

**REGULAR MEETING OF THE COUNCIL OF TRUSTEES
MEETING MINUTES
PHILIPS MEMORIAL BUILDING
3RD FLOOR BOARD ROOM
May 16, 2019
5:02 PM**

AGENDA ITEM I – CALL TO ORDER:

Vice Chair Matlawski called the meeting to order. Vice Chair Matlawski led the Pledge of Allegiance.

Council Members present were Members: Matlawski, Dozor, Moskowitz, Silberman, Tomlinson, and Kinsey.

Absent but accounted for were Members: Fillippo, Lewis, Franklin, and Ireland.

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

MOTION (TOMLINSON/KINSEY)

**APPROVAL OF MINUTES OF THE MARCH 28, 2019 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

It's time for the report of the Council Chairperson. The Office of Chancellor asks all of PASSHE institutions Council of Trustees to introduce a resolution for September of the coming year as required by the Board of Governors policy shows the chain of executive responsibility in the event of an emergency in the absence of the President. To comply with that request, I ask for a motion of the following resolution: be it resolved that the Council of Trustees of West Chester University hereby approves the order of succession plan as required by the Board of Governors policy 1983-14A, when interim and acting chief executive orders.

MOTION (DOZOR/MOSKOWITZ)

APPROVAL OF REPORT OF THE COUNCIL CHAIRPERSON

MOTION UNANIMOUSLY APPROVED

AGENDA ITEM V – REPORT OF THE PRESIDENT

Vice Chairperson Matlawski called on President Fiorentino for his report. The following is the President's report.

“Thank you Adam, West Chester University is very fortunate to have a wonderful group of staff who are very willing to do whatever it takes to get the job done. Members of the staff who will be recognized have been nominated by

their division for this very special appreciation. I'd like to call Dr. Jeff Osgood from Academic Affairs."

Dr. Osgood goes on to say, "Mary Pat Werley, can you come up? This is Mary Pat Werley, she is our Asst. Vice President for Financial Planning in the division of Academic Affairs. Mary Pat helps Laurie and myself manage \$160M of that budget and it is a very complex process. I'm going to do this just to embarrass you. When Mary Pat started here, I was only 14 years old. And then when I first met her, I was a young whippersnapper assistant professor and she was actually in the Master's program as a student when I started and fortunately I wasn't her professor, which that's probably a good thing for her professional development."

Mary Pat Werley states, "Although I did have Kevin."

Dr. Osgood responds and continues, "That explains it all! So, Mary Pat actually started off in one of the other divisions, Administration and Finance, and she was there in fiscal affairs and during that time she was actually pretty integral to our first bond issuance for privatized housing. And she was very instrumental in that and at that time the university took that opportunity to recognize her for her significant and amazing financial acumen. For the past 15 years she has served in our division, really stewarding both the operating and personnel aspects of our budget. When you think, as an institution that over

80% of our budget is personnel, it's pretty significant. And when you have 8 collective bargaining agreements and multiple aspects, especially the fact that bargaining agreement that require near daily monitoring, Mary Pat has been really instrumental. One of the reasons why we have been so successful is that we closely monitor our employment and faculty resources and part of that started under Chris's leadership, called academic year model (AYM), we've since changed but we've kept the very important aspects of that which is monitoring class size ratios and faculty employment. That has allowed us to be so successful financially especially in the academic affairs division and Mary Pat is a thought-partner, strategic-partner with our deans and our provost on that. Mary Pat is here with me most Sundays, giving of herself tirelessly and selflessly and we couldn't do these jobs without Mary Pat. And Laurie can't be with us tonight but Laurie thinks of you as her brain, as her mind, as her intellectual counterpart when it comes to managing this division. You have gone above and beyond and I am truly grateful for your friendship, for your dedication, and this division is remarkably better with you here, so thanks!"

Mary Pat Werley responds, "Thank you very much, I appreciate it! 23 years, how many more do I have?"

President Fiorentino continues, "Next presenting is Zeb Davenport."

Dr. Davenport continues, "Good afternoon, I have the honor and privilege of recognizing Dr. Tammy Hilliard-Thompson. How long have you been here Tammy?"

Dr. Hilliard-Thompson replies, "From 2000-2010 and I returned in 2016."

Dr. Davenport continues, "So, in 2016 when I came to the institution, you had just finished or were finishing your doctorate and we hired Tammy to work in the Office of Student Conduct and she did a magnificent job in the Office of Student Conduct. Prior to her leaving the institution, Tammy worked in the office of Multicultural Affairs, and we had a retirement of the former director who had been in the position for 28... 25 years. Twenty-five years, and so we, I crawled over to Tammy's office and asked her if she would be the interim director, just for a little while until we got things put back together. And a year and a half later, she finally said to me, "I have to have to go back." It's hard to talk about the impact she's had, I will a little bit, without making it look, I'll just put it this way, she took an office and in a matter of a semester, and then a year later, completely turned this office around. Students, I mean they love Tammy! She's served as a mentor for the staff, for graduate students, for the undergraduate students, she's the kind of person, and in fact, she has been a mentor to me, because I come over sometimes to ask a question, and I want your honest feedback, I want your advice. She chaired the inaugural Lawrence A. Dowdy Diversity and Civility symposium, she worked with about 4 or 5 other departments to make this happen. She strengthened our peer mentoring program, brought out credibility back to that program. She trained the

executive board of the student organization. Now, you would think that these are the kinds of things that should always be happening but she recognized that the students needed organization and leadership and she did that work while also digging out of the boxes, and file cabinets, and putting structure back to this office, literally. And she put us in a place where we were able to hire a new director in the office [and] is going to be so much better off because of Tammy's work. I didn't mention the fact that Tammy got very sick, 2 times, and I would say "Tammy, stop sending emails, you're home, you're sick, you're supposed to be [on leave]" and she said, "it has to be done." So, I'm not advocating for working yourself sick, but what I am saying is I appreciate the time and energy and dedication to our students, to this university, and we couldn't, because of our structure, adequately compensate and even that she said I'm not doing it for the money, I'm doing it for... our students? But because of your efforts is why we have asked the Council to recognize [you] so thank you very much.

President Fiorentino continues, "I'd like to call up Dr. Deke Kassabian Information Services and Technology."

Dr. Kassabian states, "Thanks Chris, and I'd like to call up my friend and colleague Dan Brader. Council of Trustees it's my great pleasure to recommend for your recognition, my friend and colleague, Dan Brader. Dan is a member of the technical staff in IT Infrastructure in our IS&T division and he's specifically a member of the networking telecommunications team. He's been with WCU for 11 years, starting out as a telephone wiring technician. And from his earliest

days, he demonstrated great initiative and a positive customer service attitude. He's distinguished himself by learning complex networking material through self-study and also from those around him. Time after time he has shown that he is committed to learning and developing as a professional and he always does this, and everything, with a smile. When the University began an initiative to deploy wireless networks around campus, to support mobile networking for faculty, staff, and students, Dan stepped up again and soon became the lead wireless networking field technician. Apart from his work as a technical staff member, Dan is a frequent volunteer on university committees. He's earned a reputation as a thoughtful and hardworking member, contributing actively to the committee's success. Dan is one of those rare people who always seem to help everyone around them to be their best. He elevates their game partly through attitude partly through his work ethic. The result is something that I've always greatly admired in Dan. In closing, Dan is a wonderful ambassador for the university and for the IS&T division. He greets everyone with a smile and a positive can-do attitude that instills confidence in others. He has a keen desire to learn and grow, displays a positive customer service focused attitude, and is an inspiration for other team members. IT Infrastructure here on our campus wouldn't be what it is without his unwavering efforts and we thank Dan Brader for his dedication to West Chester University.

President Fiorentino continues, "Dr. John Villella for University Affairs."

Dr. Villella responds, "I would like to call up Bradley Flamm. I have to tell you, I was delighted to add Brad to our staff. He hit the ground running as the

inaugural director of the Office of Sustainability. Our first meeting he said, "what am I supposed to do," I said, "get it done," and he quickly went out and in a very short amount of time he earned the respect of the faculty, the students, and staff working diligently to set goals for his area. He reached into the community to develop partnerships and has become an expert resource for our community leaders as well. In addition, he has integrated students at both the undergraduate and graduate levels as essential partners for initiatives in the Office of Sustainability. He continues to work with the sustainability advisory council on our Climate Action Plan and has produced and submitted national reports that highlighted WCU's works in sustainability. It's great to see that you've been able to raise the level of accomplishment that were given in those reports. He co-chairs the transportation and parking task force which includes faculty, staff, students, and a number of community leaders. This effort has led to our Ride Share program, the inaugural uptown campus shuttle service, and the revamping of the student shuttle service for greater efficiency. Programs, these are all things that he initiated [since coming] on-board with us. He developed a weekly sustainability and practice seminar; he put out weekly bulletins about sustainability issues and activities on our campus; he expanded the campus [sustainability] programs and enhanced the Brandywine Projects Sustainability Workshops for faculty, staff, and students; and was instrumental in developing the Sustainability Film Festival which is co-sponsored by our community partners. It's quite an accomplishment in a very, very short amount of time. So glad that you just hit the ground running full

force and haven't stopped since then. He also didn't have any staff when he first started, he was an office of one and he's conned me into a few more folks since that inaugural year and he still I think works with a skeletal staff to accomplish the many things that we have going on. Brad's skills and experiences have been a great match for WCU and I am delighted to see that he's being recognized by our Council of Trustees today. Brad, thank you for your commitment and service to West Chester University.

President Fiorentino continues, "Mr. Todd Murphy for Finance and Administration."

Mr. Murphy responds, "I'd like to call up Detective Laura McGill. So, Laura's a detective in our Public Safety Department, our Police Department, and I have to say when I first came here and I learned a little bit about Public Safety and in talking to some of the officers, everybody said Laura was the person to talk to, and she's got the pulse of the University. And it's very true, she's very involved in our community policing efforts throughout the university, she leads many crime prevention programs for the public safety department throughout the University. She's continually helping out with various committees in the university, very involved. Several of her colleagues have told me that anytime they need help, Laura's the one that always steps up and gives the direction that she needs so I just really wanted to tell her, thank you for all that you do. I am personally, in the short time that I've been in the A&F division, I've learned a lot from Laura about public safety and the university. And I'm real happy

that she's here, serving, protecting us, and I want to say thank you very much for all that you do.

President Fiorentino replies, "Congratulations to Mary Pat, Tammy, Dan, Brad, and Laura, thank you all for your hard work and dedication to West Chester University. One more round of applause."

Vice Chair Matlawski states, "To all recipients, on behalf of the COT thank you for your well served recognition and your service to the University. With that, I now call on President Fiorentino for his report."

President Fiorentino continues with the Report of the President, "Thank you Adam. Well, given our extra ceremony today, I'm going to truncate my remarks a little bit but there are a couple things I did want to talk about. One, first I want to announce to the Council that after an extensive search, we have selected our new Vice President for Finance & Administration and it is in fact Mr. Todd Murphy. I have great confidence in Todd, he's done a fabulous job for us and we're delighted to have him moving into the position permanently, so welcome aboard. I also want to talk about, Jeff Osgood gave a little foreshadowing of the weekend, and the weekend was commencement and I think you are all aware of some of the issues and history around commencement, we have grown and grown and grown and as we grew, I guess the last year that I recall having a single graduation ceremony in Spring, Greg Weisenstein was the President, John Cavanaugh was the Chancellor, and I remember that because he was here that day. The ceremony took 4 hours, all

the graduates except the School of Music people were gone by the end of the ceremony because they hadn't gotten their diplomas yet and I remember Greg commenting, I was sitting right here when he said we are never doing this again. We knew we had to do something different and over the years we've modified it several times, we've continued to grow. We split to two ceremonies in the Spring, over the years we've had some very interesting weather challenges associated with commencement and we really were at the point where our back up strategy being Hollinger. Hollinger wasn't big enough even if we split it into three or four ceremonies, so we got to the point where we felt we needed to try something. Last year we talked about possibly taking it off campus, we looked around at the region, we looked at Philadelphia, we ended up going and looking at the hockey arena in Reading, and we decided we were going to take a shot at that and after entering into a contract with the arena they contacted us and reneged on the agreement. Which, when you're trying to plan a commencement, you can't have your venue pulled out from under you. So, that really sent a chill down my spine and frankly, I've always wanted from the time I was Dean to have smaller intimate ceremonies at the college level. And so, we looked at our options and we thought, you know what, this is really what we have to do. And then the simple problem was to figure it out, and it was not simple at all. As a matter of fact, the experience on this campus, just so you know we had 16 commencement ceremonies between Friday night and Monday night. We had 2 Friday night, we had 7 on Saturday, 6 on Sunday, and 2 on Monday. And I did not officiate every one of those, we split them up.

Jeff Osgood and Laurie Bernotsky and I spread them out. I think Jeff ended up being at 8 and Laurie and I each at 7. We all did the graduate ceremony on Saturday night which was bursting at the seams over at Hollinger, 427 graduates attended, it was a great evening and we all also went to Philadelphia on Monday night for those ceremonies. Chris Lewis joined us and also spoke and I'll tell you what, we have to get the Philadelphia ceremonies posted on the website so you can see them, cause you want to talk about celebration, this is a ceremony in which we have a lot of students with degree completion on their minds, they left school came back later in life with a whole series of challenges and they were successful. And the celebratory mood in that room was just electric. I really do recommend you watch it. And then what we found with the other ceremonies, in some cases we had to split colleges into three separate ceremonies. The management department had to have its own ceremony because we had almost 170 management students graduating with a BS degree alone. So all told, we had all those undergraduate ceremonies, and what we found - well first of all I will say this, and I've been teasing you about this the last few days, if you have a major logistical problem on your hands, it's a good idea to hire a former band director to try to figure out how to get this done, John Villella oversaw the logistics although he is quick to point out it was a team effort and I can tell you the whole campus turned out to support us on the weekend, it was an all hands on deck kind of a couple of days and there were a lot of logistics around the ceremonies and it went off just flawlessly, it was really amazing. And the beauty of it, the ceremonies were all less than an

hour, it enabled us to focus our attention on what we should be focusing on, which is the students the reading of the names; those of you who have participated in the big ceremonies were trying to rush them through and coming from both sides, and don't know when your name is being read, and where to look and so forth. We had the students come up, their names were called, they were in the spotlight at that point, they got their diploma, shook hands, off they went, the next one came. And even with that nice pace, we were able to get it done within an hour. Parents loved it, the students loved it, we've heard incredible comments about this and we've already realized that this is the way to have commencement moving forward. So, we will be moving to this model in the Winter ceremony, even though technically the numbers don't require that we do it, but it's just a better way to do it. Commencement is about the students celebrating with their families, being recognized and we're focusing on that. And I just don't know that I've ever been prouder of the people on this campus than I was this weekend to see everybody just turning up. Anytime you needed something to be somewhere, they were there. The facilities people, public safety, people in student affairs, academic affairs, everywhere I looked there were, somebody from environmental health and public safety was driving a golf cart around and Sue and I were walking down from my parking space and it started to rain and he pulled up and said, "do you need a ride?" Which is probably a smart thing to for him to do, pick up the President. But anyway, that was the kind of really well-oiled machine that we were and I think we really made ourselves proud and the students felt great.

So, anyway I just wanted to tell you that little story and we'll move forward. We will again have to continue with quite a few ceremonies in the spring because we have these kinds of numbers. But those of us who really, from Friday night through Monday night, really spent the whole darn weekend here doing this, I think everybody felt pretty good about it by the end. That is my report and with that I will ask for approval of Purchase Orders and Contracts February and March, 2019."

MOTION (TOMLINSON/MATLAWSKI):

**APPROVAL OF PURCHASE ORDERS AND CONTRACTS
FOR FEBRUARY 2019 AND MARCH 2019**

MOTION UNANIMOUSLY APPROVED.

President Fiorentino, "Thank you this concludes my report"

AGENDA ITEM VI – REPORT OF THE VICE PRESIDENT:

None

AGENDA ITEM VII – REPORT OF THE EXECUTIVE COMMITTEE:

None

AGENDA ITEM VIII – REPORT OF THE STANDING COMMITTEES:

Vice Chair Matlawski asked for report from the standing committees.

Mr. Murphy reported for the Finance and Administration Committee: "So, we reported an update on our budget and our initiatives for our FY20 budget. We

had 2 resolutions, the first resolution is required in the year end surplus where we discussed the committee, and I'll read the resolution.

MOTION (DOZOR/MOSKOWITZ):
APPROVAL OF YEAR END SURPLUS
MOTION UNANIMOUSLY APPROVED.

MOTION (SILBERMAN/DOZOR):
APPROVAL OF 2020 BUDGET
MOTION UNANIMOUSLY APPROVED.

And that concludes our resolutions.

Member Dozor reported for Academic and Student Affairs.

Senator Tomlinson and I are pleased to report on the Student and Academic Affairs resolutions. The first one regarding the designation of emeritus.

MOTION (MOSKOWITZ/TOMLINSON):
APPROVAL OF EMERITUS STATUS DESIGNATIONS
MOTION UNANIMOUSLY APPROVED.

MOTION (DOZOR/TOMLINSON):

APPROVAL OF LINDBACK DISTINGUISHED TEACHING AWARD

MOTION UNANIMOUSLY APPROVED.

MOTION (MOSKOWITZ/SILBERMAN):

APPROVAL OF EMERITUS STATUS FOR FACULTY

MOTION UNANIMOUSLY APPROVED.

MOTION (DOZOR/SILBERMAN):

APPROVAL OF DISTINGUISHED TEACHING AWARD

MOTION UNANIMOUSLY APPROVED.

Member Dozor "that concludes our report"

Member Silberman reports for University Affairs.

“Happy to report the WCU Foundation has received a total of \$8,420,193 cash in pledges. This exceeds the 2018-19 cash pledges of \$5M by 36%. WCU has processed 80 invoices, reimbursed \$85,000 the WCU’s participating brand company which is part of the state workforce and economic development network PA, better known as WEBNET program. WCU continues to be a leader supporting this workforce development program for area businesses. Lastly, the Office of Communications saw significant increase in print and electronic coverage for March a 60% increase in April and a 140% increase in 2019 when compare to the same ones over in the previous year. And this ends our report.”

Member Moskowitz reported for the Campus Resources and Infrastructure Committee. “Yes, thank you. The committee met prior to this meeting. We talked about the sustainability office conducting a large-scale computer and parking survey which will provide the information on community parking preferences of students, staff, and faculty. It will also help us understand the impact of related to the uptown shuttle bus. Which is an expanded ride share program. That concludes my report.”

AGENDA ITEM IX – REPORT OF THE SPECIAL COMMITTEE:

None

AGENDA ITEM X – REPORT OF LIAISON PERSON TO CONSTITUENCIES:

Vice Chair Matlawski asks, “Does Zeb have some comments from his student trustee?”

Dr. Davenport replies, “I received an email earlier today from Trustee Boylan, and I just want to read what she said “I sincerely apologize for such short notice, I cannot make it to the COT Meeting today. I have to move out of my apartment by the end of the day and it’s taking me much longer than I expected. She said, “for my report, I wanted to discuss commencement. She said “I assume it’s going to be covered by somebody and I just wanted to say that the change was incredibly well received by students and families alike. I have really appreciated it.” Dr. Davenport continues “in her absence I would like to say that she’s an outstanding student, an outstanding representative of our student body, and she left some really big footprints for folks to follow and we’re hoping that that’s going to happen but, I do know that she would’ve loved to have been here, so for her to have not made this meeting, and in fact if you remember at the last meeting, she said I’m going to come back after commencement so, I’m sure she [disappointe]. So, I just wanted to honor her request by mentioning that. Thank you.”

Vice Chair Matlawski responds, “We certainly want to reflect in our minutes that her term as Student Trustee we enjoyed having her and how she was so much a partner. She was excellent in every way. We didn’t think of her as a

Student Trustee, she was a Trustee, in every way, she was just, it was fantastic having her. We're certainly better off as a result of her service. Wherever she goes, it will be well served

Dr. Davenport comments, "I will if you don't mind, when I respond back to her, I will let her know of your compliments."

AGENDA ITEM XI – OLD BUSINESS:

None

AGENDA ITEM XII – NEW BUSINESS:

Member Dozor, "Yeah, I just wanted to reflect and advise everybody, in September PACT are having regional trustee conferences and our region which sits Kutztown, WCU, Cheyney, Millersville and Shippensburg. The five sister universities are going to come together for a regional conference to be held on Tuesday, Sept 17. Notices are coming out, but just make note of it, Tuesday September 17. It's just a one day event, probably late morning to early afternoon, it's going to be at Kutztown. I've asked the President to consider the possibility that if there's more than one of us going, 2 or 3 of us going, that we meet here on campus that morning and have a van take us up together and if everybody thinks it's a good idea, we'll extend an invitation to trustees at Cheyney to go over with us in the van together So, make note of it, and come August or so we'll remind everybody. Thank you."

Vice Chair Matlawski continues, "Thank you, any other items for new business? President Fiorentino would like to read a letter from Chairman Fillippo who was unable to attend.

President Fiorentino responds, "Yes, thank you Adam. We received this letter from Tom. "Dear trustees, I'm ready to inform you of my intentions to step down as Chair of the WCU COT effective May 16, 2019. It has been my pleasure to have served as a member of the COT since 1998 and I'm privileged to continue on in the roll of Trustee. I believe WCU's best days are ahead and I look forward to contributing to its success. Sincerely, Thomas Fillippo"

MOTION (DOZOR/SILBERMAN):

ORDER OF SUCCESSION

FOR THE INFORMATION OF THE COUNCIL, IN ACCORDANCE WITH WCU BY-LAWS, ARTICLE 5 SECTION 4, BY ORDER OF SUCCESSION OF THE VICE CHAIR, ADAM MATLAWKSI, IS THE NEXT OFFICER IN LINE TO BECOME CHAIR OF THE COUNCIL OF TRUSTEES.

MOTION UNANIMOUSLY APPROVED.

Chairperson Matlawski replies, "Thank you, based on Tom's letter I would like to ask the trustees to call an executive session.

AGENDA ITEM XII – ADJOURNMENT:

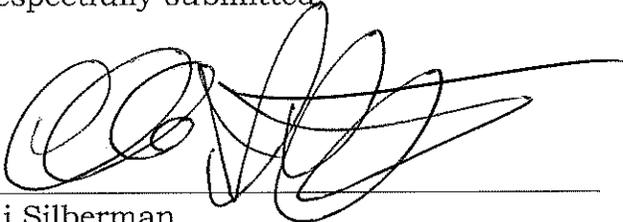
Vice Chair Matlawski "This concludes our Council of Trustees meeting."

MOTION (LEWIS/TOMLINSON):

MOTION TO ADJOURN AT 6:02 P.M.

MOTION UNANIMOUSLY APPROVED.

Respectfully submitted

A handwritten signature in black ink, appearing to read 'Eli Silberman', written over a horizontal line.

Eli Silberman