

CHEYNEY UNIVERSITY OF PENNSYLVANIA
Council of Trustees
Minutes of the Quarterly Public Meeting Held
June 19, 2008
1:00 P.M.
Marcus Foster Student Union Building, Auditorium

Council of Trustees Attending
Attending

Mr. Robert W. Bogle, *Chairman*
Mr. Dongkyu Bak
Ms. Lynette Brown-Sow,
Chair of the Academic Affairs Committee
Mr. Gary N. Horton (by telephone)
Rev. Dr. Joseph Patterson
Mr. Samuel Patterson,
Chair of Finance and Administrative
Services Committee
Dr. Edward Tomezsko
Mr. Robert Traynham, *Chair of the*
University Relations Committee
Ms. Chioma Ugwuegbulem, *Student Trustee*

Council of Trustees
Absent

Ms. Lorna Horsey, *Chair of the Student*
Affairs Committee
Senator Vincent Hughes

Administration

Dr. Michelle R. Howard-Vital, *President*
Dr. Bernadette Carter, *Interim Provost/Vice*
President for Academic and Student Affairs
Mr. Jim Dillon, *Pennsylvania State System*
for Higher Education, Vice Chancellor for
Finance and Administration
Dr. Valerie Epps, *Vice President for Student*
Affairs and Student Life

With a quorum present and notice of the meeting duly exercised and mailed per the Bylaws, Mr. Robert W. Bogle, Chairman opened the meeting at 1:28 p.m.

REMARKS FROM THE CHAIRMAN

Chairman Bogle affirmed the reappointments of Mr. Dongkyu Bak, Mr. Robert Traynham, and Ms. Lynette Brown-Sow, and introduced a new member to the Council of Trustees, Dr. Edward Tomezsko. Dr. Tomezsko is former president of Penn State University, Delaware County Campus.

Chairman Bogle announced the attendance of Mr. Jim Dillon, Vice Chancellor of Finance and Administration for the Pennsylvania State System of Higher Education. Chairman Bogle affirmed Mr. Dillon's ability and competence as it relates to financial management.

PUBLIC COMMENT PERIOD

Mr. Barry Brockenton, class of 1973, discussed a previous appearance to a quarterly meeting where he questioned financial transparency. Mr. Brockenton reported obtaining the financial records of the University for 04/05 from outside of the University and noted the funding from tuition and fees that was allocated for scholarships. Mr. Brockenton noted his skepticism with the University's financial stability and indicated a strong need for financial transparency. Mr. Brockenton recommended posting financial statements to the website. Chairman Bogle discussed the percentage of money designated to scholarships and further noted there is a correlation with student fees and scholarships. Mr. Brockenton recommended awarding less money in scholarships to reduce the risk of a deficit. Chairman Bogle reported there have brief periods when the University maintained financial strength. Mr. Brockenton reported making a request to the University and Cheyney Foundation for financial records. Mr. Brockenton reported being pleased with response time of the University, but displeased with the response

time of the Foundation and noted not receiving the requested information to date. Mr. Brockenton discussed compliance issues with the CU foundation.

APPROVAL OF THE MINUTES OF THE QUARTERLY COUNCIL MEETING HELD MARCH 26, 2008

Ms. Lynette Brown-Sow made a motion to approve the above minutes. Mr. Samuel Patterson seconded the motion, **which was approved unanimously.**

PRESIDENT'S REPORT

Dr. Howard-Vital reported almost finishing one year as University president and expressed gratitude to colleagues and alumni for their support. Dr. Howard-Vital requested the University community focus the next academic year on the students and further affirmed the mission of the University has not changed since the Institute for Colored Youth was initiated. Dr. Howard-Vital reported developing a draft comprehensive plan to improve recruitment and retention as well as our business and student services.

Dr. Howard-Vital acknowledged those who had brought \$1M in grant funding to the University: Dr. Cathine Garner-Gilchrist, Ms. Kimberly Baldwin, State Senator Vincent Hughes, and Mr. Lawrence Green.

Dr. Howard-Vital reported on an article in the Journal of Blacks in Higher Education and noted the graduation rate of Spellman College. Dr. Howard-Vital reported targeting Spellman and Howard University and affirmed the University will work to a 50% graduation rate in six years. Dr. Howard-Vital reported the University will institute a retention center and noted the results/product of our work is how the University is rated.

Ms. China Jude presented *NCAA Compliance 101*, which was included in the June 19th packet. At the conclusion of the presentation, Ms. Jude reported on the athletic successes of our students and further reported a small percentage of students who are ineligible due to academic compliance.

Ms. Barbara Simmons presented on a proposed center for excellence focusing on transformative leadership, community, and economic development, which was included in the June 19th packet.

Ms. China Jude introduced Mr. Jeffery Braxton as the new head football coach.

REPORTS OF THE STANDING COMMITTEES

- **UNIVERSITY RELATIONS**

Mr. Robert Traynham, Chair of the University Relations Committee, reported the Academic Affairs Committee met and requested Mr. Lawrence Green, Director of Sponsored Programs, present the report of the Committee.

INFORMATION ITEM NO. 1 - Mr. Green reported on the fundraising goals of the University and reported a 10% increase over last year. Mr. Green discussed the government grants. President Howard-Vital noted that Title III and Penn Dot grants are not reflected in data and further reported additional revenue of approximately \$5 to \$6M. Mr. Traynham noted the University had exceeded its fundraising goals.

INFORMATION ITEM NO. 2 – Mr. Green discussed the alumni relations reported and also noted there is an open search for Director of Alumni Relations.

INFORMATION ITEM NO. 3 – Mr. Green discussed the annual fund and discussed the impact of the Tom Joyner funds to the fundraising efforts.

INFORMATION ITEM NO. 4 – Mr. Green discussed the sponsored programs report and reported an increased effort to network in the community to connect for support of the President's vision.

Chairman Bogle applauded the Committee for reaching its goals.

Mr. Traynham concluded the report of the University Relations Committee.

- **ACADEMIC AFFAIRS**

Ms. Lynette Brown-Sow, Chair of the Academic Affairs Committee, requested Dr. M. Bernadette Carter, Interim Provost/Vice President for Academic Affairs, present the report of the Committee.

INFORMATION ITEM NO. 1 – Dr. Carter reported organizational changes. Effective July 1, the Executive Dean of Graduate Studies and Dean of Education duties will be combined and result in the creation of the Dean of Education, Graduate Studies and Continuing Education. The Assistant to the Provost/Academic Advising position will be eliminated and the responsibilities will be distributed to other positions.

INFORMATION ITEM NO. 2 – Dr. Carter discussed the Associate Degree in Nano Technology, which is the University's first associate degree. Dr. Carter reported the University will be work in collaboration with Penn State University.

INFORMATION ITEM NO. 3 – Dr. Carter discussed the faculty retirees for 2008/09: Dr. Ruth Ellen Johnson (31 years) of Business Administration, Prof. John Klenk (34 years) of Business Administration, and Prof. George Allen (34 years) of Fine Arts.

INFORMATION ITEM NO. 4 – Dr. Carter discussed the Call Me Mister program and reported receiving a \$1M grant to implement the program. The program is related to education with the initial intent to bring African-American men into the education field. The program originally began at Clemson University and Cheyney University makes the fourth school to implement the program.

INFORMATION ITEM NO. 5– Dr. Carter discussed the Liberal Studies Bachelor's Arts degree and noted the degree will attract non-traditional and transfer students for degree completion. It was reported the degree is an opportunity to engage in online degree completion programs and further announced a workshop that is being offered to the faculty to learn how to develop online delivery instruction. President Vital expressed a sincere appreciation to Dr. Bernadette Carter for engaging the faculty to engage the faculty in online instruction.

Chairman Bogle expressed his appreciation to Dr. Bernadette Carter in her role as Interim Provost/Vice President for Academic Affairs.

- **FINANCE & ADMINISTRATIVE SERVICES**

Mr. Samuel Patterson, Chair of the Finance Administrative Services Committee, requested Mr. Jim Dillon, Vice Chancellor for Finance and Administrative, present the report of the Committee.

Vice Chancellor Dillon discussed PASSHE's initiative for public disclosure. CU as a named legal component of the State System, CU is a part of the public disclosure. PASSHE and CU are transparent in how we disclose our financial information.

ACTION ITEM NO. 1 – Mr. Dillon discussed the Agency Purchase Requests over \$9,999.99 report. Mr. Samuel Patterson made a motion to approve the list of Agency Purchase Requests in excess of \$9,999.99. Ms. Lynette Brown-Sow seconded the motion, **which was unanimously approved.**

Chairman Bogle noted Trustee Gary Horton was participating by phone.

ACTION ITEM NO. 2– Mr. Dillon discussed the student fees increases and further discussed the manner in which fees should be packaged and the used. Dr. Edward Tomezsko made a motion to approve the list of mandatory and non-mandatory fees FY 2008-2009. Ms. Brown-Sow seconded the motion, **which was unanimously approved.**

INFORMATION ITEM NO. 1 – Mr. Dillon discussed the Financial Statements report.

Chairman Bogle acknowledged Mr. Dillon and further noted the Vice Chancellor's was requested by the University. Chairman Bogle expressed gratitude on behalf of the Council of Trustees and the University.

Mr. Patterson concluded the report of Finance and Administrative Services Committee.

- **STUDENT AFFAIRS**

Dr. Valerie Epps, Vice President for Student Services, reported the Student Affairs Committee had met and presented the report of the Committee in the absence of Ms. Lorna Horsey.

INFORMATION ITEM NO. 1 – Student Handbook and Student Code of Conduct. Dr. Epps reported the code of conduct will remain in the handbook; however both documents will receive significant revisions. Dr. Epps further reported an effort will be made to inform students upfront of disciplinary action and reported a new policy is being developed regarding barbecuing on campus and newly designated areas. An advisor must be available for barbecuing and each group will be responsible for cleaning up after themselves. Dr. Epps reported violations are subject to disciplinary action. Chairman Bogle asked if students will have a permit. Dr. Epps acknowledged. Chairman Bogle recommended revoking the permit for violators.

INFORMATION ITEM NO. 2 – Career and Professional Development. Ms. Marcia Robinson reported on the number of University vendors that hire University students. Six organizations: Thomas Jefferson, Metz, Comcast, Temple University, UPS, and Enterprise Rent-A-Car. Ms. Marcia Robinson discussed the Internship Institute pilot program and reported on the organizations where our students have been placed. Ms. Robinson reported having 20 affiliation agreements, which are contracts to offer internships for five years. Ms. Robinson reported an initiative to engage students early on in their first year. An effort has been made to implement parent workshops and to engage the parent into the student's career development.

Dr. Epps discussed our CU Role Models for Excellence program, which will be launched in the fall.

INFORMATION ITEM NO. 3 – Student Housing contract was discussed.

INFORMATION ITEM NO. 4 – Summer Bridge. Dr. Epps reported an increase in the amount of attending students. Dr. Epps reported a requirement for conditionally admitted students to attend the bridge program and also reported providing scholarships to students. Dr. Epps reported the establishment of an IT Boot Camp and Works Camps (Coalition Building and Trust), Reading Study Skills, Math Skills, Writing Workshops, Cultural Activities, and Career Explorations.

Dr. Epps concluded the report of the Student Affairs Committee.

Ms. Lynette Brown-Sow made a motion to accept the Committee Reports. Mr. Samuel Patterson seconded the motion, **which was unanimously approved.**

OTHER BUSINESS

Chairman Bogle applauded the President for the student workshop series for the next academic year.

Chairman Bogle recognized the presence of Mr. Paul Turner.

Chairman Bogle discussed the impact of rumors and informed the audience of not being aware of giving or leasing land to West Chester University and further recommended reviewing programs and/or engagements that are of mutual benefit.

ADJOURNMENT

Mr. Samuel Patterson made a motion to adjourn the meeting. Ms. Lynette Brown-Sow seconded the motion, **which passed unanimously approved.**

The meeting adjourned at 3:10 PM.

Respectfully submitted,



T. Bernette Wright
Recorder

Minutes Approved



Robert L. Traynham, II
Secretary to the Council