

BLOOMSBURG UNIVERSITY OF PENNSYLVANIA  
Bloomsburg, PA 17815

**COUNCIL OF TRUSTEES COMMITTEE OF THE WHOLE SESSION**  
**March 3, 2004**

The Bloomsburg University Council of Trustees met in the Ballroom of Kehr Union on March 3, 2004 at 8:30 a.m. Those in attendance: Mr. Robert Gible, Dr. Joseph Mowad, Mr. Steven Barth, Dr. Robert Dampman, Ms. Ramona Alley, Mr. David Petrosky, Mr. LaRoy Davis, Mr. Richard Beierschmitt, and Ms. Marie Conley-Lammando.

University Personnel in attendance: Dr. Patrick Schloss, Dr. Preston Herring, Dr. Richard Rugen, Dr. Michael Vavrek, and Ms. Lisa Hemrick.

Mr. Robert Gible, Co-Chair of the Council of Trustees, called the Committee of the Whole Meeting to order, greeting those in attendance and asking that anyone wishing to speak to any of the issues that are raised, to wait for the public comment time at the beginning of the Quarterly Meeting which would immediately follow.

Mr. Gible then recognized Dr. Preston Herring, Vice President for Student Life, to discuss the Honeysuckle Student Housing Project.

**Honeysuckle Student Housing Project**

Dr. Herring discussed the persistent, critical need for additional student housing. Additional student housing is vital to the university's mission and to remain highly competitive in the recruitment of new students and to attract transfer students to our campus by being able to offer quality student housing. The University continues to support the Community Government Association's efforts, as an affiliated, non-profit entity, to negotiate a Payment in Lieu of Taxes with the local taxing authorities. However, if a PILOT agreement cannot be reached, the University must be equipped with a contingency plan as the Community Government Association is prepared to transfer the Honeysuckle Property to the University. If this transfer does occur, the University would essentially start over with pre-design and site development work to construct student housing on that property. The earliest that a University-developed project could be completed on this site is the Fall of 2006 which may be an optimistic schedule. Dr. Herring also stated that safe, high-quality, and professionally-managed student housing which reflects the values and educational standards of the University is the goal, regardless of the outcome of the negotiations involving the PILOT.

Dr. Herring reminded the trustees of the fact that last Fall we had 300 rooms tripled in our residence halls, 900 students over the normal capacity. Students are deciding to remain on campus because it is convenient and affordable. Because of the impact student housing has on our ability to recruit new students, the Council of Trustees in the past directed the administration to work toward the goal of housing 50% of our students in university-owned or affiliated housing. Currently 46% of our students live in university housing and the Honeysuckle apartments project will enable us to reach the 50% goal set by the trustees.

Dr. Herring then introduced Ms. Amy Hess, President of the Community Government Association, who updated the trustees on the current status of negotiations with the local taxing authorities. A letter was sent to the Town of Bloomsburg, the Bloomsburg School District, and the Columbia County Commissioners requesting meetings to discuss the project and the need to reach a PILOT agreement by the middle of March. The letter also stated that if a PILOT could not be reached, CGA planned to transfer the Honeysuckle Property to the university because of the dire need for student housing. Informal meetings were held with Bloomsburg Town Council and the Bloomsburg School Board which allowed CGA to hear questions and concerns from members and allowed CGA to explain their reasons for the project. As of this date, however, CGA has not had the opportunity to formally meet with the 3 taxing authorities. While every effort will still be made to reach a mutually-agreeable PILOT, Ms. Hess expressed concern that CGA may have to forfeit its efforts to build student housing on this property if an agreement with the local taxing authorities cannot be reached. She then asked the trustees to consider preparing in the event CGA transfers the Honeysuckle property to the University, as CGA's goal has always been to benefit the students.

Ms. Hess then introduced Dr. David Hill, Comptroller of the Community Government Association, who discussed why

a PILOT agreement is so important. □ First and foremost, without the PILOT agreement, the project is not a viable one for CGA. □ He stated that the intention is to develop and maintain, over the long-term, a first-class student community. □ Staffing, programming and upkeep of this type of facility is expensive, and as part of the tax-free bond financing, CGA is required to maintain a 1.2 debt ratio throughout the 30 years of the bond. □ A PILOT agreement is necessary for CGA to maintain this debt ratio. □ All of this, coupled with the fact that CGA wants to keep the rent for students as low as possible, makes a PILOT agreement with local taxing authorities imperative.

Dr. Mowad asked Dr. Hill what the actual taxes for the property would be. □ Dr. Hill stated that the actual tax would be \$233,000, which is \$133,000 more than the proposed \$100,000 PILOT. □ Dr. Hill stated that this additional \$133,000 could not be passed along in the cost of rents to students as it would result in the Honeysuckle rents being much higher than what is already offered.

Dr. Hill also pointed out that PILOT agreements have been reached between some of the other State System Universities and their taxing authorities, i.e. California, Clarion, and Lock Haven.

Dr. Richard Rugen, Vice President of Administration and Finance, was then introduced to discuss the two resolutions which will be considered at the Quarterly Meeting. □ If CGA does transfer the property to the University, the first resolution would authorize acceptance of this transfer and to explore the feasibility of building on that site. □ The second resolution would authorize the University to release a Request for Proposals for the project. □ Dr. Rugen stressed the fact that if CGA is unsuccessful in their efforts to negotiate a PILOT and the university accepts the transfer of the property, the university must follow a very strict timeline to complete construction of student housing on this property by Fall of 2006. □ Dr. Rugen detailed this timeline as well as reiterated to the trustees that the University's preferred track is still the affiliated, non-profit approach.

A question was raised that if the University does receive the property, whether or not they could obtain and use all the project work completed by CGA to this point. □ Dr. Rugen stated that this is not allowed as CGA's project is a privatized one, and the state would require the university to start over with this pre-construction work.

Trustee Barth and Trustee Davis then suggested that another student housing project on the upper campus (state-owned land), in addition to Honeysuckle, be initiated today as well to ease the pressure of the student housing situation. □ Discussion then followed regarding access to the upper campus and the necessity of resolving this issue before pursuing student housing on the upper campus.

### Proposed Fee Increases

Dr. Herring referenced Exhibit H (page 33) of the quarterly meeting agenda which detailed the proposed room and board increase for 2004-2005, a 4.75% combined average increase (5.5% Room and 4.0% Board). □ This would result in a \$122 increase per student per semester. □ Dr. Herring explained the Administrative Fees as indirect/overhead costs to be reimbursed from the Residence Life auxiliary to the University's E & G budget. □ This includes staff time involved in administering to the residence hall program as well as any operational expenses the university incurs in this process. □ The Board of Governors discovered that the universities were not charging enough to recover these costs and dictated a formula to State System universities as a way to recover and assess these indirect overhead charges. □ Two years ago it was decided to phase in these indirect charges to the residence halls. □ The Administrative Fees shown in Exhibit H are actually the second year figures of the phase-in to recover these indirect overhead charges. □ Dr. Rugen stated that Bloomsburg is following the West Chester model, a very transferable model, of which they have performed time studies and cost analyses.

Trustee Barth requested that the Administrative Fees be broken out by line item to better show in which areas these charges are occurring. □ Trustee Conley-Lammando asked if there were any other pending mandates from the State System similar to this operational expenses chargeback. □ Dr. Herring stated he was not aware of any looming authorizations from the Board of Governors. □

It was also requested by Trustee Davis that once the other 13 state system universities have set their fees, that the trustees be provided with a ranking as to where Bloomsburg would fall with the proposed fee increase as shown in Exhibit H. □

Trustee Conley Lammando asked if any consideration was given assuming tuition will be increased by the State System. Concern was expressed that an increase in tuition coupled with the proposed room and board increase would be very expensive for students. Because of an expected increase in tuition from the State System, Trustee Gibble suggested that the two-year phase-in be changed to a three-year phase-in to lessen the financial burden next year for students.

Dr. Schloss re-emphasized that if the proposed room and board rate increase is not approved, or approved at a lower rate, it would simply shift these costs to the general operating budget (E & G) and reduce resources available to finance, building, academic affairs, and other divisions that are directly charged.

Trustee Gibble, sensing that the trustees are concerned with the increased financial burden to students, suggested that a special meeting to further discuss student fees may be in order to allow sufficient time for preparation of appropriate reports and possibly an alternative recommendation which would involve a lower increase in the room and board fee.

A conference call/meeting, advertised in accordance with the Sunshine Law, was suggested at a later date. It was agreed to defer the decision on student fees to a special meeting to be held sometime in April.

Dr. Herring stated that prior to this special meeting, the trustees will be provided with a copy of the line item budget showing percentage of increase/decrease for fiscal years 2003-2004 and 2004-2005, a comparison of SSHE Residence Hall Room Rates, and an alternative room and board rate increase recommendation at a lower rate to be phased in over three years vs. the current two year plan.

**Campus Facilities Planning**

Trustee Gibble introduced Dr. Richard Rugen who discussed campus facilities planning.

Dr. Rugen stated that a strategic planning initiative has been initiated on campus as part of a system-wide initiative. Part of this initiative is to update our master plan. The university is currently looking at two classroom concepts: 1) Renovation of Haas Center and 2) Potential of constructing a new classroom building that will provide the university with more alternatives to different teaching styles. A university task force is looking at each of these concepts and is preparing to share their recommendation to the Acting President in the near future.

The other major issue being addressed in regard to campus planning is parking. The campus master plan has called for alternatives such as a high-rise parking lot. A task force is in place to look into this alternative and other options as well. The plan is to present the trustees with recommendations this Fall as to which direction the university suggests we take regarding additional classroom space and parking.

The meeting was adjourned at 10:05 a.m.

Approved by: \_\_\_\_\_ Submitted by: \_\_\_\_\_

Steve

Barth Lisa

Hemrick

Secretary

Administrative Assistant



BLOOMSBURG UNIVERSITY OF PENNSYLVANIA  
Bloomsburg, PA 17815

**CONFERENCE CALL/SPECIAL MEETING TO DISCUSS STUDENT FEES  
APRIL 14, 2004**

-  
The Council of Trustees conference call/special meeting convened at 6:00 p.m. on Wednesday, April 14, 2004 at 6:00 p.m. in the Gathering Place of the Andruss Library. ♦ Those trustees attending in-person or via the audio bridge: ♦

**Council of Trustees**

- A. William Kelly, Chair
- Steven Barth, Secretary
- Robert Gibble (audio bridge)
- Ramona Alley (audio bridge)
- Joseph Mowad (audio bridge)
- Richard Beierschmitt (audio bridge)
- Lee Davis (audio bridge)
- Robert Dampman (audio bridge)
- David Petrosky (audio bridge)
- Marie Conley-Lammando (audio bridge)

**University Personnel**

- Dr. Jessica Kozloff, President
- Dr. Patrick 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
- Ms. Lisa Hemrick, Administrative Assistant, President's Office

**Call to Order**

Mr. A. William Kelly, Chair of the Council of Trustees, called the special meeting to further discuss student fees for 2004-2005 to order and welcomed those in attendance.

**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.

-  
-  
-  
-  
**Discussion of Student Fees**

Trustee Kelly recognized Dr. Preston Herring, Vice President for Student Life, to discuss the original and alternative recommendations for the room and board rate increase for fiscal year 2004-2005. ♦ Trustee Kelly reminded everyone that the original recommendation was presented at the quarterly meeting on March 3, 2004 with the matter being tabled until this meeting.

Dr. Herring reviewed the room and board fee increase discussion from the quarterly meeting of March 3<sup>rd</sup>. ♦ At that time, a 4.75% overall increase in room and board was presented, resulting in a \$122 per student/per semester increase. ♦ Most of this increase was related to indirect, overhead charges that residence halls and food service need to pay back to the university for services rendered to those two auxiliary programs. ♦ There was a general consensus at the March 3<sup>rd</sup> quarterly meeting that the board increase was acceptable as presented, however, the trustees asked administration to come back with an alternative recommendation lowering the room rate, resulting in the reduction of the overall increase. ♦

Dr. Herring then reviewed the alternative recommendation which would lower the room rate increase from 5.5% to 4.0%, keep the board rate increase at 4.0%, resulting in an overall combined average of 4.0%. ♦ This 4.0% increase in room and board would result in a \$100 per student/per semester increase as opposed to the \$122 per student in the original recommendation.

The alternative recommendation would be achieved by taking the following steps:

- 1) ♦ ♦ ♦ ♦ ♦ ♦ ♦ ♦ Maintain the reimbursement of \$437,662 from the Residence Life budget ♦ ♦ ♦ ♦ ♦ ♦ ♦ ♦ to the University E & G budget for indirect/overhead charges. ♦ This would ♦ ♦ ♦ ♦ ♦ ♦ ♦ ♦ complete the 2-year phase-in for this expense.
- 2) ♦ ♦ ♦ ♦ ♦ ♦ ♦ ♦ Transfer (remove) expenses from the Residence Life budget back to the ♦ ♦ ♦ ♦ ♦ ♦ ♦ ♦ University E & G budget for payment of salary and benefits for staff who ♦ ♦ ♦ ♦ ♦ ♦ ♦ ♦ provided services to all University students. ♦ This transfer will be phased- ♦ ♦ ♦ ♦ ♦ ♦ ♦ ♦ in over 2 years at \$78,614 each year.
- 3) ♦ ♦ ♦ ♦ ♦ ♦ ♦ ♦ Increase the fiscal year 2004-2005 revenue projection in summer ♦ ♦ ♦ ♦ ♦ ♦ ♦ ♦ conference business by \$34,760.

Further explanation can be found in attachment 1.

Trustee Conley-Lammando asked if there is a possibility of sharing the cost of the office of Greek Affairs with the Community Government Association. Dr. Herring and Dr. Kozloff responded by stating that because Greek Affairs serves all the students it is an appropriate University/Residence Life expense and therefore those salaries and benefits should be transferred to the E & G budget.

Trustee Mowad stated that he felt the new recommendation was a legitimate alternative. He added that when you look at the comparison to other state system universities, Bloomsburg is still in the lower quartile as far as increases are concerned. Trustee Dampman added that by following the alternative recommendation and the phase-ins as outlined, that next year's rate increase should be significantly lower.

Dr. Herring also provided a comparison of state system residence hall board rates, assuming the 4.0% increase proposed in the alternative recommendation. This comparison is reflected in attachment 4 and shows Bloomsburg 6th from the top when comparing 2003-2004 board rates. Trustee Davis asked that once all fees and rate increases are settled across the state system, that the trustees be provided with a comparison to see how BU stacks up against the other state system universities. Dr. Herring agreed to provide this information in the fall.

With no further discussion, Trustee Mowad made a motion to approve the student fees for 2004-2005 as outlined in the alternative room and board recommendation. The motion was seconded by Trustee Alley with unanimous approval by roll-call vote.

**Other Business**

Trustee Davis asked for an update on the status of our new student trustee, Jennifer Shymansky. Lisa Hemrick stated that Ms. Shymansky was just approved by Governor Rendell's office this week and will be signing her oath shortly. She should be on-board as an official trustee next week.

Trustee Kelly asked the trustees to relay their attendance plans for graduate and undergraduate commencement, scheduled for May 7th and May 8th, to Lisa as soon as possible.

**Adjournment**

There being no other business and upon motion by Trustee Kelly, the meeting/conference call was adjourned at 6:25 p.m.

\_\_\_\_\_  
Steve Barth \_\_\_\_\_ Lisa Hemrick  
Secretary \_\_\_\_\_  
Administrative Assistant

BLOOMSBURG UNIVERSITY OF PENNSYLVANIA  
Bloomsburg, PA 17815

**COUNCIL OF TRUSTEES COMMITTEE OF THE WHOLE SESSION**  
**June 9, 2004**

The Bloomsburg University Council of Trustees met in the Schweiker Room of the Andruss Library on June 9, 2004 at 10:00 a.m. ♦ Trustees in attendance: ♦

Mr. A. William Kelly, Mr. Robert Gibble, Dr. Joseph Mowad, ♦ Dr. Robert Dampman, Ms. Ramona Alley, Mr. David Petrosky, Mr. Richard Beierschmitt, Ms. Marie Conley-Lammando and Ms. Jennifer Shymansky.

Excused: ♦ Mr. Steven Barth and Mr. LaRoy Davis

♦

University personnel in attendance: ♦ Dr. Jessica Kozloff, Dr. James Matta,  
Dr. Preston Herring, Dr. Richard Rugen, Dr. Michael Vavrek and Ms. Lisa Hemrick. ♦ ♦

Mr. A. William Kelly, Chair of the Council of Trustees, called the Committee of the Whole session to order, greeting those in attendance and asking that anyone wishing to speak to any of the issues that are raised, to wait for the public comment time at the beginning of the Quarterly Meeting which would immediately follow.

Mr. Kelly then recognized Mr. Kevin Abbott, Vice President of Development of the National Development Company of Pennsylvania, for a presentation regarding the design plan for the Honeysuckle Student Apartments project. ♦  
Mr. Abbott is located in the corporate office of the NDC in Pittsburgh and is currently overseeing university apartment housing projects at Lock Haven, Clarion and California University, in addition to CGA ♦s Honeysuckle project here at Bloomsburg.

Mr. Abbott distributed copies of the design plan which detailed the site plan, typical apartment building, commons building and clubhouse. ♦ Copies of these handouts are attached.

Mr. Abbott stated that the Honeysuckle Student Apartments project calls for four, four-story apartment buildings which will house 408 students in three-bedroom and four-bedroom apartments. ♦ This project will be placed on the former Sesame Street property now owned by the Community Government Association. ♦ Each apartment will be furnished and will include a common living area, full kitchen and laundry facilities. ♦ Twenty-five percent of the apartments will be handicapped accessible or adaptable. ♦ The site will also include a community building with lounges, computer center and fitness center, and will be professionally managed by Allen and O ♦ Hara with their management office on-site. ♦ There will also be a resident advisor/assistant in each of the four apartment buildings to assist with student needs. ♦ According to Mr. Abbott, if all approvals are received on schedule, construction should begin later this summer with the apartments ready to house students in August 2005. ♦ Builders are currently being lined up and expect a 12-month construction for this project.

Mr. Abbott noted that they go before the Town of Bloomsburg Zoning Hearing Board tomorrow evening to obtain a variance to the 50% town parking requirement. ♦ He also noted they will meet to seek preliminary land development approval later this month with final land development approval being obtained sometime later in July.

Mr. Abbott continued by stating that CGA continues to negotiate a variable letter of credit and an anticipated closing might be scheduled as early as mid-July.

Trustee Mowad questioned the status of the Sterner property. ♦ Mr. Abbott mentioned that at one point they were looking at the purchase of the Sterner property to expand the Honeysuckle project as it would take away the need for the parking variance. ♦ However, they were not able to close this transaction and the Sterner property is no longer an alternative.

Trustee Conley-Lammando asked what the average rent would be per student. Mr. Abbott answered by stating that the average rent per student is expected to be \$410 per month in the 4-bedroom units. ♦ These are all-inclusive rents (utilities, internet access, washer/dryers).

Trustee Alley asked what the expected occupancy rate is for this project. ♦ First year occupancy is projected at 82% and thereafter around 94%. ♦ Mr. Abbott stated that they believe these units will be in very high demand and extremely popular with students as they have been at other universities.

Dr. Kozloff commented that in order to build this kind of safe, quality housing and meet the community ♦s standards, you have to go to this type of public-private partnership, or through the university. ♦ The number one priority remains to make sure as many of our students as possible are living in these kinds of conditions and this type of facility is vital to attracting and retaining students.

The meeting adjourned at 10:50 a.m.



**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 Conley-Lammando, and unanimously carried that the March 3, 2004 minutes be approved.

**Resolution honoring Dr. Patrick J. Schloss**

Trustee Kelly presented the following resolution and motion, seconded by Trustee Alley, and unanimously carried.

**WHEREAS**, Dr. Patrick J. Schloss displayed outstanding leadership during the past 10 years as Bloomsburg University's Dean of Graduate Studies and Research and Provost and Vice President of Academic Affairs; and

**WHEREAS**, Dr. Schloss was instrumental in strengthening our graduate program and establishing a separate graduate commencement ceremony; and

**WHEREAS**, Dr. Schloss has enriched the lives of numerous students by providing leadership to many academic departments, resulting in new standards for the graduate school, beginning the road toward accreditation of the College of Business, the establishment of the College of Science and Technology, and the authorization for the university's first doctoral program, the Doctorate in Audiology.

**NOW, THEREFORE, BE IT RESOLVED**, that the Council of Trustees of Bloomsburg University of Pennsylvania hereby commends Dr. Patrick J. Schloss on his personal and professional achievements and wishes him the very best in his new position as President of Northern State University.

**BE IT FURTHER RESOLVED**, that this Resolution be made a part of the official minutes of the Council of Trustees of Bloomsburg University and that a copy be presented to Dr. Patrick Schloss.

**Resolution Honoring Ms. Alla Georgievna Gryaznova**

Trustee Kelly called upon Trustee Gible to present the following resolution and motion, seconded by Trustee Alley, and unanimously approved.

**WHEREAS**, Bloomsburg University and The Finance Academy of Russia have formed a dual degree cooperative agreement; and

**WHEREAS**, the first joint degrees were awarded to 16 students from The Finance Academy of Russia on May 8, 2004; and

**WHEREAS**, Ms. Alla Georgievna Gryaznova has been Rector of The Finance Academy of Russia since 1985; and

**WHEREAS**, Ms. Gryaznova's leadership has enabled The Finance Academy of Russia to become one of the prominent educational, research and economic centers in the world, coordinating research activities in the fields of economics, finance and banking; and

**WHEREAS**, The Finance Academy of Russia has implemented a number of international programs and bilateral connections with universities and partner institutions in numerous countries, promoting the form of international scientific and practical conferences; joint research; organization of seminars and courses; and faculty exchange.

**NOW, THEREFORE, BE IT RESOLVED**, that the Council of Trustees of Bloomsburg University of Pennsylvania hereby extends their recognition of Ms. Gryaznova for her outstanding leadership and promotion of cooperative international educational programs.

**BE IT FURTHER RESOLVED**, that this Resolution be made a part of the official minutes of the Council of Trustees of Bloomsburg University and that a copy be presented to Ms. Alla Georgievna Gryaznova.

**NEW BUSINESS****Manager Emeritus Status**

Trustee Gible made a motion, seconded by Trustee Conley-Lammando, and unanimously approved to confer Manager Emeritus status upon Mr. Robert Abbott for over 25 years of service in Technology Support Services.



-  
-  
-  
-

### **Non-Instructional Emeritus Status**

Trustee Gibble made a motion, seconded by Trustee Beierschmitt, and unanimously approved to confer Non-Instructional Emeritus status upon the following non-instructional employees:

- ◆◆◆◆◆◆◆◆◆◆ Ms. Shirley Cerra, Facilities Management Custodial Department
- ◆◆◆◆◆◆◆◆◆◆ Ms. Linda Long, University Relations/Alumni Affairs
- ◆◆◆◆◆◆◆◆◆◆ Ms. Nancy Vought, President's Office

### **PRESIDENT**

#### **President's Report**

President Kozloff reviewed her President's Report for June 2004 with the Trustees. A copy of the report will be appended to the minutes.

#### **Faculty Emeritus Status**

President Kozloff informed the Trustees that Faculty Emeritus status was conferred upon:

- ◆◆◆◆◆◆◆◆◆◆ Dr. John Baird, Department of Psychology
- ◆◆◆◆◆◆◆◆◆◆ Dr. Henry Dobson, Educational Studies and Secondary Education
- ◆◆◆◆◆◆◆◆◆◆ Dr. Gene Gordon, Department of Computer & Information Systems
- ◆◆◆◆◆◆◆◆◆◆ Dr. Mary Harris, Educational Studies and Secondary Education
- ◆◆◆◆◆◆◆◆◆◆ Dr. Donald Pratt, Educational Studies and Secondary Education
- ◆◆◆◆◆◆◆◆◆◆ Dr. Constance Schick, Department of Psychology
- ◆◆◆◆◆◆◆◆◆◆ Dr. David Washburn, Educational Studies and Secondary Education

Dr. Kozloff also expressed her appreciation to the Council of Trustees for their support during her recent sabbatical.

### **ACADEMIC AFFAIRS**

#### **Career Concentration in Fraud Examination**

Trustee Kelly recognized Trustee Beierschmitt, Chair of the Academic Affairs Committee, who called upon Dr. James Matta, Interim Provost and Vice President of Academic Affairs, to discuss this Academic Affairs informational item. Dr. Matta introduced Dr. David Long, Dean of the College of Business, who presented the Career Concentration in Fraud Examination. The concentration, developed by the Department of Accounting, includes a minimum of 21 credits of courses for non-accounting majors and 24 credits of courses for accounting majors which includes courses from three departments Accounting, Criminal Justice, and Office Information Systems. This program will provide students with an option to enter the fraud examination and consulting arenas and will be open to all interested students beginning with the Fall 2004 semester.

Trustee Conley-Lammando stated that the Pennsylvania CPA Association and the Office of the Attorney General would be very interested in learning about this program and might be able to provide excellent internship opportunities. Trustee Conley-Lammando is willing to assist in this area.

Trustee Gibble commended Dean Long and those involved in the development of this career concentration for taking such a leadership role in this area.

### **GENERAL ADMINISTRATION**

#### **Resolution pertaining to the Inspection of Facilities**

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 following resolution for Inspection of Facilities, seconded by Trustee Conley-Lammando, and unanimously approved.

◆◆◆◆◆◆◆◆◆◆ **WHEREAS**, members of the Council of Trustees at Bloomsburg University of Pennsylvania did conduct their annual inspection of facilities on ◆◆◆◆ Wednesday, June 9, 2004 and found maintenance procedures that

◆◆◆◆◆◆ ensure buildings and structures are being properly maintained and in good ◆◆ working order and found also that lawn, flower, shrubbery, tree and ◆◆◆◆◆◆ recreation areas were attractive and well maintained. ◆ Trustees conducted ◆◆ a tour of Buckalew, Monty ◆s and the steam plant.

◆◆◆◆◆◆◆◆◆◆◆◆ **NOW, THEREFORE, BE IT RESOLVED**, that the Council of Trustees of ◆◆◆◆ Bloomsburg University expressed its approval of both the general ◆◆◆◆◆◆◆◆◆◆ condition and the care of the facilities, and transmits their sentiments to ◆◆◆◆◆◆◆◆◆◆ the Board of Governors of the State System of Higher Education.

#### **Approval of Purchasing Activity Under Act 188**

Trustee Mowad recommended, seconded by Trustee Gibble, and unanimously approved, to approve purchasing activity under Act 188 in excess of \$10,000 for February 11, 2004 to May 10, 2004.

#### **Capital Project Prioritization**

Trustee Mowad introduced Dr. Richard Rugen, Vice President for Administration and Finance, for the purpose of discussing Capital Projects Prioritization. ◆◆ Dr. Rugen made reference to Exhibit F which recommended prioritization for funding/authorization for FY 2004-05 through 2009-10. ◆ Projects on the list, in order of priority, include: ◆ Classroom Addition, Haas Addition/Renovation, Nelson Fieldhouse Renovation, Waller Renovation, and Sutliff Hall Addition. President Kozloff noted that the State System of Higher Education has a policy that if you build something new, you must be prepared to fund ◆ of it yourself at the university. ◆ Those involved in the prioritization this year sat down and considered what we could afford to do and would best meet our needs and positively impact the most students. ◆

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

#### **Administration and Finance Report**

Trustee Mowad recognized Vice President Rugen who discussed the Administration and Finance Report, Addendum A. ◆ Vice President Rugen discussed the year-end activities currently taking place in the Business Office. ◆ At the September quarterly meeting, he will provide a financial status report to the trustees.

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**

#### **Student Recreation Center Expansion Project**

Trustee Kelly recognized Trustee Conley Lammando, Chair of the Student Life Committee, who introduced Dr. Preston Herring, Vice President for Student Life, to discuss this Student Life informational item. ◆

Dr. Herring reported that the cost of the proposed Student Recreation Center Expansion project rose from \$2.8 to \$3.4 million. ◆ Original plans called for an addition to be constructed on the Recreation Center ◆s south side, but the location is not suitable for building a foundation. ◆ Dr. Herring also cited increased cost of building materials as a reason for the increased cost. ◆ Dr. Herring introduced Eric Milner, Assistant Vice President of Administration, who presented the current Recreation Center expansion design and explained how the current design may result in an increase in construction cost.

Funding options will be sent to the trustees at a later date and discussed at a future meeting.

### **UNIVERSITY RELATIONS**

#### **Gift Summary by Constituency**

Trustee Kelly recognized Trustee Petrosky, member of the University Relations Committee, to lead the discussion of the University Relations items. ◆ Trustee Petrosky introduced Dr. Michael Vavrek, Vice President for University Relations and Executive Director of the BU Foundation, who discussed the Gift Summary by Constituency, Exhibit G of the agenda.

Dr. Vavrek highlighted the 2003-2004 fiscal year in University Relations/BU Foundation. ◆ He reported that a pledge reminder program was implemented which reduced the number of pledge write-offs. ◆ A change was also implemented in the structure of the Husky Club Golf Tournament that tripled the income of that tournament. ◆ Dr. Vavrek was also happy to report that they exceeded their goal in the Faculty and Staff campaign. ◆



BLOOMSBURG UNIVERSITY OF PENNSYLVANIA  
Bloomsburg, PA 17815

**COUNCIL OF TRUSTEES QUARTERLY MEETING MINUTES  
SEPTEMBER 8, 2004**

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

**Council of Trustees**

Mr. A. William Kelly, Chair  
Mr. Robert Gibble, Vice Chair  
Mr. Steven Barth, Secretary  
Dr. Joseph Mowad, Past Chair  
Ms. Ramona Alley  
Dr. Robert Dampman  
Mr. LaRoy Davis  
Mr. David Petrosky  
Ms. Jennifer Shymansky

Excused: Mr. Richard Beierschmitt and Ms. Marie Conley-Lammando

**University Personnel**

Dr. Jessica Kozloff, President  
Dr. James Matta, Interim Provost and Vice President of Academic Affairs  
Dr. Preston Herring, Vice President for Student Life  
Dr. Richard Rugen, Vice President for Administration and Finance  
Ms. Lisa Hemrick, Administrative Assistant, President's Office

**Council of Trustees Advisors**

Ms. Cheryl John, Treasurer, AFSCME Local 1977  
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. He reported that the Council of Trustees met earlier in the day to discuss the System Accountability Plan and the Presidential Evaluation.

Trustee Kelly then introduced special guests in attendance: Ms. Cheryl John, Treasurer, AFSCME Local 1977; Ms. Gretchen Osterman, President, Bloomsburg Chapter of SCUPA; Dr. Stephen Kokoska, President, Bloomsburg Chapter of APSCUF; Mr. David Stover, University Legal Counsel; Mr. Robert Rupp, Deputy Chief, 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.

**Minutes of the Council of Trustees**

A motion was made by Trustee Petrosky, seconded by Trustee Barth, and unanimously carried that the June 9, 2004 minutes be approved.

**NEW BUSINESS**

**Manager Emeritus Status**

Trustee Gibble made a motion, seconded by Trustee Davis, and unanimously approved to confer Manager Emeritus status upon Dr. Tom Cooper.

**PRESIDENT**

**Contributions to Volunteer Fire Association**

Beginning in 1977, Bloomsburg University, through its operating budget, has made substantial contributions to the Town of Bloomsburg toward the purchase of fire equipment to combat fires or for rescue missions in our high-rise buildings.

Act 86 of 1975 provides for the optimal payment of funds from the University's annual operating budget for volunteer fire and ambulance services. In addition to the University's regular contribution to the Volunteer Fire Association, an additional payment is being made to assist the Town of Bloomsburg to buy a new ladder truck. The existence of a number of tall residence hall buildings on the BU campus is one of the reasons the Town of Bloomsburg needs to purchase this new ladder truck. The total cost of the ladder truck is \$788,868. The Town of Bloomsburg has raised all but \$400,000 and has taken out a 10-year loan to pay off the remainder. BU Administration has proposed that we make 8 annual payments of \$25,000 each to provide a total of \$200,000 to assist the community in paying off this debt.

A motion was made by Trustee Mowad, seconded by Trustee Barth, and unanimously approved to make the regular, annual contribution of \$38,000 to the volunteer fire company of the Town of Bloomsburg for the 2004-2005 fiscal year.

In addition, Trustee Mowad presented a motion that, effective September 8, 2004, Bloomsburg University will make 8 annual payments of \$25,000 each toward the purchase of a new ladder fire truck, and that this payment be made in addition to the regular annual contribution to the volunteer fire association. This motion was seconded by Trustee Alley and unanimously approved.

Mr. Robert Rupp, Deputy Chief, Bloomsburg Fire Department, and Bloomsburg Mayor, Chip Coffman, accepted the contributions with thanks. The trustees expressed deep appreciation to the volunteer fire association for the protection it provides students living on and off the University campus. Mayor Coffman expressed his appreciation for the University's continued support and for working together with the Town of Bloomsburg to make a better community.

#### **2005-2006 Budget Request**

Dr. Kozloff stated that the Office of the Chancellor requires each university to submit a budget projection, with assumptions of no tuition increases, in order to determine each university's need for state revenue. Dr. Kozloff introduced Vice President Rugen who reviewed the budget projection for 2005-2006 (Exhibit A, page 19, of the agenda). Dr. Rugen stated that we are predicting a very healthy year for the current year (2004-2005). A deficit is projected for 2005-2006 because, as Dr. Kozloff mentioned, the state system has asked that we project with the assumption of no tuition increase as well as including the increases in salary that were negotiated with the labor unions.

Dr. Kozloff pointed out that we are projecting a steady state in the area of FTE employees.

Trustee Mowad made a motion, seconded by Trustee Davis and unanimously carried, to approve the 2005-2006 budget request as shown in Exhibit A.

#### **President's Report**

President Kozloff reviewed her President's Report for September 2004 with the Trustees. A copy of the report will be appended to the minutes.

In addition, Dr. Kozloff asked the trustees to note the Fee Comparison table provided by Dr. Herring which shows BU's rankings in terms of our fees and charges. A copy of this table will also be appended to the minutes.

#### **SAP Performance Plan and Narrative**

Dr. Kozloff reported that the Board of Governors requires each university to annually submit a Narrative Assessment Statement demonstrating university accomplishments relative to system-wide goals and each university's goals. These statements are university-specific in content but conform to a standardized format for comparability across universities. Dr. Kozloff offered to respond to any questions on Exhibit E, pages 36-40 of the agenda, which detailed the University Performance Plan for 2003-2004 and Exhibit F, pages 41-45 of the agenda, which outlined the Narrative Assessment Statement for 2003-2004.

#### **Faculty Emeritus Status**

President Kozloff informed the Trustees that Faculty Emeritus status was conferred upon:

- ◆◆◆◆◆◆◆◆◆◆ Mr. William Frost, Harvey A. Andruss Library
- ◆◆◆◆◆◆◆◆◆◆ Dr. I. Sue Jackson, Department of Sociology
- ◆◆◆◆◆◆◆◆◆◆ Dr. Woo-Bong Lee, Department of Economics
- ◆◆◆◆◆◆◆◆◆◆ Dr. Larry Mack, Department of Chemistry
- ◆◆◆◆◆◆◆◆◆◆ Dr. Roy Pointer, Department of Chemistry
- ◆◆◆◆◆◆◆◆◆◆ Dr. Lorraine Shanoski, Dept. of Early Childhood/Elementary Education
- ◆◆◆◆◆◆◆◆◆◆ Dr. Barbara Strohmman, Department of Art and Art History

◆◆◆◆◆◆◆◆◆◆ Dr. Dorette Welk, Department of Nursing

## ACADEMIC AFFAIRS

### Report on Summer School and High School Honors Program

Trustee Kelly recognized Dr. James Matta, Interim Provost and Vice President for Academic Affairs who discussed the successes of our summer school and high school honors program. ◆ A copy of Dr. Matta's presentation is appended to these minutes.

## GENERAL ADMINISTRATION

### Approval of Purchasing Activity Under Act 188

Trustee Mowad recommended, seconded by Trustee Davis and unanimously approved, to approve purchasing activity under Act 188 in excess of \$10,000 for May 11, 2004 to August 2, 2004.

### Administration and Finance Report

Trustee Mowad recognized Vice President Rugen who discussed the Administration and Finance Report, Addendum A. ◆ Vice President Rugen presented a type of ◆ report card ◆ for fiscal year ◆04 in which he pointed out our primary growth was in our net tuition and fees and we had a decline in state appropriations.

Trustee Kelly asked if this data tracks consistently with other state system institutions. ◆ Dr. Rugen mentioned that the other state system institutions voluntarily provide this information. ◆ Dr. Rugen will request this information from the other institutions and follow-up after that with the trustees.

Trustee Davis asked how much the university is paying on sprinkler bonds per month since this was such a big expenditure we had to absorb here at the university. ◆ Dr. Herring will provide this figure to the trustees in the near future. ◆ Dr. Kozloff reminded the trustees that the sprinkler cost was borne by the students in room fees. ◆

A discussion then followed regarding other large expenditures mandated by the state system. ◆ Trustee Davis asked the administration to provide a list of these items that have been mandated by the state system over the last 4-5 years. ◆ Dr. Rugen agreed to provide this data.

## UNIVERSITY & STUDENT AFFAIRS

### Student Recreation Center Expansion Project

Trustee Kelly recognized Trustee Alley, member of the Student Life Committee, who introduced Dr. Preston Herring, Vice President for Student Life, to discuss the Student Recreation Center Expansion Project. ◆

Dr. Herring reviewed with the trustees what was discussed at the June quarterly meeting, relating increased building costs and foundation issues as reasons that the cost could exceed the original feasibility study. ◆ The project went out for bid in mid-June. ◆ Over the summer, a trustee conference call was held to review the funding and budget scenarios that would enable us to fund this expansion project by maintaining the \$12/semester increase in the student recreation fee, that was approved by a student referendum several years ago, and also by using the student recreation center reserve to offset the final project costs - if indeed that cost was higher than anticipated. ◆ The low bid for the project came in last week at \$3.5 million. ◆ Dr. Herring discussed and recommended the approval of the \$3.5 million project budget which shows the \$12/semester fee increase being maintained and will not be assessed until the expansion project is completed and students are using the facility in 2006. ◆ The project budget also illustrates the spend-down of the student recreation center reserve fund out to year 2012 after which the bond for the original building will be retired, and we will begin to replenish the reserve in year 2013. ◆ If approved, this recommendation will be forwarded to the Board of Governors for action at their October meeting.

Trustee Alley made a motion to approve and read the following resolution pertaining to the Student Recreation Center expansion project:

**WHEREAS**, Bloomsburg University of Pennsylvania has demonstrated a need for expansion of the 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 facilities project for the expansion of the Student Recreation Center and authorize permission to construct 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.

The motion was seconded by Trustee Petrosky and unanimously approved.

### **Fall Enrollment and Housing Update**

Trustee Alley again introduced Dr. Herring who presented the Fall 2004 enrollment figures and housing update. ♦ Dr. Herring commented that the enrollment figures are very strong, as the President mentioned earlier. ♦ We received 525 more applications than last year, 750 more than 2 years ago, in part due to the online application process. ♦ Dr. Herring also reported that some additional money has been put into Marketing and Communications to assist in the marketing and recruitment of new students. ♦ Dr. Herring will ask Chris Keller, Director of Admissions, to provide an Admissions overview later this year. ♦ Dr. Herring also noted that because faculty at BU are so engaged in teaching, that this helps Admissions in the recruitment of new students. ♦ Minority Enrollment is also strong and the number of applications received and number enrolled both increased. ♦ In terms of the university housing situation, the 2004 projected number over-capacity in our residence halls was 377, which was not acceptable. ♦ We reduced the actual number by the way we handled housing sign-ups and a reduction in the freshman class. ♦ Dr. Kozloff noted that this is one of the lowest numbers of tripled students in the last several years. ♦ The 51 students that are tripled at this time may be un-tripled as early as the end of October. ♦

Dr. Kozloff also emphasized her commitment to a feasibility study of the upper campus and how the upper campus can be utilized, including the possibility of further student housing in the future. ♦ Dr. Kozloff has asked Dr. Rugen and Mr. Milner to immediately begin this feasibility study and provide a report and recommendation at a future meeting.

### **Development Office Presentation**

Trustee Barth, Chair of the University Relations Committee, introduced Mr. Jim Hollister, Assistant Vice President for University Relations and Director of Development. ♦ He mentioned many of the changes his area has implemented since July 1<sup>st</sup> of this year when he became Director of Development, and recognized the efforts of Dr. Richard Angelo and the recent gift of \$60,000 received for the Audiology and Speech Pathology Clinic. ♦ Mr. Hollister also informed the trustees that a new scoreboard will be installed in Redman Stadium by Homecoming, a gift from the Community Government Association and some outside sponsors, and that total philanthropic support increased 17.5% last year over the previous year. ♦ Mr. Hollister introduced Ms. Maryann LaCroix Lindberg, the new Executive Director and Chief Operating Officer of the BU Foundation. ♦ Ms. Lindberg stated that she will be a partner working with the university, donors, alumni and anyone that could have an interest in Bloomsburg University. ♦ There are many things the BU Foundation will be doing to educate others in the importance of giving and why their support will make a difference.

### **Gift Summary by Constituency**

Trustee Barth recognized Dr. Herring who discussed the bi-weekly Gift Summary by Constituency Report (Exhibit I, page 49 of the agenda).

Trustee Kelly asked that in the future the report show comparatives in each category. ♦ Jim Hollister will provide this information for future reports.

Trustee Kelly asked Mr. Hollister if the Celebrity Artist Series is expecting to be revenue-positive or break-even at this point. ♦ Mr. Hollister explained that currently CAS is not a money-making venture, but the expectation of the CAS is to provide cultural opportunities for this region. ♦ He believes the current mix is not as beneficial as it could be. ♦ In addition to a greater mix of programs, they have changed the Celebrity Artist Series to fewer events, weekend events to assist with parking and allow the community to attend, and include some name-recognition events. ♦ Efforts are underway to expand the market-base. ♦ Dr. Kozloff added that she wants the community to see the university as a cultural resource and a place they feel comfortable coming. ♦ Bringing in a variety of entertainment and keeping the ticket prices low will encourage the community to attend and make them feel like they are getting something from the experience.

## **OTHER BUSINESS**

### **Resolution Honoring Dr. G. Michael Vavrek**

Trustee Gibble made a motion and presented the following resolution honoring Dr. G. Michael Vavrek.

**WHEREAS**, Dr. G. Michael Vavrek displayed outstanding service to Bloomsburg University of Pennsylvania from 1989 to 2004 as Dean of Continuing Education, Vice President for University Relations, Executive Director of the Bloomsburg University Foundation, Inc., and as Executive Assistant to the President.







BLOOMSBURG UNIVERSITY OF PENNSYLVANIA  
Bloomsburg, PA 17815

COUNCIL OF TRUSTEES QUARTERLY MEETING MINUTES  
DECEMBER 1, 2004

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

**Council of Trustees**

Mr. A. William Kelly, Chair  
Mr. Steven Barth, Secretary  
Dr. Joseph Mowad, Past Chair  
Ms. Ramona Alley  
Mr. Richard Beierschmitt  
Ms. Marie Conley-Lammando  
Dr. Robert Dampman  
Mr. LaRoy Davis  
Ms. Jennifer Shymansky

Excused: ♦ Mr. Robert Gibble, Mr. David Petrosky

**University Personnel**

Dr. Jessica Kozloff, President  
Dr. James Matta, Interim Provost and Vice President of Academic Affairs  
Dr. Preston Herring, Vice President for Student Life  
Dr. Richard Rugen, Vice President for Administration and Finance  
Ms. Lisa Hemrick, Administrative Assistant, President ♦s Office

**Council of Trustees Advisors**

Ms. Veronica Breisch, President, Bloomsburg Chapter AFSCME Local 2361  
Ms. Cheryl John, Treasurer, AFSCME Local 1977  
Ms. Jean Downing, Bloomsburg Chapter of SCUPA  
Dr. Julie Kontos, 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. ♦ He reported that the Council of Trustees met earlier in the day for a Committee of the Whole Session to discuss the upper campus feasibility study and updates to the Master Plan.

Trustee Kelly then introduced special guests in attendance:

- Ms. Veronica Breisch, President, Bloomsburg Chapter AFSCME, Local 2361
- Ms. Cheryl John, Treasurer, AFSCME Local 1977
- Ms. Jean Downing, ♦ Bloomsburg Chapter of SCUPA
- Dr. Julie Kontos, Bloomsburg Chapter of APSCUF
- Ms. Amy Chronister, President, Community Government Association
- Mr. David Stover, University Legal Counsel
- 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.

**Minutes of the Council of Trustees**

A motion was made by Trustee Alley, seconded by Trustee Mowad, and unanimously carried that the September 8, 2004 minutes be approved with the following change under Council of Trustees Advisors to list Ms. Cheryl John as Treasurer, AFSCME Local 1977.

## NEW BUSINESS

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

Trustee Alley made a motion and presented the following resolution honoring Ms. Jan Hutchinson and the BU Field Hockey Team:

**WHEREAS**, the Bloomsburg University of Pennsylvania women's field hockey team won their third consecutive National Collegiate Athletic Association Division II Championship, with five players earning All-American honors; and

**WHEREAS**, Coach Jan Hutchinson remains the winningest coach in NCAA field hockey history with 12 NCAA Division II Champions and an overall record of 483-64-20 and a .852 winning percentage; and

**WHEREAS**, Coach Jan Hutchinson continues to serve as a role model for student-athletes and leading her team with outstanding sportsmanship; and

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Council of Trustees of Bloomsburg University of Pennsylvania hereby congratulate the coaches and student-athletes of the 2004 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.

The resolution was seconded by Trustee Davis and unanimously approved. ♦

### Non-Instructional Emeritus Status

Trustee Alley made a motion, seconded by Trustee Mowad, and unanimously approved to confer Non-Instructional Emeritus Status upon Mr. Collins Long and Mr. Craig Mintzer, Electricians.

## PRESIDENT

### President's Report

President Kozloff reviewed her President's Report for December 2004 with the Trustees. ♦ A copy of the report will be appended to the minutes.

### Faculty Emeritus Status

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

Mr. Carl Hinkle - Exercise Science and Athletics  
 Dr. E. Dennis Huthnance - Mathematics, Computer Science, and Statistics  
 Dr. Riley Smith - Department of English  
 Mr. Harry Strine, III ♦ Communication Studies and Theatre Arts  
 Dr. Ann Wilson ♦ Sociology, Social Work and Criminal Justice

## ACADEMIC AFFAIRS

### New Degree Proposal ♦ M.S. in Radiologist Assistant

Trustee Beierschmitt, Chair of the Academic Affairs Committee, called upon Dr. James Matta, Interim Provost and Vice President for Academic Affairs to discuss this action item. ♦ Dr. Matta pointed out that this degree would be the first master's degree in the field of Radiologist Assistant in the entire country.

Dr. Matta then introduced, Dr. Robert Marande, Dean of the College of Science and Technology who stated this is a new degree program intended to gap the bridge between the Radiologist Technician and the Radiologist Physician. ♦ Students currently in our medical imaging program, once they receive their BS degree, will be eligible to enter into this new program.

With no questions from the trustees, Trustee Beierschmitt moved for approval of the M.S. in Radiologist Assistant, as outlined in

Exhibit E, pages 54-77, of the meeting agenda. ♦ The motion was seconded by Trustee Alley and unanimously approved.

#### **New Certification Program Proposal: School Administrator: School Principal K-12**

Trustee Beierschmitt again recognized Dr. Matta, who introduced Dr. Robert Gates, Chair of the Department of Educational Studies and Secondary Education. ♦ Dr. Gates mentioned that the need for this type of program in our area is great. ♦ The results of a recent survey of superintendents of the 17 school districts of the Central Susquehanna Intermediate Unit indicate it is anticipated that 18 new principals will be needed within the next five years. ♦ This type of program is one of the most often requested programs here at BU.

Dr. Gates reviewed the description, purpose of the program, program structure and administration and curriculum overview.

Trustee Beierschmitt moved for approval of the School Administrator: School Principal K-12 certification program as outlined in Exhibit F, pages 78-90, of the agenda. ♦ The motion was seconded by Trustee Alley and unanimously approved.

#### **Five-Year Strategic Plan**

Dr. Matta introduced Mr. Wayne Mohr, Assistant Vice President of Technology, who serves as Co-Chair of the Strategic Planning Steering Committee. ♦ Mr. Mohr explained that in December of 2003, President Kozloff initiated the process of updating the BU Strategic Plan. ♦ The president identified eight critical areas to be included in the strategic plan: ♦ 1)academic program directions; 2)teaching and learning (including technology); 3)student growth and development; 4)enrollment planning; 5)optimization of fiscal resources (including fund raising); 6)the university as a state and regional resource; 7)civil and inclusive community and; 8)updating the master plan. ♦ President Kozloff then created a subcommittee to focus on each of these areas and appointed Dr. Stephen Kokoska and Mr. Mohr to coordinate the efforts of these eight subcommittees by serving as co-chairs of the Strategic Planning Committee.

The Co-Chairs and the eight subcommittees solicited participation and suggestions from all members of the community, and subcommittee draft plans were presented to the University Cabinet in August 2004. ♦ After review and comment from the campus community and appropriate governing groups, a final report has been presented to the trustees for endorsement, as outlined in Exhibit G, pages 91-99, of the agenda.

President Kozloff thanked Mr. Mohr and all the members of the Strategic Planning Committee and Subcommittees for their hard work and collaborative efforts. ♦ President Kozloff also pointed out the document on page 92 of the agenda, which outlines the vision for Bloomsburg University for 2010. ♦ She also stated that the next step in this process, after trustee approval, is to develop action plans for every one of the goals and objectives outlined in the strategic plan.

Trustee Beierschmitt moved for approval of the Five-Year Strategic Plan, seconded by Trustee Davis, and unanimously approved.

### **GENERAL ADMINISTRATION**

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

Trustee Mowad, Chair of the General Administration Committee, made a motion and presented the following resolution certifying compliance with Board of Governors Policy 1985-04-A:

**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 certifies that the Bloomsburg University Foundation is in compliance with the Board of Governors Policy 1985-04-A which speaks to university

