

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 it 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

Trustee Kelly recognized A.J. Madden, CGA President. Before presenting a report on CGA accomplishments for 2002-2003, A.J. Madden, CGA President, apologized to the Rugby Club for the situation regarding use of playing fields.

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 Gible 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 as 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 Gible, 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.

Steve Barth Nancy E. Vought

Secretary Administrative Assistant

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.

	Combined Average	Room/Board*
FY 2002-2003	7.52%	\$2,388
FY 2003-2004	4.69%	\$2,500

*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.

	Fee/Semester	Fee/Year
FY 1990-92	\$30	\$60
FY 1993-03	\$37	\$74
FY 2003-2004	\$57	\$114

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.

Lot	FY 2002	FY 2003	FY 2004
Shannon Lot	\$150	\$150	\$150
Residence Hall Lots	\$25	\$50	\$75
Gated Lots	\$50	\$50	\$75

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

Steve Barth Nancy Vought

Secretary Administrative Assistant

Minutes of June 11, 2003 Meeting

The Bloomsburg University Council of Trustees met in the Ballroom of the Kehr Union, June 11, 2003, at 11:20 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
Mr. Richard Beierschmitt
Ms. Ramona H. Alley
Ms. Marie Conley Lammando
Mr. LaRoy Davis
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
Ms. Amy Hess, President, Community Government Association
Ms. Veronica Breisch, President of Bloomsburg Chapter, AFSCME
Ms. Gretchen Osterman, President 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. He reported the Trustees met earlier in the day for the Inspection of Facilities of Haas Center for the Arts, Nelson Field House, Sutliff Hall and Benjamin Franklin Hall.

Trustee Kelly then introduced special guests in attendance: Amy Hess, President, CGA; Ms. Veronica Breisch, Ms. Gretchen Osterman; Dr. Richard Angelo; Ms. Jacqueline Conforti Barnett, University Legal Counsel, Mr. Jeff Cooper, Chief Legal Counsel, SSHE, and Chip Coffman, Mayor, Town of Bloomsburg.

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.

Mayor Chip Coffman asked the Trustees to consider the concept of mutual aid between the police departments of the Town of Bloomsburg and the University if the Mowery Bill, or authorizing agreements of this type, passes the state legislature.

Trustee Davis commented that this proposal was discussed in the past and he had concerns about liability. Jeff Cooper, Chief Legal Counsel, indicated that the Mowery Bill would provide protection for university employees. Trustee Davis then moved that the Council of Trustees review this concept when the bill passes, seconded by Trustee Beierschmitt, and unanimously carried.

Dr. Roy Pointer, Bloomsburg Chapter APSCUF, informed the Trustees that this would be his last meeting as President. He gave a brief update on contract negotiations conducted on Friday, June 6, 2003. Two more meetings will be held before the contract expires at the end of June.

Ralph Schumacher, volunteer head coach for the Women's Bloomsburg University Rugby Club, addressed the Trustees to inform them of the Club's efforts to purchase the old Danville High School athletic field. He then asked to use CGA vehicles for a Rugby Club trip to Ottawa, Canada, which determined to be inappropriate for discussion at this meeting.

Minutes of the Council of Trustees

A motion was made by Trustee Kelly, seconded by Trustee Beierschmitt, and unanimously carried that the April 16, 2003 minutes be approved.

Trustee Resolutions

Trustee Kelly recognized Trustee Barth, Secretary of the Council of Trustees, to lead discussion of the Trustee Resolutions. Trustee Barth presented for consideration and adoption, Resolutions recognizing Ms. Carol L. Chronister and Dr. Roy Pointer. These motions were seconded by Trustee Alley, and unanimously approved.

WHEREAS, Ms. Carol L. Chronister served as a staff member at Bloomsburg University of Pennsylvania from February 28, 1972 to April 9, 2003; and

WHEREAS, Ms. Chronister served as secretary in Residence Life, Executive Secretary to the Vice President of Student Life, and secretary in the Department of Nursing; and

WHEREAS, Ms. Chronister served as Administrative Coordinator to the Council of Trustees, and the President; and

WHEREAS, Ms. Chronister's services have enhanced and improved the quality of education at Bloomsburg University; and

NOW, THEREFORE, BE IT RESOLVED, that the Council of Trustees of Bloomsburg University of Pennsylvania hereby extends to Ms. Chronister their appreciation to an outstanding employee, colleague, and friend to many for her service to the Trustees, faculty, staff, students, and citizens of the Commonwealth of Pennsylvania, their gratitude for her dedication, and, their best wishes for all future endeavors.

WHEREAS Dr. Roy Pointer served as president of Bloomsburg University's chapter of APSCUF from July 1, 1995 to June 30, 2003; and

WHEREAS Dr. Pointer was a valued advisor to the President of Bloomsburg University and the Council of Trustees during this period; and

WHEREAS, Dr. Pointer's services have enhanced and improved the quality of education at Bloomsburg University; and

WHEREAS Dr. Pointer is now relinquishing his office in order to devote more time to his classroom and other interests;

NOW, THEREFORE, BE IT RESOLVED, that the Council of Trustees of Bloomsburg University of Pennsylvania hereby extends to Dr. Pointer their appreciation to an outstanding teacher, scholar, colleague and friend to many for service to the students/ citizens of the Commonwealth of Pennsylvania, their gratitude for his dedication, and, their best wishes for all future endeavors.

BE IT FURTHER RESOLVED, that these Resolutions be made a part of the official minutes of the Council of Trustees of Bloomsburg University and that copies be presented to Ms. Carol L. Chronister and Dr. Pointer.

New Business

President

President Kozloff reviewed her President's Report for June 2003 with the Trustees. A copy of the report will be appended to the minutes.

Trustee Gible recommended a motion, seconded by Trustee Barth, and unanimously approved to confer Non-instructional Emeritus Status to Ms. Joanne Fedder (Residence Life).

President Kozloff informed the Trustees that Faculty Emeritus status was conferred upon Dr. Wayne Anderson (Chemistry) and Mr. Ronald DiGiandomenico (Administrative Faculty/Academic Advisement).

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. Ann Lee, Dean of Professional Studies and Dr. Robert Gates, Chair of the Department of Educational Studies and

Secondary Education, to discuss the secondary education curricular revision/120 credits. Dr. Gates facilitated a computer presentation outlining the changes as a result of this revision.

General Administration

Trustee Kelly recognized Trustee Mowad, Chair of the General Administration Committee, to lead discussion on the General Administration items. Trustee Mowad recommended approval of the Resolution for Inspection of Facilities, seconded by Trustee Davis, and unanimously approved.

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

Trustee Mowad introduced Dr. Rich Rugen, Vice President for Administration and Finance, for the purpose of discussing Capital Projects Request. Dr. Rugen made reference to Exhibit E which recommended prioritization for funding/authorization for FY 2003-04 through 2008-09. Projects on the list, in order of priority, include Ben Franklin renovation, furniture and equipment for the Hartline addition, furniture and equipment for Navy Hall, Haas addition/renovation, Nelson Field House renovation, Sutliff Hall addition and Waller renovation.

In response to Trustee Mowad's question, Dr. Rugen indicated that funding for some of the projects listed were already authorized. Trustee Gible asked if other projects were in jeopardy because of this prioritized list. Eric Milner, Assistant Vice President for Administration, stated that an opportunity exists to reauthorize funding if necessary. Trustees Gible and Barth further questioned Dr. Rugen about the College of Business/Sutliff Hall project, justifying projects and pursuing energy efficiency projects.

Trustee Mowad moved to approve the Capital Projects Prioritization, seconded by Trustee Davis, and unanimously approved.

Dr. Rugen made brief remarks about information in Addendum A. He noted the Tri-Level parking garage, part of the current capital plan and presently under reconstruction, could have been a more serious problem.

Trustee Kelly remarked that the facilities tour conducted prior to the quarterly meeting was very successful and he commended the maintenance departments on their outstanding commitment to maintaining the campus complex.

Student Life

Trustee Kelly recognized Trustee Conley Lammando, Chair of the Student Life Committee, who introduced Dr. Preston Herring, Vice President for Student Life. Dr. Herring introduced Jean Downing, Director of the SOLVE office, who gave a report on student involvement in community work study, volunteer and service learning opportunities. Ms. Downing reported that service/volunteer opportunities for Bloomsburg University students this past year included assisting non-profit organizations in Columbia and Montour counties, tutoring over 300 students, the migrant children project with CSIU, Compeer awareness program and voter registration.

Ms. Downing then introduced Dr. Diana Zoelle who gave an overview of the Model U.N./Bloomsburg University project. Dr. Zoelle has been working with the SOLVE Office and the Berwick School District to implement this project and noted that over 100 students have participated. A video, prepared by Bloomsburg University Mass Communications, was shown to the Trustees.

University Relations

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

Dr. Vavrek expressed his appreciation to the Trustees for recognizing and passing Resolutions in honor of Dr. Roy Pointer and Ms. Carol L. Chronister.

Dr. Vavrek noted that the Gift Summary by Constituency report as of May 30, 2003 included the results of major increases in faculty/staff donations. He reported a 25 percent increase in the number of participants and dollar support. Dr. Vavrek commended Jim Hollister and Linda Hill for their efforts.

Dr. Vavrek introduced Doug Hippenstiel who gave a presentation on the new alumni Website/global community. Mr. Hippenstiel reported that the new system, launched on January 27, 2003, is reaching 16,000+ alumni. More than 4,100 alumni have registered since this date. He further reported that utilizing this e-mail system has a potential savings of \$37,000-\$67,000 yearly. In response to Trustee Kelly's question to percent of alumni webbed, Mr. Hippenstiel indicated that approximately 87% have internet access through home computers or work site computers.

Other Business

Trustee Kelly recognized Trustee Gible, Vice Chair of the Council of Trustees, to present an action item. Trustee Gible called on President Kozloff to describe her sabbatical request. President Kozloff will serve as a senior fellow to the American Association of State Colleges and Universities (AASCU) during her spring 2004 sabbatical leave. Now in her 10th year at Bloomsburg University, President Kozloff will act as a presidential consultant with the Washington, D.C.-based association. As a consultant, she will concentrate on the American Democracy Project, which involves 138 colleges and universities across the United States. During her sabbatical, Pat Schloss, Provost and Vice President for Academic Affairs, will serve as acting president.

Trustee Gible made a motion, seconded by Trustee Alley, and unanimously approved to endorse the President's request for a sabbatical for the spring 2004 semester and to recommend its approval by the Chancellor.

Trustee Kelly drew attention to the meeting calendar for 2003-2004. He asked the Trustees to mark these dates on their calendars. He also indicated that some executive committee meeting dates on the calendars would be replaced by workshops.

Trustee Kelly congratulated Trustee Alley for being selected as the "2003 Woman of the Year" national award recipient from the American Druze Society.

Adjournment

There being no other business and upon motion by Trustee Kelly, seconded by Trustee Barth, the meeting was adjourned at 12:55 p.m.

Steve Barth Lisa K. Hemrick
Secretary Administrative Assistant

President's Report to the Council of Trustees June 2003

Even though it's summer, our students and faculty continue to receive recognition.

The Pennsylvania State Athletic Conference has named a group of outstanding student-athletes as the league's Spring Top Ten Awards winners. The Top Ten Awards, selected by the PSAC's sports information directors, recognize student-athletes who distinguish themselves in the classroom, as well as in the arena of competition. The Conference designates Top Ten Award winners after each of the sports seasons: fall, winter and spring.

To be a candidate for the Top Ten Awards, a student-athlete must have achieved a minimum of a 3.25 cumulative grade point average and must be a starter or key reserve, with legitimate athletic credentials. Only student-athletes from the spring sports season are eligible for the Spring Top Ten Awards. Those sports are: baseball, golf, women's lacrosse, softball, tennis and track & field.

Bloomsburg University's Erin Bartsch, who graduated this spring, is one of the top ten. Erin, a political science major, carried a 3.50 GPA. This past season she was named the PSAC Athlete of the Year for women's tennis for the second consecutive year. She compiled a 16-2 dual meet record in singles play and a 21-6 mark in doubles. She led Bloomsburg to a sub-regional championship and a berth in the NCAA Championship. Erin, the ITA East Region Senior of the Year, was 83-15 in singles and 75-28 in doubles over her four-year career.

The National Science Foundation awarded a grant of \$24,224 to Bloomsburg University for support of the project under the direction of Michael K. Shepard, Associate Professor of Geography and Geosciences, and Beth Ellen Clark, entitled: "Multi-Wavelength Observations and Analysis of Asteroid 2100 Ra-Shalom."

Karl Beamer, Associate Professor of Art, has received the 2003 Kutztown University Alumni Rothermel Award for Professional Achievement. He received his B.S. in art education at Kutztown in 1966 and later received his MFA in ceramics and sculpting at Penn State University. Beamer has worked for nearly 15 years with Japanese ceramicist Shiho Kanzaki. In 1999, he spent four months in Japan, creating and wood-firing works and had two exhibits there. Beamer's work has been featured in videos produced by Bloomsburg University television services and the University of Iowa, Ceramics Monthly magazine, School Arts Magazine. He was a participant in an international wood-firing conference at the University of Iowa and will lecture there again in the fall semester.

As you can see and hear from walking around campus, there is a great deal of construction. Roofs and windows are being

replaced, and the tri-level is undergoing a \$1.5 million safety upgrade. We're delighted to report the Governor's office has released \$6.6M for the Hartline Science Center addition. Construction should begin very soon.

Tonight will be the first meeting of the steering committee for the community student housing task force. Tuesday morning the executive staff had a very productive meeting with members of town council, where we discussed housing, the town's need for a retrofitted or new ladder truck, and many other issues.

Monday evening I joined the Chancellor and a number of other presidents at an informal dinner with John Perzel, Speaker of the House of Representatives, and Majority Leader Sam Smith. We had a frank and open discussion about the budget, how to keep higher education affordable, technology needs in education and how to end the "brain drain" from Pennsylvania. We are hopeful that the state budget will be finalized by the end of June.

Council of Trustees Minutes

Minutes of Aug. 26, 2003 Meeting

The Bloomsburg University Council of Trustees met in the Ballroom of the Kehr Union, August 26, 2003, at 10:42 a.m. Those in attendance:

Council of Trustees

Mr. A. William Kelly, Chair
Mr. Steve Barth, Secretary
Dr. Joseph J. Mowad, Past Chair
Ms. Ramona H. Alley
Mr. Robert Buehner
Ms. Marie Conley Lammando
Mr. LaRoy Davis
Mr. David Petrosky
Ms. Kendra Branchick

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. Lisa Hemrick, Administrative Assistant, President's Office

Council of Trustees Advisors

Ms. Amy Hess, President, Community Government Association
Mr. John Stockalis, Executive Board Member, Bloomsburg Chapter of AFSCME
Dr. Stephen Kokoska, President, Bloomsburg Chapter of 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. He reported that the Trustees met earlier in the day to discuss the System Accountability Plan and Presidential Evaluation.

Trustee Kelly then introduced special guests in attendance: Ms. Amy Hess, President, CGA; Mr. John Stockalis, Executive Board Member, Bloomsburg Chapter of AFSCME; Dr. Stephen Kokoska, President, Bloomsburg Chapter of APSCUF; Mr. William Acierno, Founding Advisor of WBUQ-FM; Mr. Denny Miller, Lieutenant, Bloomsburg Fire Department; and Mr. Chip Coffman, Mayor of Bloomsburg.

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.

Community Government Association Report

Trustee Kelly then introduced Ms. Amy Hess, President of the Community Government Association.

Amy Hess gave a brief report of what CGA has been doing over the summer:

CGA purchased the former Sesame Street property (now called Honeysuckle Court). Most of the focus so far has been on preparing for approximately 50 tenants who recently moved in. Demolition of the worst buildings has occurred; the Women's Center was offered as much furniture and items as possible; the Bloomsburg Fire Department was able to use one of the buildings for training and drills; CGA worked together with the town of Bloomsburg to get the property up to code and to choose which buildings would remain. Ms. Hess reported that the first part of the Fall semester will be used to explore options for the use of this property. She also noted that the CGA Executive Committee met last night to discuss and explore options and will meet with Dr. Kozloff on September 2nd to discuss their ideas so far.

Creation of a late-night shuttle bus to start the Friday after Labor Day and run from 10:30 p.m. until 2:30 a.m. around downtown Bloomsburg which will be used to promote student safety. The downtown is very busy at those times.

Ms. Hess participated in the CGA internship this summer where she had the opportunity to meet with over 25 administrators on campus to provide background on their duties. She reports this was a very rewarding experience.

Ms. Hess spoke at the Activities Fair and handed out over 70 petitions to join the Community Government Association with the

goal of filling all positions this year. She looks forward to a successful election process this September.

Trustee Buehner then inquired about the date of the actual vote to acquire the Sesame Street property and asked for the number of students that actually voted for this purchase. Ms. Hess reported that the CGA Executive Committee was responsible for voting on this purchase. This group consisted of approximately 12 CGA members who were elected by university students to represent the student body.

Minutes of the Council of Trustees

A motion was made by Trustee Buehner, seconded by Trustee Petrosky, and unanimously carried to amend the minutes of June 11, 2003 to reflect the fact that Trustee Buehner did not second the motion to adjourn the meeting as he was not in attendance. The minutes will be amended to reflect this change.

NEW BUSINESS

2004-2005 Budget Request

President Kozloff indicated that each year, the Office of the Chancellor asks us to demonstrate what we actually spent in the previous fiscal year (2002-2003), what we are spending in the current fiscal year (2003-2004), and to make projections for what we think we will need for the next fiscal year (2004-2005). This information is then used by the Chancellor's office to develop its legislative appropriation request. President Kozloff referred to the last section of the BUD RPT 04 which deals with the number of employees at the university. The university did, indeed, reduce 4 management positions last year and were able to re-allocate those positions to other areas.

Vice President Rugen then reviewed the Budget Report in further detail. Dr. Rugen stated the assumption of an increase in state appropriation is due to the new state system allocation formula. Dr. Rugen continued by reporting that his office is being very conservative in listing a slight decrease in All Other Revenue and in the use of carry-forward funds from the previous year. Salaries are projected to go up very slightly due to the contract negotiated with AFSCME for that year as well as a possible need for additional faculty if enrollment continues to increase. He added that benefits are also projected to go up. Services and supplies, capital expenditures, and transfers are all expected to remain the same. Dr. Rugen reminded those in attendance that the \$2,142,363 deficit is to indicate the university's projected funding request from the state system.

Trustee Mowad recommended a motion to approve the 2004-2005 budget request, seconded by Trustee Barth, and unanimously approved that this budget be sent to the Board of Governors of the State System for appropriations request.

Non-Instructional Emeritus Status

Trustee Kelly made a motion, seconded by Trustee Mowad, and unanimously approved to confer Non-Instructional Emeritus Status to: Ms. Carol Chronister (President's Office); Ms. Suellen Cooley (President's Office); Mr. John Simons (Plumbing Shop); and Mr. Joseph Quinn (Purchasing).

Faculty Emeritus Status

President Kozloff informed the Trustees that Faculty Emeritus status was conferred upon Dr. Gloria Schechterly (Department of Nursing).

President's Report

President Kozloff reviewed her President's Report for August 2003 with the Trustees. A copy of the report will be appended to the minutes. In addition, Dr. Kozloff pointed out that US News and World Report has ranked Bloomsburg University in the second tier (those ranked 43-81) of the best Northern region universities. Only 3 other state system universities were ranked in this report: Millersville ranked 38th, while Bloomsburg University shared second tier status with Shippensburg and West Chester. When comparing Bloomsburg on a number of factors to many of the institutions ranked in the first tier, we actually rank higher in the areas of retention rank, six-year graduation rate, and number of full-time faculty. With 96% full-time faculty, BU is surpassed by only 2 institutions in the first tier. Dr. Kozloff also reported that we have been included in Princeton Review's first edition of the Best Mid-Atlantic Colleges. This guide features the top 98 schools in the 6 states of the Mid-Atlantic region.

Academic Affairs

Trustee Kelly recognized Trustee Buehner, member of the Academic Affairs Committee, to lead the discussion of the Academic Affairs informational item. Trustee Buehner introduced Vice-President Schloss to discuss the Health, Physical Education, and Athletics Department name change.

On behalf of Dean Liu and the College of Liberal Arts, Vice-President Schloss announced the name change of the Department of Health, Physical Education, and Athletics to the Department of Exercise Science and Athletics. The name change comes as an indication of the increased professionalization of the discipline and the de-emphasis of activity courses in general education.

General Administration

Approval of Purchasing Activity under Act 188

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

Administration items. Trustee Mowad recommended approval of Purchasing Activity Under Act 188 in excess of \$10,000 for May 20, 2003 through August 12, 2003, seconded by Trustee Alley.

Trustee Buehner questioned why there are two settlements listed on the Purchasing Activity Report. President Kozloff stated these were legal settlements and should only be discussed in executive session. Both Dr. Kozloff and Trustee Buehner agreed that these two settlements should not be included on the Purchasing Activity Report. Trustee Mowad moved to accept removal of those two items from the Purchasing Activity Report as an amendment to the previous motion, seconded by Trustee Davis, and unanimously approved.

Contribution to Volunteer Fire Company

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. Denny Miller, Lieutenant, Bloomsburg Fire Department, accepted the contribution with thanks. President Kozloff expressed her deep appreciation to the Mayor of Bloomsburg, the Bloomsburg Fire Department, and the Bloomsburg Town Council for recently passing an ordinance requiring integrated smoke alarm systems in all rental properties. Dr. Kozloff stated that it is very reassuring to know that the Town of Bloomsburg shares our concerns about safety. Mr. Chip Coffman, Mayor of Bloomsburg, thanked President Kozloff and the University for their continued support of the Bloomsburg Fire Department.

Administration and Finance Report

Trustee Mowad called upon Dr. Rugen to lead discussion and provide a Power Point presentation on an informational item, the Administration and Finance Report. The report included the final year-end report of fiscal year 2002-2003, an analysis of budget trends and sources, a draft of the Capital Projects Spending Plan for Bloomsburg University as well as the other State System universities, and a list of major projects under construction (Addendum A). Dr. Rugen acknowledged the work of his staff in converting major Financial, Purchasing, and Human Resources information to a shared administrative system. Dr. Rugen reported that he was recently commended by the State System for having the most accurate data of all State System universities on our year-end financial report and we were the first institution of the 14 universities to have our report finished. Secondly, we are the lead institution in Phase II of the conversion of our data to the shared administrative system. Dr. Rugen went on to note that all of this was accomplished while adding no additional staff and actually being down one staff member in the Purchasing Department due to a retirement.

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 informational item, Fall 2003 Enrollment Figures and Housing Update.

Vice President Herring discussed the Preliminary Enrollment Report for Fall 2003 and mentioned that official enrollment numbers will not be available until September 14th. Dr. Herring reported that our overall enrollment is healthy and we have slightly exceeded our goals for both returning and new students.

Vice President Herring also provided a housing update. He reported that a slightly higher number of freshmen students this fall, coupled with the fact that upper classmen are increasingly choosing to remain in campus housing, means that our residence halls are at 101% occupancy. We have approximately 300 more students living on campus than our residence halls normally can accommodate. We can expect to be over-capacity in our residence halls for much of the fall semester. This is the highest number of students we have ever housed at Bloomsburg. Dr. Herring went on to say that if this increased demand for housing continues it will obviously create the need for more student housing, whether it be on-campus or off-campus. Dr. Herring stated that Residence Life's highest priority, which has already begun this semester, will be focused on how they will manage this increasing demand on campus housing. Vice President Herring noted that for next fall, some changes in student housing allocation must be made. He reported that it will be unlikely that all students who wish to live on campus will be able to do so.

Dr. Herring also reported that the construction of the new Monty's Café on the upper campus began on August 1. The estimated completion date of this project is May of 2004. A temporary facility is currently in place to serve students on the upper campus while construction of the new facility takes place. Dr. Herring stated that sprinklers and hard-wired smoke detectors were installed in Elwell and Columbia Halls this summer and our last sprinklers (as part of the four-year plan) will be installed next summer in Montour and Schuylkill Halls.

Trustee Davis then commented on the urgent need to investigate possibilities and move quickly on construction of further student housing on the upper campus – with the goal of having as many students on-campus as possible. Trustee Buehner agreed with these comments and praised Vice President Herring and Residence Life for their proven track record in the development, construction, and maintenance of student residence halls.

University Relations

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

Dr. Vavrek noted that the Gift Summary by Constituency Report as of August 11, 2003 was reflected in Exhibit G of the agenda. Trustee Buehner asked if the figure listed in the "friends" category reflected one large donor or several smaller donations. Dr.

Vavrek felt that those donations were somewhat even throughout the 90 gifts, but will check to see if it could be one large donor. Trustee Barth requested the trustees receive a 3-4 year summary report to see where the trend in giving is headed. Dr. Vavrek's office will provide the trustees with a report which will provide comparative numbers of the University's fundraising efforts over the last five years.

Dr. Vavrek then called upon Mr. Jim Hollister, Assistant Vice-President of University Relations, who discussed the recent changes made in the Development Office. Mr. Hollister also indicated that we are up almost 1,100 donors and have increased the participation of our alumni base by almost 3% and faculty/staff by 5%. Mr. Hollister also announced that Ms. Diana Van Fleet, a 1998 graduate of Bloomsburg University, has been hired as our new Development Relations/Major Gifts Officer. Dr. Vavrek then noted that Diana's salary is being paid by the Bloomsburg University Foundation.

Other Business

Presidential Evaluation

Trustee Kelly announced that the Council of Trustees met in executive session to discuss the 2002-2003 presidential evaluation of Dr. Kozloff. The trustees discussed the results of the system accountability plan as well as interviews Trustee Kelly conducted with leaders of various campus constituency groups. Trustee Kelly called upon Trustee Conley-Lammando to present the Resolution and motion, seconded by Trustee Mowad and unanimously passed.

WHEREAS, the Council of Trustees has conducted an informal review of President Jessica S. Kozloff; and

WHEREAS, the Council of Trustees has reviewed the System Accountability Plan and will discuss BU's performance in further detail with President Kozloff at a later date; and

WHEREAS, President Kozloff is recognized as being an excellent ambassador for Bloomsburg University, both locally and nationally, as a result of her involvement serving on various national and state committees; and

WHEREAS, the constituency leaders interviewed stated that President Kozloff is doing an outstanding job running the affairs of the university; and

THEREFORE, it is resolved that the Council of Trustees (a) highly commends and heartily endorses the performance of the president;

(b) recommends that the Board of Governors authorize the Chancellor of the State System of Higher Education to extend the contract of President Kozloff by one year to June 30, 2006; and (c) expresses their support and appreciation of the president, her family, and the staff of the Office of the President.

President Kozloff expressed her appreciation to the Council of Trustees for their support and recommendation.

Recognition of William Acierno

Trustee Kelly recognized Mr. William Acierno, retired BU professor and founding advisor of WBUQ-FM, for his dedication and commitment to students, radio, and Bloomsburg University. Trustee Kelly stated that Mr. Acierno's dedication to the communications department at Bloomsburg University and his leadership of WBUQ-FM is being recognized later today at 1:00 p.m. in the WBUQ radio station in the McCormick Center for Human Services. During that time, a plaque recognizing his many accomplishments will be placed in the radio station. Mr. Acierno thanked the trustees for this honor.

Trustee Buehner voiced his concern over CGA's decision to permit the use, possession, and consumption of alcohol in the proposed "Honeysuckle Court". Trustee Buehner believes the trustees have a moral obligation to take a stand against issues like these. Trustee Buehner then made a motion stating that "it is the sense of the trustees that alcohol not be permitted in private residence halls constructed or owned by affiliated organizations of Bloomsburg University, including the Community Government Association or the Bloomsburg University Foundation". Trustee Barth seconded this motion.

Trustee Davis then added that this would in no way legally bind the hands of the Community Government Association or the BU Foundation, but was simply the "sense of the trustees". Trustee Buehner confirmed that statement. Trustee Buehner went on to say that he hoped the President of the University would understand the trustees' sentiment, if the motion passes, as it relates to this issue and could use these sentiments in future discussions with CGA as the issue moves forward.

Trustee Conley-Lammando then asked that this motion be tabled until the next meeting to allow time to discuss this matter with all the parties involved in the decision making process to this point. Trustee Conley-Lammando made a motion to table Trustee Buehner's motion until the next Council of Trustees meeting, seconded by Trustee Branchick. Voting in favor of this motion were Trustees Conley-Lammando, Branchick, Kelly and Mowad. Trustee Kelly then returned to the first motion made by Trustee Buehner stating "it is the sense of the trustees that alcohol not be permitted in private residence halls constructed or owned by affiliated organizations of Bloomsburg University, including the Community Government Association or the Bloomsburg University Foundation". Trustee Kelly acknowledged this motion and the second to the motion. Voting in favor of this motion were Trustees Buehner, Barth, Petrosky, Davis, and Alley. This motion passed by a 5-4 vote.

Trustee Buehner then discussed the Community Government Association's purchase of the Sesame Street property and voiced

his concern over the purchase price of the property and the costs associated with the demolition of the existing structures. Trustee Buehner also voiced concern with the fact that only 12 students voted for the over 8,000 students that attend the University.

Trustee Branchick stated that as a student and a member of the Council of Trustees, she wanted to convey the fact that many students see the purchase of the Sesame Street property as a great opportunity to correct a problem that many other groups have not been able to do. Trustee Branchick stated that the future of the property should be left in the hands of the students, since they purchased the property, and that their decisions should be trusted.

Trustee Mowad and President Kozloff expressed their support for the students' actions and decisions on this project.

Adjournment

There being no other business and upon motion by Trustee Davis, seconded by Trustee Petrosky, the meeting was adjourned at 12:05 p.m.

Steve Barth Lisa Hemrick
Secretary Administrative Assistant

COUNCIL OF TRUSTEES QUARTERLY MEETING MINUTES
December 3, 2003

The Bloomsburg University Council of Trustees met in the Ballroom of the Kehr Union, December 3, 2003, at 11:00 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
Mr. David Petrosky
Ms. Kendra Branchick

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. Lisa Hemrick, Administrative Assistant, President's Office

Council of Trustees Advisors

Ms. Veronica Breisch, President, Bloomsburg Chapter of AFSCME
Ms. Amy Hess, President, Community Government Association
Ms. Gretchen Osterman, President, Bloomsburg Chapter of SCUPA
Dr. Stephen Kokoska, President, Bloomsburg Chapter of APSCUF
Mr. David Stover, University Legal Counsel

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 then introduced special guests in attendance: Ms. Veronica Breisch, President, Bloomsburg Chapter of AFSCME; Ms. Amy Hess, President, CGA; Ms. Gretchen Osterman, President, Bloomsburg Chapter of SCUPA; Dr. Stephen Kokoska, President, Bloomsburg Chapter of APSCUF; and Mr. David Stover, University Legal Counsel.

Trustee Kelly continued by recognizing Dr. Robert Dampman, who has been confirmed by the Senate to be a trustee at Bloomsburg University. Dr. Dampman is a 1965 graduate of Bloomsburg University who spent 13 years as Superintendent of Schools at the Bensalem Area School District. He currently works as a Legislative Assistant in Senator Tomlinson's office. Dr. Dampman will be sworn in by the Department of State in the near future.

Trustee Kelly then announced that President Kozloff was recently elected to a three-year term on the Board of Directors of the American Association of State Colleges and Universities (AASCU). AASCU is the chief policy making and lobbying group for the 400 publicly-owned state colleges and universities across the nation. President Kozloff joins a board of 15 sitting presidents and chancellors. The Board hires and evaluates the President of AASCU, votes on policy positions, and plans initiatives for the organization.

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.

Minutes of the Council of Trustees

A motion was made by Trustee Petrosky, seconded by Trustee Mowad, and unanimously carried that the August 26, 2003 minutes be approved.

NEW BUSINESS

Non-Instructional Emeritus Status

Trustee Gibble made a motion, seconded by Trustee Barth, and unanimously approved to confer Non-Instructional Emeritus Status to Ms. Sandra Long, Department of Mathematics, Computer Science and Statistics.

Honorary Degree Endorsement

Trustee Beierschmitt made a motion, seconded by Trustee Barth, and unanimously carried to confer a Bloomsburg University Honorary Doctorate of Letters Degree at the May 2004 undergraduate commencement ceremony upon Ms. Pat Mitchell, President and Chief Executive Officer of the Public Broadcasting Service. Ms. Mitchell will serve as our May 2004 undergraduate commencement speaker.

Resolution Honoring Ms. Jan Hutchinson and the BU Field Hockey Team

Trustee Kelly called upon Trustee Gibble to present the Resolution and motion, seconded by Trustee Petrosky, and unanimously carried.

WHEREAS, the women's field hockey team won their second consecutive National Collegiate Athletic Association Division II Championship at Bloomsburg University of Pennsylvania, the sixth NCAA Division II Championship in the last eight years; and

WHEREAS, the Council of Trustees of Bloomsburg University of Pennsylvania advocates excellence in athletics, as well as academics, and recognizes the important contributions of coaches, student-athletes, and staff in the field of athletics to the total university environment; and

WHEREAS, the Bloomsburg University Field Hockey Team won 22 games while losing only two games this season, setting a record for most goals scored with 94; and tied a school record with 16 shut-outs, winning the Pennsylvania State Athletic Conference title for the 12th time in school history; and

WHEREAS, Ms. Jan Hutchinson has displayed outstanding leadership during the past 26 years as Head Coach of the Bloomsburg University Field Hockey team, and Ms. Jan Hutchinson has now won 462 games against just 61 defeats and 20 ties; and

NOW, THEREFORE, BE IT RESOLVED, that the Council of Trustees of Bloomsburg University of Pennsylvania hereby congratulates the coaches and student-athletes of the 2003 National Collegiate Athletic Association Division II championship field hockey team and extends their appreciation for the recognition they have brought to Bloomsburg University of Pennsylvania.

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 a copy be presented to Ms. Jan Hutchinson.

Resolution Honoring Ms. Kendra Branchick

Trustee Kelly presented the Resolution and motion honoring Student Trustee, Kendra Branchick, seconded by Trustee Barth, and unanimously approved.

WHEREAS, Ms. Kendra Branchick served as a student member of the Bloomsburg University Council of Trustees from September, 2002 through December, 2003, and

WHEREAS, Ms. Branchick has served responsibly and with integrity on various committees representing Bloomsburg University, and

WHEREAS, more importantly, Ms. Branchick has been a positive role model for all other students,

NOW, THEREFORE, BE IT RESOLVED, that the Council of Trustees of Bloomsburg University expresses its gratitude and appreciation for her dedicated service to Bloomsburg University.

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 a copy be presented to Ms. Kendra Branchick.

Ms. Branchick expressed her gratitude and thanked the trustees for the honor of serving as student trustee.

Resolution Certifying Compliance with Board of Governors Policy 1985-04-A

Trustee Mowad presented the Resolution and motion certifying compliance with Board of Governors Policy 1985-04-A, seconded by Trustee Petrosky, and unanimously passed.

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., attempt through an RFP, to change its audit firm no less than every three years as part of the agreement between the University and Foundation.

NOW, THEREFORE, 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.

Approval of Purchasing Activity Under Act 188

Trustee Kelly recognized Trustee Mowad, Chair of the General Administration Committee, who recommended approval of Purchasing Activity Under Act 188 in excess of \$10,000 for August 13, 2003 through November 14, 2003, seconded by Trustee Barth, and unanimously approved.

President's Report

President Kozloff reviewed her President's Report for December 2003 with the Trustees. A copy of the report is appended to the minutes. The report highlighted the many successes of our students, faculty, staff, and university organizations during the Fall 2003 semester. President Kozloff also provided updates on the various university construction projects, student housing situation, and implementation of the shared administrative system.

Faculty Emeritus Status

In accord with Policy 6760 (Revised), Faculty Emeritus Status, and upon the recommendation of departmental colleagues, the appropriate college dean, the Provost and Vice President for Academic Affairs, and President Kozloff, Faculty Emeritus Status has been conferred upon the following Unit I faculty members:

Dr. Ronald Champoux (Audiology & Speech Pathology)
Mr. Charles Chronister (Exercise Science & Athletics)
Mr. Wayne George (Developmental Instruction)
Ms. Susan Hibbs (Exercise Science & Athletics)
Dr. Frederick Hill (Biological & Allied Health Sciences)
Mr. Stewart Nagel (Art & Art History)
Ms. Janet Olsen (Andruss Library Faculty)
Mr. Burton Reese (Exercise Science & Athletics)
Mr. Roger Sanders (Exercise Science & Athletics)
Mr. Henry Turberville (Exercise Science & Athletics)

New Curriculum Advisement and Progress System

Trustee Beierschmitt, Chair of the Academic Affairs Committee, recognized Vice President Schloss who introduced Wayne Mohr, Assistant Vice-President of Technology who discussed the new Curriculum Advisement and Progress System (CAPS). Jim Gessner, Director of Administrative Applications, demonstrated the new CAPS system for those in attendance. Some of the tools of this new system are: providing students and faculty with the ability to track course progress in any given major, allowing faculty to assemble class lists and roll of their advisees, and providing necessary data to determine the need for additional sections of a course.

President Kozloff commented that this new Curriculum Advisement and Progress System was developed here at BU by our Administrative Applications Department, far exceeded the capabilities of the packages that could have been purchased from outside vendors, and is one of the best tools we can give students, parents, and faculty.

-
-

Auditor Report

Trustee Mowad, Chair of the General Administration Committee, introduced Vice President Rugen who led discussion of the Auditor's Report. Vice President Rugen introduced Mike Robatin, Director of Finance and Accounting, Claudia Thrush, Assistant Director of Finance and Accounting, Kathryn Souchick, Accountant, and thanked them for their work on the financial reports which received praise from the Chancellor.

Andrea Caladie and Susan Troy from Parente Randolph were then introduced to present the auditor's report. They reported no significant audit adjustments were proposed, no disagreements with management were experienced, and no difficulties were experienced with the audit process. The auditors from Parente Randolph reported that the audit process went smoothly and thanked the internal BU Accounting staff for their cooperation.

Gift Summary by Constituency

Trustee Barth, Chair of the University Relations Committee, introduced Dr. Michael Vavrek who discussed the Gift Summary by Constituency Report.

Dr. Vavrek provided an update on the progress of the Bloomsburg University Foundation's move toward independence from the University. In keeping with this, the BU Foundation will hire an Executive Director and Chief Operating Officer. The job description has been completed, will be posted nationally in the near future, and a search committee will be established. The Foundation hopes to fill this position by late summer or early fall and the position will remain open until filled.

Adjournment

There being no other business and upon motion by Trustee Beierschmitt, seconded by Trustee Barth, the meeting was adjourned at 12:10 p.m.

Steve Barth
Lisa Hemrick
Secretary
Administrative Assistant