

**CHEYNEY UNIVERSITY OF PENNSYLVANIA**  
**Council of Trustees**  
**Minutes of the Quarterly Public Meeting Held**  
**November 10, 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, *Chair of Student Services Committee*  
Mr. Thane Martin  
Mr. Samuel Patterson,  
*Chair of Finance and Administrative Services Committee*  
Mr. Robert Traynham, *Chair of the University Relations Committee*  
Dr. Edward Tomezsko  
Ms. Chioma Ugwuegbulem, *Student Trustee*

**Council of Trustees**  
**Absent**

Mr. Dongkyu Bak  
Senator Vincent Hughes  
Rev. Dr. Joseph Patterson

**Administration**

Dr. Michelle R. Howard-Vital, *President*  
Dr. Ivan Banks, *Provost/Vice President for Academic and Student Affairs*  
Dr. Irene Moszer, *Interim Vice President for Finance and Administration*  
Dr. Valerie Epps, *Vice President for Student Affairs and Student Life*  
Dr. Sulayman Clark, *Vice President for Institutional Advancement*

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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 1:41 p.m.

**APPROVAL OF THE MINUTES OF THE QUARTERLY COUNCIL MEETING SEPTEMBER 30, 2008**

Ms. Lynette Brown-Sow made a motion to approve the minutes of September 30, 2008. Mr. Samuel Patterson seconded the motion, **which was unanimously approved.**

**PUBLIC COMMENT PERIOD**

Mr. Orland O'Harrigan, graduate student, questioned the C-Net fee that is charged to the graduate students for the Fall 2008. Mr. O'Harrigan stated he had not received any explanation to the description of the fee, and further questioned why graduate students are charged a fee they do not benefit from. Chairman Bogle yielded to Dr. Moszer for a response. Dr. Moszer advised that the fee provides for maintenance and upkeep of electronic services. Mr. O'Harrigan questioned the difference between the C-Net fee and the technology fee. Dr. Moszer requested time to research the fee for the graduate students.

Mr. Cephus Richardson, student, questioned the student activity fee increase and whether the Council of Trustees were aware of where the money would be allocated. Chairman Bogle clarified that Council only votes on the increase and not where the money is applied. Mr. Patterson affirmed that the Council looks at a preliminary budget in comparison to the other state system schools. Mr. Richardson clarified the categories of the student activity fee: wellness, SGCA, fitness center, and athletics. Mr. Richardson again questioned if the Council was aware of where the money would be allocated. Mr. Patterson affirmed it is not the responsibility of the Council of Trustees to designate where funding is applied. Mr. Richardson

questioned why SGCA and University funds were comingled. Dr. Moszer advised that funds for the two entities are separate. Mr. Richardson questioned why his name as treasurer is not listed on the SGCA account. Ms. Ugwuebulem explained the difference with other PASSHE student groups is that they are Student Government Associations and not Student Government Cooperative Associations, and further their organizations are incorporated.

Mr. Fawazz Fields, student, distributed a document to the Council of Trustees. Mr. Fields requested an apology from Council to the student body as it relates to the non-communication of the student activity fee increase and the affect the non-communication had on homecoming. Mr. Fields explained that SGCA worked on a budget over the summer under the assumption that the increase would be applied to SGCA. Mr. Fields requested transparency in the budget process. Mr. Fields requested a reimbursement of the athletic insurance as a result of the increase athletics received in the student activity fee. Mr. Fields requested a holistic approach to distributed funds and not only to the athletic department. Mr. Fields requested a plan for the investment made to the athletic department to be communicated to the campus community. Mr. Fields requested a suspension of classes during the Council of Trustees meeting dates to increase student participation. Mr. Fields requested the Council of Trustee's student representative meet with the student body to bring clarity to future agenda items and concerns, and further requested a monthly meeting with the student trustee and SGCA/student body. Mr. Fields questioned the process for obtaining a student trustee, and further questioned why the students are not able to vote on the representative. Mr. Fields questioned a timeline for responding to the action items listed.

Chairman Bogle affirmed the need for some level of student participation. Chairman Bogle further stated questions related to the student representative question need to be directed to the legislator and the governor. Mr. Fields questioned the role of the student trustee. Chairman Bogle affirmed the student trustee sits as a member of the Council of Trustee and not representing the student body. Dr. Epps clarified the process for selecting a student trustee and further reported the selection process and the regulations are listed on the Board of Governor website. Mr. Fields requested a stronger selection process. Ms. Brown-Sow clarified that there it should not be a selection process, but merely an information-gathering process for the governor to select.

President Howard-Vital expressed regret to the student body for the miscommunication of student fee increase.

Chairman Bogle reaffirmed the concerns of the student body and agreed the students should be engaged in the budgeting process.

Mr. Fields questioned the role of the Council of Trustees. Chairman Bogle affirmed the role of the Council is defined in the Commonwealth's Act 188.

Mr. Fields questioned the investment made to athletics. Dr. Vital affirmed the need to put more resources in athletics as per request made by NCAA and PSAC. Dr. Vital agreed a holistic approach is necessary. Dr. Vital affirmed NCAA directed the need for increased resources. Mr. Fields requested a plan be developed that is tangible and that is engaging, and further requested increase communication and collaboration with the student body. Chairman Bogle agreed with Mr. Fields and supported the need for student body participation. Chairman Bogle discussed the lack of resources at the University.

Mr. Gary Horton affirmed that the student body should feel free to contact him as the Chair of the Student Services Committee for matters of concern to the study body.

Mr. George Bush requested the Council of Trustees contact information be made available to the SGCA and the make-up of the Council committees also be made available. Mr. Bush requested increased communication between the Council of Trustees and SGCA. Mr. Bush urged Ms. Ugwueblem to go beyond the restrictions of the Act 188 and to take a more active role and engage the student body. Mr. Bush requested an updated organizational chart for the University. Mr. Bush requested a more active role of the Council of Trustees. Ms. Diamond Butler, student, requested that comments made by the Council not be of mean spirit and respectful to the student body.

#### **PRESIDENT'S REPORT**

President Howard-Vital discussed the strategic plan – Pathways to Greatness. Dr. Howard-Vital discussed the center of excellence in media and fine arts. Dr. Howard-Vital congratulated Dr. Tara Kent, Dean of Keystone Honors, for the development of an honors curriculum. Dr. Vital reported an increase of over 35% in fundraising. Dr. Howard-Vital applauded the student body for exercising their right to vote as well as attending the Bench2Business conference. Dr. Howard-Vital affirmed the need to review university policies, following the University governance structure, and monitoring professional practice. Dr. Howard-Vital reported continuing to refine various business practices (financial aid, admissions, bursar), and affirmed that by following and monitoring our practices and policies, we will yield a stronger university.

#### **REMARKS FROM THE CHAIRMAN**

There were no remarks from the Chairman.

#### **REPORTS OF THE STANDING COMMITTEES**

- **ACADEMIC AFFAIRS**

Trustee Lynette Brown-Sow, Chair of the Academic Affairs Committee, requested that Dr. Ivan Banks, Provost and Vice President for Academic Affairs, present the report of the Committee.

Information Item 1 – Dr. Banks reported on a new partnership to establish a Microsoft IT Academy at the Philadelphia Urban Site.

Information Item No. 2 – Dr. Banks reported on program revisions being made to the school of education.

Information Item No. 3 – Dr. Banks reported on the accreditation process for the school of education by NCATE, and further affirmed seeking an extension for the NCATE visit.

Information Item No. 4 – Dr. Banks reported the targeted infusion grant that will allow the chemistry department to purchase equipment to seek accreditation.

Information Item No. 5 – Dr. Banks discussed the center of excellence for media and fine arts.

Trustee Brown-Sow concluded the report of the Academic Affairs Committee.

- **FINANCE AND ADMINISTRATIVE SERVICES**

Trustee Samuel Patterson, Chair of the Finance and Administrative Services Committee, reported the Committee met and requested that Dr. Irene Moszer, Interim Vice President for Finance and Administration, present the report of the Committee.

**INFORMATION ITEM NO. 1** – Dr. Irene Moszer discussed the Vanguard investments.

**INFORMATION ITEM NO. 2** – Dr. Irene Moszer discussed Budget verses Actual E&G report. It was reported that the University had accrued \$5M in tuition revenue; however, the revenue had not been collected as the University had not yet billed. Chairman Bogle questioned when bills would be sent out and further questioned when more inclusive information would be available. Dr. Moszer reported bills and a better reporting of revenue would be available in one month. Dr. Tomezsko questioned if pre-registered student data is used for the spring projections, which was confirmed by Dr. Moszer.

**INFORMATION ITEM NO. 3** – Dr. Irene Moszer reported on the waste water treatment plant. Dr. Moszer reported receiving approval from the Board of Governors in the amount of \$7.5M to renovate the facility.

**INFORMATION ITEM NO. 4** – Dr. Irene Moszer reported on the most urgent facility maintenance issues facing the University that total \$602K.

**ACTION ITEM NO. 1** – Dr. Irene Moszer reported on Agency Purchases over \$9,999.99. Trustee Lynette Brown-Sow made a motion to approve the agency purchases over \$9,999.99. The motion was seconded by Trustee Robert Traynham, **which was unanimously approved.**

**ACTION ITEM NO. 2** – A presentation was made related to the guaranteed energy savings facilities project.

Trustee Samuel Patterson made a motion to approve the capital project. The motion was seconded by Trustee Lynette Brown-Sow. There was discussion by the Council pertaining to the project priorities and discussion of residence halls being scheduled last in the event new halls are to be built. Chairman Bogle affirmed the action item would be reviewed again for approval once the vendor submitted diversity information to the Council. It is further noted for the recorded there were two opposing votes: Trustee Robert Traynham and Trustee Chioma Ugwuebulem.

\*The action was approved on \_\_\_\_\_ by Council of Trustees with all signed actions sheets made a part of the permanent record.

Trustee Samuel Patterson concluded the report of the Finance and Administrative Services Committee.

- **STUDENT AFFAIRS COMMITTEE**

Trustee Gary Horton, Chair of the Student Affairs Committee, discussed the assertions made by Trustee Ugwuebulem related to the need for improved communication between the Council of Trustees and the student body. Trustee Horton requested that Dr. Valerie Epps, Vice President for Student Affairs and Student Life, present the report of the Committee.

**INFORMATION ITEM NO. 1** – Dr. Valerie Epps reported on the activities in the department of financial aid.

**INFORMATION ITEM NO. 2** – Dr. Valerie Epps reported on the activities in the office of admissions.

**INFORMATION ITEM NO. 3** – Dr. Valerie Epps reported on the reduction of disciplinary actions.

**INFORMATION ITEM NO. 4** – Dr. Valerie Epps reported on the activities of resident life and housing.

**INFORMATION ITEM NO. 5** – Dr. Valerie Epps reported on the career fair. Trustee Robert Traynham requested information from Dr. Epps as it relates to vendors to be received by him by the close of business.

**INFORMATION ITEM NO. 6** – Dr. Valerie Epps reported on the activities of retention services. Dr. Epps reported an assistant director of student activities has been hired to work 3:30PM to midnight to compliment retention initiatives.

Trustee Gary Horton concluded the report of the Student Affairs Committee.

• **UNIVERSITY RELATIONS**

Trustee Robert Traynham, Chair of the University Relations Committee, reported the Committee met and requested Dr. Sulayman Clark, Vice President for Institutional Advancement, present the report of the Committee.

Dr. Clark discussed the future of the relationship between the University and Cheyney Foundation. Dr. Clark reported working on a comprehensive action plan. Dr. Clark reported a student phone-a-thon to be held at the end of the month. Dr. Clark reported Trustee Robert Traynham would host a friend-raising event at his home in Washington, D.C. later in the month, and further expressed gratitude to Trustee Traynham for taking the lead in this area.

Trustee Robert Traynham concluded the report of the University Relations Committee.

**APPROVAL OF THE COMMITTEE REPORTS FOR NOVEMBER 10, 2009**

Mr. Samuel Patterson made a motion to accept the Committee reports for November 10, 2009. Mr. Robert Traynham seconded the motion, **which was unanimously approved.**

**OTHER BUSINESS**

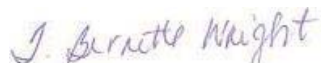
Chairman Bogle discussed the evaluation of President Howard-Vital, and further reported the Committee concluded with a recommendation and sent the recommendation forward to the Chancellor. Chairman Bogle reported the Committee was chaired by Ms. Lynette Brown-Sow and members included Mr. Robert Traynham, Dr. Edward Tomezsko, and Ms. Chioma Ugwuebulem. Chairman Bogle further reported a recommendation was made to the Council of Trustees that the President receive a satisfactory evaluation.

**ADJOURNMENT**

Mr. Samuel Patterson made a motion to adjourn the meeting. Mr. Robert Traynham seconded the motion, **which passed unanimously approved.**

The meeting adjourned at 3:52 PM.

Respectfully submitted,



T. Bernette Wright  
Recorder

Minutes Approved



Mr. Robert Traynham  
Secretary