



Council of Trustees  
West Chester University  
West Chester, Pennsylvania 19383-1000

Council of Trustees  
Resolution  
2004-11

[www.wcupa.edu](http://www.wcupa.edu)

PROPOSED

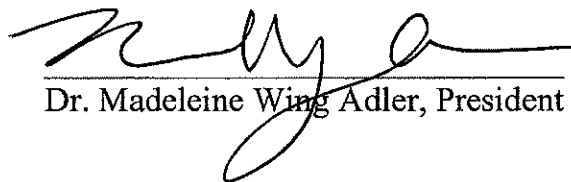
RESOLUTION  
COUNCIL OF TRUSTEES  
WEST CHESTER UNIVERSITY

May 12, 2004

BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF  
WEST CHESTER UNIVERSITY  
DESIGNATES THE FOLLOWING  
DISTINGUISHED FACULTY MEMBER AS AN AWARDEE  
OF THE TRUSTEES ACHIEVEMENT AWARD.


Dr. Robert Maggio

APPROVED PENDING ACTION BY THE COUNCIL OF TRUSTEES

  
\_\_\_\_\_  
Dr. Madeleine Wing Adler, President

May 12, 2004  
Date

APPROVED BY VOTE OF THE COUNCIL OF TRUSTEES

  
\_\_\_\_\_  
Ms. Carol Aichele, Chairperson  
Council of Trustees

May 12, 2004  
Date

## **Dr. Robert Maggio**

Dr. Maggio has been on the faculty of West Chester University for over twelve years and during that time has composed over 45 original compositions, many of them commissioned, premiered, and performed by extraordinary musicians and organizations (including the Boston Pops, Philadelphia Orchestra, Atlanta Symphony, Pennsylvania Ballet, and the Chamber Music Society of Lincoln Center.) Of these works, 30 have been published by Theodore Presser Company (with international distribution), 15 have been recorded on the CRI and Albany labels (also internationally distributed), and many have been performed live internationally (in Europe, Australia, Asia, and South America).

He has received composition fellowships from some of the most prestigious peer-reviewed national foundations, including the American Academy of Arts and Letters, the Guggenheim Foundation (1998), and the Pew Fellowship (1999). His music for theater and dance has been performed nationally at the Yale Repertory Theater, Shakespeare Santa Cruz, American Dance Festival, Lincoln Center Out-of-Doors Festival, and the Philadelphia Theatre Company. His first ballet was premiered with the Pennsylvania Ballet in February of 2003 at the Academy of Music in Philadelphia.

Dr. Maggio's work has received high praise by reviewers across the country. These critics are enthusiastic about the quality and originality of his work and often compare it to great works of the previous century. He has consistently brought national and international acclaim to West Chester University through his successful activities as a composer.

Many of these contributions to the field have been completed while Dr. Maggio has been the chair of his department, providing strong leadership and fostering a sense of camaraderie among his peers. He is an excellent teacher, and he inspires his students to follow in his footsteps. He instills a sense of critical awareness in his students through his own enthusiasm and excitement.

April 5, 2004

TO: Vice President for Academic Affairs/Provost  
West Chester University

RE: Robert Maggio's Nomination for a Trustees Achievement Award

Thank you for the opportunity to review the artistic work of composer Robert Maggio. The collection of his compositions form a body of work which is accomplished, personal, professional, and defined by the presence of a voice which is clear and confident.

One of the earliest of these compositions is the *Duo Concertante*, written in 1990. This is a major work in three movements, and the second contrasts with the outer two as a work of expressive lyricism between two statements of driving and forceful rhythm. The characteristics I identify in Maggio's music – lively rhythmic structure, often coupled with repetition of clear segments; lyricism which is always grounded in an individual approach to tonality; and registral contrast that broadens the scope of the music by heightened color – are all present here. This is a wonderful work by any standard.

Other, and later, compositions continue to refine Maggio's vision. These include the music that is written for flute – *Traveling Music*, for flute and guitar; *The Laurel Tree*, for two flutes and piano; *Phoenix*, for two flutes; and, especially, *Fluano Pianute*, for flute and piano. This last piece uses an ingenious structural connection between nonconsecutive movements, linking the latter to the former by repetition of material that seems "interrupted" by an intervening movement. These pieces, and others, present a unified view of a composer who is in complete control of technique and uses it to serve a consistent artistic ambition.

Placing Robert Maggio in the landscape of contemporary composition, I would identify his position as one that joins with the tradition and seeks to find new things to say in music in that context. There is pragmatism in his work, and the strength of the musical idea is always at the forefront of the composition. Maggio is not a composer who has chosen to prop himself up with the supports of a governing philosophical or technical position. His reliance upon his musical instincts to guide the composition of his work results in music which is individual, personal, direct, dramatic, and expressive.

I am pleased to recommend Robert Maggio for the Trustees Achievement Award from West Chester University.

David Liptak

David Liptak  
Professor, Acting Chair  
Composition Department

# Juilliard

THE JUILLIARD SCHOOL  
60 LINCOLN CENTER PLAZA  
NEW YORK, NEW YORK 10023-6588

COMPOSITION DEPARTMENT

TELEPHONE 212-799-5000  
EXTENSION 339  
FAX 212-724-0263

Ms. Rebecca Hook  
Executive Associate to the Provost  
West Chester University  
West Chester PA 19383-2000

Dear Ms Hook:

I am delighted to recommend Dr. Maggio for the Trustees Achievement Award after getting acquainted with his music. I have known of Dr. Maggio but only heard two of his works before this time including the work he wrote for the Boston Pops. Having now read through and heard the works you sent, I can say that here is an extraordinary composer who already has a very unique voice. His fast movements are full of fire and passion seldom heard in the work of young composers today, and his lyrical slow movement are really beautiful. Further this music is excellently constructed with the form of each piece cleanly drawn so the communication is instant. Maggio's technical skill is apparent at every moment, for one never feels that there are dead spots in any work. Each piece which I have now heard has a most distinctive sound and real power.

In my opinion Dr. Maggio represents the very best in American musical composition and I know that he will continue to produce works of the highest standard. I cannot think of a more deserving person to be considered for your Award and I hope that the committee will give him favorable consideration for he certainly deserves it.

With very best regards,

Sincerely,



Samuel Adler  
Professor of Composition  
The Juilliard School

March 17, 2004



Council of Trustees  
West Chester University  
West Chester, Pennsylvania 19383-1000

Council of Trustees  
Resolution  
2004-12

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PROPOSED

RESOLUTION  
COUNCIL OF TRUSTEES  
WEST CHESTER UNIVERSITY

May 12, 2004

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


Dr. Marshall J. Becker  
Dr. Lynette McGrath  
Dr. George M. Maxim

APPROVED PENDING ACTION BY THE COUNCIL OF TRUSTEES

  
\_\_\_\_\_  
Dr. Madeleine Wing Adler, President

May 12, 2004  
Date

APPROVED BY VOTE OF THE COUNCIL OF TRUSTEES

  
\_\_\_\_\_  
Ms. Carol Aichele, Chairperson  
Council of Trustees

May 12, 2004  
Date

Dr. Marshall J. Becker

Since his appointment to the Department of Anthropology at West Chester University in 1968, Dr. Marshall J. Becker has had a long and productive career as a distinguished professor. While at West Chester University, he taught in three different areas of anthropology and published in physical anthropology and archaeology, as well as in cultural anthropology. His illustrious academic contributions to his discipline, as well as his commitment to excellence in the classroom, are significant.

In 1987, Dr. Becker received the Council of Trustees Achievement Award, recognizing him for his commitment to West Chester University. His contributions include Curator of Archaeology, West Chester University, All-College Museums; Director, West Chester University Archaeological Field School; and service on nine University committees. In addition to his service to West Chester University, Dr. Becker's accomplishments within his profession are numerous.

He has received a number of grants which provided support for his research, including the National Science Foundation, the National Endowment for the Humanities, The American Philosophical Society, the American Council of Learned Societies and the National Geographic Society. This research helped to enhance and enrich the courses that he taught and offered opportunities for students to participate in the field research in seven different countries, including Italy and the Czech Republic.

There is no doubt that during his thirty-six years at West Chester University, Dr. Marshall Becker's commitment and dedication to his field have positively impacted and made noteworthy contributions to the academic lives of his colleagues and students.

## Dr. Lynette McGrath

Dr. Lynette McGrath came to West Chester University in 1968 in the Department of English. During her tenure at this institution, Dr. McGrath became known as a scholar, a committed professor and as a departmental leader.

Her history of scholarly work particularly highlights literary contributions of women writers. Her book *Subjectivity and Women's Poetry in Early Modern England*, crowned thirty years of continuous engagement with her subject matter, and continuous questioning of her own ideas in relation to a fast-changing field. Her work has been published in prestigious outlets such as *Women's Studies*, *Studies in English Literature*, *Hypatia*, and the *Encyclopedia of Feminist Literary Theory*. Her contributions to her field were many.

In addition to her scholarly work, Dr. McGrath positively impacted the lives of her students over many years. She was an excellent teacher who provoked the best from her students and was accessible and willing to help students achieve the high standards that she set.

Dr. McGrath was known for not settling for the "status quo" within the department, but was always willing to rethink and rework curricula. Her commitment to this pedagogical aspect of her career was rewarded by broadly enthusiastic student response. She was an excellent University citizen through her involvement in Faculty Senate, as Coordinator of the Women's Studies Program, as Assistant Chair, as Coordinator of English Graduate Studies, to name a few.

Over her thirty years at West Chester University, she presented and published close to 60 papers and essays, nationally and locally. She was also involved in research and publications concerning early modern women. Her book, *Subjectivity and Women's Poetry in Early Modern England*, was published by Ashgate, the British press that dominates published studies on early modern women.

Dr. Lynette McGrath was an exceptional teacher and scholar. She earned the respect of her colleagues at West Chester University and in her field of academia, and she made a fundamental difference in the lives of the students she taught and advised.

Dr. George W. Maxim

Dr. George Maxim began his tenure at West Chester University in 1972 and has been an esteemed faculty member for more than thirty years in the Department of Elementary Education.

In 1975, Dr. Maxim received the WCU Excellence in Teaching Award, and he has maintained the same quality of excellence throughout his career at West Chester University. In addition to his excellent teaching of varied undergraduate and graduate level courses, he is a nationally recognized and respected author of four college-level textbooks and numerous journal articles. *Dynamic Social Studies for Elementary Classrooms*, 7<sup>th</sup> edition (2003), is a basic college methods text and ranks as the first or second most popular text in elementary social-studies education.

During his career at West Chester University, Dr. Maxim served as a member of every committee within the department. On two occasions, he served as Assistant Chairperson. He also served on University-wide committees, many of which he chaired.

Dr. George Maxim has been a valued faculty member of the Department of Elementary Education. He has been an active, productive member of the University whose contributions in the areas of teaching and scholarship are exemplary.





Council of Trustees  
West Chester University  
West Chester, Pennsylvania 19383-1000

**Council of Trustees  
Resolution  
2004-13**

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Proposed

RESOLUTION  
COUNCIL OF TRUSTEES  
WEST CHESTER UNIVERSITY OF PENNSYLVANIA  
MAY 12, 2004

**RESIDENCE HALL FEES**


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 2004:

NORTH CAMPUS - \$1,954 PER SEMESTER (DOUBLE OCCUPANCY)

SOUTH CAMPUS - \$2,267 PER SEMESTER (DOUBLE OCCUPANCY)


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

APPROVED PENDING ACTION BY THE COUNCIL OF TRUSTEES

  
\_\_\_\_\_  
Madeleine Wing Adler, President

4/29/04  
Date

APPROVED BY VOTE OF THE COUNCIL OF TRUSTEES

  
\_\_\_\_\_  
Carol Aichele, Chairperson  
Council of Trustees

5-12-04  
Date



Council of Trustees  
West Chester University  
West Chester, Pennsylvania 19383-1000

**Council of Trustees  
Resolution  
2004-14**

www.wcupa.edu  
**Proposed**

RESOLUTION

COUNCIL OF TRUSTEES

WEST CHESTER UNIVERSITY OF PENNSYLVANIA

MAY 12, 2004

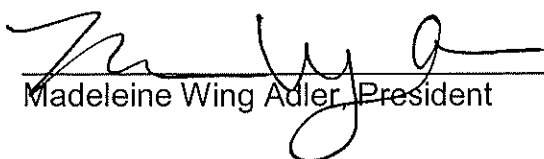
**FOOD SERVICE FEES**

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 2004:

- \$1,012 PER SEMESTER (19 MEAL PLAN)
- \$ 937 PER SEMESTER (14 MEAL PLAN)
- \$ 856 PER SEMESTER (10 MEAL PLAN)
- \$ 995 PER SEMESTER (BLOCK 225 MEAL PLAN)
- \$ 909 PER SEMESTER (BLOCK 175 MEAL PLAN)
- \$ 515 PER SEMESTER (BLOCK 75 MEAL PLAN)

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

APPROVED PENDING ACTION BY THE COUNCIL OF TRUSTEES

  
\_\_\_\_\_  
Madeleine Wing Adler, President

4/29/04  
\_\_\_\_\_  
Date

APPROVED BY VOTE OF THE COUNCIL OF TRUSTEES

  
\_\_\_\_\_  
Carol Aichele, Chairperson  
Council of Trustees

5-12-04  
\_\_\_\_\_  
Date



Council of Trustees  
West Chester University  
West Chester, Pennsylvania 19383-1000

**Council of Trustees  
Resolution  
2004-15**

www.wcupa.edu

Proposed

RESOLUTION  
COUNCIL OF TRUSTEES  
WEST CHESTER UNIVERSITY OF PENNSYLVANIA  
MAY 12, 2004  
HEALTH CENTER FEE


BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA HEREBY APPROVES AN INCREASE OF \$5/PER SEMESTER TO THE HEALTH CENTER FEE. THE NEW FEE OF \$65 IS APPLICABLE TO BOTH UNDERGRADUATE AND GRADUATE STUDENTS EFFECTIVE THE FALL SEMESTER 2004.

APPROVED PENDING ACTION BY THE COUNCIL OF TRUSTEES

  
\_\_\_\_\_  
Madeleine Wing Adler, President

4/29/04  
\_\_\_\_\_  
Date

APPROVED BY VOTE OF THE COUNCIL OF TRUSTEES

  
\_\_\_\_\_  
Carol Aichele, Chairperson  
Council of Trustees

5-12-04  
\_\_\_\_\_  
Date



Council of Trustees  
West Chester University  
West Chester, Pennsylvania 19383-1000

Council of Trustees  
Resolution  
2004-16

www.wcupa.edu

Proposed

RESOLUTION  
COUNCIL OF TRUSTEES  
WEST CHESTER UNIVERSITY OF PENNSYLVANIA  
MAY 12, 2004  
LATE PAYMENT FEE


BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA HEREBY APPROVES A NEW LATE PAYMENT FEE OF \$50 TO BE ASSESSED ON ALL SEMESTER BILL PAYMENTS RECEIVED AFTER THE DUE DATE. THE NEW FEE IS EFFECTIVE FALL SEMESTER 2004.

APPROVED PENDING ACTION BY THE COUNCIL OF TRUSTEES

  
\_\_\_\_\_  
Madeleine Wing Adler, President

4/29/04  
Date

APPROVED BY VOTE OF THE COUNCIL OF TRUSTEES

  
\_\_\_\_\_  
Carol Aichele, Chairperson,  
Council of Trustees

5-12-04  
Date

## West Chester University FY05 Rate Proposals

A preliminary meeting was held November 11, 2003 to begin discussion of the FY05 Auxiliary Budget Process. Representatives from each area/division were present as well as the Vice-Presidents for Fiscal Affairs and Student Affairs. Three issues that were expected to have a major impact on Auxiliary rates for FY05 were the selection of a new food service contractor, the opening of new, privatized housing on both North and South Campus and the closing of Ramsey Hall at the end of the spring 2004 semester or very early fall 2004. This meeting provided parameters to guide future discussions with the individual directors and development of budgets.

Many of the increases incorporated in the attached budget proposals are beyond the direct control of the individual managers (i.e. contractual salary increases and benefits, utility increases, debt service, etc.). Below are the issues that impact all areas proportionally and cannot be controlled at the department level.

**Salaries/Benefits:** The current AFSCME contract, effective July 1, 2003, includes a 2.25% step increase for all eligible employees effective the first full pay period of July 2004. These contractual step increases have been built into all AFSCME-related position budgets based on the pay range/step of the current incumbent. In addition, all AFSCME employees at the top of their pay range will receive a one-time lump sum payment equivalent to 2.25% of their annualized base salary. The projected cost for these payments has been budgeted as a separate line item ("General Pay Increase") in individual department budgets based on the current mix of eligible employees in each area.

Both the SCUPA/SUA and OPEIU (nurses) contracts will expire on June 30, 2004. Little information is available at this time although initial salary assumptions received last fall from the System Office do not allow for across the board or step increases in FY05 for these bargaining units. However, in order to provide sufficient budget dollars in the event that across the board or step increases are approved, all SCUPA/SUA lines include normal step increases and OPEIU positions have been increased by 2.25% across the board.

With the exception of managers, all projected salaries are based on the current mix of employees and their rank/step as of July 1<sup>st</sup>, 2004, the budgeted FTE for the position, and the appropriate pay schedule for that position's bargaining unit. Managers are not covered by a collective bargaining agreement (CBA); pay increases, if any, will be determined by the State System of Higher Education's Board of Governors (BOG) at a later date. Salary assumptions provided by the System office last fall included a 2.5% increase for managers during FY05. In order to provide a pool of funds in the event that the BOG does approve this increase in FY05, all manager lines have been increased by 2.5% for budget purposes.

Initial benefit assumptions have been provided by the System office for use in developing FY05 budgets. All benefit calculations are based on the rate assumptions supplied by the System office as of January 14, 2004. Projected increases for Hospitalization, Annuitant, and Health & Welfare (H&W) are as follows:

AFSCME Annuitant	8.43%
All Other Annuitant	51.15%
AFSCME Hospitalization	14.89%
All Other Hospitalization	16.90%

AFSCME H&W	N/A
Manager H&W	19.85%
SUA H&W	19.89%

Retirement calculations are based on the retirement selection (SERS vs. TIAA-CREF) for the employee currently assigned. Vacant positions continue to be budgeted based on the TIAA-CREF retirement rate (9.29%). Employer contribution rates for SERS had been declining, but in FY04 the pension board found it necessary to reinstate employer contributions on all employees enrolled in the SERS and PSERS retirement plans. Projected employer retirement contribution rates for FY05 are as follows:

SERS	2.00% (300% change over FY04)
TIAA-CREF	9.29%
PSERS	2.115%

#### **Utility Costs:**

In response to the closing of Ramsey Hall, Greg Cuprak, Director of Facilities Management, reviewed the University's utility allocation formula and revised the allocations between E&G and Auxiliary facilities based on the actual distribution of square footage between the two funding areas. The only adjustment to the revised allocation was a two percent reduction (from 31% → 29%) in the Residence Hall electric rate to factor in the lack of air conditioning in those buildings and decreased usage during the summer months. This allocation formula will need to be reviewed and revised as new E&G buildings come on line and other changes are made in the Auxiliary operation.

All projections are based on current consumption levels and assume that weather and world conditions will not significantly impact fuel supplies/prices.

## **Auxiliary Fees (including University Health Center)**

### **Overview: Projected increase of \$142 or 5.0% overall increase in Room and Board, Sykes Union and Health Center Fees**

#### **Sykes Union: \$55/semester (no increase requested)**

- Revenue generated from enrollment is projected to be sufficient to meet day-to-day operational needs.
- \$15,000 of Sykes general operating budget moved to a new org "Sykes Student Programming" to better track expenditures related to student programs.

#### **Health Center: \$65/semester (increase of \$5/semester or 8.3%)**

- Fee increase necessary to meet salary and benefit increases. Health Center is currently fully-staffed and no significant staffing changes are expected over the next 12-18 months.
- Revenue projection includes implementation of new \$5/visit co-pay to minimize general fee increase for all students.
- Reserve funds will continue to be used in FY05 to provide additional funding to meet operational needs.
- New full-time graduate assistantship funded from reduction to student wage and overtime budgets.

**Food Service: \$937/semester 14-meal plan (increase of \$39/semester – 14-meal plan)**

- Overall average increase of 4.7% which reflects actual cost of food plans based on new food service contract.
- Meal plans have been redesigned to offer six options including a new "Block 75 Plan" and "Block 225 Plan".
- New ARAMARK contract includes branded concept dining options such as Chick-Fil-A, Subway and Einstein Bagels.

**Residence Halls: \$1,954/semester North Double, \$2,267/semester South Double (increase of 5.3% or \$98/semester North, \$114/semester South)**

- Projected fall/spring room revenue has been adjusted to reflect loss of revenue from closing of Ramsey Hall effective fall 2004.
- Salaries, benefits and operating expenses have been adjusted to reflect reduced staffing necessitated by the closing of Ramsey Hall.
- Reductions in student wage and graduate wage, as well as tuition and room waivers, resulting from closing of Ramsey Hall.
- Transfers for sprinkler installation and LAN upgrade, which were completed in summer 2003, reflect lower projected debt service resulting from refinancing.
- "Bus Service" expenditure eliminated from Residence Hall budget (to be funded from University Parking and Garage revenue).

## **Miscellaneous Fees**

**Late Payment Fee: \$50 (new fee FY05)**

- New fixed amount fee for implementation in Fall 2004 to be assessed on all semester bill payments received after the due date.
- Currently 11 of 14 System schools assess a penalty for late payments.
- Will assist academic departments as an enrollment management tool to determine class size and availability of seats during drop/add process.

<b>FY 2004-05 Auxiliary Budget Proposal</b>	<b>FY 2003-04</b>		<b>FY 2004-05</b>	<b>Percent</b>
	<b>Approved Budget</b>	<b>Adjustments</b>	<b>Projection</b>	<b>Change</b>
<b>Student Health Center</b>				
<b>Rate</b>	<b>\$60</b>	<b>\$5</b>	<b>65</b>	<b>8.3%</b>
<b>Revenue</b>				
Student Health Fee	1,211,888	129,067	1,340,955	10.7%
Prescription Revenue	25,000	-	25,000	0.0%
GYN Revenue	60,000	(15,000)	45,000	-25.0%
Immunizations	12,000	-	12,000	0.0%
Interest Income	10,000	-	10,000	0.0%
Health Center Supply Fee	8,000.00	-	8,000	0.0%
<b>Student Co-Pay</b>	-	<b>50,000</b>	<b>50,000</b>	
Transfer from Reserves	72,235	(58,254)	13,981	-80.6%
<b>Total Revenue</b>	<b>1,399,123</b>	<b>105,813</b>	<b>1,504,936</b>	<b>7.6%</b>
<b>Expenditures</b>				
Health Center	1,379,123	105,813	1,484,936	7.7%
Emergency Med Svc	20,000	-	20,000	0.0%
<b>Total Expenditures</b>	<b>1,399,123</b>	<b>105,813</b>	<b>1,504,936</b>	<b>7.6%</b>
<b>Surplus/(Shortfall)</b>	-	-	-	

<b>Sykes Student Union</b>				
<b>Rate</b>	<b>\$55</b>	<b>\$0</b>	<b>\$55</b>	<b>0.0%</b>
<b>Revenue</b>				
Community Center Fee	944,763	28,972	973,735	3.1%
Other Revenue	197,000	(1,500)	195,500	-0.8%
<b>Total Revenue</b>	<b>1,141,763</b>	<b>27,472</b>	<b>1,169,235</b>	<b>2.4%</b>
<b>Expenditures</b>				
Sykes Administration	571,908	3,689	575,597	0.6%
<b>Sykes Student Programming</b>	-	<b>15,000</b>	<b>15,000</b>	
Sykes Custodial Service	246,603	3,012	249,615	1.2%
Sykes Maintenance	72,541	2,132	74,673	2.9%
Sykes Grounds	24,923	245	25,168	1.0%
Sykes Utilities	225,788	3,393	229,181	1.5%
<b>Total Expenditures</b>	<b>1,141,763</b>	<b>27,472</b>	<b>1,169,235</b>	<b>2.4%</b>
<b>Surplus/(Shortfall)</b>	-	-	-	



<b>FY 2004-05 Auxiliary Budget Proposal</b>	<b>FY 2003-04 Approved Budget</b>	<b>Adjustments</b>	<b>FY 2004-05 Projection</b>	<b>Percent Change</b>
<b>Residence Halls</b>				
<b>North Campus</b>				
<b>Rate</b>	<b>\$1,856</b>	<b>\$98</b>	<b>\$1,954</b>	<b>5.3%</b>
Revenue	11,097,886	(966,944)	10,130,942	-8.7%
Residence Reserve	(1,036,000)	-	(1,036,000)	0.0%
Damage Fee	(28,000)	-	(28,000)	0.0%
<b>Net Revenue</b>	<b>10,033,886</b>	<b>(966,944)</b>	<b>9,066,942</b>	<b>-9.6%</b>
<b>South Campus</b>				
<b>Rate</b>	<b>\$2,153</b>	<b>\$114</b>	<b>\$2,267</b>	<b>5.3%</b>
Revenue	2,039,542	108,348	2,147,889	5.3%
Residence Reserve	(192,000)	-	(192,000)	0.0%
Damage Fee	(5,000)	-	(5,000)	0.0%
<b>Net Revenue</b>	<b>1,842,542</b>	<b>108,348</b>	<b>1,950,889</b>	<b>5.9%</b>
Other Revenue	713,400	15,000	728,400	2.1%
<b>Total Revenue</b>	<b>12,589,827</b>	<b>(843,596)</b>	<b>11,746,231</b>	<b>-6.7%</b>
<b>Expenditures</b>				
Residence Life	2,284,868	(94,679)	2,190,189	-4.1%
Residence Life Programs	21,000	-	21,000	0.0%
Res Hall Debt Service	1,806,325	(97,730)	1,708,595	-5.4%
Res Hall Transfer (Plant)*	770,000	(600,000)	170,000	-77.9%
Res Hall Telephones	263,000	-	263,000	0.0%
Res Hall Non-Allocated	618,000	50,000	668,000	8.1%
Res Hall Bus Service	44,303	(44,303)	-	-100.0%
Res Hall Logistical Services	143,513	(56,995)	86,518	-39.7%
Res Hall Custodial Services	2,222,156	(146,376)	2,075,780	-6.6%
Res Hall Grounds	196,222	9,551	205,773	4.9%
Res Hall Utilities	1,723,193	159,114	1,882,307	9.2%
Res Hall Maintenance	773,229	(42,643)	730,586	-5.5%
Res Hall Boiler Plant	397,557	(25,726)	371,831	-6.5%
Res Hall Fire Safety	124,460	48,491	172,951	39.0%
Res Hall Public Safety	358,634	9,301	367,935	2.6%
Res Hall Security	843,368	(11,602)	831,766	-1.4%
<b>Total Expenditures</b>	<b>12,589,827</b>	<b>(843,596)</b>	<b>11,746,231</b>	<b>-6.7%</b>
<b>Surplus/(Shortfall)</b>	<b>-</b>	<b>-</b>	<b>-</b>	

FY 2004-05 Auxiliary Budget Proposal	FY 2003-04		FY 2004-05 Projection	Percent Change
	Approved Budget	Adjustments		
<b>Food Service -- 4.7% average increase</b>				
19-Meal Plan	\$965	\$47	\$1,012	4.8%
14-Meal Plan	\$898	\$39	\$937	4.4%
10-Meal Plan	\$824	\$32	\$856	3.9%
Block 225 Plan (new FY05)	-	\$995	\$995	
Block 175 Plan	\$858	\$51	\$909	6.0%
Block 75 Plan (new FY05)	-	\$515	\$515	
<b>Revenue</b>				
Food Sales	7,482,609	(111,986)	7,370,623	-1.5%
Interest Income	80,000	-	80,000	0.0%
Commissions	340,000	40,000	380,000	11.8%
<b>Total Revenue</b>	<b>7,902,609</b>	<b>(71,986)</b>	<b>7,830,623</b>	<b>-0.9%</b>
<b>Expenditures</b>				
Food Contract	6,380,592	177,796	6,558,388	2.8%
Food-Related Expenses	535,613	1,440	537,053	0.3%
Food Service Debt Service	379,625	(47,125)	332,500	
Dining Hall Maintenance	157,141	3,011	160,152	1.9%
Dining Hall Utilities	449,638	(207,109)	242,529	-46.1%
<b>Total Expenditures</b>	<b>7,902,609</b>	<b>(71,986)</b>	<b>7,830,623</b>	<b>-0.9%</b>
<b>Surplus/(Shortfall)</b>	<b>-</b>	<b>-</b>	<b>-</b>	

\*Includes Debt Service for South Campus, Lan Upgrade and Sprinkler Installation.

FY 2004-05 Recommended Fees	FY05 Rate	FY05 Increase		FY04 Rate	FY04 Increase		FY03 Rate	FY03 Increase		FY02 Rate
		Cost	Percent		Cost	Percent		Cost	Percent	
<b>Mandatory Fees (per semester)</b>										
Tuition										
Tuition (undegraduate in-state) -- TBD				\$ 2,299	\$ 110	5.0%	\$ 2,189	\$ 181	9.0%	\$ 2,008
<b>Mandatory Fees</b>										
Educational Services -- TBD				230	\$ 11	5.0%	219	18	9.0%	201
Health Center*	65	\$ 5	8.3%	60	7	13.2%	53	3	6.0%	50
SSI -- TBD				88	4	4.8%	84	4	5.0%	80
Student Union Expansion	60			60			60			60
Technology Fee (new BOG fee FY03)	50			50			50			
Parking Improvement Fee	36			36	12	50.0%	24	12	100.0%	12
<b>Subtotal Tuition &amp; Mandatory Fees</b>				<b>\$ 2,823</b>	<b>\$ 144</b>	<b>5.4%</b>	<b>\$ 2,679</b>	<b>\$ 218</b>	<b>9.0%</b>	<b>\$ 2,411</b>
<b>Auxiliary Fees</b>										
Sykes Student Union	55			55			55	\$ 4	7.8%	51
Room (North Campus)	1,954	\$ 98	5.3%	1,856	125	7.2%	1,731	121	7.5%	1,610
Food Service: 14-Meal Plan	937	\$ 39	4.3%	898	56	6.7%	842	18	2.2%	824
10-Meal Plan	856	\$ 32	3.9%	824	52	6.7%	772	16	2.2%	756
19-Meal Plan	1,012	\$ 47	4.8%	965	61	6.7%	904	19	2.2%	885
Block 75 Plan (new FY05)	515			-						
Block 175 Plan	909	\$ 51	6.0%	858	54	6.7%	804	17	2.2%	787
Block 225 Plan (new FY05)	995			-						
<b>Subtotal Auxiliary Fees (w/14-Meal Plan)</b>	<b>\$ 2,946</b>	<b>\$ 137</b>	<b>4.9%</b>	<b>\$ 2,809</b>	<b>\$ 181</b>	<b>6.9%</b>	<b>\$ 2,628</b>	<b>\$ 143</b>	<b>5.8%</b>	<b>\$ 2,485</b>
<b>Total Resident Fees (w/14-Meal Plan)</b>				<b>\$ 5,632</b>	<b>\$ 325</b>	<b>6.12%</b>	<b>\$ 5,307</b>	<b>\$ 361</b>	<b>7.4%</b>	<b>\$ 4,896</b>
*Not an "Auxiliary" for accounting purposes; however, Health Center fees are developed through the Auxiliary review process and require Council of Trustees approval.										
<b>Miscellaneous Fees (per event)</b>										
Undergraduate Application Fee	\$ 35			\$ 35	\$ 5	16.7%	\$ 30			\$ 30
Graduate Application Fee	35			35	\$ 10	40.0%	25			25
Commencement	56			56			56			56
Credit by Exam	25			25			25			25
Deferred Payment Plan	35			35			35			35
Deferred Payment Plan Late Fee	25			25			25			25
International Student Services	25			25			25			25
Late Payment Fee (new FY05)	50	\$ 50		-						
Late Registration	35			35			35			35
Music Instrument & Rental	20			20			20			20
National Student Exchange	100			100			100			100
Orientation	105			105			105			105
Parking Fines	10			10			10			10
Parking Permits	30			30			30			30
Transcript	5			5			5			5



Council of Trustees  
Resolution  
2004-17

Council of Trustees  
West Chester University  
West Chester, Pennsylvania 19383-1000

www.wcupa.edu

Proposed

RESOLUTION

COUNCIL OF TRUSTEES

WEST CHESTER UNIVERSITY OF PENNSYLVANIA

MAY 12, 2004

**PURCHASE ORDERS AND CONTRACTS**

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 MARCH AND APRIL 2004 FOR THE PURCHASE OF EQUIPMENT, SERVICES AND SUPPLIES.

RECOMMENDED FOR ACTION BY THE COUNCIL OF TRUSTEES

\_\_\_\_\_  
Madeleine Wing Adler, President

\_\_\_\_\_  
Date

APPROVED BY VOTE OF THE COUNCIL OF TRUSTEES

\_\_\_\_\_  
Carol Aichele, Chairperson  
Council of Trustees

\_\_\_\_\_  
Date

West Chester University of Pennsylvania  
Purchase Orders and Contracts in Excess of \$5000.00  
Executed during April, 2004  
(through April 19, 2004)  
For the Purchase of Equipment, Services and Supplies

Department	Vendor	Item	Document No.	Amount
Academic Computing Services	Blackboard, Inc. 1899 L. Street N.W. 5th floor Washington, DC 20036	Renewal of the annual web based Course Management software license for the period 3/30/04 through 3/29/05.	31997	\$ 7,500.00
Administrative Computing	Hummingbird Communications Ltd. 706 Hillsborough Street Raleigh, NC 27603	Renewal of Host Explorer maintenance support agreement for the period 6/01/04 through 5/31/05.	31840	\$ 7,000.00
Boiler Plant	Global Mechanical 225 Scarlett Road Kennett Square, PA 19348	Replacement parts for the Beaumont Birch conveyor system.	31855	\$ 5,128.00
Biology Department	B&B Microscopes, Ltd. 535 Rochester Road Pittsburgh, PA 15237	Microscopes and accessories to upgrade the classroom and research laboratories in Boucher Science Building.	31910	\$ 76,999.99
		Scientific equipment for laboratory in the Boucher Science Building.	31931	\$ 157,977.29
	Fisher Scientific Company 5970 Johns Creek Court, Suite 500 Suwanee, GA 30024	Scientific equipment for laboratory in the Boucher Science Building.	31949	\$ 7,043.48
Commencement	Main Line Expo, Inc. 250 King Manor Drive King of Prussia, PA 19406	Set up Hollinger Fieldhouse for Commencement on Saturday, May 8 2004.	31861	\$ 5,710.00
Facilities Division	Philips Brothers Electrical Contractors 235 Sweet Spring Road Glenmoore, PA 19343	Repair of underground cable between Peoples Building and the Electrical Substation.	31853	\$ 13,803.92
		Provide and set in place office and laboratory chairs in the Biology department of the Boucher Science Building.	31669	\$ 8,398.80
	Krueger International P.O. Box 8100 1330 Bellevue Street Green Bay, WI 54308-8100			

West Chester University of Pennsylvania  
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Department	Vendor	Item	Document No.	Amount
Facilities Division	Pa. Industries for the Blind P.O. Box 5865 1007 North Front Street Harrisburg, PA 17110-0865	Provide and install carpeting in McCarthy Residence Hall.	6200920001	\$ 62,689.68
	Hughes Relocation Services, Inc. 260 Hansen Access Road King of Prussia, PA 19406	Moving services required to facilitate the recarpeting of McCarthy Residence Hall.	6200920002	\$ 10,643.00
	STV Architects 205 West Welsh Drive Douglasville, PA 19518	Design services and construction administration for the installation of sprinkles and associated electrical upgrades for Schmidt Residence Hall.	6200590036	\$ 39,800.00
	Borough of West Chester Bldg., Housing & Code Enforcement 401 E. Gay Street West Chester, PA 19380	Reimbursement of expenses for the expanded scope of services needed for the Matlack Street parking gargage.	630167028A	\$ 528,185.06
	Remington & Vernick Engineers 922 Fayette Street Conshohocken, PA 19428	Professional engineering and planning support services for the facilitation of a workshop for the North Campus plazas and vistas area.	6302380001	\$ 38,770.00
	Lee's Studio 2400 Market Street Philadelphia, PA 19103	Purchase of light fixtures for classrooms in Ruby Jones Hall.	6301570006	\$ 7,336.50
Information Services	Hewlett Package 5555 Winward Parkway West Alpharetta, Ga. 30004	Replacement servers for the mainframe computer.	31621	\$ 19,069.00
		Replacement servers and accessories for the Library.	31622	\$ 23,402.00
Library	Wert Bookbinding, Inc. 9975 Allentown Blvd. Grantville, PA 17028	Binding of books and periodicals for the Serials Department.	31920	\$ 10,000.00

West Chester University of Pennsylvania  
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Department	Vendor	Item	Document No.	Amount
Physical Plant	Kencor, Inc. 882 S. Matlack Street, Unit D West Chester, PA 19382	Replacement driver for Schmidt Residence Hall elevator.	30117D	\$ 6,291.00
	Best Access Systems 602 Jeffers Circle Exton, PA 19341	Cores and key blankets for the Lock Shop inventory	31985	\$ 5,740.50
School of Business & Public Affairs	John Dawkins Jo-Dan Enterprises 111 Presidential Blvd, Suite 153 Bala Cynwd, PA 19004	Guest speaker for Spring 2004 management class #487 for the period 1/10/04 through 4/28/04.	31892	\$ 6,000.00

West Chester University of Pennsylvania  
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Department	Vendor	Item	Document No.	Amount
Academic Computing	SAS Institute Inc. Contracts Administration Department SAS Campus Drive Cary, NC 27513	Renewal of Academic Premier Program software license agreement for the period 2/15/04 through 2/14/05.	31468	\$ 11,573.00
	ePlus Technology of PA 130 Furtura Drive P.O. Box 479 Pottstown, PA 19464	IBM laptop computers (5 ea.) with extra hardware and software.	31382	\$ 8,555.00
	Computer Integration Group 2570 Ponderosa Drive Lancaster, PA 17601	IBM laptop computers (24 ea.) with extra hardware.	31539	\$ 39,084.00
	ePlus Technology of PA 130 Futura Drive P.O. Box 479 Pottstown, PA 19464	HP Compaq tablet computers (20 ea.) with extra hardware and software.	31540	\$ 42,680.00
Administrative Computing	Oracle Corpation US Support Sales 1910 Oracle Way Reston, VA 20190	Renewal of Oracle technical support agreement for the period 5/22/04 through 5/21/05.	31465	\$ 61,070.00
	Matrix Imaging, Inc. 2285 Franklin Road, Suite 222 Bloomfield Township, MI 48302	Additional verifiers, readers and scanning equipment needed to upgrade the OCR System in the Office of Admissions and Institutional Research.	31758	\$ 10,530.00
Biology Department	Ikon Office Solutions 640 Freedom Drive, Suite 500 King of Prussia, PA 19406	Purchase of a Canon IR7200 copier.	31550	\$ 22,880.00
Business Technology Center	Nucraft Furniture Company 5151 West River Drive Comstock Park, MI 49321	Provide and install various furniture in conference room #221 at McDermott Drive.	31479	\$ 16,560.00



West Chester University of Pennsylvania  
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Department	Vendor	Item	Document No.	Amount
Commencement	Student Services Company 2502 West Main Street Laramie Building, Suite 4 Norristown, PA 19403	Caps and Gowns for May 8, 2004 Graduation.	31493	\$ 36,112.65
Development Office	On Q Productions 4260 Bethel Road Boothwyn, PA 19061	Materials for the 2004 Presidential Scholarship Community Gala.	31541	\$ 13,500.00
Distance Learning	American Hearing Aid Associates 1380 Wilmington Pike West Chester, PA 19380	Blanket purchase order for hearing aides and supplies for the period 3/02 /04 through 6/25/04.	31537	\$ 9,500.00
	Sonus USA, Inc. 5000 Cheshire Lane North Plymouth, MN 55446	Blanket purchase order for hearing aides and supplies for the period 3/02/04 through 6/25/04.	31536	\$ 9,500.00
Environmental Health & Safety	AERC Recycling Solutions 2591 Mitchell Avenue Allentown, PA 18103	Service contract for hazardous lamp disposal for the period 01/22/04 through 1/21/05.	331040018	\$ 9,500.00
Facilities Division	CollegeNet, Inc. 805 SW Broadway, Suite 1600 Portland, OR 97205	Annual software maintenance and support for the period 4/10/03 through 4/09/04. Fees are paid at the end of each support year.	31682	\$ 8,608.05
	Jocanz Inc. 811 West 5th Street Lansdale, PA 19446	Construction contract for the Goshen Residence Hall Façade renovations.	6200910001	\$ 978,000.00
	Citadon, Inc. 201 Mission Street, Suite 2700 San Francisco, CA 94105	Project management software license agreement for the E.O. Bull project. Project management software license agreement for School of Music project.	6100380008 6100380009	\$ 9,900.00 \$ 9,900.00

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Department	Vendor	Item	Document No.	Amount
Facilities Division	JPC Group, Inc. 2034 S. 13th Street Philadelphia, PA 19148	General construction contract for the East Campus Parking and Roads project.	6301670025	\$ 2,000,000.00
	Tabco Sales Associates, Inc. 18 Fox Lane Broomall, PA 19008	Unit Ventilators (26 ea.) for Main Hall.	6302250003	\$ 145,470.00
	Philips Brothers Electrical Contractors 235 Sweet Spring Road Glenmoore, PA 19343	Electrical contract for East Campus Parking and Roads project.	6301670026	\$ 189,368.00
	Telecom Group Management 240 New York Drive, Suite 5 Fort Washington, PA 19034	Professional services to assist the University in preparing a Request for Proposal with regard to leasing space to wireless carriers on WCU property.	610050	\$ 5,400.00
	RPA Associates, Inc. 3 Park Plaza Wyomissing, PA 19610	Professional engineering services to study and make recommendations on the HVAC system at 201 Carter Drive.	6302340001	\$ 16,500.00
	Hughes Relocation Services, Inc. 260 Hansen Access Road King of Prussia, PA 19406	Items stored in Schmidt Residence Hall to be removed and temporarily stored in trailers due to sprinkler project.	6200590035	\$ 7,155.00
Fiscal Affairs	Cheyney University of Pennsylvania Attn: Controller Office Cheyney, PA 19319	Payment for Instructor Exchange Program.	31626	\$ 14,929.66
Geology Department	ePlus Technology of PA 130 Futura Drive P.O. Box 479 Pottstown, PA 19464	IBM Laptop computers (10 ea.) with extra hardware and software.	31379	\$ 17,110.00

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Department	Vendor	Item	Document No.	Amount
Health Department	Main Line Health System Finance Department 130 South Bryn Mawr Ave. Bryn Mawr, PA 19010	Affiliation agreement for Bachelor of Science Respiratory Care program for fall of 2003.	31799	\$ 30,000.00
Information Services	Apple Education Buying Service 2420 Ridgepoint Drive Austin, TX 78754-0898	Apple Power Mac computers (5 ea.) for the Art Department in Mitchell Hall.	31380	\$ 11,175.00
	Info Systems Inc. 590 Century Blvd. Wilmington, DE 19808	Software and critical hardware needed for data protection for the mainframe computer system.	31619	\$ 24,194.00
	Hewlett Packard 5555 Winward Parkway, West Alpharetta, GA 30004	Replacement tapes and additional hardware for Library data base system.	31622	\$ 23,402.00
Interpreter Services	Archive Reporting Service 2336 North Second Street Harrisburg, PA 17110	Interpreter services for students with special needs.	31777	\$ 5,060.00
Inventory	Penn Valley Chemical Company S. Penn Street & Kriebel Avenue Landsdale, PA 19446	Multipurpose cleaner (75 cans) and a neutral floor cleaner (75 cans).	31720	\$ 7,950.00
	Office Basics Inc. 22 Creek Circle Boothwyn, PA 19061	Replenishing office supply inventory.	31722	\$ 6,060.40
Library	O'Brien Business Systems, Inc. P.O. Box 702 Plymouth Meeting, PA 19462	Dismantle and removal of shelving to storage area in the Warehouse.	30857	\$ 16,700.00

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Department	Vendor	Item	Document No.	Amount
Mathamatics Department	JOFCO, Inc. 402 E. 13th Street Jasper, IN 47546	Provide and install furniture in department offices at Anderson Hall.	31475	\$ 17,598.52
Physical Plant	Maiocco and Cooney Associates Inc. P.O. Box 576 Swarthmore, PA 19081-9954	Replacement chilled water coils (2 ea.) for HVAC system in Schmucker Science North.	31830	\$ 7,200.00
School of Business & Public Affairs	Claritas Express 53 Brown Road Ithaca, NY 14850	License agreement for IXPRESS software for the period 12/31/03 through 12/30/04.	31617	\$ 9,458.00
	Ikon Office Solutions 640 Freedom Drive, Suite 500 King of Prussia, PA 19406	Purchase of a Canon IR5020 copier.	31555	\$ 10,609.00
	KYW News Radio 101 So. Independence Mall East Philadelphia, PA 19106	Advertising of MBA program for the period 3/11/04 3/16/04.	31469	\$ 5,360.00
	Comcast P.O. Box 3007 Southeastern, PA 19398-3007	Advertising of the MBA program on Comcast Spotlight for the period 5/3/04 through 6/13/04	DA020226MB	\$ 16,614.00
	Hamilton Cleaning Service 437 Chesterfield Drive Downingtown, PA 19335	Custodial services for 1160 McDermott Drive for the period 4/01/04 through 6/30/04.	DA040334GB	\$ 13,000.00
	PECO Energy P.O. Box 7888 Philadelphia, PA 19101	Electric expenses for 1160 McDermott Drive for the period 4/01/04 through 6/30/04.	DA040333GB	\$ 13,000.00
School of Education	Apple Education Buying Services 2420 Ridgpoint Drive Austin, TX 78754-0898	Custom built eMac computers (18 ea.) with superdrive 17" monitors (18 ea.) with extra hardware and software.	31618	\$ 22,281.92

West Chester University of Pennsylvania  
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Department	Vendor	Item	Document No.	Amount
School of Health Science	Oce North America, Inc. 5450 North Cumberland Ave. Chicago, IL 60656	Purchase of a Oce VarioPrint 2070 Digital copier.	31460	\$ 29,095.00
		Full service maintenance for the period 3/17/04 through 3/17/05.	31461	\$ 10,500.00
Student Health Center	Turks Head Health Services 915 Old Fern Hill Road Building A, Suite 3 West Chester, Pa 19380	Medical service provider for Students.	30398	\$ 150,000.00
	Elyse S. Rubenstein Private Residence	Psychiatric physican services for Students for the period 3/19/04 through 3/18/05.	0030415MA1	\$ 25,000.00
	Jared Ellman Private Residence	Psychiatric Physican services for Students for the period 3/19/04 through 3/18/05.	0030415MA2	\$ 15,000.00
	Cyto Specialty Labs, Inc. 12902 Flagship Drive San Antonio, TX 78247	Various laboratory testing services for students.	000027247A	\$ 9,950.00
Telecommunications	H.B. Frazer Company 514 Shoemaker Road King of Prussia, PA 19406	Provide and install new fiber optic and telephone cable to Sharpless parking garage.	31596	\$ 12,960.00
	Comcast P.O. Box 3007 Southeastern, PA 19398-3007	Monthly charge for student cable service for the period 1/28/04 through 4/27/04.	31774	\$ 58,762.06
		Contract for student cable service for the period 3/19/04 through 3/18/05.	22311	\$ 174,594.00
University Garage	Rohrer Bus Sales 1515 State Road P.O. Box 100 Duncannon, PA 17020	Purchase of a 2004 Champion Crusader fifteen passenger dual rear-wheel vehicle.	30568	\$ 33,119.00