



UNANIMOUSLY APPROVED
BY THE
COUNCIL OF TRUSTEES
SEPTEMBER 29, 2016

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
May 17, 2016
3:30 PM**

The regular meeting of the Council of Trustees of West Chester University of Pennsylvania was held on May 17, 2016, 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.

Chairperson Fillippo reported that, in accordance with Article III, Section IV per the By-Laws and the Regulations of the Council of Trustees, members received notice of this meeting which will be followed with a joint meeting with the WCU Foundation Board of Trustees at the WCU Foundation Center at 202 Carter Drive, West Chester, PA.

Council members present were Members Dozor, Lewis, Ireland, Moskowitz, and Silberman. Absent but accounted for were Members Costello, Franklin, Matlawski and Tomlinson.

The Chairperson then appointed Member Moskowitz as Secretary Pro Tem for this meeting in the absence of Secretary Costello.

Chairperson Fillippo also reported the recent death of Mayor Dick Yoder who was “Mr. West Chester State Teachers College; West Chester State and West Chester University.” Mayor Yoder was a football coach who coached him and Senator Tomlinson as well. He was one of the finest professors. He was passionate about his teaching and coaching, and he taught with his whole body. His passing seemed to be untimely, and West Chester University will miss him greatly. He thanked Mayor and Professor Dick Yoder for everything that he has ever done for West Chester University and beyond.

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

MOTION (DOZOR/IRELAND):

APPROVAL OF MINUTES OF THE MARCH 24, 2016, 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:

Chairperson Fillippo welcomed everyone to the meeting and officially welcomed Dr. Chris Fiorentino, Interim President, to the table. He remarked that the members of the Council of Trustees are glad that he is serving in this capacity and they look forward to working with him.

Chairperson Fillippo reported that the Office of the Chancellor asks all PASSHE institutions’ Council of Trustees to introduce a Resolution before

September of the coming year (as required by a Board of Governors' Policy) which shows the Chain of Executive Responsibility in the event of an emergency in the absence of the President. To comply with that request, the Chairperson asked for a motion for the following Resolution for their consideration and approval:

MOTION (SILBERMAN/DOZOR)

ORDER OF SUCCESSION PLAN

BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY HEREBY APPROVES THE ORDER OF SUCCESSION PLAN (ATTACHED TO THIS RESOLUTION) AS REQUIRED BY BOARD OF GOVERNORS' POLICY 1983-14-a: *APPOINTING INTERIM AND ACTING CHIEF EXECUTIVE OFFICERS.*

MOTION UNANIMOUSLY APPROVED

For the minutes, Chairperson Fillippo reported that an Executive Session was held immediately before the Council of Trustees formal meeting on March 24, 2016 beginning at 4:15 p.m. and ending at 4:30 p.m. The purpose of that meeting was for discussion of personnel matters.

Chairperson Fillippo also reported that the Council of Trustees participated in the annual West Chester University Tour on Thursday, April 21, 2016 beginning and ending at Philips Memorial Building.

AGENDA ITEM V – REPORT OF THE UNIVERSITY PRESIDENT

Chairperson Fillippo then called on Interim President Fiorentino for his report.

The Interim President thanked Chairperson Fillippo and remarked that he was honored to be at the table and proceeded to give the following report:

“On April 14, WCU received the Air Quality Partnership Excellence Award from the Transportation Management Agency of Chester County and the Delaware Valley Regional Planning Commission. Kudos to Mike Bicking and the University’s Public Safety Department for planning and implementing the security for the Trump rally on April 25 on campus. As a result of their excellent work, students, employees, and visitors were able to exercise their free-speech rights in a safe environment.

The WCU Softball team concluded the 2016 campaign with a school record of 48 wins and the team’s fourth straight trip to the NCAA Tournament.

Men’s Baseball (36-12) captured the PSAC Championship and plays this Thursday in the first round of the NCAA Atlantic Regional Tournament.

Women’s Lacrosse (17-3) earned a share of the PSAC regular season title and lost a heartbreaker in the NCAA Tournament in Florida. Also, congratulations to the Women’s Gymnastics team for placing 2nd at the ECAC Division II Championships.

I am glad to share that just today, WCU Athletics was awarded the Dixon Cup for ’15-’16 at the PSAC meetings in Harrisburg. The F. Eugene Dixon Trophy is awarded by the PSAC to the member institution whose athletic program earns the best overall finish in conference championships and/or regular-season play. This is the third win in the past four years for the Golden Rams -- GO RAMS!!!!!!

End of the Year Celebrations – The final weeks of the semester

were a wonderful time to pause and recognize outstanding student leaders as they completed their terms in office and to bid farewell to the many talented seniors who graduated in May. The various induction dinners and recognition events held in April provided a special opportunity to extend our appreciation to the many student leaders for all they have done to make WCU such an exciting and vibrant campus community. The Office of Multicultural Affairs Kente Program on Friday, May 6th was the final Divisional event of the semester and celebrated the graduation of our senior students of color.

Presidential candidate Donald Trump's visit to WCU generated enormous media attention. Nearly 7,000 print and web articles and more than 80 television and radio broadcasts highlighting this event across the nation.

Building relations with alumni continues to be a critical focus of our resource development efforts. As a result, we've already sponsored more than 80 alumni events this year ranging from Homecoming to receptions at locations in this region and across the country. By year's end, we'll have hosted more than 100 alumni events attracting more than 5,000 alumni.

Based on continuing growth in housing demand, WCU has asked the Foundation and University Student Housing to explore a further expansion of the Village apartment complex on south campus. It is hoped that 120 beds can be added by fall 2018.

Information Services implemented significant changes to the myWCU PeopleSoft system to handle the new academic reorganization. The reorganization involves creating new colleges and moving departments within

colleges. This was truly a yeoman effort. It is one thing to organize the University; it is another thing to get all of the computer systems and other related systems lined up to be able to function. That has been accomplished and it is a small miracle that they pulled it off so quickly. Congratulations for that work!

In PeopleSoft the entire underlying academic structure required a major overhaul to handle this new organizational structure. Hundreds of tables and reports needed to be modified to use the PeopleSoft Org Tree to maintain the new structure. The Org Tree now allows for reporting of schools within colleges. These major enhancements went LIVE on May 15th.

Annual Report: The Web Team designed and implemented a new Annual Report website for the President; the site highlights accomplishments key to the themes outlined in the Strategic Plan. In addition, the page utilizes animation and videos, created by the Digital Media Center, to make the page more interactive.

A ribbon cutting ceremony for the ROTC's new location on Roslyn Avenue was held on Friday, April 22nd. This event was also to honor the 100th Anniversary of the Army ROTC program. The President gave remarks.

The College of Education's freshman student Mackenzie Jaros is the first West Chester University student to receive the prestigious Foundation of St. Andrew's Society of Philadelphia scholarship. She was chosen from a sea of applicants as one of only four winners of the Mutch Scholarship to attend the University of St. Andrews in Scotland for the 2016-17 academic year. The

scholarship award is designed to cover a full year of study with an estimated value of \$22,000. Each candidate must be enrolled at a select college within 75 miles of Philadelphia and be in the top 25% of their class.

With two research doctorates (EdD and DPA) and two practice doctorates (Nursing Practice and Clinical Psychology), West Chester University has established its presence in the doctoral marketplace by building on the excellence of our masters programs in these respective areas. West Chester University is the first PASSHE institution to have both types of doctorates fully included in the scope of its regional accreditation.

Approval of Purchase Orders and Contracts:

Interim President Fiorentino asked for the approval of Purchase Orders and Contracts for February and March, 2016.

MOTION (MOSKOWITZ/LEWIS):

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 FEBRUARY 2016 AND MARCH 2016, FOR THE PURCHASE OF EQUIPMENT, SERVICES, AND SUPPLIES.

MOTION UNANIMOUSLY APPROVED.

This concluded Interim President Fiorentino's report.

Chairperson Fillippo thanked Interim President Fiorentino for his report.

AGENDA ITEM VI – REPORT OF THE VICE PRESIDENT:

None.

AGENDA ITEM VII – REPORT OF THE EXECUTIVE COMMITTEE:

None.

AGENDA ITEM VIII - REPORTS OF STANDING COMMITTEES:

Academic Affairs

Member Dozor reported that he had the pleasure of attending the Academic Affairs committee meeting. The Committee met with Dr. Scott Heinerichs, Assistant Vice President of Academic Affairs, along with Dr. Michelle Patrick and Dr. Dottie Ives Dewey and Dr. Lisa Calvano.

He introduced the following resolution for the proposed Bachelor of Science in Urban and Environmental Planning for consideration and action by the Council of Trustees. Dr. Lori Fuller, who was part of the Committee meeting from the College of Business and Public Management, introduced this Bachelor's degree. It would be a planning program that would be fully accredited and would meet the standards of accreditation. He reported that there has been a big growth in planning development jobs and what is important about this Bachelor's degree is that there are jobs available for our students and it is in demand. The thought is that this Bachelor of Science will be a bit more rigorous academic program, and except for Indiana University of PA, we will be the only other State System University that has this degree, and that is very important.

MOTION (DOZOR/IRELAND)

BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY APPROVE THE BACHELOR OF SCIENCE IN URBAN & ENVIRONMENTAL PLANNING TO MOVE FORWARD TO THE BOARD OF GOVERNORS OF THE STATE SYSTEM OF HIGHER EDUCATION FOR FINAL APPROVAL, PENDING APPROVAL BY THE OFFICE OF THE CHANCELLOR

MOTION UNANIMOUSLY APPROVED.

Member Dozor also introduced the following Resolution for consideration and action by the Council of Trustees for the Master of Human Resource Management. This Master's program will be the only, stand alone, Master of Human Resource Management in the entire Pennsylvania State System of Higher Education. This program will be 100 percent online and we expect it to attract the working professionals from all over the nation. This program generates cash and that is very important to find our own sources of money.

MOTION (DOZOR/IRELAND)

BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY APPROVE THE MASTER OF HUMAN RESOURCE MANAGEMENT TO MOVE FORWARD TO THE BOARD OF GOVERNORS OF THE STATE SYSTEM OF HIGHER EDUCATION FOR FINAL APPROVAL, PENDING APPROVAL BY THE OFFICE OF THE CHANCELLOR

MOTION UNANIMOUSLY APPROVED

Member Dozor introduced the following Resolution for consideration and action by the Council of the Trustees. Regarding this Resolution, it is important to know that the retired faculty need to have the consensus vote in their individual departments to be awarded this special designation. The faculty named have to be acknowledged by their peers in their own department.

MOTION (DOZOR/IRELAND)

BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY CONFERS THE DESIGNATION OF EMERITUS UPON THE FOLLOWING DISTINGUISHED RETIRED FACULTY:

**MARTHA A. DROBNAK
LINDA G. HANNA
THOMAS HESTON
MAUREEN KNABB
REBECCA M. PAULY
BONITA FREEMAN-WITTHOFT
PAUL WOLFSON**

MOTION UNANIMOUSLY APPROVED.

That concluded Member Dozor's report.

Student Affairs

As was advertised, the Student Affairs Committee combined with the Budget and Finance Committee for this meeting. Members were asked to review the report in their packets.

Advancement

Member Silberman encouraged everyone to review the committee summary which was included in their packet. The committee met.

Member Silberman gave the following report:

The Annual Fund Campaign is enjoying great success with revenues running 10 percent ahead of last year. Total giving, including both the annual fund and gifts for capital projects and endowments, has exceeded the \$4.75 million with over \$5 million raised as of the end of April. The Annual Fund Trustee Campaign is also making good progress. As of today, seven of the ten Trustees have been made gifts to the WCU Foundation for this year and it's hoped that all Trustees will contribute by June 30, 2016. We are the only university in the State System that consistently gets 100 percent from their Trustees.

The \$50 Million Becoming More Campaign is making solid progress with 84 percent of the campaign goal committed as of April 30, 2016. We already surpassed the goal for this year which was to reach 80 percent of the goal by June 30, 2016, which is astonishing.

Member Silberman shared that as part of the University's comprehensive marketing initiative, the Marketing team continues to execute the Learn More image development campaign which will continue through summer 2016. We are also in the process of developing new strategies to reach out-of-state markets around the mid-Atlantic region.

And finally, Conference Services is enjoying a record-breaking year generating more than \$1 million in gross revenues for the first time.

He wanted to add that he was very privileged to have been asked to attend the Graduate commencement ceremony. As he was sitting on the stage, he was watching the graduates get their diplomas and Dr. Fiorentino having

his picture taken with each graduate. As they walked by, he was very moved by the expressions on their faces. There was a sense of pride and achievement knowing that they will have a better future now.

In addition, he congratulated Chairperson Fillippo for attending all three graduate ceremonies. He remarked that the Chairperson was also excited and proud of the students as well and said that the Trustees are very fortunate to have Chairperson Fillippo at the helm.

This concluded Member Silberman's report.

Campus Development and Facilities

Chairperson Fillippo attended this committee (on behalf of Member Matlawski) and encouraged everyone to review the committee summary which was included in their packet. He reported that the schematic design work for The Commons is completed. The project completion is targeted for summer 2020. It will be 160,000 sq. feet in that location.

The University is planning for January 17, 2017 as the proposed date for the Business and Public Management use of the building. Jim Lewis, Associate Vice President for Facilities, reported that the building is expected to be finished around October 2016 and then fixtures and technology inside, so it will not be used until the spring semester, but January 2017 is when it will be opened.

Jim Lewis also reported that the maintenance required on the WCU water tower actually makes its current value about negative \$500,000. So we

are getting a very good deal with Aqua Pennsylvania, Inc., and they will maintain the tower now and WCU will not have to do that.

Information Technology

Member Moskowitz encouraged everyone to review the summary that was provided in their packet. She reported regarding the RECAP conference at WCU and it dealt with putting together technology with education and learning, and it was a great success. There were about 170 people attending and it was very impressive and very well received. Member Moskowitz commended the IT department on everything that they have been doing to keep up to speed and then directing this amazing conference as well.

This concluded Member Moskowitz' report.

Budget and Finance

Member Lewis reported that the Committee met today and reviewed several items. First, they reviewed the budget against the actual expenses for the fiscal year 2015-16. He was pleased to report that once again, we are projected to end the year with a very modest surplus that is really due to two things. The first item is continuing strong enrollment at the University, and the second item is that WCU originally budgeted for a 3 percent appropriation from the Commonwealth. We actually received a 5 percent appropriation, so that was very helpful as well. In addition, the Committee approved three Philips' scholarships – each to an outstanding student who was a native of Chester County....all three women.

There were five Resolutions from the Budget and Finance Committee, but before he started with those, he sharef one bittersweet item, and that was that WCU will lose Bernadette Hinkle, Assistant Vice President for Finance and Business Services. He explained that Bernadette has been poached by a university in Arkansas, and she will be returning there to serve as their Vice President for Fiscal Affairs. The committee was grateful for her service and at this meeting, Member Lewis recognized her and thank her for her excellent work through the years.

Member Lewis introduced five Resolutions for consideration and action by the Council of Trustees:

MOTION (LEWIS/DOZOR)

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 TRANSPORTION FEE. THE NEW FEE OF \$68.57 PER SEMESTER IS APPLICABLE TO BOTH UNDERGRADUATE AND GRADUATE STUDENTS EFFECTIVE THE FALL SEMESTER 2016.

MOTION UNANIMOUSLY APPROVED.

MOTION (LEWIS/SILBERMAN)

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 2016:

Plans	Fee/Semester
Unlimited Meal Plan (includes \$250 flex)	\$1,730.06
14-Meal Plan (includes \$250 flex)	\$1,396.54
12-Meal Plan (includes \$250 flex)	\$1,364.21
9-Meal Plan (includes \$250 flex)	\$1,281.27
7-Meal Plan (includes \$250 flex)	\$1,208.95

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 (LEWIS/DOZOR)

BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA HEREBY APPROVES AN INCREASE OF \$7.00 IN THE GRADUATION PROCESSING FEE UPON GRADUATION APPROVAL. THE NEW FEE OF \$89.00 IS EFFECTIVE THE FALL SEMESTER 2016 FOR BOTH UNDERGRADUATE AND GRADUATE STUDENTS.

MOTION UNANIMOUSLY APPROVED.

MOTION (LEWIS/IRELAND)

BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA HEREBY APPROVES A \$300 INCREASE TO \$400 FOR THE MATRICULATION FEE FOR THE DOCTOR OF PSYCHOLOGY PROGRAM, EFFECTIVE FALL SEMESTER 2016.

MOTION UNANIMOUSLY APPROVED.

MOTION (LEWIS/MOSKOWITZ):

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 2016-17 FISCAL YEAR.

MOTION UNANIMOUSLY APPROVED.

This concluded Member Lewis' report.

AGENDA ITEM IX – REPORTS OF SPECIAL COMMITTEES:

Chair of the Nominating Committee, Member Barry Dozor, on behalf of the Nominating Committee including Members Moskowitz and Silberman gave

the report. Ms. Christine Costello who served for a number of years as the Secretary as chosen, decided not to be considered. Member Dozor remarked that undoubtedly the members would have nominated her if she had the interest. He then named the following slate of officers for 2-year terms for consideration and action by the Council of Trustees.

Chairperson - Mr. Thomas A. Fillippo

Vice Chair - Mr. J. Adam Matlawski

Secretary - Ms. Marian D. Moskowitz

MOTION (DOZOR/LEWIS)

BE IT RESOLVED THAT THE FOLLOWING MEMBERS OF THE COUNCIL OF TRUSTEES WILL SERVE AS THE OFFICERS AS DESIGNATED BELOW FOR THE 2016-2017 ACADEMIC YEAR:

**CHAIR - MR. THOMAS A. FILLIPPO
VICE CHAIR- MR. J. ADAM MATLAWSKI
SECRETARY- MS. MARIAN D. MOSKOWITZ**

MOTION UNANIMOUSLY APPROVED.

This concluded Member Dozor's report of the Nominating Committee.

Chairperson Fillippo also thanked Ms. Christine Costello for her work as the Secretary in previous years and also thanked Ms. Marian D. Moskowitz for being willing to serve as Secretary.

AGENDA ITEM X - REPORTS OF LIAISON TO CONSTITUENCIES:

Member Dozor, Chair of the Presidential Search Committee, reported that since this committee will be working for the next year or 18 months or so, we want to reflect in our minutes from time to time (as often as needed to report

something regarding the search). Member Dozor reported that the Council of Trustees are represented by Members John Ireland, Christopher Lewis and him as well as the alternate, Member Matlawski. These members thought it was important to get together to have an informational opportunity of teaching ourselves what tasks that we need to do. They wanted to note that on May 2, 2016, Adam Matlawski, John Ireland, Christopher Lewis and he, along with Dr. John Vilella and Chairperson Tom Fillippo all participated in a phone conference and an opportunity of learning what we need to do and the tasks that are ahead of us. Dr. Jody Harpster, President of Shippensburg University, who is part of the search committee, as well as Dr. Peter Garland, who is the PASSHE representative, also participated on that phone conference.

The whole purpose of the phone conference was to get answers to questions that the committee had as to their responsibilities, the timelines, the protocols, and other things that we needed to do. It was very helpful in understanding what the search committee needed to do.

What came out of that meeting was the necessity for the Trustees to immediately request quotes from executive search consultants. So with the help of the University on May 6, the same week that we had met, a formal request for quotes was sent out to approximately 5-6 search consultants. The requests for quotes were sent out to every single search consultant that was identified by the Chancellor's Office.

Member Dozor reported that he also asked Dr. Vilella to send out to all of the Council of Trustees the request of the quotes. We asked that the quotes

be returned by May 18, 2016, so by tomorrow, we will have all of the executive search consultants' responses. When Dr. Villella gets them, we will ask the President's Office to mail them out to all of the members of the Council of Trustees. The reason these would be mailed to all of the Council of Trustees and not just the search committee is because the Council of Trustees, by way of the Chairman of the Select Committee as well as the Chairman of the Council of Trustees, need to provide the recommendation to the Chancellor as to the Search Committee. They are looking for a consensus among all of the parties.

Within the next few days, Member Dozor asked that Council members should watch for the packet and read it and see what experiences they have had, along with seeing what their thoughts are. If possible, with the Chancellor's Office making a recommendation, with the help of Dr. Jody Harpster who just recently went through the process himself and was selected, maybe there will be a recommendation with the COT and the decision can be confirmed at the next Council of Trustees' meeting.

The search consultant firm is very important because they do much of the hard work. Everyone needs to feel comfortable with the people.

The first meeting of the Search Committee will be June 15, 2016 and hopefully by that time, the search consultant firm will be at that meeting.

Confirming things publicly, it has been suggested all along that it is very important that the Presidential Search Committee will want to be as transparent as possible in every way. A website will be prepared and the

Committee intends to post a lot of information on the website including the policy that PASSHE has that identifies what the committee does, the letter that was received by the Chancellor's office confirming the members, correspondence that the committee receives, a response to letters that are received, and the request for quotes for the search consultant firm will also be posted. From time to time, the public will know where the committee is in the process.

Chairperson Fillippo thanked Member Dozor for his leadership as Chair of the Presidential Search Committee and the other members of the committee who make up the great team.

AGENDA ITEM XI – OLD BUSINESS:

None.

AGENDA ITEM XII – NEW BUSINESS:

Chairperson Fillippo presented the following remarks:

“I have heard that a very valuable person in the President's Office is retiring on May 31. Andi Hubbard has been an employee at West Chester University for almost 18 years and she has worked in the President's Office since 2006 (almost 10 of those 18 years). Andi is always with us when we have our meetings to help in any way she can – and she does.

Andi, I want you to know how much we appreciate your dedication and commitment to the Council of Trustees and to West Chester University. Andi, please come forward?

On behalf of all of the past Council of Trustees and the current Council, we give you this token of our thanks to let you know that we appreciate your dedication and commitment to the Council of Trustees as part of the President's Office."

Chairperson Fillippo presented Andi Hubbard with a certificate for her achievements from December 4, 2006 – May 17, 2016.

Chairperson Fillippo remarked that everyone will miss Andi's presence. Not only do we see her dedication, but we have been told that her inside persona is where she really shines the most. Unselfishly, she is not concerned about overtime, she works to the end, and has had an incredible 18 years at WCU. He thanked her again. (Applause)

Andi thanked the Council of Trustees and everyone with whom she has known and worked with during her 18 years. She counted her years as a privilege and honor.

AGENDA ITEM XIII – ADJOURNMENT:

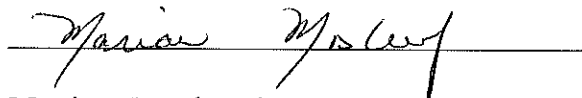
Chairperson Fillippo asked for a motion for adjournment.

MOTION (IRELAND/MOSKOWITZ)

MOTION TO ADJOURN AT 4:22 P.M.

MOTION UNANIMOUSLY APPROVED.

Respectfully submitted,



Marian Moskowitz
Secretary, Pro Tem