Davis requested computer wiring data of other State System universities. This information will be provided by Vice President Meyer.

Trustees Buehner and Davis questioned if there was a 20 or 25 year warranty on the Montgomery Hall apartment roofs and if a breach of warranty occurred. Mr. Tom Kresch, Associate Director of Residence Life, indicated that he would check into the warranty issue - the sun has damaged apartment roofs with southern exposure. Mr. Kresch noted that the southern exposure has also been an advantage - electricity bills have been very reasonable. Ms. Linda Sowash, Director of Residence Life, discussed professional staffing within the residence halls.

Dr. Herring discussed the benefits of combining the orientation fee (administrative and program fees) for incoming freshmen/transfer students in the summer of 2003. Combining the orientation fees would prove less confusing upon receipt of bill; this fee would not be increased. Dr. Herring indicated another projected student benefit, the implementation of a one-card operating debit card account, whereby students can access funds and pay university bills.

Trustee Radzievich indicated his opposition to increased fees and asked if a compromise could be reached instead of the proposed increase.

Trustee Barth asked Vice President Meyer for further clarification of the life cycle reserve. The State System calculates a 40-year life cycle for university buildings and facilities built in the last ten years; 2.25% of our funds should be set aside yearly.

In a response to a statement by Trustee Buehner, Vice President Meyer noted that an administrative overhead charge is not shifting E & G costs since administrative overhead is a required charge to the auxiliary enterprise. Initially, the State System did not require this charge but the new cost accounting method proposed resulted in an increased allocation to Residence Life. This has provided a positive result monetarily to the E & G account since they were subsidizing these services.

Vice President Herring clarified that the combined room and board rate would result in a 7.5% increase and indicated that our fees are comparable to other institutions. Dr. Herring discussed the Residence Hall Room Rate Five Year History (Exhibit G).

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

Robert Buehner, Jr., Secretary

Carol L. Chronister, Administrative Coordinator

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 Caf◆, 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 Marshall 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 schemata 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 roofline 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

General Information

Minutes Of December 4, 2002

The Bloomsburg University Council of Trustees met in the Gathering Place of Andruss Library, December 4, 2002, at 10:05 a.m. Those in attendance:

Council of Trustees

Mr. A. William Kelly, Chair
Mr. Robert J. Gible, Vice Chair
Mr. Steven B. Barth, Secretary
Dr. Joseph J. Mowad, Immediate Past Chair
Ms. Kendra Branchick
Ms. Ramona H. Alley
Mr. Robert Buehner, Jr.
Ms. Marie Conley Lammando

University Personnel

Dr. Jessica S. Kozloff, President
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Ms. Margaret Manning, Assistant Vice President for Finance and Human Resources
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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. Jacqueline Conforti Barnett, University Legal Counsel
Mr. A. J. Madden, President, Community Government Association
Ms. Kathy Mulka, Member of Bloomsburg Chapter, SCUPA
Dr. Roy Pointer, President of Bloomsburg Chapter, APSCUF

Call to Order

Mr. A. William Kelly, Chair of the Council of Trustees, called the meeting to order and welcomed all those in attendance. Trustee Kelly reported the Trustees met earlier in the day for a Committee of the Whole meeting and discussed the expansion of the Student Recreation Center. Chairman Kelly announced that Trustee Buehner was invited by the Bloomsburg University Commencement Committee to give the Winter Undergraduate Commencement address on December 14, 2002. Trustee Kelly also congratulated Trustee Conley Lammando for being appointed as a member of the Board of Governors.

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 Conley Lammando, seconded by Trustee Gible, and unanimously carried that the September 11, 2002 minutes be approved.

New Business

President

Trustee Gible recommended a motion, seconded by Trustee Barth, and unanimously approved to confer Non-Instructional Emeritus Status to Ms. Josephine Crossley (Andruss Library).

President Kozloff reviewed her President's Report and noted that the doctorate in audiology curriculum at Bloomsburg University will be voted on this week by the Council of Trustees at Indiana University of Pennsylvania. If approved, the program will be an action item at the Board of Governors meeting in January. President Kozloff noted that Chancellor Hample and Dr. T. J. Bryan, Vice Chancellor for Academic and Student Affairs, has given us incredible support in our efforts to offer the first doctoral degree at Bloomsburg University.

Dr. Kozloff shared news of the Privatized Student Housing (PSH) project that will be built adjacent to the upper campus. An RFP has been sent out by the Foundation to determine interest by private developers.

Trustee Barth questioned if there is university commitment to the privatized student housing project and BU Foundation. Dr. Kozloff asked Mr. Milner to respond; and he made it clear that there was no obligation on part of the university - it is a Foundation project, under their auspices as an independent organization.

The Community Government Association voted to challenge the BU Foundation with a matching \$10,000 scholarship grant honoring Governor Mark Schweiker. President Kozloff thanked CGA for its support and leadership.

Dr. Kozloff reported very positive news for the College of Business in its pursuit of AACSB Accreditation. A mock review was held and the College of Business is making very good progress.

President Kozloff informed the Trustees that Faculty Emeritus Status was conferred upon Ms. Jean Berry (Nursing), Ms. Virgie Bryan (Developmental Instruction), Dr. Frank Lindenfeld (Sociology, Social Work, and Criminal Justice), Dr. John Mulka (Administrative Faculty), and Dr. Joseph Youshock (Exceptionality Programs).

Academic Affairs

Trustee Kelly recognized Trustee Buehner, member of the Academic Affairs Committee, to lead the discussion of an informational item. Trustee Buehner introduced Dr. Pat Schloss, Provost and Vice President for Academic Affairs.

Vice President Schloss introduced Dr. Ann Lee, Dean of the College of Professional Studies, to discuss the critical aspects of the Professional Development Schools (PDS) and the importance of this initiative to teacher education students. Dr. Lee also focused on the collaborative relationships that faculty have developed with area teachers, the benefits to students in the area school districts, and the impact of teacher education. A copy of Dr. Lee's report will be appended to the minutes. Trustee Buehner stated that cooperating teachers receive a very small stipend for their time and efforts with BU student teachers. President Kozloff noted that at a recent Board of Governors meeting, a stipend increase was approved.

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 Alley, this item was unanimously approved.

Trustee Buehner questioned the varied price per unit of computers purchased campus-wide listed in the Purchasing Activity Report. Ms. Manning will report back to the Trustees on this purchasing question.

A motion was made by Trustee Mowad to approve the Resolution Certifying Compliance with Board of Governors Policy 1985-04-A listed below. The Trustees discussed the requirement that the Bloomsburg University Foundation change its auditing firm no less than every three years as part of the agreement between the University and BU Foundation. Trustee Gible stated that this requirement would deter qualified auditors from applying due to job length and thus fewer qualified auditors will bid. He noted that Bloomsburg University is more restrictive than the Securities and Exchange Commission.

WHEREAS, the Bloomsburg University Foundation exists solely for the benefit of the university, requires an annual external audit of funds and publishes copies thereof, and annually makes significant contributions to the benefit of Bloomsburg University of Pennsylvania students and its academic programs; and

WHEREAS, a satisfactory written memorandum of understanding exists

between The Bloomsburg University Foundation and Bloomsburg University of Pennsylvania; and

WHEREAS, appropriate fiduciary agreements have been enacted to allow the Bloomsburg University Foundation to retain university gifts and grants; and

WHEREAS, the Bloomsburg University Foundation does not and will not undertake programs or activities that are properly part of the university's academic mission; and

BE IT FURTHER RESOLVED, that the Bloomsburg University Council of Trustees requires that the Bloomsburg University Foundation, Inc. change its audit firm no less than every three years as part of the agreement between the University and Foundation.

NOW, THERFORE, BE IT RESOLVED, that the Bloomsburg University of Pennsylvania Council of Trustees certify that the Bloomsburg University Foundation is in compliance with the Board of Governors Policy 1985-04-A which speaks to university external financial support.

Following discussion of the resolution and upon motion by Trustee Mowad, this item was seconded by Trustee Buehner, and

approved. Trustees Gibble and Conley Lammando voted no.

Trustee Mowad indicated that the remaining item was of an informational nature designated as Addendum A.

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.

Dr. Herring reviewed the financial options for the proposed expansion of the Student Recreation Center as discussed earlier in the Committee of the Whole meeting. Option three was preferred by the Trustees and agreed upon by the CGA President, as it allows Bloomsburg University to borrow the entire projected project cost at a low interest rate. Additional projected interest costs will be paid toward the yearly bond to offset any fee increase. The \$79 student activity fee will remain the same for at least five years and the Student Recreation Center reserves will be used toward yearly bond payments to offset additional Student Recreation Center fees. The payment on the bond would be \$225,000 annually for twenty years. Trustees preferred option one as the architectural plan for the Student Recreation Center.

The Trustees discussed the System Financed Capital Facilities Project and proposed to support a student referendum to determine support for the expansion of the Student Recreation Center. Following discussion of the action item and upon motion by Trustee Conley Lammando, this item was seconded by Trustee Gibble, and unanimously approved.

Trustee Conley Lammando read the below Resolution and moved for approval, seconded by Trustee Buehner and unanimously approved, the System Financed Capital Facilities Project (Student Recreation Center expansion).

WHEREAS, Bloomsburg University of Pennsylvania has demonstrated a need for expansion of a Student Recreation Center; and

WHEREAS, the university has provided a viable financial plan for funding this 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 expansion of a student recreation facility and authorize permission to develop architectural designs for the facility, and further do hereby authorize the President of Bloomsburg University of Pennsylvania to sign the standard Loan Covenant Agreement for financing the project.

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 highlighted the Gift Summary by Constituency report and introduced Mr. John Abell, Director of Continuing Education, and Mr. Roy Smith, Director of QUEST/Corporate Institute.

Mr. Abell and Mr. Smith informed the Trustees how public higher education helps develop Pennsylvania's workforce through undergraduate and graduate degree programs through noncredit programs. A copy of this report is appended to the minutes.

Trustee Alley expressed thanks on behalf of the Council of Trustees to Mr. Smith for his presentation at the recent PACT Conference.

Other Business

There being no other business and upon motion by Trustee Kelly, seconded by Trustee Davis, the meeting was adjourned at 11:30 a.m.

Steven Barth, Secretary

Carol L. Chronister, Administrative Coordinator

III. Minutes Of December 4, 2002

Council Of Trustees Committee Of The Whole Session

The Bloomsburg University Council of Trustees met in The Gathering Place of Andruss Library on December 4, 2002, at 9:15 a.m. Those in attendance: Mr. A. William Kelly; Mrs. Ramona Alley; Ms. Kendra Branchick; Mr. Robert Buehner, Jr.; Mr. Steven

Barth; Ms. Marie Conley Lammando; Mr. Robert Gibble; and Dr. Joseph Mowad. Absent: Mr. Richard Beierschmitt, Mr. LaRoy Davis, and Mr. David Petrosky.

University Personnel in attendance: Dr. Jessica Kozloff, Dr. Preston Herring, 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 the Student Recreation Center expansion options at Bloomsburg University. Dr. Herring stated that a feasibility study was conducted in spring 2002 determining a need for an expansion of the 58,000 square foot building. The proposed expansion (an additional 6,000 square feet) for the south side of the building would include larger fitness rooms, a fifth basketball court, new entry-way, juice bar, and a climbing wall.

	Option 1	Option 2
	Using SRC Reserves	No SRC Reserves
Projected Project Cost	\$2,793,750	\$2,793,750
Student Recreation Center Reserves \$1,432,750	-0-___	
Amount to Bond	\$1,361,000	\$2,793,750
Projected Interest Costs*	\$ 816,694	\$1,767,250
Total Bond and Interest	\$2,177,851	\$4,470,000
Fee Increase Needed/Semester	\$ 8	\$ 14
Total New Fee Through 2008/Semester	\$ 87	\$ 93

*Interest Projected at 6%/20 Year Bond

Trustee Gibble discussed a third finance option - a modification of Options 1 and 2. Option 3 - Borrow the entire projected project cost (\$2,793,750) at a low interest rate. Additional projected interest costs (\$1,767,250) will be paid toward the yearly bond to offset any fee increase. The \$79 student activity fee instituted in fall 2000 will remain the same for at least five years. Student recreation center reserves (\$1,432,750) will be used toward yearly bond payments to offset a possible \$14/semester recreation center fee. The payment on the bond would be \$225,000 annually for twenty years. Completion date for the student recreation center is projected for December 2005. At this time, students utilizing the new facility would be responsible for any fee increases.

Mr. A. J. Madden, President of the Community Government Association, indicated that on November 25, 2002, the CGA Senate approved a resolution for the expansion project and authorized a student referendum. Students will vote on the expansion of this facility during the February 2003 student government elections. This expansion project will need approval of the Council of Trustees at the December quarterly meeting and the Board of Governors at its April meeting.

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

Steven Barth, Secretary

Carol Chronister, Administrative Coordinator