



UNANIMOUSLY APPROVED
BY THE
COUNCIL OF TRUSTEES
MAY 16, 2017

Council of Trustees
West Chester University | West Chester, PA 19383 | www.wcupa.edu

**REGULAR MEETING OF THE COUNCIL OF TRUSTEES
PHILIPS 3rd FLOOR BOARD ROOM
PHILIPS MEMORIAL BUILDING
MARCH 23, 2017
5:15 PM**

The regular meeting of the Council of Trustees of West Chester University of Pennsylvania was held on March 23, 2017, in the Philips Memorial Building, West Chester, PA.

AGENDA ITEM I – CALL TO ORDER:

Chairperson Fillippo called the meeting to order. Chairperson Fillippo led the Pledge of Allegiance. Council members present were Members Fillippo, Dozor, Lewis, Matlawski, Long, Silberman, Tomlinson and Kinsey. Absent but accounted for were Franklin, Ireland, and Moskowitz.

Chair Fillippo appointed Vice Chair Matlawski to serve as the Secretary Pro Tem in the absence of secretary, Member Moskowitz.

AGENDA ITEM II – APPROVAL OF MINUTES OF THE PREVIOUS MEETING AS DISTRIBUTED TO THE COUNCIL OF TRUSTEES:

MOTION (DOZOR/KINSEY):

APPROVAL OF MINUTES OF THE JANUARY 19, 2017, MEETING AS PRESENTED.

MOTION UNANIMOUSLY APPROVED.

AGENDA ITEM III – PUBLIC COMMENT: LIMIT OF TEN (10) MINUTES:

None.

AGENDA ITEM IV – REPORT OF THE COUNCIL CHAIRPERSON:

During this part of the meeting, Chair Fillippo invited President Fiorentino to introduce the individual Vice Presidents who would assist with the special recognition of employees who have gone above and beyond the call of duty on behalf of the University community.

President Fiorentino remarked that West Chester University is very fortunate to have a wonderful pool of employees who are very willing to do whatever it takes to get the job done and to ensure the success of the University and those that we serve as well as to complete their day-to-day duties. Employees were recognized who were nominated by their division for this very special recognition.

Academic Affairs

Dr. Fiorentino then called on Dr. Laurie Bernotsky, Provost and Vice President for Academic Affairs. Dr. Bernotsky asked Dr. Jeff Osgood, Vice Provost/and Interim Dean for the College of Business and Management, to come forward to introduce Cindy Cheyney, their star, and Dr. Osgood made the following remarks:

“I am honored to be the Interim Dean for the College of Business and Management for the past academic year and at the same time, I retained my post as Vice Provost. The only reason why I have been able to do that is

because of Cindy Cheyney. Cindy has been our Assistant Dean for Budget for the College for over five years and during that time, she has been an exceptional employee. She has brought innovation, transparency and collaboration to the budgeting process in the College of Business and Management, not that it wasn't there before, but she is amazing and she is a true University-wide citizen; she helps the other colleges with their budgeting processes; she is there early every morning and she's there for me in the evening and really, she is my "go to person." Cindy has helped us to think strategically about the deployment of the resources and how we achieve AACSB accreditation and other accreditations in Business and Management. It is my honor to work with you, Cindy, and I thank you so much for your service." Cindy Cheyney was congratulated with a special certificate and applause from those gathered.

Student Affairs

President Fiorentino called on Zeb Davenport, Vice President for Student Affairs. Dr. Davenport thanked President Fiorentino and asked Ms. Melissa Wrightstone, Director of Finance, Residence Life and Housing Services, to come forward. Dr. Davenport gave the following remarks:

"I am honored to recognize Melissa Wrightstone who is the Director of Finance for the Division of Student Affairs. I also want to recognize her husband, Steve, for being supportive as well.

Melissa has been an employee at the University since 2004 when she joined the Facilities Division. She came to Students Affairs in 2009. I started here at WCU in August, 2016, and it took me about two weeks to know that she was a very special person. Melissa is the kind of person who is behind the scenes and quiet, but when I told her that we needed some help, she was willing to organize the entire division around finance. She did the zero base budgeting process for us, and she has worked with Ilene Mates and others in the Finance Department. When people say they want to “steal her”, you know that person is very special. Melissa is the kind of person you can count on and she is the person who will deliver quality services every time. She does not want to be recognized publicly. That is why it is special for us to say “thank you” for your service to the campus and to our division.

Ms. Wrightstone was presented a framed certificate and congratulated by the applause of those in the audience.

Advancement

President Fiorentino called on Dr. Mark Pavlovich, Vice President for Advancement and Sponsored Research, to introduce the nominee from the Advancement Division. Dr. Pavlovich called Leighann Fields to the podium and read the following statement honoring her:

“While Conference Services Director Mary Beth Kurimay was out on maternity leave, Leighann Fields managed the busiest time of year for

Conference Services – a period that generates over \$500,000 worth of summer camp business.

Among the major external camps in which she played a key role included SVS Football camp with over 400 campers, Band Camp with over 500 campers and a Better Chance Camp, with over 300 campers. Better Chance was a first-time camp at the University, and they signed up to return next year because of Leighann's excellent service.

She also took the lead on several internal conferences, managing both the logistics and the registration for the Critical Theories Conference (200 guests) and the Scholarship of Teaching Learning and Assessment conference (180 guests). In addition, she handled several high profile clients such as the Chester County Community Foundation and the Brandywine Ballet.

Along with everything mentioned above, Leighann led the Commencement Committee in Mary Beth's absence scheduling the meetings, updating the task list and contacting all vendors.

When Mary Beth returned from leave, the office of Conference Services had not missed a beat due to Leighann's hard work. Many people have told Mary Beth how much they enjoyed Leighann's positive attitude, her attention to detail and her focus on customer service. Indeed, I have heard those same accolades. Without question, we are fortunate to have her as a member of Conference Services and the Advancement team. Please join me in congratulating Leighann for her outstanding service."

Ms. Leighann Fields was presented a framed certificate and congratulated by the applause of those in the audience.

Information Services & Technology

President Fiorentino called on Dr. Deke Kassabian, Vice President for Information Services & Technology and CIO, to introduce the nominee from that area. Dr. Kassabian called Sandra Unger, Telecommunication Specialist 1, IT Infrastructure Services, to the podium and read the following statement honoring her:

“The Information Services & Technology Division of West Chester University is very proud to recommend our Telecommunications Coordinator, Sandra Unger, for Council of Trustees Employee Recognition. Her energy, enthusiasm, strong work ethic, and her unwavering commitment to excellent customer service are inspiring and well worthy of recognition. When it comes to Sandi’s service to the University, we receive “thank you” notes from campus colleagues almost every week. Sandi helps users from around the University, whether in telephone feature support, billing and reporting, or in any other area where she can help, and she always puts campus colleagues at ease while making their goals her goals. We are extremely proud and happy to have Sandi on the West Chester University team!”

Ms. Unger was presented a framed certificate and congratulated by the applause of those in the audience.

President's Office

President Fiorentino introduced Dr. John Vilella, Chief of Staff and Executive Deputy to the President, to introduce the person from that area. Dr. Vilella called Ms. Rebecca Hook, Senior Associate to the President, to the podium and read the following statement honoring her:

“Rebecca (Becky) Hook has a distinguished career at West Chester University. Her roles have included:

- Hired 10/14/91 as Clerk Typist 2 for the Director of University Relations
- November 1993 – Clerk Typist 2, President's Office
- May 1995 – Clerk Typist 3, President's Office
- June 1999, Administrative Assistant, President's Office
- August 2000 – May 2011, Executive Associate to the Provost
- May 2011 – Present, Senior Associate to the President

What is most striking is Ms. Hook's work ethic. She is extremely well organized, persistent, and demonstrates genuine care for any project assigned to her. She looks for the most efficient way to accomplish a given task, communicates well with stakeholders, and sees that all projects are completed on time and to the best of her ability. Her ability to handle the President's Calendar in itself is a small miracle.

What really makes Becky special is her heart and soul. She's always kind, patient, respectful, and compassionate. As you can imagine, her office is not usually a place where praise and accolades about the University are delivered, in fact it is often the opposite, yet she is genuinely interested in

solving everyone's problem. The pace and stress of the President's Office demands a good sense of humor and I guarantee she has that! If you're suspect, just attend one of our staff meetings. She quickly earns the trust and respect of everyone she meets. Our office is most fortunate to have her as a colleague and friend.

Becky is a genuine role model for the rest of the office staff. I am delighted to present her as the President's Office Council of Trustee Recognition Award recipient."

Ms. Hook was presented a framed certificate and was congratulated by the applause of those in the audience.

Chairperson Fillippo congratulated all of the honorees and thanked them for all of their service to the West Chester University Community.

This concluded the Chairperson's report.

AGENDA ITEM V – REPORTS OF THE UNIVERSITY PRESIDENT:

Chairperson Fillippo called on President Fiorentino who gave the following report:

"Academic Affairs - WCU WISH Week, scheduled for March 20 – 24, 2017, is a week-long, student-centered event designed to engage students in a broad exploration of what success means to them, in college and beyond. The event will launch a discussion of the attitudes, behaviors, and characteristics that are known to be associated with personal success, and this will help us to create a community of success-minded students who are not only aware of the

resources that WCU offers them but who are willing to actively utilize those resources to help them reach their life goals.

WISH (an acronym for Well-Being, Interests & Strengths, Success, & Happiness) refers to the areas of individual development that are at the heart of the daily themes for WISH Week, such as: Well-Being Day, Mindset Day, and Engagement Day to name a few.

The events of each day expose students to a variety of demonstrations, presentations, discussions, personal assessments, and engagement opportunities. The ultimate goal of WCU WISH Week is to push students to recognize and utilize their strengths and to consider all the ways they can positively affect their own development, as they look beyond the current moment and begin to envision who they want to be.

Art + Design students won a total of seven awards at the AGIA Flux Student Competition, including Best of Show. Flux is a nationwide competition that recognizes outstanding design work produced by students in the categories of identity, publication, poster, packaging, and web/interactive. This year, 628 entries were submitted.

Communication Sciences and Disorders faculty member, Dr. Patricia Swasey Washington, was named Chapter "Advisor of the Year" by the National Student Speech-Language-Hearing Association. This student association allows students to enrich their academic excellence, community service, and professional development.

Student Affairs

In February of this year, Dr. Davenport was appointed as the new Vice President of Student Affairs. Since joining WCU, Zeb and his leadership team have:

- Conducted a situational and gap analysis identifying Strengths, Opportunities and Aspirations, of the division;
- Reorganized the division into three main functional areas, student life, identity and wellness, and student success. This new alignment co-locates offices based on mission and function to maximize efficiencies and increase program effectiveness;
- The division will also map all of its major programs and services to a common set of learning domains and will utilize assessment to determine the impact of these programs and services have on learning;
- Finally, the division is currently working through a visioning and strategic planning process that will more closely align the division's work with the educational mission of the campus;
- In response to civil discourse in our country and the outpouring of expressed needs from our students to respond, members of the faculty and staff from Academic Affairs, Student Affairs, and the President's Office partnered to host the Cultivating Change: Activism and Self-Care Conference on Sunday, February 26. There were 166 students, faculty, and staff who attended the conference. Break-out sessions were facilitated by faculty from various departments and community

organizations. Attendees were given opportunities to build skills to engage in activism and build community.

Athletics:

Classroom Success

- In the area of athletics, West Chester University's student-athletes continue to experience success both on the field and in the classroom. This past fall, the student-athletes posted a cumulative grade-point average higher than that of the general WCU student body. Of the nearly 575 student-athletes at West Chester University, 400 made the AD honor roll.

On-field success

- Swimming and Diving took 15 student athletes to Nationals. Freshman distance swimmer, Georgia Wright, won two events and broke a national record in the 1000 freestyle.
- Gymnastics had 14 athletes qualify for Nationals and will travel to Seattle Washington later this month.

Advancement

- 1) The second President's Speaker Series event took place on March 10, 2017 and featured Grammy-winning musician Linda Ronstadt. The full house enjoyed the informative presentation about her career and the music industry. I am pleased to announce that the speakers for the 2017-18 Presidents' Speaker Series will be PBS News Hour Anchor and respected journalist Judy Woodruff (October 7, 2017) and renowned

cable news and talk radio host, author, and former politician Joe Scarborough (March 10, 2018).

- 2) Now that we have received preliminary land development approval for the Commons, we are working with West Chester Borough and West Goshen Township on the concept of creating a zoning overlay district. For the University, this approach will provide a standard set of land use criteria across the two municipalities thereby simplifying the approval process for our future projects. The municipalities benefit by establishing a boundary that directs University growth to certain areas within the Township and Borough.
- 3) Speaking of community cooperation, we are very close to completing a memorandum of understanding with the Borough and West Goshen Township regarding improvements to the Rosedale and High Street intersection and the Rosedale corridor including enhanced signalization, new and extended turn lanes, and pedestrian controls. A significant barrier to completing this MOU was our inability to use public funds to support our portion of the project costs. Thanks to a very creative solution, the WCU Foundation will contribute the University's share. We hope to sign the MOU soon and move the project forward. All parties see this as a major step forward in our relationship.
- 4) Building relations with alumni continues to be a critical focus of our resource development efforts. This is particularly challenging as colleges and universities nationwide have been reporting declining alumni

participation rates in giving for more than a decade. By expanding the variety of events we offer, creating opportunities for alumni to engage in mentoring and volunteer experiences, and growing our family programming and social media presence, we've reversed our own downward trend in alumni participation thereby bucking the national trend. To that end, we've already sponsored more than 70 alumni events this year ranging from Homecoming and receptions at locations in this region and across the country to murder mystery dinners and an evening with Santa. By year's end, we'll have hosted more than 120 alumni events attracting more than 5,000 alumni.

Information Services and Technology

- The ability to make use of up to date information is crucial for decision support in areas including student recruitment, enrollment, and success. Information Services & Technology is partnering with Institutional Research to improve the technologies used at WCU for these purposes. One recent success involved more frequently migrating Student Information System data, allowing analysis and reporting on the most recent data without having negative impact on the regular daily operation of the Student Information System. Prior to this enhancement, "snapshot" data used for reporting was up to two days behind the live production database. Numerous other improvements in technology to support our decision making ability are currently under discussion.

- IS&T is deploying new technology in campus academic buildings that allows users of mobile laptops, smartphones and tablets to easily project directly from their devices onto the large displays in campus classrooms and labs without the need for wires, adaptors and switch boxes. The new capability, known on campus as *RAMcast*, is now available in 127 locations in more than 6 buildings, with additional locations being added in the coming months. Early feedback from faculty members making use of *RAMcast* has been extremely positive.

Administration and Finance Division

Vice President for Administration and Finance hiring update. Airport screening interviews were conducted the week of March 6th for the Vice President position. On-campus interviews took place this week. It is conceivable to have someone on board between May 1st and May 15th.

Within the past two weeks, the University received good news on our applications to the U.S. Green Building Council for the Business and Public Management Center (BPMC) and for Mitchell Hall. First, notification was received that BPMC received Gold certification; the University's highest certification to date. That notification was followed by the news that Mitchell Hall received Silver certification; which was the first renovation project undertaken by the University to be certified. These two projects illustrate West Chester University's ongoing commitment to provide leadership locally, regionally, and globally; ensuring that all people, today and into the future, can

live in healthy communities and participate in productive local economies without sacrificing environmental integrity.

In the past month, West Chester University's Administration and Finance Division has been supporting Cheyney University.

- The Human Resources Office has developed and administered online employment applications for Cheyney University and the Organizational Development team began introducing the performance evaluation processes and tools to Cheyney University management.
- Business Services has been providing all procurement, accounts payable, travel, employee reimbursements, P-card, post office, and contracting services for the Cheyney campus. Business Services has also been working with both Cheyney and WCU staff to plan and coordinate the move of the Cheyney post office out of the Wade Wilson Building. This involves securing a new location on campus, renovation to the new site and the actual move. In addition, the WCU's Postal Supervisor is working at the Cheyney Post Office at least one day a week as a back up to the Cheyney post office staff member.

I cannot stress enough that fact that we are adding personnel to support Cheyney, but the leadership associated with this is our own team of leaders and they are taking on the extra work to do this. We are very proud that the Cheyney campus is really looking beautiful, the systems are operating

effectively, so our people are doing outstanding jobs over there. I congratulate them for that.

I just want to talk briefly about some additional reorganization that we are working on at the University in terms of the top leadership and how we are organized within the Cabinet and related areas.

- Understanding our shared commitment to the academic mission of the institution, I have decided to transition the Provost and Vice President for Academic Affairs role to become the Executive Vice President and Provost.
- The Executive Vice President will serve as the chief operating officer for the institution. As we have grown, one of the things that has become very obvious to those of us who are running the institution, is that we are a lot bigger and complicated and more of the President's time is now spent off campus and it has become very difficult to effectively perform all of the operational duties associated with it. So, reflecting that reality, Dr. Bernotsky will become the Executive Vice President, Provost and Chief Operating Officer.
- Each of the Vice Presidents will continue to report directly to the President and will still serve on the President's Cabinet.
- Division of External Operations is no longer necessary. This division and the position of Vice President of External Operations were created by President Weisenstein with a specific set of tasks. That was the position that I held, as you might recall, and at this point, we have decided that

the set of tasks have been accomplished. We have been able to transition some of these things into other areas, such as the Philadelphia campus, which was moved to Academic Affairs. The dual enrollment program and the Exton branch are also going to Academic Affairs.

- President's Office will assume responsibility for community engagement through the Center for Community Solutions.
- The office of Research and Sponsored Programs will now be an important part of the Academic Affairs team.
- Government relations will move from the Office of the President to Advancement, which will serve to strengthen our external affairs operation.
- Information Services and Technology will now be the administrative home for distance education services.
- Dr. Timothy Blair has agreed to become the Associate Vice President for Cultural Engagement and will report directly to the Executive Vice President. This is a critical role and Dr. Blair will also be a strategic partner with the President in elevating the institution's reputation within the arts and music communities.
- Diversity and inclusion are also among West Chester University's hallmarks. While incredible work has been accomplished in support of both, we can do more to bring greater coordination and leadership to our efforts in these areas. In the coming weeks, I will be announcing further details regarding the hiring of WCU's first Chief Diversity Officer.

The President then said: I now ask for approval of Purchase Orders and Contracts for December, 2016, and January, 2017.

MOTION (LEWIS/SILBERMAN):

BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA HEREBY APPROVES THE LIST OF PURCHASE ORDERS AND CONTRACTS IN EXCESS OF \$5,000 EXECUTED DURING DECEMBER, 2016, AND JANUARY, 2017, FOR THE PURCHASE OF EQUIPMENT, SERVICES, AND SUPPLIES.

MOTION UNANIMOUSLY APPROVED.

This concluded President Fiorentino's report.

Chair Fillippo thanked President Fiorentino for his excellent report.

AGENDA ITEM VI – REPORT OF VICE PRESIDENT:

None.

AGENDA ITEM VII – REPORT OF EXECUTIVE COMMITTEE:

None.

AGENDA ITEM VIII – REPORT OF STANDING COMMITTEES:

Academic Affairs

Member Dozor and Member Tomlinson had the opportunity to meet with Academic Affairs. The best part of it was that the President and Provost both attended the meeting and touched on three subjects. Member Dozor gave the following report:

“Dr. John Craig, our director of the Academic Development Program provided us overview of the Academic Development Program (which is our special admissions) which begins in the summer. There are almost 200

students enrolled there and there are hopes that those numbers will increase. There is an 87% retention rate of these students. These students take five weeks in the summer program which gives them two classes (6 credits) and it has been quite a success. We are hopeful that the program will continue to grow.

Secondly, is the Resolution that I will introduce which is the 2016-2017 University Action Plan. The Board of Governors has required that all 14 universities provide an annual Action Plan and this plan (that we hope to adopt today) is our third plan. What it does is identify the immediate priorities of the year and update them; it provides a set of goals for us to achieve. As an example, one of the things that it will do is require that WCU update our mission statement and our strategic goals and the administration is in the process of doing that. At the same time, it also implements and guarantees to revise the general education program currently being developed and will be hopefully implemented in the fall of 2018.

Thirdly, it will identify various outcomes that we expect for our classes to include requiring critical thinking, responding thoroughly to the diversity effects of communication, civic and civil discourse, ethically decision making, global awareness, community engagement, etc. These are the priorities that we have on campus and are expecting that academically we are going to incorporate them into the course structure.

Member Dozor recommended the following Resolution for consideration and approval.

MOTION (DOZOR/MATLAWSKI)

BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA HEREBY APPROVES THE 2016-17 UNIVERSITY ACTION PLAN TO MOVE FORWARD TO THE BOARD OF GOVERNORS OF THE PENNSYLVANIA STATE SYSTEM OF HIGHER EDUCATION.

MOTION UNANIMOUSLY APPROVED.

Member Tomlinson reported about the Athletic Mentoring Program which was also part of the Academic Affairs Committee. Dr. Tammy James presented this. There are 92 students total in this program, and they have a great success rate in that 26 students earned 3.0 – 4.0 and 26 of them also earned 2.5 – 2.99. By the recommendations of the coaches, many of these students are encouraged and supported by this program.

This concluded Member Tomlinson and Member Dozor's report.

Student Affairs and Report of SGA

On behalf of Dr. Zeb Davenport, Vice President for Student Affairs, Member Ryan Long gave this report: "The Student Affairs Committee met this evening at 4:30 pm in the Phillips Memorial Building and upon being called to order, began with a status update from Ms. Montana Leaks, President of the Student Government Association. Montana informed us that the Student

Government has recently opened up nominations for next year's executive board. Voting will be open to the entire student body from April 19th-April 26th.

Following this update, Dave Timmann, the Director of Sykes Student Union informed us of the Sykes Renovation Project that is set to begin on May 15th. This project will involve major work to various areas in the building and is projected to conclude by August 15th.

With regards to the Ram's Head portion of the building, Java City will be moved to the ground floor of the building with expanded grab-and-go food options and there will be an expansion to meeting room 10B. Additionally, the lounge will include two single occupancy restrooms and a new storefront entry to Sykes.

The information desk will be moved across the lobby so as to be more visible and accessible to visitors. This move will also allow for the renovation and expansion of the administrative offices. This phase of the project will allow for the creation of two new offices where Java City and the information desk used to be located.

The food court will feature an open floor plan with an updated point of sale system that will allow individuals to purchase items at each vendor. In addition to these changes, the food court will feature a full service Chick-Fil-A. Lastly, the dining terrace and front patio will be connected with a bridge and outfitted with new furniture.

Finally, our committee was joined by Joshua Dandridge, a student leader and representative from the WCU Loves John Project. This project is a student led initiative that was started by three individuals when they learned that John Berberich, a food service employee at the West Chester University location of Einstein's Brothers Bagel's had fallen ill. John is well known and well-loved by students for his positivity and kindness and when he was recently diagnosed with a brain aneurysm, these students immediately stepped up to do what they could to help him in this difficult time.

John has been meeting with the neurosurgical team at the hospital of the University of Pennsylvania to schedule a very high risk surgery. Unfortunately, due to the high financial burden imposed by the surgery and the long-recovery time in which he will be unable to work, John has resolved to work all the way up to the date of his surgery this summer. With this in mind, these three students started their initiative by launching an account on the popular crowd-funding website go-fund me to raise money on his behalf.

In a matter of 28 days, the go-fund me page has already reached over \$19,000. The three students responsible for this project have also been holding regular meetings with the leadership from various student organizations on campus to work towards the creation of one large-scale fundraising event for John. In addition to these developments, Fox 29 News visited campus last Friday to feature the story and CBS News is planning to visit campus in the upcoming weeks to feature the story as well.

This is an incredible example of our student body coming together to support an individual who has had an incredible impact on our community and despite the circumstances, I'm very glad to be able to present this information to the Council.”

That concluded Member Long's report.

Advancement

Member Silberman and Member Kinsey attended the committee. Member Silberman reported that the committee met and had a full meeting. The committee started with a report from the Associate Director of Marketing, Kristin Howley, and she updated the committee on all of the marketing strategies and the results which are really quite amazing. The increasing role of social media and those tactics are resulting in greater awareness and visibility for the University.

Total giving is running 5 percent as a decrease from last year due to the receipt of a large in-kind gift last year and several large endowment gifts. As of February 28, 2017, total gift income has reached \$3,754,317. It is expected that the \$5 million total giving cash goal will be achieved by June 30, 2017.

Member Silberman thanked the Trustees who have already made gifts to this year's Annual Fund Trustee Campaign. We look forward to continuing our tradition of 100 percent giving from the Council of Trustees by June 30, 2017. We are the only University of all 14 universities in the State System that consistently has 100 percent Trustee contributions.

The Becoming More Campaign continues to exceed its \$50 million goal. Since the January Council Meeting, \$600,166 in new gifts has been committed to the Campaign. This brings the total raised as of February 28, 2017 to \$55,507,065 (111 percent of the goal).

During January and February, WCU was featured in 246 media stories and reports throughout the region and beyond. Thanks to the efforts of the Public Relations staff, examples of press received by the University over the past two months include:

Philly.com, the Philadelphia Inquirer, 6ABC, FOX43, Pittsburgh Post-Gazette, PennLive.com/Harrisburg Patriot News, Philadelphia Business Journal, and 17 other regional publications carried stories of Christopher Fiorentino's appointment as WCU's 15th President.

The Washington Post featured Dr. Anita Foeman and Dr. Bessie Lawton in a story about their DNA diversity project. The article was picked up by more than 45 media outlets including the BBC as well as newspapers from San Diego to Singapore. National Public Radio and WHYY also interviewed the professors.

KYW Radio, Publicsource.org, and the Philadelphia Inquirer carried stories on WCU's efforts to assist homeless students (unaccompanied youth) succeed in college including the creation of a campus resource pantry.

6ABC, Comcast SportsNet, and the Daily Local News presented stories on the Ed Snider Youth Hockey Foundation's \$500,000 scholarship donation to WCU.

The Daily Local News, Vista Today, WCHE 1520, and Patch.com ran stories about WCU's donation of \$50,000 toward the construction of Fame Fire Company's new fire hall.

The *Pottstown Mercury* and *Daily Local News* featured stories about WCU hosting Palestinian and Israeli parents to speak about peace.

And finally, remember that the President Scholarship Gala will take place on Saturday, April 1, 2017 at the Hollinger Field House in addition to raising funds for scholarships. This year's theme is "West Chester Gold Rush." The Gala's principal corporate sponsors are ARAMARK and McElree Harvey, LLC. If you haven't signed up yet, please contact Mark Pavlovich, and he will be happy to assist you.

That concluded Member Silberman's report.

Campus Development and Facilities

Member Matlawski reported that the committee did meet and in each member's packet is a summary of the projects that were discussed which he recommended to the members.

He gave a summary of projects completed and under construction including Anderson Hall (renovations in phases from December 2017 through spring 2019); Wayne Hall (renovations in phases, first phase to be completed

June 2017, final phase to be completed 2017); The Commons which is very exciting (construction is planned to commence in the spring of 2018 with the building operational in August of 2020); much needed renovations for Tanglewood on the first and second floors in the spring of 2017; Sykes Student Union (construction in May 2017 and will be ready for use in August 2017); and last noted is the Campus Landscape Master Plan (underway and will be completed in the summer of 2017).

He introduced the Resolution which is attached in the packet with the summary and supporting documentation for the Five-Year Capital Budget Request to be submitted to the State which involves projects totaling in excess of \$72 million for Lawrence Hall renovations, Francis Harvey Green Library renovations, Sturzebecker's Health Science Center renovation phase two, Main Hall replacement (not in its entirety), and the Old Library renovation.

Member Matlawski recommended the approval of the following Resolutions:

MOTION (MATLAWSKI/DOZOR):

BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA HEREBY APPROVES THE FIVE-YEAR CAPITAL BUDGET REQUEST PREPARED BY THE UNIVERSITY FOR SUBMISSION TO THE PENNSYLVANIA STATE SYSTEM OF HIGHER EDUCATION ON APRIL 1, 2017.

MOTION UNANIMOUSLY APPROVED.

MOTION (DOZOR/SILBERMAN):

TO APPROVE WEST CHESTER UNIVERSITY OF PENNSYLVANIA'S

CONVERSION OF A DGS REIMBURSEMENT TO FUNDING FOR THE OLD LIBRARY PHASE 1 RENOVATION.

WHEREAS, WEST CHESTER UNIVERSITY IS ANTICIPATING REIMBURSEMENT FOR \$2.5M PAID FOR FURNITURE AND EQUIPMENT FOR THE BUSINESS AND PUBLIC MANAGEMENT CENTER, AND;

WHEREAS, WEST CHESTER UNIVERSITY HAS A NEED TO INSTALL AN ELEVATOR IN OLD LIBRARY TO MEET THE ADA CODE AND PERFORM OTHER SPACE UPGRADES, AND;

NOW, THEREFORE, BE IT RESOLVED, THAT WE, THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA, HEREBY RECOMMENDS TO THE BOARD OF GOVERNORS THAT THE BOARD APPROVE CONVERTING THE ANTICIPATED REIMBURSEMENT OF \$2.5M FOR USE AS FUNDING FOR THE OLD LIBRARY PHASE 1 RENOVATION.

MOTION UNANIMOUSLY APPROVED.

This concluded Member Matlawski's report.

Information Technology

Chair Fillippo reported, on behalf of Member Moskowitz, Chair of the Information Technology Committee who did not attend. He shared that the committee met right before the formal meeting. Chair Fillippo did not read the entire report, but encouraged members to read the report so that they know what is happening.

This concluded the report.

Budget and Finance

Member Lewis reported that the full financial report is in the packet. Since there were twelve fee resolutions to be introduced, the Parliamentarian. Dr. Kevin Dean, suggested that there is a parliamentary motion to "bundle"

and it is permissible for the Council to make a motion to “bundle” these action items into one motion. First there has to have a motion to unanimous approval for all of them to be acted at one time. The following motion was made, seconded and voted unanimously.

MOTION (LEWIS/MATLAWSKI)

BY MOTION, THE TWELVE FEE RESOLUTIONS WILL BE BUNDLED TOGETHER AND WILL BE ACTED UPON THE COUNCIL OF TRUSTEES AT ONE TIME.

MOTION UNANIMOUSLY APPROVED.

Member Lewis reported that since the resolutions were previously reviewed by the committee, Member Lewis introduced the resolutions at this time. Member Lewis read all the resolutions for consideration and action by the Council of Trustees. Member Lewis reported that the Budget and Finance Committee recommends all twelve of the fee resolutions.

MOTION (DOZOR/MATLAWSKI):

BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA HEREBY APPROVES AN INCREASE OF \$1.79 PER SEMESTER TO THE SYKES STUDENT UNION FEE. THE NEW FEE OF \$81.21 PER SEMESTER IS APPLICABLE FOR BOTH UNDERGRADUATE AND GRADUATE STUDENTS EFFECTIVE THE FALL SEMESTER 2017.

THESE RATES HAVE BEEN DETERMINED IN ACCORDANCE WITH THE PENNSYLVANIA STATE SYSTEM OF HIGHER EDUCATION POLICY REQUIRING SELF SUFFICIENCY OF AUXILIARY ENTERPRISES.

MOTION UNANIMOUSLY APPROVED.

MOTION (DOZOR/MATLAWSKI):

BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA HEREBY APPROVES THE FOLLOWING FEES BE ESTABLISHED EFFECTIVE THE FALL SEMESTER 2017:

Room Type	Fee/Semester
North Campus (double occupancy)	\$2,704
North Campus (single occupancy)	\$3,402
South Campus (double occupancy)	\$2,958
South Campus (single occupancy)	\$3,220
College Arms Single Apartment	\$4,287
College Arms Single Two Bed Apartment	\$3,930
College Arms Double Bed One Bedroom	\$3,572
College Arms Double Bed Two Bedroom	\$3,305
College Arms Triple Bed One Bedroom Apartment	\$3,036
College Arms Quad Beds One Bedroom Apartment	\$2,769

THESE FEES HAVE BEEN DETERMINED IN ACCORDANCE WITH THE PENNSYLVANIA STATE SYSTEM OF HIGHER EDUCATION POLICY REQUIRING SELF SUFFICIENCY OF AUXILIARY ENTERPRISES.

MOTION UNANIMOUSLY APPROVED.

MOTION (DOZOR/MATLAWSKI)

BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA HEREBY APPROVES THE FOLLOWING FEES BE ESTABLISHED EFFECTIVE THE FALL SEMESTER 2017

Plans	Fee/Semester
Unlimited Meal Plan (includes \$250 flex)	\$1,826.00
14-Meal Plan (includes \$250 flex)	\$1,471.00
12-Meal Plan (includes \$250 flex)	\$1,437.00
9-Meal Plan (includes \$250 flex)	\$1,348.00
7-Meal Plan (includes \$250 flex)	\$1,271.00

THESE FEES HAVE BEEN DETERMINED IN ACCORDANCE WITH THE PENNSYLVANIA STATE SYSTEM OF HIGHER EDUCATION POLICY REQUIRING SELF-SUFFICIENCY OF AUXILIARY ENTERPRISES.

MOTION UNANIMOUSLY APPROVED.

MOTION (DOZOR/MATLAWSKI)

BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA HEREBY APPROVES AN INCREASE OF \$3.96 PER SEMESTER TO THE RECREATION CENTER FEE. THE NEW FEE OF \$147.87 PER SEMESTER IS APPLICABLE FOR BOTH UNDERGRADUATE AND GRADUATE STUDENTS EFFECTIVE THE FALL SEMESTER 2017.

THESE RATES HAVE BEEN DETERMINED IN ACCORDANCE WITH THE PENNSYLVANIA STATE SYSTEM OF HIGHER EDUCATION POLICY REQUIRING SELF SUFFICIENCY OF AUXILIARY ENTERPRISES.

MOTION UNANIMOUSLY APPROVED.

MOTION (DOZOR/MATLAWSKI):

BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA HEREBY APPROVES AN INCREASE OF \$3.48 PER SEMESTER TO THE HEALTH CENTER FEE. THE NEW FEE OF \$142.55 PER SEMESTER IS APPLICABLE TO BOTH UNDERGRADUATE AND FULL-TIME GRADUATE STUDENTS EFFECTIVE THE FALL SEMESTER 2017.

MOTION UNANIMOUSLY APPROVED.

MOTION (DOZOR/MATLAWSKI):

BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA HEREBY APPROVES THE FOLLOWING FINES AND FEES BE ESTABLISHED EFFECTIVE APRIL 2017:

	Current	Recommended
Most items	\$0.10/day (max \$5.00)	\$0.25/day (max \$25.00)
DVDs	\$1.00/day (\$15.00)	\$1.00/day (max \$25.00)

Laptops	\$0.08/minute (max \$50.00)	\$0.10/minute (max \$25.00)
Equipment	\$3.00/hour (max \$100.00)	\$3.00/hour (max \$25.00)
Reserve items	Varied	\$1.00/hour (max \$25.00)
Lost Items	\$50.00 replacement fee and \$5.00 processing fee	Market cost of item and \$25.00 processing fee

MOTION UNANIMOUSLY APPROVED.

MOTION (DOZOR/MATLAWSKI):

BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA HEREBY APPROVES A \$10 ART AND DESIGN PORTFOLIO FEE FOR ALL APPLICANTS WHO UPLOAD AN ELECTRONIC PORTFOLIO TO THE DEPARTMENT OF ART AND DESIGN AT WEST CHESTER UNIVERSITY OF PENNSYLVANIA, EFFECTIVE APRIL 2017.

MOTION UNANIMOUSLY APPROVED.

MOTION (DOZOR/MATLAWSKI):

BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA HEREBY APPROVES A \$20 MUSIC AUDITION SCHEDULING FEE AS WELL AS AN OPTIONAL \$10 MUSIC AUDITION VIDEO FEE FOR ALL APPLICANTS TO THE SCHOOL OF MUSIC AT WEST CHESTER UNIVERSITY OF PENNSYLVANIA, EFFECTIVE APRIL 2017.

MOTION UNANIMOUSLY APPROVED.

MOTION (DOZOR/MATLAWSKI):

BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA HEREBY APPROVES AN INCREASE OF \$15.00 PER SEMESTER TO THE PARKING AND TRANSPORTATION FEE. THE NEW FEE OF \$83.57 PER SEMESTER IS APPLICABLE TO BOTH UNDERGRADUATE AND GRADUATE STUDENTS EFFECTIVE THE FALL SEMESTER 2017.

MOTION UNANIMOUSLY APPROVED.

MOTION (DOZOR/MATLAWSKI):

BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA HEREBY APPROVES:

- **THE REDUCTION OF THE DISTANCE EDUCATION ACCESS FEE FROM 20% TO 15% OF THE COST OF TUITION FOR EACH COURSE.**
- **REMOVAL OF THE LANGUAGE LIMITATION THAT THESE FEES ARE ASSESSED IN LIEU OF THE UNIVERSITY'S GENERAL FEE.**
- **DISTANCE EDUCATION COURSES WILL CONTINUE TO BE ASSESSED THE PASSHE TECHNOLOGY FEE. IN ADDITION, DISTANCE EDUCATION COURSES WILL BE SUBJECT TO THE ASSESSMENT OF THE EDUCATIONAL SERVICES FEE.**

THESE CHANGES ARE HEREBY EFFECTIVE THE FALL SEMESTER 2017 FOR NEW STUDENT COHORTS ONLY.

MOTION UNANIMOUSLY APPROVED.

MOTION (DOZOR/MATLAWSKI):

BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA HEREBY APPROVES A CHANGE IN THE METHODOLOGY THAT GOVERNS THE CALCULATION OF THE EDUCATIONAL SERVICES FEE. THE FEE WILL FOLLOW BOARD OF GOVERNORS' POLICY 1989-05-A AND INCLUDE THE TECHNOLOGY FEE IN THE BASE ON WHICH THE EDUCATIONAL SERVICES FEE IS CALCULATED.

THE DISTRIBUTION OF THE ADDITIONAL REVENUE GENERATED FROM THESE CHANGES WILL BE DEDICATED TO ENHANCE THE STRATEGIC AND OPERATIONAL PRIORITIES OF THE UNIVERSITY. THIS CHANGE IS EFFECTIVE THE FALL SEMESTER 2017 FOR NEW STUDENT COHORTS ONLY.

MOTION UNANIMOUSLY APPROVED.

MOTION (DOZOR/MATLAWSKI):

BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA HEREBY APPROVES:

- **THE RENAMING OF THE FORMER "ORIENTATION FEE" TO THE "NEW STUDENT FEE."**
- **A \$67.00 INCREASE IN THE NEW STUDENT FEE FOR NEW UNDERGRADUATE TRANSFER STUDENTS ENTERING WEST CHESTER UNIVERSITY MAIN CAMPUS IN THE FALL 2017 AND SPRING 2018 SEMESTERS.**
- **A \$67.00 INCREASE IN THE NEW STUDENT FEE FOR NEW UNDERGRADUATE FIRST-YEAR STUDENTS ENTERING THE WEST CHESTER UNIVERSITY MAIN CAMPUS IN THE SPRING 2018 SEMESTER.**
- **A \$20.00 REDUCTION IN THE NEW STUDENT FEE FOR NEW FIRST-YEAR STUDENTS ENTERING THE WEST CHESTER UNIVERSITY MAIN CAMPUS IN THE FALL 2017 SEMESTER.**

THESE CHANGES ARE HEREBY EFFECTIVE THE FALL 2017 SEMESTER.

MOTION UNANIMOUSLY APPROVED.

MOTION (LEWIS/DOZOR):

BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA HEREBY APPROVES THAT THE CURRENT 3.5% TOTAL RETURN ENDOWMENT SPENDING RATE OF THE MARKET VALUE OF THE ENDOWMENT BE CONTINUED FOR THE 2017-18 FISCAL YEAR.

MOTION UNANIMOUSLY APPROVED.

This concluded Member Lewis' report.

AGENDA ITEM IX – REPORTS OF SPECIAL COMMITTEES:

None.

AGENDA ITEM X – REPORTS OF LIAISON TO CONSTITUENCIES:

Chair Fillippo reported that the PACT Conference will be hosted in Harrisburg on April 19 and 20 at the Sheraton Harrisburg Hershey Hotel. Chair Fillippo and Members Kinsey and Long will be attending the meetings.

Member Kinsey said that he would be looking forward for his first PACT meeting.

AGENDA ITEM XI – OLD BUSINESS:

Member Dozor said that he would like to have a Council of Trustees Retreat in October or November and it might be something like meeting with WCU community constituencies including with the Executive Board of the Student Government Association and others to get to know more of the people on campus. He asked others to think about this and perhaps members could have conversations regarding this and see if there are enough members who would like to attend.

AGENDA ITEM XII – NEW BUSINESS:

Chairperson Fillippo reminded the Council members to make a note that the Council of Trustees will conduct the Annual Facilities Tour on April 20, 2017 at 4:00 p.m. starting at the Philips Memorial Building.

Also, Chair Fillippo asked the Council members to make sure that they have May 16, 2017 on their calendars for the Retreat with the WCU Foundation Board. All members were given a purple paper explaining the itinerary of

everything that will take place. The Council of Trustees' Committees begin at 3:00 p.m. in the Philips Building with the formal public meeting from 3:30 p.m. – 5:00 p.m. After the COT adjourn, all members will go to the Foundation Center and meet with the WCU Foundation members, will have dinner and all will adjourn at 8:00 p.m. that evening.

AGENDA ITEM XIII – ADJOURNMENT:

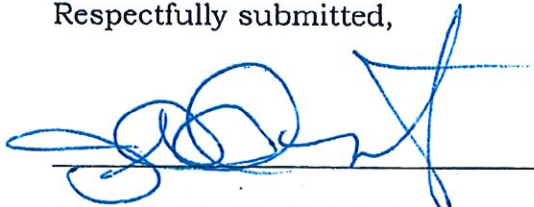
Chair Fillippo asked for a motion to adjourn the formal meeting.

MOTION (SILBERMAN/TOMLINSON)

MOTION TO ADJOURN AT 6:21 P.M.

MOTION UNANIMOUSLY APPROVED.

Respectfully submitted,



Adam Matlawski, Secretary Pro Tem