



# Board of Governors’ Quarterly Meeting Agenda

## Wednesday, April 8, 2015

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**1:30 p.m.                      Committee Meetings (Boardroom)**

- Academic and Student Affairs
- Audit
- Finance, Administration, and Facilities
- Human Resources
- Executive

## Thursday, April 9, 2015

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**9:00 a.m.                      Meeting of the Board of Governors (Boardroom)**

Adjournment



# Board of Governors' Quarterly Meeting Agenda

Boardroom, First Floor  
Administration Building  
Dixon University Center  
2986 North Second Street  
Harrisburg, PA 17110-1201

Wednesday, April 8, 2015  
1:30 p.m.

## Agenda

### Committee Meetings

- **Academic and Student Affairs**

- Policy Revisions (ACTION)
  - a. Revisions of Board of Governors' Policy 1983-09-A: Graduate Assistantship Stipends
  - b. Revisions of Board of Governors' Policy 1989-01: Diplomas
- Recommendation for Approval of Two new Academic Programs (ACTION)
  - a. Approval of a Doctor of Public Administration in Public Administration Degree Program at West Chester University of Pennsylvania
  - b. Approval of a Master of Science in Applied and Computational Mathematics Degree Program at West Chester University of Pennsylvania
- Academic and Student Affairs Presentations (PRESENTATION)
  - a. Annual Syed R. Ali-Zaidi Award for Academic Excellence (Recognition of recipient will be Thursday)
  - b. *Stop It Now!* Pilot Program (Presentation will be Thursday)

- **Audit**

- Office of Internal Audit and Risk Assessment (OIARA) Update (INFORMATION)



- **Finance, Administration, and Facilities**
  - Gordinier Dining Hall Renovation/Expansion, Millersville University of Pennsylvania (ACTION)
  - Bond Issue (ACTION)
  - Authorization to Issue Refunding Bonds (ACTION)
  - Property Disposal, Mansfield University of Pennsylvania (ACTION)
  - Budget Update (INFORMATION)
- **Human Resources**
  - Human Resources Committee Update (INFORMATION)
- **Executive**

**Board of Governors' Meeting**  
**Thursday, April 9, 2015**  
**9:00 a.m.**

- **Board of Governors' Meeting**
  - Appointment of Nominating Committee for Board Officers (ACTION)
  - Standing Committee Assignments (ACTION)
  - Resolutions (ACTION)
    - Jennifer G. Branstetter
    - Carolyn C. Dumaresq
    - Laura E. Ellsworth
    - Todd M. Garrett
    - Chelsea E. Getsy
    - Joseph F. McGinn
    - John T. Yudichak



# Academic and Student Affairs Committee

Boardroom, First Floor  
 Administration Building  
 Dixon University Center  
 2986 North Second Street  
 Harrisburg, PA 17110-1201

April 8-9, 2015

## Agenda

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Committee Members: Marie Conley (Chair), Jane M. Earll, Representative Michael K. Hanna, Chelsea E. Getsy, Acting Secretary of Education Pedro Rivera, Guido M. Pichini (ex officio), and Julie Wollman (nonvoting presidential liaison).

For further information, contact Kathleen M. Howley at (717) 720-4200.

**Academic and Student Affairs Committee Meeting**  
April 8-9, 2015

**SUBJECT:** Revisions of Board of Governors' Policies (ACTION)

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**UNIVERSITIES AFFECTED:** All

**BACKGROUND:** As part of the ongoing review of Academic and Student Affairs related policies to ensure continued relevance and flexibility, proposed revisions are recommended for the Board of Governors review and consideration:

- a. Revisions of Board of Governors' Policy 1983-09-A: *Graduate Assistant Stipends*
- b. Revisions to Board of Governors' Policy 1989-01: *Diplomas*

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**Supporting Documents Included:** Board of Governors' Policy 1983:09-A: *Graduate Assistant Stipends*; Board of Governors' Policy 1989-01: *Diplomas*

Other Supporting Documents Available: N/A

**Reviewed by:** Council of Presidents, March 2015; Chief Academic Officers, March 2015

**Prepared by:** Kathleen M. Howley

**Telephone:** (717) 720-4200

**Academic and Student Affairs Committee Meeting**  
 April 8-9, 2015

**SUBJECT:** Revisions of Board of Governors’ Policy 1983-09-A: *Graduate Assistant Stipends*

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**UNIVERSITIES AFFECTED:** All

**BACKGROUND:** Graduate assistantships (GA) are university positions that provide a graduate student with appropriate learning outcomes and provide some level of financial support, typically in the form of a tuition waiver and a stipend.

Currently, Board of Governor’s Policy 1983-09-A, part C, establishes the following ceiling for GA support:

“The total compensation (including stipend and and/or tuition waiver) for doctoral graduate assistants shall not exceed one-half of the instructor level A salary. Total compensation for all other graduate assistants shall not exceed 40 percent of the instructor level A salary. For the purposes of these calculations, the amount of the tuition waiver should be figured in all cases as full-time resident tuition.”

For 2014-15, the value of a full-time tuition waiver and the salary of an instructor step 1 (formerly Instructor Level A) yield a maximum stipend of \$10,472 for a master’s student on a GA, assuming a full tuition waiver is provided. Likewise, the maximum for a doctoral assistantship is \$15,133. In many cases these caps are appropriate to program recruiting needs, and stipends across the State System often fall under the ceilings established by Board of Governors’ 1983-09-A.

However, there are cases in which the stipend ceiling poses a significant barrier to recruiting well-qualified students to programs in the State System, particularly in the STEM and professional graduate areas. This is true especially at the doctoral level, where State System programs must compete regionally and nationally for good students. In addition, many federal grants provide higher graduate stipends, which can impact the State System’s competitiveness. The State System is fortunate to offer graduate programs that are nationally competitive in terms of merit and academic quality, but our ability to offer competitive graduate stipends lags behind.

**Proposed Solution:** It is proposed that the formula that establishes caps for graduate assistant stipends be modified to index only stipend amounts against instructor Q01 salary. That is, the value of tuition waivers will no longer be a component of the calculation.

This produces the following maximum amounts (caps) for graduate stipends:

ITEM	Cap (current)	Cap (Proposed)
<b>Instructor Salary Q01, Step 1, Fall 2014</b>	\$46,610	\$46,610
<b>Doctoral stipend</b>	\$15,133	<b>\$23,305</b>
<b>Masters stipend</b>	\$10,472	<b>\$16,313</b>

It is important to note that this alters only the ceiling of permissible graduate stipends in the State System. It does not mandate increases in Graduate Assistantship stipends. Each State System university will decide its stipend levels in accord with local priorities and practices.

These changes will provide needed flexibility to universities and programs that can benefit from it, and it is envisioned that the primary beneficiaries will be doctoral programs, graduate programs in the competitive STEM fields, and competition for federal grants.

**MOTION:** That the Board of Governors approve the proposed revisions to the Board of Governors' Policy 1983-09-A: *Graduate Assistant Stipends*.

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**Supporting Documents Included:** Board of Governors' Policy 1983-09-0A: Graduate Assistant Stipends.

**Other Supporting Documents Available:** Article 22: Salaries of the Agreement between the Association of Pennsylvania State College and University Faculties (APSCUF) and The Pennsylvania State System of Higher Education; July 1, 2011 to June 30, 2015

**Reviewed by:** Council of Presidents, March 2015; Chief Academic Officers, March 2015

**Prepared by:** Kathleen M. Howley

**Telephone:** (717) 720-4200



# PA State System of Higher Education Board of Governors

Effective: June 20, 1983

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## **POLICY 1983-09-A: Graduate Assistant Stipends**

See Also:

Adopted: June 20, 1983

Amended: June 19, 1984; April 22, 1987; and July 9, 1998;

[April 9, 2015](#)

### **A. Background**

System universities have long made excellent use of graduate assistants to enhance both the quality of graduate education and to assist faculty in the discharge of their responsibilities. Prior policy under the State College and University Board of Directors, § 157.50, enabled the President, with approval of the Trustees, to waive tuition of graduate assistants. Subsequent adoption of Board of Governors Policy 1983-18-A, *Waiver of Fees*, continues the authorization of fee waiver for graduate assistants. The policy herein serves to clarify the maximum amount of ~~compensation, including wages and the cash value of the tuition waiver,~~ stipend that a graduate assistant may receive.

### **B. Purpose and Scope**

To establish the method by which the ~~total compensation~~ (stipend) of graduate assistants may be set by each university without annual action of the Board of Governors.

### **C. Policy**

The ~~total compensation (including stipend and and/or tuition waiver)~~ stipend for doctoral graduate assistants shall not exceed one-half of the Instructor Pay Step 1 Pay Range Q01 level A salary. ~~Total compensation~~ **Stipends** for all other graduate assistants shall not exceed 40 percent of the Instructor Pay Step 1 Pay Range Q01 instructor level A salary. ~~For the purposes of these calculations, the amount of the tuition waiver should be figured in all cases as full-time resident tuition.~~



**Academic and Student Affairs Committee Meeting**

April 8-9, 2015

**SUBJECT:** Revisions of Board of Governors' Policy 1989-01: *Diplomas*

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**UNIVERSITIES AFFECTED:** All

**BACKGROUND:** The proposed revisions will enable State System Universities to add Latin Honors to student diplomas at the baccalaureate level. Latin Honors include Cum Laude, Magna Cum Laude, and Summa Cum Laude.

**MOTION:** That the Board of Governors approve the revisions to the Board of Governors' Policy 1989-01: *Diplomas*.

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**Supporting Documents Included:** Board of Governors' Policy 1989-01: *Diplomas*

**Other Supporting Documents Available:**

**Reviewed by:** Council of Presidents, March 2015; Chief Academic Officers, March 2015.

**Prepared by:** Kathleen M. Howley

**Telephone:** (717) 720-4200

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**Effective:** December 1, 1989

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**Policy 1989-01: University Diplomas**

**See Also:**

**Adopted:** April 20, 1989

**Amended:** [April 9, 2015](#)

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**A. Purpose**

To specify the respective State System and university information to be included on student diplomas, in order to properly represent the respective degree granting authorities.

**B. Policy**

The president and council of trustees of each university shall present its diploma design for approval. The university may use a single design for all university diplomas, or have various designs for different degree levels, schools, programs, degree designations, or certifications. The chancellor shall, on behalf of the Board of Governors, approve such designs, in accord with the following standards.

**C. Standards**

1. The diploma shall bear the full legal name of the graduate.
2. The diploma shall identify the appropriate degree designation(s) approved for the major program(s) completed by the student. These include the Associate in Arts; the Associate in Science; the Associate in Applied Science; the Bachelor of Arts; Bachelor of Science; [Bachelor of Applied Science](#); Master of Arts; Master of Science; [Master of Education](#); Doctor of Philosophy; [Doctor of Education](#); and other such special or professional degree designations as may be approved by the Board.
3. The diploma shall not identify the major field of study completed by the student except as it may be part of the degree designation (e.g., M.B.A.).
4. [The diploma will bear Latin Honors, as appropriate \(e.g. Cum Laude; Magna Cum Laude; Summa Cum Laude\) at the baccalaureate level.](#)
5. [The diploma size is generally 8½ inches by 11 inches for undergraduate diplomas and either 8½ inches by 11 inches or 11 inches by 14 inches for graduate diplomas.](#)
6. The diploma shall appropriately reflect the full statutory title of the university and of the State System of Higher Education.

7. The diploma shall bear the name, title, and signature of the following, and of no others:

- a. chair, Board of Governors
- b. chancellor
- c. chair, Council of Trustees
- d. university president

**D. Implementation Date**

~~Effective December 1, 1989~~ Effective no later than June 30, 2016.

**Academic and Student Affairs Committee Meeting**

April 8-9, 2015

**SUBJECT:** Recommendation for Approval of Two New Academic Programs (ACTION)

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**UNIVERSITIES AFFECTED:** West Chester University of Pennsylvania

**BACKGROUND:** In accordance with Board of Governors' Policy 1985-01-A: *Requirements for Initiation or Change of Credit-Based Academic Programs*, with the approval of the respective Councils of Trustees to bring the proposed programs forward for approval by the Board of Governors of Pennsylvania's State System of Higher Education, and upon recommendation of Chancellor Frank T. Brogan, the following two new academic programs are recommended for consideration:

- 1) Doctor of Public Administration in Public Administration at West Chester University of Pennsylvania
- 2) Master of Science in Applied and Computational Mathematics at West Chester University of Pennsylvania

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**Supporting Documents Included:** Executive Summaries of Degree Proposals and Five-Year Budget Projections for each proposed academic program

**Other Supporting Documents Available:** Board of Governors' Policy 1985-01-A: *Requirements for Initiation or Change of Credit-Based Academic Programs*

**Prepared by:** Kathleen M. Howley

**Telephone:** (717) 720-4200

**Academic and Student Affairs Committee Meeting**

April 8-9, 2015

**SUBJECT:** Approval of a Doctor of Public Administration in Public Administration Degree Program at West Chester University of Pennsylvania (ACTION)

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**UNIVERSITIES AFFECTED:** West Chester University of Pennsylvania

**BACKGROUND:** In accordance with Board of Governors' Policy 1985-01-A: *Requirements for Initiation or Change of Credit-Based Academic Programs*, with the approval of the respective Councils of Trustees to bring the proposed programs forward for approval by the Board of Governors of Pennsylvania's State System of Higher Education, and upon recommendation of Chancellor Frank T. Brogan, the following motion is put forth.

**MOTION:** That the Board of Governors approve the Doctor of Public Administration in Public Administration Degree Program at West Chester University of Pennsylvania.

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**Supporting Documents Included:** Executive Summary of Degree Proposal and Five-Year Budget Projection

**Other Supporting Documents Available:** Degree Proposal; Board of Governors' Policy 1985-01-A: *Requirements for Initiation or Change of Credit-Based Academic Programs*

**Reviewed by:** West Chester University Council of Trustees, March 26, 2015

**Prepared by:** Kathleen M. Howley

**Telephone:** (717) 720-4200

**EXECUTIVE SUMMARY OF NEW DEGREE PROGRAM PROPOSAL**  
**Doctor of Public Administration in Public Administration**  
**West Chester University of Pennsylvania**  
*April 8-9, 2015*

**1) Appropriateness to Mission**

West Chester University proposes a Doctor of Public Administration in Public Administration Degree. The proposed degree program is designed for working professionals seeking to contribute to the highest levels of leadership and strategic direction of organizations in the public, nonprofit, and private sectors. The Network of Schools of Public Affairs, Policy, and Administration recognizes the Doctor of Public Administration as academically equivalent to the Ph.D., but instead of a focus on the production of research, students are trained to seek answers to problems they encounter in practice. As the Master of Public Administration degree increasingly becomes the expected entry credential in related fields, the addition of the Doctor of Public Administration means the State System and West Chester University will offer a degree program that meets both regional employer and student needs.

The curriculum focuses on the development of core competencies in the areas of strategic management and governance, public sector economic and financial decision-making, policy advocacy and leadership, and performance management. The flexible design of the proposed 43-credit online program is intended to meet the needs of working professionals in the region while still allowing for technology aided face-to-face advising and interaction with faculty.

The program goals and outcomes are congruent with the mission of the State System, West Chester University, the College of Business and Public Affairs, and the Department of Public Policy and Administration, which include developing applied graduate degrees, especially degrees that can be delivered online, and being responsive to regional needs in areas of employment that are in high demand. This program would support and strengthen the master's degree offered in the Department of Public Policy and Administration. The Doctor of Public Administration program leverages the Network of Schools of Public Policy, Affairs and Administration's Universal Required Competencies, which include: pursuing the public interest with accountability and transparency; serving professionally with competence, efficiency, and objectivity; acting ethically to uphold the public trust; and demonstrating respect, equity, and fairness in dealings with citizens and fellow public servants. The program will enable West Chester University to expand community services, professional networks and collaborations with regional governments, nonprofit organizations, and private sector entities in order to foster collaborative research, create entrepreneurial endeavors and create new revenue streams, a further reflection of the mission and goals of West Chester University in serving regional needs of our community.

**2) Need**

The need has been determined by both student demand and employer demand. Enrollment for the Masters in Public Administration program is a good proxy for the demand for public affairs/administration education within West Chester University's service area. Since 2009, the program has increased the number of enrolled seats in classes from 181 to 330 in the spring of 2015. This represents an 82 percent increase in course enrollments over a period of approximately five years. In 2009, 74 students were enrolled in the Master of Science in Administration (the predecessor program). Based on regional employer and student needs, the program was granted a degree designation change to the Master of Public Administration. Since that time, enrollments have increased exponentially, with over 150 students actively enrolled in the program as of spring 2015. This represents an increase of over 100 percent and speaks to the student demand for public service education.

Hanover Research (2014) conducted a market analysis for the Doctor of Public Administration at WCU. In Pennsylvania, on average, all occupations are expected to grow 7.7 percent through 2022. In general, positions where a Doctor of Public Administration will be useful in finding gainful employment are expected to grow by 9.4 percent. This indicates that these positions are expected to grow at least as fast as other occupations in the state. There are a few of the occupations (Human Resource Managers, Social and Community Service Managers, and Management Analysts) that are expected to grow at nearly 1.5 times the rate of all occupations through 2022. To be sure, the selected occupations represent a small, but representative, sample of possible job types. Nevertheless, the data provide every indication that the occupations the Doctor of Public Administration serves will grow over the next decade.

### **3) Academic Integrity**

The 43-credit curriculum and its stated learning outcomes are aligned with the Network of Schools of Public Policy, Affairs and Administration's Universal Required Competencies. Covering each of the five required components, the program also complies with related Board of Governors' academic policies.

Two independent assessors conducted an external review examining institutional capacity and academic readiness of West Chester University to offer applied doctorate programs. Dr. Victoria Gordon, graduate program director of a Network of Schools of Public Policy, Affairs and Administration accredited master's program at Western Kentucky University, served as the primary reviewer. Dr. Robert Yehl, Doctor of Public Administration Program Coordinator at Valdosta State University (VSU), served as the secondary external reviewer. Highlights of their findings are as follows:

- Both reviewers concur that there is a high quality master's level degree in existence at the institution. Furthermore, both indicate that the achievement of the Network of Schools of Public Policy, Affairs and Administration's accreditation of West Chester's Masters of Public Administration program is another significant independent objective assessment of the program's quality.
- The reviewers agree that given the department's significant infrastructure supporting the master's program, there is every indication that this level of capacity and logistical ability will be applied to the Doctor of Public Administration.
- There are sufficient numbers of qualified faculty to meet the teaching, research, and service expectations of the program. Additionally, the reviewers found that the department's faculty have established the necessary scholarly reputations to support a doctoral program, which will allow them to appropriately socialize and mentor doctoral students.
- There is evidence to suggest that there are significant institutional resources available to implement and sustain the DPA program. Correspondingly, the reviewers found that there is a strong administrative commitment to graduate education, which would ensure adequate facilities, personnel, equipment, and other resources to maintain a high-quality doctoral program.

### **4) Coordination/Cooperation/Partnerships**

The Doctor of Public Administration program at West Chester University will provide qualified State System master's graduates in Public Administration with preferential admissions in those instances where program capacity limits enrollments. Moreover, West Chester graduate policy and the Doctor of Public Administration's curriculum provides enough flexibility to allow those same graduates to transfer in up to nine credits of graduate coursework from those institutions toward the 43-credit requirement.

The Doctor of Public Administration is uniquely situated to provide doctoral education in a number of possible concentration elective areas; this is especially true among the public affairs disciplines of the college in which it will be housed. The Doctor of Public Administration is coordinating with the departments of Criminal Justice, Geography and Planning, and Graduate Social Work to provide Doctor of Public Administration students access to their faculty and graduate courses in order to support individual concentration elective areas.

Supported by letters from regional governments and nonprofit entities, the Doctor of Public Administration program has provided evidence that it has a strong employer focus through its inclusion of employers in the governance of the program and that the curriculum has been designed to meet their needs for managers at the highest levels of their organizations. More specifically, each of the letters speaks to the value of the Doctor of Public Administration Capstone Projects, which will allow those employers to partner with program faculty and students in the execution of applied ventures.

#### **5) Assessment**

Assessment of learning outcomes is an integral part of a continuous improvement process for the department, as it is for the existing accredited Master of Public Administration program. Program assessment will be based on outcome objectives, which are aligned with Network of Schools of Public Policy, Affairs and Administration's Universal Required Competencies and Standards of Accreditation. Components of the assessment plan include student and faculty evaluation, Doctor of Public Administration course syllabi congruence with the Universal Required Competencies, and end-of-program and post-program assessment with graduates and their employers. West Chester University's Department of Public Policy and Administration assesses student-learning outcomes through a strategic logic model and program assessment plan. The program assessment plan identifies the data to be collected, those responsible for its collection and evaluation, and the process and frequency of evaluation. The Department Assessment Committee regularly reviews the curricula of the graduate and certificate programs to foster ongoing improvement.

#### **6) Resource Sufficiency**

The Department of Public Policy and Administration currently has sufficient faculty resources for the existing graduate programs and the addition of the Doctor of Public Administration program. It is planned that an additional tenure-track line in year five will be needed in order to meet obligations to the existing master's program. West Chester is committed to providing adequate faculty positions to support the growth expected in the department as a result of offering the Doctor of Public Administration. Since this proposed program will be delivered entirely online, current physical resources and facilities are adequate. No courses will be deleted, nor will sections of existing courses be reduced as a result of adding new DPA courses. Existing faculty are qualified and committed to teaching in the DPA; new faculty will be added at the master's teaching level. The five-year budget projection and narrative, as attached, clarify the resource sufficiency of the proposed program. The provost will provide resources for start-up costs and initial programmatic shortfalls until the break-even point is reached in Year 2.

*Prepared by:* Dr. R. Lorraine Bernotsky, Associate Provost and Graduate Dean; Dr. Jeffery L. Osgood, Jr., Chair and Associate Professor of Public Policy and Administration; and Dr. Linda L. Lamwers, Provost and Vice President for Academic Affairs, West Chester University of Pennsylvania

*Implementation date:* Fall 2015

*Date approved by Council of Trustees:* March 26, 2015



**West Chester University of Pennsylvania Doctor of Public Administration in Public Administration  
Budget Narrative**

ESTIMATED REVENUES	NARRATIVE/ASSUMPTIONS
<b>ESTIMATED STUDENT IMPACT OF NEW PROGRAM</b>	Following an initial university investment of \$24,832 in the first year, the program should reach break-even status by Year 2. By Year 5 West Chester expects that the program will serve 52 students per year (25 new and 27 existing).
Headcount Enrollment	Headcount enrollments are based on a detailed matrix of course offerings using current actuals for both in-state/out-of-state and part-time/full-time students to estimate the mix of each population. All courses are three credits except for the first course, which is one credit. Cohorts begin annually. We expect demand to exceed capacity for this program, as it does for our current Doctor of Nursing Practice degree program, and for this reason have not included an attrition impact.
<b>ESTIMATED REVENUE</b>	
Tuition Generated	Tuition rate is calculated at 125 percent of current graduate tuition as reflected in a separate differential tuition proposal submitted to OOC. Tuition is held flat across all five years. Proposed tuition is \$567.50 per credit for residents and \$578.85 per credit for nonresidents (102 percent of resident tuition for Distance Education programs). Tuition revenue shown assumes 70 percent at resident and 30 percent at nonresident rates based on current trends in graduate studies.
Instructional Support Fee	This reflects the currently approved instructional support fee for both in-state and out-of state graduate credits and excludes technology tuition fee revenue.
Additional Program Revenue	We do not anticipate additional revenue.
External Grants & Contracts	N/A
Other	The Provost will provide start-up dollars in the first year (totaling \$24,832) until the program reaches the break-even point in Year 2.
<b>ESTIMATED EXPENSES</b>	
Salaries and Benefits - Faculty	Faculty for this program are in a graduate department and are contracted on a 3/3 teaching load. The teaching load will be 1.17 FTE in Year 1; 2.0 FTE in Years 2, 3, and 4; and will max out at full capacity at 2.83 in Year 5. Actual faculty salaries and benefits have been averaged based on current actual salaries. This includes faculty at Q02 step 6, Q02 step 7, and Q03 step 5 (average salary plus benefits per FTE totals \$102,626). Also included is a new tenure-track addition (at .83 FTE) in Year 5 when FTE increases to 2.83 in order to backfill in the Master of Public Administration Program.
Salaries and Benefits (Staff, Grad Asst. Stipend/ Waiver, Teaching Assistances, etc.)	12 credits of graduate assistantship awards will be funded by the program in Year 2, 36 credits in Year 3, 48 credits in 4, and 60 credits in Year 5. This reflects current actual costs, which total \$18,243 for 12 credits of tuition (based on a composite charge for resident/nonresident tuition) and the requisite stipend.
Learning Resources	Funding for specialized journals and data sets based on student need beginning in Year 2.
Instructional Equipment	No special instructional equipment is needed. Standard equipment is covered by the distance education fee.
Facilities and/or modifications	The program will be delivered online and will require no new facilities or modifications.
Administrative Expense	We are using 10 percent as this is an online program. This is an important consideration because 1) these students will not physically be on campus, 2) we already collect a 20 percent fee for DE and much of what will be needed to deliver the online program is captured in that fee, and 3) the proposed tuition rate is 125 percent of current graduate tuition. This is similar to what we have been successfully assuming for the DNP (which is 130 percent due to higher faculty costs).
Other	Funds for inviting employer partners to campus to deliver colloquia and engage in problem-solving practica.

**West Chester University of Pennsylvania Doctor of Public Administration in Public Administration**

**Five-Year Budget Projection**

Estimated Student Impact of New Program	Year 1		Year 2		Year 3		Year 4		Year 5	
	Existing	New	Existing	New	Existing	New	Existing	New	Existing	New
Resident Full-Time Headcount Enrollment	0	3	3	6	6	6	6	7	7	9
Nonresident Full-Time Headcount Enrollment	0	1	1	2	2	2	2	3	3	4
Resident Part-Time Headcount Enrollment	0	3	3	5	8	5	10	7	12	8
Nonresident Part-Time Headcount Enrollment	0	1	1	2	3	2	4	3	5	4
Projected Annual Credits Generated	176		453		609		752		937	
<b>Estimated Revenue</b>										
Tuition Generated	\$100,479		\$258,620		\$347,681		\$429,321		\$534,938	
Instructional Support Fee	\$8,677		\$22,333		\$30,024		\$37,074		\$46,194	
External Grants and Contracts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
University Investment	\$24,832	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Estimated Total Revenue</b>	<b>\$133,988</b>		<b>\$280,953</b>		<b>\$377,705</b>		<b>\$466,394</b>		<b>\$581,132</b>	
<b>Estimated Expenses</b>										
Salaries and benefits - Faculty	Year 1		Year 2		Year 3		Year 4		Year 5	
	Existing	New	Existing	New	Existing	New	Existing	New	Existing	New
Salaries and/or benefits Other (staff, grad assistant stipend/waiver, teaching assistants, etc.)	\$0	\$0	\$0	\$18,243	\$54,729		\$72,972		\$91,215	
Learning Resources	\$0	\$0	\$0	\$2,000	\$2,500	\$0	\$3,000	\$0	\$3,500	\$0
Instructional Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
New Facilities and/or Modifications to existing facilities	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Administrative Expense	\$10,916		\$28,095		\$37,770		\$46,639		\$58,113	
Other	\$0	\$3,000	\$3,500	\$0	\$4,000	\$0	\$4,500	\$0	\$5,000	\$0
<b>Estimated Total Expenses</b>	<b>\$133,988</b>		<b>\$257,090</b>		<b>\$304,251</b>		<b>\$332,363</b>		<b>\$448,260</b>	
<b>Estimated Financial Impact of New Program</b>	<b>\$0</b>		<b>\$23,863</b>		<b>\$73,453</b>		<b>\$134,031</b>		<b>\$132,872</b>	

**Academic and Student Affairs Committee Meeting**

April 8-9, 2015

**SUBJECT:** Approval of a Master of Science in Applied and Computational Mathematics Degree Program at West Chester University of Pennsylvania (ACTION)

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**UNIVERSITIES AFFECTED:** West Chester University of Pennsylvania

**BACKGROUND:** In accordance with Board of Governors' Policy 1985-01-A: *Requirements for Initiation or Change of Credit-Based Academic Programs*, with the approval of the respective Councils of Trustees to bring the proposed programs forward for approval by the Board of Governors of Pennsylvania's State System of Higher Education, and upon recommendation of Chancellor Frank T. Brogan, the following motion put forth.

**MOTION:** That the Board of Governors approve the Master of Science in Applied and Computational Mathematics Degree Program at West Chester University of Pennsylvania.

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**Supporting Documents Included:** Executive Summary of Degree Proposal and Five-Year Budget Projection

**Other Supporting Documents Available:** Degree Proposal; Board of Governors' Policy 1985-01-A: *Requirements for Initiation or Change of Credit-Based Academic Programs*

**Reviewed by:** West Chester University Council of Trustees, March 26, 2015

**Prepared by:** Kathleen Howley

**Telephone:** (717) 720-4200

**EXECUTIVE SUMMARY OF NEW DEGREE PROGRAM PROPOSAL**  
**Master of Science in Applied and Computational Mathematics**  
**West Chester University of Pennsylvania**

*April 8-9, 2015*

**1) Appropriateness to Mission**

West Chester University proposes a Master of Science in Applied and Computational Mathematics degree. The proposed degree program is designed to equip graduate students with the training necessary to successfully launch careers as industrial mathematicians in government, financial institutions, and private industry, and to pursue doctoral study in applied and computational mathematics or other computationally intensive fields. Completion of team-based research projects involving real-world data and problems extracted from industry (especially regional industry) will equip students with managerial experience, computational know-how, and an ability to apply mathematical theory to investigate and analyze complex, real-world problems. The computational focus of the proposed program is designed to train graduate students to manage and analyze big data not only from statistical vantage points, but also from mathematical modeling perspectives that transcend traditional disciplinary boundaries. Individuals possessing these skills at the master's and doctoral levels are highly sought after by financial and industrial companies at the regional and national levels.

The design of the proposed 36-credit degree program is intended to maximize exposure to solving complex mathematical problems involving real-world data by working closely with actual professionals in industry by way of practica. The courses are offered in the evenings to accommodate the needs of working professionals in the region. The addition of the proposed Master of Science Degree in Applied and Computational Mathematics provides Pennsylvania's State System of Higher Education and West Chester University the opportunity to offer a degree program that meets both regional employer and student needs.

The program goals and outcomes are congruent with the mission of the State System, West Chester University, the College of Arts and Sciences, and the Mathematics Department, which include developing applied graduate degrees, being responsive to regional needs in areas of employment that are in high demand, and encouraging and supporting interdisciplinary collaborations and programs. The Mathematics Department currently offers a Master of Science degree in Applied Statistics, as well as a Master of Arts degree in Mathematics, both of which have been very successful in recruiting and graduating students for more than a decade. The proposed program would complement these graduate programs by way of course offerings in highly sought after areas of study. The program would enable West Chester to leverage as well as expand professional networks and collaborations with regional governments and local industry (e.g., financial institutions and consultant firms) in order to foster collaborative research and create new revenue streams, a further reflection of the mission and goals of West Chester University in serving regional needs of the community.

**2) Need**

The need has been determined by both employer demand and student demand. The representatives from local industry with whom West Chester has established relationships while preparing this proposal uniformly support the creation of this program, noting that it hones precisely the skill sets essential to being a successful industrial mathematician. Hanover Research (2014) conducted a market analysis for the Master of Science Degree in Applied and Computational Mathematics at West Chester University. Data for master's degree conferrals in the "Applied Mathematics" category at the national level grew strongly

between 2009 and 2013. The number of degrees awarded in this area annually grew by more than 100 percent, from 852 to 2009 to 1,711 in 2013.

The U.S. Bureau of Labor Statistics confirms the needs of a workforce with more mathematical training. The handbook states that “employment of [master’s level] mathematicians is projected to grow 23 percent from 2012 to 2022, much faster than the average for all occupations.”

Such employment trends are echoed by the projections produced by the Pennsylvania Department of Labor and Industry; they suggest that employment growth in applied mathematics fields is expected to outpace the average for all occupations in the state of Pennsylvania. The data provide every indication that the occupations for which the Master of Science Degree in Applied and Computational Mathematics intends to prepare students will experience significant growth over the next decade.

### **3) Academic Integrity**

The 36-credit curriculum and its stated learning outcomes are aligned with the curriculum suggested by the Society for Applied and Industrial Mathematics. Covering each of the five required components, the program also complies with related Board of Governors’ academic policies.

An advisory board was assembled to support and guide the program’s development. This board consists of mathematicians and scientists from large companies such as Boeing, Vanguard, and PrimePay; employees of up-and-coming software companies such as iPipeline; and representatives of small privately owned consulting firms and hedge fund companies, such as Wagner Associates and TFS Capital. Vastly different types of mathematical problems are studied by the members of this group. Working together, the curriculum and structure of competitor applied mathematics graduate programs was examined. The resulting curriculum and pedagogy for the proposed program was uniformly praised by all industrial collaborators.

The following points are also of note:

- The Mathematics Department currently offers a Master of Science degree in Applied Statistics, as well as a Master of Arts degree in Mathematics, both of which have been very successful in recruiting and graduating students for more than a decade.
- There are sufficient numbers of qualified faculty to meet the teaching, research, and service expectations of the program.
- There are significant institutional resources available to implement and sustain the Master of Science Degree in Applied and Computational Mathematics program.

### **4) Coordination/Cooperation/Partnerships**

The Master of Science Degree in Applied and Computational Mathematics program at West Chester University will provide qualified State System master’s graduates with preferential admissions in those instances where program capacity limits enrollments.

Supported by letters from regional industry, the Master of Science Degree in Applied and Computational Mathematics program has provided evidence that it has a strong employer focus through its inclusion of employers in the design of the program, as well as in conducting the two required applied practica. Skill sets of particular interest (e.g., computational know-how,

project management experience, and presentation delivery) have also been identified and will be honed in the coursework of the program.

#### **5) Assessment**

Assessment of learning outcomes is an integral part of a continuous improvement process for the Mathematics Department. The best practices have been extracted from other successful nationally recognized applied mathematics programs and criteria outlined by professional mathematical societies were examined when developing the program goals and student learning objectives of the proposed program. Program assessment will be based on these goals and objectives.

Components of the assessment plan include student and faculty evaluation, and end-of-program and post-program assessment with graduates and their employers. WCU's Mathematics Department assesses student-learning outcomes through a strategic logic model and program assessment plan. The program assessment plan identifies the data to be collected, those responsible for its collection and evaluation, and the process and frequency of evaluation. The Department Assessment Committee regularly reviews the curricula of the graduate and certificate programs to foster ongoing improvement.

#### **6) Resource Sufficiency**

The Mathematics Department is currently conducting a national search for an additional applied mathematician. This position, in conjunction with current faculty, would constitute sufficient faculty resources to offer the existing graduate programs and the addition of the Master of Science Degree in Applied and Computational Mathematics program. West Chester University is committed to providing adequate faculty positions to support the growth expected in the department as a result of offering the Master of Science Degree in Applied and Computational Mathematics. Current physical resources and facilities are adequate. No courses will be deleted, nor will sections of existing courses be reduced as a result of adding new Master of Science Degree in Applied and Computational Mathematics courses. Existing faculty are qualified and committed to teaching in the Master of Science Degree in Applied and Computational Mathematics. The five-year budget projection and narrative, as attached, clarify the resource sufficiency of the proposed program. The provost will provide resources for start-up costs and initial programmatic shortfalls.

*Prepared by:* Dr. R. Lorraine Bernotsky, Associate Provost and Graduate Dean; Dr. Mark A. McKibben, Associate Professor of Mathematics; and Dr. Linda L. Lamwers, Provost and Vice President for Academic Affairs, West Chester University of Pennsylvania

*Implementation date:* Fall 2015

*Date approved by Council of Trustees:* March 26, 2015

**West Chester University of Pennsylvania Master of Science in Applied and Computational Mathematics  
Budget Narrative**

ESTIMATED REVENUES	NARRATIVE/ASSUMPTIONS
<b>ESTIMATED STUDENT IMPACT OF NEW PROGRAM</b>	Following an initial university investment of \$14,241 in the first two years, the program should reach break-even status by Year 3. By Year 5, West Chester expects that the program will serve 42 students per year (20 new and 22 existing).
Headcount Enrollment	Headcount enrollments are based on a detailed matrix of course offerings using current actuals for both in-state/out-of-state and part-time/full-time students to estimate the mix of each population. All courses are 3 credits. Cohorts begin annually. West Chester expects demand to exceed capacity for this program, as it does for our Applied Statistics master's program, and for this reason have not included an attrition impact.
<b>ESTIMATED REVENUE</b>	
Tuition Generated	Tuition is calculated at current rates for in-state and out-of-state graduate students and has not been adjusted to include anticipated increases.
Instructional Support Fee	This reflects the currently approved instructional support fee for both in-state and out-of state graduate credits and excludes technology tuition fee revenue.
Additional Program Revenue	No additional revenue is anticipated.
External Grants & Contracts	While West Chester does not have grants in hand; there are plans to pursue funding in the future.
Other	The Provost will provide start-up dollars in each of the first two years (totaling \$14,241) until the program reaches the break-even point.
<b>ESTIMATED EXPENSES</b>	
Salaries and Benefits - Faculty	Two faculty will split the teaching load for this program, which will be 0.5 FTE in Year 1 and 0.875 in Year 2 since two of the required courses and the electives are housed in other programs in the department. By Year 3 enrollments will support additional sections of these two required courses and teaching load will max out at 1.125 FTE. Their actual salaries and benefits have been averaged and held constant across all 5 years (Q03 step 5 and Q03 step 13). These faculty are on a 4/4 teaching load (mix of graduate and undergraduate).
Salaries and Benefits (Staff, Grad Asst. Stipend/ Waiver, Teaching Assistances, etc.)	Six credits of graduate assistantships will be funded through the program in Year 3, 12 credits will be funded in Year 4, and 36 credits will be funded in Year 5. This reflects current actual costs which total \$18,243 for 12 credits of tuition (based on a composite charge for resident/ nonresident tuition) and the requisite stipend.
Learning Resources	MATLAB Licenses: Annually recurring expense of \$3,000 for 6 licenses that will be purchased and updated for use on department computers.
Instructional Equipment	In Year 4, the program expects to need to purchase a dedicated server to house data sets.
Facilities and/or modifications	The program will be housed in a relatively new academic building and will require no new facilities or modifications.
Administrative Expense	This is calculated at 20 percent.
Other	Funds for inviting industrial partners to campus to deliver colloquia and engage in problem-solving practica.

**West Chester University of Pennsylvania Master of Science in Applied and Computational Mathematics**

**Five-Year Budget Projection**

Estimated Student Impact of New Program	Year 1		Year 2		Year 3		Year 4		Year 5	
	Existing	New	Existing	New	Existing	New	Existing	New	Existing	New
In-state Full-Time Headcount Enrollment	0	4	4	4	4	6	6	6	6	8
Out-of-state Full-Time Headcount Enrollment	0	1	1	1	1	2	2	2	2	2
In-state Part-Time Headcount Enrollment	0	4	4	4	8	5	9	5	10	8
Out-of-state Part-Time Headcount Enrollment	0	1	1	1	2	2	3	2	4	2
Projected Annual Credits Generated	180		300		453		516		711	
<b>Estimated Revenue</b>										
Tuition Generated	\$93,978		\$156,630		\$236,511		\$269,404		\$371,213	
Instructional Support Fee	\$8,874		\$14,790		\$22,333		\$25,439		\$35,052	
External Grants and Contracts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
University Investment	\$0	\$5,490	\$8,751	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Estimated Total Revenue</b>	<b>\$108,342</b>		<b>\$180,171</b>		<b>\$258,844</b>		<b>\$294,842</b>		<b>\$406,265</b>	
<b>Estimated Expenses</b>										
	Existing	New	Existing	New	Existing	New	Existing	New	Existing	New
Salaries and benefits - Faculty	\$32,006	\$27,195	\$103,603	\$0	\$133,205	\$0	\$133,205	\$0	\$133,205	\$0
Salaries and/or benefits Other (staff, grad assistants)	\$0	\$0	\$0	\$0	\$0	\$9,122	\$18,243		\$54,279	\$0
Learning Resources	\$0	\$3,000	\$3,000	\$0	\$3,000	\$0	\$3,000	\$0	\$3,000	\$0
Instructional Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000	\$0	\$0
New Facilities and/or Modifications to existing facilities	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Administrative Expense	\$20,570		\$34,284		\$51,769		\$58,968		\$81,253	
Other	\$0	\$5,000	\$5,000	\$0	\$5,500	\$0	\$6,000	\$0	\$6,500	\$0
<b>Estimated Total Expenses</b>	<b>\$108,342</b>		<b>\$180,171</b>		<b>\$254,365</b>		<b>\$288,385</b>		<b>\$359,490</b>	
<b>Estimated Financial Impact of New Program</b>	<b>\$0</b>		<b>\$0</b>		<b>\$4,480</b>		<b>\$6,457</b>		<b>\$46,775</b>	



**Academic and Student Affairs Committee Meeting**  
April 8-9, 2015

**SUBJECT:** Academic and Student Affairs Presentations (PRESENTATIONS)

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**UNIVERSITIES AFFECTED:** All

**BACKGROUND:**

- a. Annual Syed R. Ali Zaidi Award for Academic Excellence (Recognition of Recipients will be Thursday, April 9th).
- b. *Stop It Now!* Pilot Program (Presentation will be Thursday, April 9<sup>th</sup>).

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**Supporting Documents Included:** N/A

**Other Supporting Documents Available:** N/A

**Reviewed by:** N/A

**Prepared by:** Kathleen M. Howley

**Telephone:** (717) 720-4200

**Academic and Student Affairs Committee Meeting**  
April 8-9, 2015

**SUBJECT:** Recognition of the Recipient of the Annual Syed R. Ali-Zaidi Award for Academic Excellence (PRESENTATION)

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**UNIVERSITIES AFFECTED:** All

**BACKGROUND:** Created in 2000, the Syed R. Ali-Zaidi Award for Academic Excellence is conferred upon a graduating senior from one of the State System universities. This award was founded by Dr. Syed R. Ali-Zaidi, a charter member of the Board of Governors. Funding for this award was made possible through gifts from Dr. Ali-Zaidi, Highmark Inc., and the State System Foundation, Inc. Dr. Ali-Zaidi wishes to inspire and honor State System students who exhibit excellence in their pursuit of knowledge.

Candidates for the 2015 award were recommended by their university president at the conclusion of a campus application and selection process that was open to all graduating seniors. Multiple selection criteria included outstanding academic scholarship, including prizes, honors, and honorary societies; participation in extra/co-curricular activities; and a two-page essay by the nominee addressing how the university has prepared him or her for the next career step.

This year, a review panel appointed by the chancellor considered 14 nominees in accordance with the criteria outlined above and ranked three finalists. Ms. Travonya Kenly, a student at Cheyney University of Pennsylvania, was selected as the recipient of the 2015 Syed R. Ali-Zaidi Award for Academic Excellence and will receive a check for \$1,000, along with a commemorative medallion.

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**Supporting Documents Included:** Cheyney University President Nomination Letter, Travonya Kenly's Resume

**Other Supporting Documents Available:** N/A

**Reviewed by:** Marie Conley, Chair of Academic and Student Affairs Committee

**Prepared by:** Kathleen M. Howley

**Telephone:** (717) 720-4200



Office of the President

Cheyney University of Pennsylvania  
1837 University Circle  
P.O. Box 200  
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Office (610)-399-2220  
Fax (610) 399-2415

March 12, 2015

Frank T. Brogan  
Chancellor  
Pennsylvania State System of Higher Education  
Dixon University Center  
2986 North Second Street  
Harrisburg, PA 17110

I am pleased to submit a recommendation letter for Travonya Kenly for the Ali-Zaidi Award for Academic Excellence. As the application materials attest, Travonya Kenly is an exemplary young woman who embodies the qualities of a young scholar. Her portfolio includes both strong academic performance and a steadfast commitment to community service.

Travonya has worked hard throughout her tenure at Cheyney University to gain the experiences necessary to be successful in her chosen field. Travonya's academic accomplishments are commendable, and she has maintained a cumulative grade point average of a 3.91. She has earned the stature of Dean's List recognition each year that she has been enrolled at the University. Travonya has not only shown strength in her academic endeavors, but she demonstrates great character and leadership abilities. Travonya successfully carries numerous responsibilities and volunteers with several organizations, while balancing the rigors of honors academic performance.

Based on the many positive attributes that she exhibits, I am confident that Travonya Kenly is an excellent candidate for the Ali-Zaidi Award for Academic Excellence. I am pleased to offer my recommendation of Travonya Kenly to you.

Sincerely,

Frank G. Pogue, Ph.D.  
Interim President

State System of Higher Education • Commonwealth of Pennsylvania  
An Equal Education and Employment Opportunity Institution

# Travonya Kenly

Current Address: 1837 University Circle • Cheyney, Pennsylvania 19319  
Permanent Address: 429 W. Washington St. • Allentown, Pennsylvania 18102  
(484) 809 – 2582 • travonyakenly@aol.com

## EDUCATION

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**Cheyney University of Pennsylvania**, May 2015 Cheyney, PA  
Bachelor of Science, Environmental Biology/Ecology; **3.91 GPA**

**Duke University Marine Lab**, Spring Term 2014 Beaufort, NC  
Marine Biology; **3.43 GPA**

## PROFESSIONAL EXPERIENCE

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Summer 2012 **Institute of Marine and Environmental Technology** Baltimore, MD  
**Intern**

Conducted research in support of a graduate thesis project.

- Ran multiple experiments on zebrafish and cobia.
- Learned responsibility, organizational, and lab skills.

Fall 2012 **Cheyney University of Pennsylvania**

### **Residential Advisor**

I helped and assisted the Assistant Director with managing the residence hall.

- Created and maintained programs to engage students in scholarly and cultural discussion.
- Acquired communication, leadership, and management skills.

Summer 2013 **Scripps Institution of Oceanography** San Diego, CA  
**Intern**

Conducted research in support of a doctoral project.

- Learned data analysis and computational skills.
- Created a base for further research.

Fall 2013 **Cheyney University of Pennsylvania**

### **Peer Mentor**

Assisted a group of sixty students to support their acclimation to college.

- Created and maintained programs to engage students in scholarly and cultural discussion.
- Acquired time management, responsibility, and problem solving skills.

Summer 2014 **Miami University** Oxford, OH  
**Intern**

Conducted a research project that complemented an ongoing research agenda.

- Ran multiple experiments on E.coli and plasmids in a microbiology lab.
- Created a base for further research.

## STUDY ABROAD

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Summer 2012 **Oxford, England**

**There and Back Again: Medievalism, Modernity, and the University.** This program was an intensive three week study abroad program to Oxford, England.

- I designed my own project that focused on Old and Middle English.
- This program helped my research, creativity, and perseverance skills.

## **SKILLS AND MAJOR COURSES COMPLETED**

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Microsoft Office • Conflict Resolution skills • Fluent in English • Elementary in Mandarin • JMP Statistical Program • Image J: Imaging Analysis Program • Public Speaking Skills • Oriana3: Statistical Program

## **ACTIVITIES AND HONORS**

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President's Award for Excellence 2013 • Dean's List; 2011, 2012, 2013 • Honorable Mention for Provost's Award for Leadership 2012 • Cheyney University's Honor's Council President 2013-2014 • Cheyney University's Honor's Council Vice President 2012-2013 • Cheyney University Gospel Choir Treasurer 2012-2013 • Full Scholarship to Cheyney University 2011 • Student Ambassador for 100K Strong Foundation 2013-2014 • Full Scholarship to Duke University's Marine Lab for Spring 2014 • Who's Who American College Student 2012 • Students of All Nations Club 2012-2014 • Community Service Leader 2012-2014 • Volleyball Player 2011, 2012 and 2014 • Top Biology Student 2014

## **CONFERENCES, SYMPOSIUMS AND SCHOLASTIC COMPETITIONS**

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Fall 2012

- Thurgood Marshall College Fund Leadership Conference
- Massachusetts Institute of Technology Symposium for Chemistry
- LMRCSC Institute for Marine and Environmental Technology Symposium

Spring 2013

- National Honda Campus All-Star Competition in Los Angeles, CA
- Millersville University Leadership Conference

Summer 2013

- University of California, San Diego Undergraduate Research Conference

Fall 2013

- Thurgood Marshall College Fund Leadership Conference
- National Black College Quiz Competition (Won 2<sup>nd</sup> Place)
- University of Delaware McNair Conference

Spring 2014

- Scientista Symposium at MIT
- Duke University Marine Lab Independent Study Presentations

Summer 2014

- Miami University's Undergraduate Research Symposium
- SACNAS Conference (Abstract accepted, but due to lack of funding, I could not attend)

Fall 2014

- National Black Graduate Student Association NE Regional Conference (Won 1<sup>st</sup> place in poster competition)

**Academic and Student Affairs Committee Meeting**

April 8-9, 2015

**SUBJECT:** *STOP IT NOW!* Pilot Program (PRESENTATION)

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**UNIVERSITIES AFFECTED:** All

**BACKGROUND:** A brief information item was provided at the October 16, 2013, Board of Governors meeting on the about-to-be launched joint collaboration between the State System's Chief Academic Officers and Chief Student Affairs Officers with *Stop It Now!* in a specialized pilot training program. It is time for an update to this initiative.

Every year, colleges and universities host children on their campuses in a variety of settings. In every community in which they are located, college campuses are more than institutions for higher learning. They are workforce development centers. They generate volunteers for the neighborhoods in which they live. Their faculty and employees contribute to their communities. They are cultural and entertainment destinations. Quite simply, college campuses are woven into the fabric of their host communities.

Experts estimate that one in ten children is sexually abused before their 18th birthday. One in six men and one in four women report having experienced sexual abuse during childhood. The Circles of Safety for Higher Education® training program can make an impact on campus now, ensuring a safer and more welcoming culture well into the future.

Stop It Now!® and Pennsylvania's State System of Higher Education collaborated on a successful two-year pilot program to customize the Circles of Safety® curriculum for higher education. The program relied on a tiered approach that involved State System leadership and 14 individual campus leadership teams that included faculty, students, and summer camp directors, as well as representatives from residence life, athletics, student affairs, counseling offices, legal counsel, human resources, communication, health clinics, Greek life, women's centers, and internship placement. More than 144 professionals representing all areas of campus life were involved in the pilot program.

Through the generosity and vision of Sue Paterno, *Stop It Now!* was able to customize and implement a Circles of Safety® pilot program for higher education through a collaboration with the State System. This grant supported ALL staffing, data collection, curriculum adaptation, implementation, training, and external evaluation by nationally renowned Prevention Innovations at the University of New Hampshire.

Deborah Donovan Rice, project manager for Circles of Safety for Higher Education, will provide the Board with an overview of the pilot program and recap the four regional trainings that occurred on State System campuses throughout 2014.

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**Supporting Documents Included:****Other Supporting Documents Available:** N/A**Reviewed by:** N/A**Prepared by:** Kathleen M. Howley**Telephone:** (717) 720-4200



# Audit Committee

Boardroom, First Floor  
Administration Building  
Dixon University Center  
2986 North Second Street  
Harrisburg, PA 17110-1201

April 8-9, 2015

## Agenda

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**Committee Members:** Jonathan B. Mack (Acting Chair), Todd M. Garrett, Daniel P. Meuser, Judith L. Schwank, Guido M. Pichini (*ex officio*), Francis L. Hendricks (*nonvoting presidential liaison*)

For further information, contact James S. Dillon at (717) 720-4100.

**Audit Committee Meeting**  
April 8-9, 2015

**SUBJECT:** Office of Internal Audit and Risk Assessment Update (INFORMATION)

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**UNIVERSITIES AFFECTED:** All

**BACKGROUND:** A report of committee work will be provided at the Board meeting.

The Office of Internal Audit and Risk Assessment's (OIARA) Fiscal Year 2014/15 work plan details 31 individual projects. Additionally, nine engagements and three special projects were ongoing as of June 30, 2014, carrying forward for completion in the current fiscal year. During the quarter, the OIARA made significant progress in support of project initiatives as detailed in the OIARA *Fiscal Year 2014/15 – Third Quarter Project Update* (attached).

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**Supporting Documents Included:** OIARA Fiscal Year 2014/15 – Third Quarter Project Update

**Other Supporting Documents Available:** Board of Governors' Policy 1991-06-A: *State System Audit Policy*

**Reviewed by:** Jonathan B. Mack, Audit Committee Acting Chairman

**Prepared by:** Dean A. Weber

**Telephone:** (717) 720-4243



## Office of Internal Audit and Risk Assessment Fiscal Year 2014/15 – Third Quarter Project Update

### Summary

The Office of Internal Audit and Risk Assessment's (OIARA) Fiscal Year 2014/15 work plan defines 31 projects. Twelve engagements ongoing as of June 30, 2014 carried forward, providing a total of 43 proposed projects for completion in the current fiscal year. Additionally, nine special projects (university requests and Incident Reporting System cases) have also been assumed. The following chart provides a summary of third quarter statistics.

Project Source	Proposed Engagements	Number Concluded	Number Underway	Number Not Yet Initiated	Percent Concluded/Underway
FY2014/15 Work Plan	31	12	8	11	65%
Prior Year Carry-over	12	12	--	--	100%
Total Work:	43	24	8	11	74%
Special Projects	9	6	3	--	100%
Cumulative Total:	52	30	11	11	79%

During the third quarter work concluded on six engagements while 11 initiated projects are ongoing. Work plan and carry-over projects completed and underway fiscal year-to-date represent 79% of plan initiatives. Separately, 26 case reports were received through the State System's Incident Reporting System during the third quarter.

### Projects Concluded Third Quarter FY2014/15

During the quarter, the following six projects were concluded, providing recommendations supportive of enhanced internal controls and compliance.

<u>University</u>	<u>Engagement</u>	<u>Report Issued</u>
Cheyney	NCAA Agreed-Upon Procedures	1/13/15
Cheyney*	Athletic Department Fiscal Review	2/17/15
Indiana	Information Technology General Controls	3/02/15
California	Distance Education	3/09/15
Bloomsburg	Expenditures of Public Funds	3/19/15
Bloomsburg*	EthicsPoint Case #120	3/23/15

### Projects Underway through Third Quarter FY2014/15

Through the third quarter, work is initiated and continues on the following eleven projects.

<u>University</u>	<u>Engagement</u>	<u>Project Phase</u>
Cheyney*	Athletics – Track and Field	Draft Report
Cheyney*	EthicsPoint Case #117	Draft Report
Cheyney*	Information Technology Procurements	Fieldwork
Clarion	Distance Education	Fieldwork
East Stroudsburg	Expenditures of Public Funds	Fieldwork
Edinboro	Camps/Training Programs	Planning
Kutztown	International Education/Study Abroad	Fieldwork
Mansfield	Expenditures of Public Funds	Planning
Millersville	International Education/Study Abroad	Fieldwork
West Chester	Camps/Training Programs	Fieldwork
Office of the Chancellor	IT Disaster Recovery	Planning

\* Denotes Special Project

## **Other Matters**

### **Management Corrective Actions – OIARA Follow-up Assessments**

In compliance with Institute of Internal Audit Standard 2500, the OIARA maintains a formalized follow-up process to evaluate implementation of management responses addressing prior report recommendations. During the third quarter, 47 prior-period recommendations were verified as appropriately resolved.

### **State System's Incident Reporting System**

The State System maintains an incident reporting system as a means to confidentially receive concerns of employees, students, and others within the university communities regarding situations believed to be inappropriate. During the third quarter of fiscal year 2014/15, there were 26 new case reports received (as of March 25, 2015).

### **OIARA Fiscal Year 2015/16 Audit Planning Survey**

The State System's internal audit work plan is collaboratively developed through consultation with executive leadership including an evaluation of risks and an awareness of the System's current operating environment. In support of fiscal year 2015/16 work plan development, a survey was distributed to leadership during the quarter to update risk assessment information and solicit input regarding project development, providing transparency to the work plan development process.

### **OIARA Fiscal Year 2015/16 Budget and Staffing Approval**

The Board of Governors' Audit Committee met on March 27, 2015 to approve the Office of Internal Audit and Risk Assessment's budget and staffing level for fiscal year 2015/16.



# Finance, Administration, and Facilities Committee

Boardroom, First Floor  
Administration Building  
Dixon University Center  
2986 North Second Street  
Harrisburg, PA 17110-1201

April 8–9, 2015

## Agenda

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**Committee Members:** Ronald G. Henry (Chair), Representative Matthew E. Baker, Christopher H. Franklin, Guido M. Pichini (ex officio), and Dr. David L. Soltz (nonvoting presidential liaison)

For further information, contact James S. Dillon at (717) 720-4100.

**Finance, Administration, and Facilities Committee Meeting**

April 8–9, 2015

**SUBJECT:** Gordinier Dining Hall Renovation/Expansion, Millersville University of Pennsylvania (ACTION)

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**UNIVERSITIES AFFECTED:** Millersville University of Pennsylvania

**BACKGROUND:** Millersville University requests approval to pursue renovation and expansion of Gordinier Dining Hall. The university, working with Student Services, Inc., is about midway through the three-phase replacement of on-campus student housing. Phase III is expected to be completed by August 2016 and will concentrate student housing on the south end of campus, significantly increasing the dining capacity requirements on Gordinier Dining Hall.

The university recently completed a feasibility study and a comprehensive market analysis of its dining operations. Based on the results, the university has determined that the best alternative would be to renovate the existing 68,000-square-foot building and construct a two-story, 21,000-square-foot addition, which will provide seating for an additional 300 people, more food service venues, a lobby area, and related support spaces. The renovation will include replacement of the roof and windows; upgrade of mechanical, electrical, and plumbing systems; and complete renovation of the food preparation and storage areas.

The project cost is estimated at \$13.1 million; the university intends to use System bond funds to finance \$10 million of the project and use existing life-cycle reserves to fund the balance. Debt service will be met with existing student meal plan fees, which will not be increased to fund this construction.

**MOTION:** That the Board of Governors approve Millersville University's request to renovate and expand Gordinier Dining Hall using \$10 million in System bond financing.

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**Supporting Documents Included:** N/A

**Other Supporting Documents Available:** University project planning data

**Reviewed by:** Millersville University's Council of Trustees, March 18, 2015

**Prepared by:** James S. Dillon

**Telephone:** (717) 720-4100

**Finance, Administration, and Facilities Committee Meeting**

April 8–9, 2015

**SUBJECT:** Bond Issue (ACTION)

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**UNIVERSITIES AFFECTED:** All

**BACKGROUND:** The proposed bond issue will provide fixed-rate, tax-exempt financing for the following items. The total bond issue is not expected to exceed project cash borrowing of \$32 million.

1. Construction and renovation of student union facilities at California University of Pennsylvania.
2. Upgrade of the steam plant at Bloomsburg University of Pennsylvania.
3. Construction of student housing facilities at Bloomsburg University of Pennsylvania.
4. Construction and renovation of dining facilities at Millersville University of Pennsylvania.
5. Contingency and issuance costs.

In keeping with the State System's practice of minimizing expense and risk, the bond issue will be competitively bid. Because the System does not possess statutory bond authority, the bonds will be issued through the Pennsylvania Higher Educational Facilities Authority. The bonds will be a general obligation of the System. The attached *Pennsylvania's State System of Higher Education Taxable/Tax-Exempt Bond Issue History* outlines the System's bond issue financing history and plan for fiscal year 2015/16.

**MOTION:** That the Board of Governors adopts the attached Resolution Authorizing the Issuance of Bonds.

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**Supporting Documents Included:** Resolution; *Pennsylvania's State System of Higher Education Taxable/Tax-Exempt Bond Issue History*

**Other Supporting Documents Available:** N/A

**Reviewed by:** N/A

**Prepared by:** James S. Dillon

**Telephone:** (717) 720-4100

**Resolution Authorizing the Issuance of Bonds  
by the Pennsylvania Higher Educational Facilities Authority**

WHEREAS, the State System of Higher Education of the Commonwealth of Pennsylvania (the "System") desires that the Pennsylvania Higher Educational Facilities Authority (the "Authority") issue its State System Revenue Bonds in one or more series of tax-exempt bonds (the "Bonds") to finance up to \$32 million of project cash to pay the costs of (1) construction and renovation of student union facilities at California University of Pennsylvania; (2) upgrade of the steam plant at Bloomsburg University of Pennsylvania; (3) construction of student housing facilities at Bloomsburg University of Pennsylvania; (4) construction and renovation of dining facilities at Millersville University of Pennsylvania; and (5) contingency and issuance costs (the "Projects"); and

WHEREAS, the Authority will lend the proceeds of the Bonds to the System to finance the costs of the Projects and pay the expenses incident to issuance of the Bonds; and

WHEREAS, the System may make expenditures relating to clauses (1) through (5) of the definition of the Projects contained above prior to issuance of the Bonds, and the System desires to preserve the ability to reimburse itself with proceeds of the Bonds for any amounts expended for the Projects; and

WHEREAS, the obligation of the System to repay the Bonds will be described in and evidenced by a Loan Agreement, as supplemented (the "Loan Agreement"), between the Authority, as lender, and the System, as borrower, pursuant to which the System will pledge the full faith and credit of the System as security for repayment of the obligation; and

WHEREAS, the Loan Agreement will be assigned by the Authority as security for the Bonds pursuant to a Trust Indenture, as supplemented (the "Indenture"), between the Authority and a trustee; and

WHEREAS, the Authority will, by public invitation, solicit and receive competitive bids from underwriters for the purchase of the Bonds, which bids will contain, among other terms, proposed interest rates on the Bonds.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Governors of the System (the "Board") hereby approves the issuance of the Bonds by the Authority, in an amount in project cash not to exceed \$32 million for the bonds, the proceeds of which will be used to undertake the Projects and pay the costs of issuance of the Bonds; and be it

RESOLVED, that the Board hereby delegates to the chancellor or vice chancellor for administration and finance the power to accept bids for purchase of the Bonds from underwriters and to determine the principal amount of the Bonds to be issued by the Authority, but not in excess of the amount described above, the rates of interest, dates of maturity, provisions for optional or mandatory redemption, and other details, such approval to be evidenced by acceptance of the bid for purchase of the Bonds by the Authority and the System; and be it

RESOLVED, that the Board hereby authorizes the pledging of the System's full faith and credit to repayment of the Bonds, as provided in the Loan Agreement, and does hereby authorize and direct the chancellor or vice chancellor for administration and finance to execute, acknowledge, and deliver, and any Responsible Officer to attest such signature to a supplement to the Loan

Agreement in such form as the officers executing it may approve, such approval to be conclusively evidenced by execution thereof; and be it

RESOLVED, that any Responsible Officer is hereby authorized and empowered to approve the content of the Preliminary Official Statement and the Official Statement of the Authority relating to issuance of the Bonds as to information concerning the System and its affairs; and be it

RESOLVED, that any Responsible Officer is hereby authorized and directed to take such further action and to execute and deliver such other instruments and documents as may, in his or her judgment or upon advice of counsel, be necessary or advisable to effect issuance of the Bonds by the Authority, the intent of this Resolution, and the transactions contemplated.

\_\_\_\_\_  
Secretary to the Board

\_\_\_\_\_  
Chairman of the Board

\_\_\_\_\_  
Date

**Pennsylvania's State System of Higher Education**  
**Taxable/Tax-Exempt Bond Issue History**

**April 2015**



# Current Debt Structure

## Pennsylvania's State System of Higher Education Bond Issues

The Series A bonds were issued June 1, 1985, at a par value of \$31 million to finance the Indiana University of Pennsylvania cogeneration plant. Scheduled amortization started in June 1988 and was to run through June 1994. Serial interest rates ranged from 6.50 percent to 8.20 percent.

The Series B bonds were issued June 1, 1986, for a par value of \$25.9 million to finance 47 capital projects System-wide. Scheduled amortization started in June 1987 and concluded in June 1994. Serial interest rates ranged from 4.60 percent to 7.10 percent. Series B bonds called for a debt service reserve fund of \$3.9 million to be used to pay the last principal and interest payment. This fund earned an interest rate higher than the cost of borrowing, resulting in realized investment income of \$1 million. Universities with projects that participated in the bond issue received a prorated share of the debt service reserve fund investment income. The Series B issue allowed refinancing of existing capital leases for a savings of \$1.2 million. Also, by financing capital projects, the universities could invest the operating capital in the Short-Term Investment Fund at an interest rate higher than the financing cost, providing investment income and flexibility.

The Series C bonds were issued July 1, 1987, for a par value of \$38.2 million to finance residence halls at Bloomsburg and Kutztown Universities of Pennsylvania and to refund the Series A bonds. Serial interest rates ranged from 4.40 percent to 7.60 percent.

The Series D bonds were issued June 15, 1990, for a par value of \$58.8 million to finance student unions at Clarion, Lock Haven, and Shippensburg Universities of Pennsylvania, and a residence hall at West Chester University of Pennsylvania. This bond issue also provided refinancing of State System internal loans for interest savings of \$1.3 million. The Series D bonds launched the Reimbursement Program, which provided \$17.7 million of capital financing. Serial interest rates ranged from 5.90 percent to 7.15 percent.

The Series E bonds were issued June 15, 1991, for a par value of \$54.8 million to finance student unions at Bloomsburg, California, Clarion, East Stroudsburg, Edinboro, Kutztown, Lock Haven, Millersville, and Shippensburg Universities of Pennsylvania, and a residence hall at West Chester University of Pennsylvania. This bond issue included \$12.3 million of capital reimbursement bonds. Serial interest rates ranged from 4.70 percent to 7.10 percent.

The Series F bonds were issued December 15, 1992, for a par value of \$35.2 million to finance student unions, energy conservation equipment, and the renovation of dining halls at various State System universities. This bond issue provided \$19 million of capital reimbursement bonds. Serial interest rates ranged from 2.70 percent to 6.15 percent.

The Series G bonds were issued December 15, 1992, for a par value of \$14.2 million to refund the Series C bonds maturing on and after September 1, 1996. This refunding issue provided present value savings of \$825,000 to Bloomsburg and Kutztown Universities of Pennsylvania for their student housing projects. Serial interest rates ranged from 2.70 percent to 6.15 percent.

The Series H bonds were issued May 18, 1993, for a par value of \$15.9 million to finance a computer purchase and energy conservation equipment at various State System universities. This bond issue provided \$13.6 million of capital reimbursement bonds. Serial interest rates ranged from 2.70 percent to 5.80 percent.

The Series I bonds were issued May 18, 1993, for a par value of \$61.4 million to refund the Series D bonds maturing on and after June 15, 1993. This refunding issue provided present value savings of \$2.4 million to various State System universities. Serial interest rates ranged from 2.70 percent to 5.80 percent.

The Series J bonds were issued March 16, 1994, for a par value of \$28.3 million to finance a recreation center, a fiber-optic network, a smokestack and engine retrofit, and student unions at various State System universities. This bond issue provided \$14.4 million of capital reimbursement bonds. Serial interest rates ranged from 3.35 percent to 5.75 percent.

The Series K bonds were issued March 16, 1994, for a par value of \$55.4 million to refund the Series E bonds maturing on and after June 15, 1994. This refunding issue provided present value savings of \$1.8 million to various State System universities. Serial interest rates ranged from 2.95 percent to 5.70 percent.

The Series L bonds were issued July 14, 1994, for a par value of \$45.9 million to finance a recreation center, computer equipment, student housing, and student unions at various State System universities. This bond issue provided \$26.8 million of capital reimbursement bonds. Serial interest rates ranged from 3.75 percent to 6.30 percent.

The Series M bonds were issued March 14, 1995, for a par value of \$35.4 million to finance instructional equipment purchased at Clarion University of Pennsylvania, energy conservation measures at two universities, and renovations to various residence halls and dining facilities at Indiana University of Pennsylvania. This bond issue provided \$29.3 million of capital reimbursement bonds. Serial interest rates ranged from 4.50 percent to 5.98 percent.

The Series N bonds were issued April 2, 1996, for a par value of \$44.5 million to finance construction of a recreation center at Mansfield University of Pennsylvania, renovation of a residence hall at Kutztown University of Pennsylvania and a dining hall at Indiana University of Pennsylvania, installation of a campus-wide fiber-optic network at California University of Pennsylvania, and installation of a PBX phone system at Millersville University of Pennsylvania. This bond issue provided \$30.5 million of capital reimbursement bonds. Serial interest rates ranged from 3.65 percent to 5.85 percent.

The Series O bonds were issued June 25, 1997, for a par value of \$46.7 million to finance construction of a recreation center and student housing at Slippery Rock University of Pennsylvania; road and site utilities development at Indiana University of Pennsylvania; various computer and telecommunication purchases at Clarion, Kutztown, and Millersville Universities of Pennsylvania; and a property acquisition at West Chester University of Pennsylvania. This bond issue provided \$17.7 million of capital reimbursement bonds. Serial interest rates ranged from 3.77 percent to 5.35 percent.

The Series P bonds were issued February 25, 1998, for a par value of \$72.9 million to refund a portion of the Series F bonds and a portion of the Series L bonds maturing on and after

December 15, 2002, and June 15, 2004, respectively. This refunding issue provided present value savings of \$3.9 million to the State System. Serial interest rates ranged from 3.50 percent to 4.40 percent.

The Series Q bonds were issued June 30, 1998, for a par value of \$22.7 million to finance construction of a recreation center at Clarion University of Pennsylvania; a dining hall addition at Millersville University of Pennsylvania; a comprehensive electrical upgrade at Shippensburg University of Pennsylvania; various computer and telecommunication purchases at Millersville, Indiana, and Shippensburg Universities of Pennsylvania; and facilities renovations and the acquisition of equipment and furnishings by various State System universities. Serial interest rates ranged from 3.82 percent to 5.05 percent.

The Series R bonds were issued June 17, 1999, for a par value of \$31.1 million to finance an addition to the student center at California University of Pennsylvania, renovation of and addition to the dining facilities at Kutztown University of Pennsylvania, renovation of a library to a student union at Mansfield University of Pennsylvania, purchase and installation of computer and telecommunications equipment at Shippensburg and Clarion Universities of Pennsylvania, purchase and installation of fiber-optic wiring at Clarion University of Pennsylvania, purchase of a building to be used by the Culinary School at Indiana University of Pennsylvania, and facilities renovations at various State System universities. Serial interest rates ranged from 3.40 percent to 5.24 percent.

The Series S bonds were issued June 21, 2000, for a par value of \$51.7 million to finance the design and construction of on-campus apartments at Bloomsburg University of Pennsylvania; design and construction of renovations and additions to the dining accommodations and student union facilities at Kutztown University of Pennsylvania; renovations of student union facilities at California University of Pennsylvania; design and renovation of academic facilities at System universities; purchase and installation of computer and telecommunications equipment at Bloomsburg, Edinboro, and Slippery Rock Universities of Pennsylvania; and purchase of lab equipment at Mansfield University of Pennsylvania. Serial interest rates ranged from 4.54 percent to 5.81 percent.

The Series T bonds were issued July 12, 2001, for a par value of \$69.6 million to finance the design and construction of recreation centers at East Stroudsburg and Lock Haven Universities of Pennsylvania; installation of a central chiller at Indiana University of Pennsylvania; renovation and maintenance of facilities at California University of Pennsylvania; construction of student housing at Bloomsburg University of Pennsylvania; technology initiatives at Clarion, Edinboro, and West Chester Universities of Pennsylvania; installation of residence hall sprinklers; design and renovation of academic facilities at System universities; and a shared administrative computer system. Serial interest rates ranged from 2.50 percent to 5.09 percent.

The Series U bonds were issued August 8, 2002, for a par value of \$14.4 million to finance the Academic Facilities Renovation Program; renovation and maintenance of facilities at Bloomsburg, California, Edinboro, and Mansfield Universities of Pennsylvania; expansion of the fire detection system at Indiana University of Pennsylvania; and design and renovation of a recreation center at East Stroudsburg University of Pennsylvania. Serial interest rates ranged from 1.61 percent to 4.92 percent.

The Series V bonds were issued August 8, 2002, for a par value of \$25.2 million to finance the acquisition and installation of residence hall sprinklers at all of the universities and the continued implementation of the shared administrative computer system. This was the System's first variable rate issue, with terms of 20 years for the sprinklers and 7 years for the shared administrative computer system. Weekly resets of interest rates and monthly payments of interest are established for this issue.

The Series W bonds were issued October 15, 2002, for a par value of \$69.1 million to refund the Series H bonds, the Series J bonds, and the Series M bonds. This refunding issue provided present value savings of \$3.8 million to the State System. Serial interest rates ranged from 1.70 percent to 4.41 percent.

The Series X bonds were issued May 29, 2003, for a par value of \$80.9 million to refund the Series G bonds and the Series I bonds. The refunding issue provided a present value savings of \$6.2 million to the State System. The Series X bonds also issued new money for auxiliary facilities renovations and construction at Bloomsburg, California, Indiana, Kutztown, Mansfield, Millersville, and Shippensburg Universities of Pennsylvania; academic facilities renovation and general campus improvements at Bloomsburg and California Universities of Pennsylvania; installation of fire alarm systems at Indiana University of Pennsylvania; and property acquisitions at East Stroudsburg University of Pennsylvania. Serial interest rates ranged from 0.99 percent to 4.33 percent.

The Series Y bonds were issued June 19, 2003, for a par value of \$25.4 million to finance the acquisition and installation of residence hall sprinklers at all of the universities and the continued implementation of the shared administrative computer system. This was the System's second variable rate issue, with terms of 20 years for the sprinklers and 7 years for the shared administrative computer system. Weekly resets of interest rates and monthly interest payments are established for this issue.

The Series Z bonds were issued March 17, 2004, for a par value of \$71.8 million to refund the Series K bonds and the Series N bonds. The refunding issue provided a present value savings of \$6.6 million to the State System. Serial interest rates ranged from 1.00 percent to 4.43 percent.

The Series AA bonds were issued July 8, 2004, for a par value of \$28.8 million to finance auxiliary facilities renovations and construction at Bloomsburg, California, Indiana, Kutztown, Mansfield, Millersville, and Shippensburg Universities of Pennsylvania; academic facilities renovations and general campus improvements at Bloomsburg, California, and Kutztown Universities of Pennsylvania; energy savings improvements at Shippensburg University of Pennsylvania; installation of fire alarm systems at Indiana University of Pennsylvania; and property acquisitions at East Stroudsburg University of Pennsylvania. Serial interest rates ranged from 1.66 percent to 5.00 percent.

The Series AB bonds were issued July 8, 2004, for a par value of \$21.0 million to finance the acquisition and installation of residence hall sprinklers at all of the universities and the continued implementation of the shared administrative computer system. This was the System's third variable rate issue, with terms of 20 years for the sprinklers and 7 years for the shared administrative computer system. Weekly resets of interest rates and monthly interest payments are established for this issue.

The Series AC bonds were issued July 7, 2005, for a par value of \$52.7 million to finance auxiliary facilities renovations and construction at Bloomsburg, Cheyney, Edinboro, Indiana, Kutztown, Millersville, and Shippensburg Universities of Pennsylvania; academic facilities renovations and general campus improvements at California, Cheyney, Indiana, Kutztown, Shippensburg, and Slippery Rock Universities of Pennsylvania; network equipment upgrades at Clarion University of Pennsylvania; continued installation of fire alarm systems at Indiana University of Pennsylvania; and property acquisitions at East Stroudsburg University of Pennsylvania. Serial interest rates range from 2.66 percent to 4.50 percent.

The Series AD bonds were issued July 7, 2005, for a par value of \$7.3 million to finance the acquisition and installation of residence hall sprinklers at all of the universities. This was the System's fourth variable rate issue, with a term of 20 years for the sprinklers. Weekly resets of interest rates and monthly interest payments are established for this issue.

The Series AE bonds were issued July 6, 2006, for a par value of \$103.3 million to finance auxiliary facilities renovations and construction at Bloomsburg, Cheyney, East Stroudsburg, Edinboro, Kutztown, Lock Haven, Millersville, and Shippensburg Universities of Pennsylvania; academic facilities renovations and general campus improvements at East Stroudsburg, Kutztown, and Millersville Universities of Pennsylvania; and energy savings improvements at Edinboro and West Chester Universities of Pennsylvania. Serial interest rates range from 3.70 percent to 4.82 percent.

The Series AF bonds were issued July 10, 2007, for a par value of \$68.2 million to finance auxiliary facilities renovations and construction at California, Clarion, East Stroudsburg, Kutztown, Shippensburg, and West Chester Universities of Pennsylvania; Academic Facilities Renovation Program and other academic facilities at East Stroudsburg, Indiana, and Kutztown Universities of Pennsylvania; and energy savings improvements at East Stroudsburg and West Chester Universities of Pennsylvania. Serial interest rates range from 3.80 percent to 4.60 percent.

The Series AG bonds were issued March 27, 2008, for a par value of \$101.3 million to refund the Series O bonds, the Series P bonds, and the Series Q bonds. The refunding issue provided a present value savings of \$6.9 million to the State System. Serial interest rates range from 2.10 percent to 4.70 percent.

The Series AH bonds were issued July 17, 2008, for a par value of \$140.8 million to finance auxiliary facilities renovations and construction at Bloomsburg, California, Kutztown, Millersville, Shippensburg, Slippery Rock, and West Chester Universities of Pennsylvania; academic facilities at California, East Stroudsburg, Kutztown, and Millersville Universities of Pennsylvania; and energy savings improvements at Bloomsburg, Cheyney, Lock Haven, Mansfield, Millersville, and Slippery Rock Universities of Pennsylvania. Serial interest rates range from 1.75 percent to 4.77 percent.

The Series AI bonds were issued August 7, 2008, for a par value of \$32.1 million to refund the System's variable rate bonds: the Series V bonds, the Series Y bonds, the Series AB bonds, and the Series AD bonds. Serial interest rates range from 2.00 percent to 4.66 percent.

The Series AJ bonds were issued July 9, 2009, for a par value of \$124.0 million to finance auxiliary facilities renovations and construction at Bloomsburg, California, Kutztown, Millersville, Shippensburg, Slippery Rock, and West Chester Universities of Pennsylvania; academic

facilities at California, East Stroudsburg, Kutztown, and Millersville Universities of Pennsylvania; and energy savings improvements at Bloomsburg, Cheyney, Lock Haven, Mansfield, Millersville, and Slippery Rock Universities of Pennsylvania. Serial interest rates range from 0.49 percent to 5.17 percent.

The Series AK bonds were issued September 3, 2009, for a par value of \$47.3 million to refund the Series R bonds and the Series S bonds. The refunding issue provided a present value savings of \$4.8 million to the State System. Serial interest rates range from 0.70 percent to 4.00 percent.

The Series AL bonds were issued July 8, 2010, for a par value of \$135.4 million to finance auxiliary facilities renovation and construction at Bloomsburg, Mansfield, Millersville, Shippensburg, Slippery Rock, and West Chester Universities of Pennsylvania; academic facilities renovation and construction at California, East Stroudsburg, Edinboro, Indiana, Kutztown, Millersville, and Shippensburg Universities of Pennsylvania; and student information systems purchase and implementation at California, Clarion, East Stroudsburg, Shippensburg, and Slippery Rock Universities of Pennsylvania. Serial interest rates range from 0.4 percent to 4.50 percent.

The Series AM bonds were issued July 12, 2011, for a par value of \$119.1 million to finance auxiliary facilities renovation and construction at Bloomsburg, Indiana, Lock Haven, Millersville, Shippensburg, Slippery Rock, and West Chester Universities of Pennsylvania; academic facilities renovation and construction at California, East Stroudsburg, and Millersville Universities of Pennsylvania; and student information systems purchase and implementation at East Stroudsburg University of Pennsylvania. Serial interest rates range from 0.27 percent to 4.64 percent.

The Series AN bonds were issued March 20, 2012, for a par value of \$76.8 million to refund the Series U bonds, the Series W bonds, and the Series X bonds. The refunding issue provided a present value savings of \$13.8 million to the State System. Serial interest rates range from 0.25 percent to 2.22 percent.

The Series AO bonds were issued July 8, 2013, for a par value of \$30.9 million to finance (taxable) auxiliary facilities renovation and construction at Indiana University of Pennsylvania; and (tax-exempt) academic facilities renovation and construction at California and Mansfield Universities of Pennsylvania. Taxable serial interest rates range from 0.80 percent to 5.20 percent, and tax-exempt serial interest rates range from 0.28 percent to 4.66 percent.

The Series AP bonds were issued May 7, 2014, for a par value of \$46.1 million to refund the Series Z bonds and the Series AA bonds. The refunding provided a present value savings of \$5.8 million to the State System. Serial interest rates range from 0.30 percent to 2.65 percent.

The Series AQ bonds are tentatively scheduled to close on May 5, 2015, and will be issued to current refund Series AC and advance refund Series AE bonds.

Of the original \$2.3 billion principal amount issued, through principal repayment and refunding of bond issues, \$860 million is outstanding as of February 1, 2015.

## State System Bond Issue History

Issue	True Interest Cost	Originally Issued	Original BP Issue	Principal Paid Through 12/31/14	Balance Remaining on State System Books 12/31/14
Series A	7.99%	July 23, 1985	\$31,000,000	\$31,000,000	\$0
Series B	6.67%	June 25, 1986	25,990,000	25,990,000	0
Series C	6.78%	July 29, 1987	38,240,000	38,240,000	0
Series D	7.19%	July 28, 1990	58,800,000	58,800,000	0
Series E	6.93%	June 27, 1991	54,845,000	54,845,000	0
Series F	5.97%	December 15, 1992	35,210,000	35,210,000	0
Series G	5.97%	December 15, 1992	14,170,000	14,170,000	0
Series H	5.54%	May 18, 1993	15,940,000	15,940,000	0
Series I	5.54%	May 18, 1993	61,425,000	61,425,000	0
Series J	5.49%	March 16, 1994	28,285,000	28,285,000	0
Series K	5.49%	March 16, 1994	55,430,000	55,430,000	0
Series L	6.20%	July 14, 1994	45,855,000	45,855,000	0
Series M	5.93%	March 14, 1995	35,395,000	35,395,000	0
Series N	5.86%	April 2, 1996	44,455,000	44,455,000	0
Series O	5.37%	June 25, 1997	46,745,000	46,745,000	0
Series P	4.97%	February 25, 1998	72,880,000	72,880,000	0
Series Q	4.76%	June 30, 1998	22,675,000	22,675,000	0
Series R	5.01%	June 17, 1999	31,050,000	31,050,000	0
Series S	5.49%	June 21, 2000	51,720,000	51,720,000	0
Series T	4.66%	July 12, 2001	69,555,000	69,555,000	0
Series U	4.30%	August 8, 2002	14,400,000	14,400,000	0
Series V	Variable	August 8, 2002	25,200,000	25,200,000	0
Series W	4.31%	October 15, 2002	69,105,000	69,105,000	0
Series X	3.32%	May 29, 2003	80,910,000	80,910,000	0
Series Y	Variable	June 19, 2003	25,350,000	25,350,000	0
Series Z	3.88%	March 17, 2004	71,760,000	71,760,000	0
Series AA	4.45%	July 8, 2004	28,750,000	28,750,000	0
Series AB	Variable	July 8, 2004	20,970,000	20,970,000	0
Series AC	4.14%	July 7, 2005	52,650,000	21,555,000	31,095,000
Series AD	Variable	July 7, 2005	7,310,000	7,310,000	0
Series AE	4.57%	July 6, 2006	103,290,000	27,485,000	75,805,000
Series AF	4.66%	July 10, 2007	68,230,000	13,705,000	54,525,000
Series AG	3.97%	March 27, 2008	101,335,000	30,830,000	70,505,000
Series AH	4.43%	July 17, 2008	140,760,000	21,755,000	119,005,000
Series AI	4.13%	August 7, 2008	32,115,000	10,390,000	21,725,000
Series AJ	4.37%	July 9, 2009	123,985,000	18,700,000	105,285,000
Series AK	3.15%	September 3, 2009	47,310,000	15,070,000	32,240,000
Series AL	3.72%	July 8, 2010	135,410,000	45,345,000	90,065,000
Series AM	4.00%	July 12, 2011	119,085,000	10,915,000	108,170,000
Series AN	1.54%	March 20, 2012	76,810,000	1,445,000	75,365,000
Series AO-1 (Tax-Exempt)	4.20%	July 8, 2013	12,340,000	310,000	12,030,000
Series AO-2 (Taxable)	4.73%	July 8, 2013	18,575,000	610,000	17,965,000
Series AP	2.34%	May 7, 2014	46,110,000	0	46,110,000
			<u>\$2,261,425,000</u>	<u>\$1,401,535,000</u>	<u>\$859,890,000</u>

**State System of Higher Education  
Proposed 2015 Bond Issue Summary**

**Tax-Exempt Bond Issue**

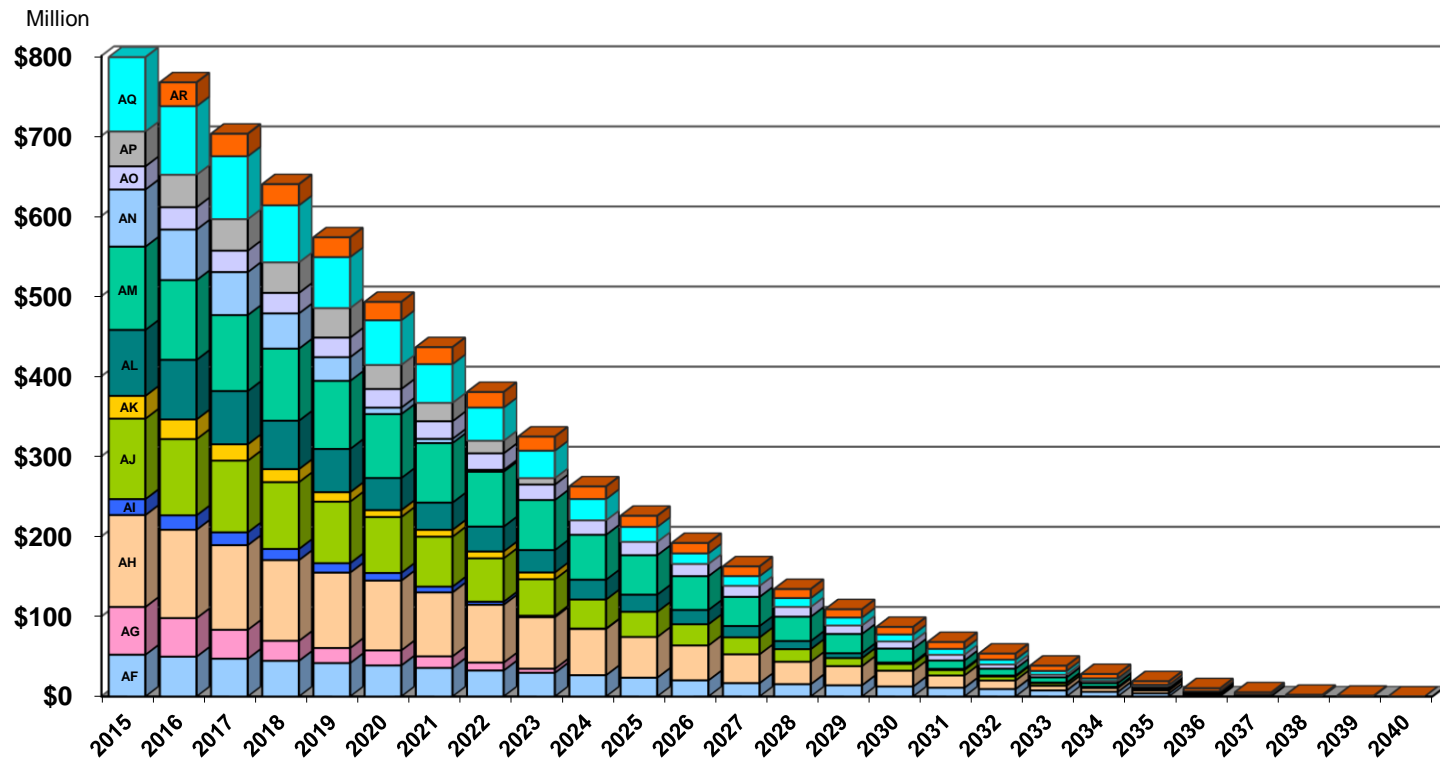
<b>Project</b>	<b>Type</b>	<b>Term (Years)</b>	<b>Board Approved</b>	<b>Amount</b>
Bloomsburg Steam Plant Upgrade	E&G	20	October 2012	\$4,200,000
Bloomsburg Student Housing (394 beds)	Auxiliary	25	October 2014	6,100,000
California Natali Student Center	Auxiliary	25	January 2012	10,717,264
Millersville Dining Renovations	Auxiliary	20	April 2015	10,000,000
Contingency and Issuance Costs at 1.5%				465,259
<b>Total Debt Issue</b>				<b><u><u>\$31,482,523</u></u></b>



# System Debt Outstanding by Bond Issue

## Fiscal Years Ending 2015–2040

Including Proposed Series



Bond Series Indicated by Letter  
 Series AQ to close on May 5, 2015

**Finance, Administration, and Facilities Committee Meeting**

April 8–9, 2015

**SUBJECT:** Authorization to Issue Refunding Bonds (ACTION)

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**UNIVERSITIES AFFECTED:** All

**BACKGROUND:** In the current interest rate environment, opportunities arise to refund all or part of certain State System bond issues. The window of opportunity often opens and closes in a matter of days, and missing the window could cost the System millions of dollars in lost debt service savings. The Treasury staff monitors these market conditions and alerts the Board of Governors when the environment may provide debt service savings. The Internal Revenue Service requires the governing board to pass a resolution authorizing issuance of bonds. It is prudent management for the Board to authorize the chancellor to direct issuance of bonds only when market conditions provide significant savings. It is common for this type of resolution to contain minimum savings limits and an expiration date so control of the bond issuance process is maintained. This Board action will authorize the Office of the Chancellor to issue refunding bonds during fiscal year 2015/16 based upon market conditions to maximize present value savings, provided that the net present value savings equal or exceed 4 percent, and will establish an expiration date of June 30, 2016.

In keeping with the State System's practice of minimizing expense and risk, the bond issue will be competitively bid. Since the System does not possess statutory bonding authority, the bonds will be issued through the Pennsylvania Higher Educational Facilities Authority. The bonds will be a general obligation of the System.

**MOTION:** That the Board of Governors adopt the attached resolution to authorize future issuance of refunding bonds when market conditions permit and after the vice chancellor for administration and finance consults with the chair of the Finance, Administration, and Facilities Committee.

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**Supporting Documents Included:** Resolution**Other Supporting Documents Available:** N/A**Reviewed by:** N/A**Prepared by:** James S. Dillon**Telephone:** (717) 720-4100

**Resolution Authorizing Issuance of Refunding Bonds  
by the Pennsylvania Higher Educational Facilities Authority**

WHEREAS, the State System of Higher Education of the Commonwealth of Pennsylvania (the "System") desires that the Pennsylvania Higher Educational Facilities Authority (the "Authority") undertake a project (the "Project") consisting of the issuance of bonds (the "Refunding Bonds") to refund all or a portion of various series of bonds issued by the Authority on behalf of the System (the "Prior Bonds"); and

WHEREAS, the Board of Governors of the System (the "Board") has determined that it is desirable to authorize the chancellor to proceed with the issuance of the Refunding Bonds when market conditions permit, as long as the net present value savings on the Refunding Bonds equal or exceed 4 percent, and this authorization expires June 30, 2016; and

WHEREAS, the Authority will lend the proceeds of the Refunding Bonds to the System to finance the costs of the Project and to pay expenses incidental to issuance of the Refunding Bonds; and

WHEREAS, the obligation of the System to repay the Refunding Bonds will be described in and evidenced by a Loan Agreement, as supplemented (the "Loan Agreement"), between the Authority, as lender, and the System, as borrower, pursuant to which the System will pledge the full faith and credit of the System as security for repayment of the obligation; and

WHEREAS, the Loan Agreement will be assigned by the Authority as security for the Refunding Bonds pursuant to a Trust Indenture, as supplemented (the "Indenture"), between the Authority and the accepted trustee; and

WHEREAS, the Authority will, by public invitation, solicit and receive competitive bids from underwriters for the purchase of the Refunding Bonds, which bids will contain, among other terms, proposed interest rates on the Refunding Bonds.

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby authorize the chancellor to proceed with issuance of the Refunding Bonds by the Authority when market conditions permit, provided that the net present value savings on the Refunding Bonds equal or exceed 4 percent; this authorization will expire June 30, 2016; and be it

RESOLVED, that the Board hereby delegate to the chancellor or vice chancellor for administration and finance the power to accept bids for purchase of the Refunding Bonds from underwriters and to determine the principal amount of the Refunding Bonds to be issued by the Authority, the rates of interest, dates of maturity, provisions for optional or mandatory redemption, and other details, such approval to be evidenced by acceptance of the bid for purchase of the Refunding Bonds by the Authority and the System; and be it

RESOLVED, that the Board hereby authorize pledging the System's full faith and credit to repayment of the Refunding Bonds, as provided in the Loan Agreement, and does hereby authorize and direct the chancellor or vice chancellor for administration and finance to execute, acknowledge, and deliver, and any Responsible Officer, as defined in the Indenture, to attest such signature to a supplement to the Loan Agreement in such form as the officers executing it may approve, such approval to be conclusively evidenced by execution thereof; and be it

RESOLVED, that any Responsible Officer is hereby authorized and empowered to approve the content of the Preliminary Official Statement and the Official Statement of the Authority relating to issuance of the Refunding Bonds as to information concerning the System and its affairs; and be it

RESOLVED, that any Responsible Officer is hereby authorized and directed to take such further action and to execute and deliver such other instruments and documents as may, in his or her judgment or upon advice of counsel, be necessary or advisable to effect issuance of the Refunding Bonds by the Authority, the intent of this Resolution, and the transactions contemplated.

\_\_\_\_\_  
Secretary to the Board

\_\_\_\_\_  
Chairman of the Board

\_\_\_\_\_  
Date

**Finance, Administration, and Facilities Committee Meeting**

April 8–9, 2015

**SUBJECT:** Property Disposal, Mansfield University of Pennsylvania (ACTION)

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**UNIVERSITIES AFFECTED:** Mansfield University of Pennsylvania

**BACKGROUND:** Mansfield University seeks to dispose of property known as the Ross House located at 18 North Main Street and an adjacent parking lot at 19 East Wellsboro Street (known on official documents as 13 East Wellsboro Street), both in the Borough of Mansfield. The two properties total approximately three-quarters of an acre. The building at 18 North Main Street is a 5,000-square-foot, wood-frame, two-story house that is currently rented to a local realty company for office space. Appraisals of the properties total approximately \$424,000.

The university acquired the properties in 2010 with the intention of developing a movie theater in downtown Mansfield for the benefit of its students and the community. After extensive effort, the plan to develop a theater has been deemed financially unfeasible. Other options have also been thoroughly explored and proven unfeasible. As a result, the university has no viable use for the property, which is neither contiguous to the university nor considered essential to current or future university needs.

This action requires notification to and favorable resolution from the General Assembly.

**MOTION:** That the Board of Governors approve Mansfield University's request to dispose of property at 18 North Main Street and 19 East Wellsboro Street, Mansfield, Pennsylvania.

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**Supporting Documents Included:** Property photos and map

**Other Supporting Documents Available:** Property disposal information

**Reviewed by:** Mansfield University's Council of Trustees, March 25, 2015

**Prepared by:** James S. Dillon

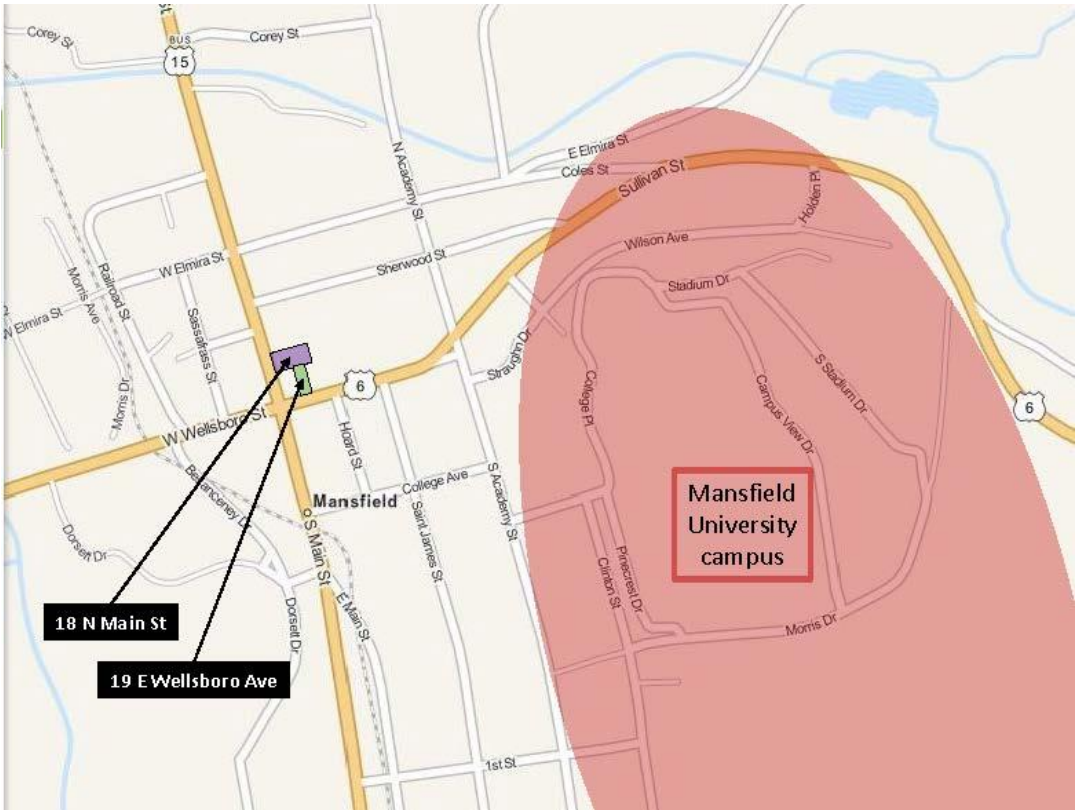
**Telephone:** (717) 720-4100



18 North Main Street, Mansfield, Pennsylvania



19 East Wellsboro Street, Mansfield, Pennsylvania



**Finance, Administration, and Facilities Committee Meeting**

April 8–9, 2015

**SUBJECT:** Budget Update (INFORMATION)

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**UNIVERSITIES AFFECTED:** All

**BACKGROUND:** At its October 2014 meeting, the Board of Governors approved:

- A fiscal year 2015/16 Educational and General (E&G) appropriation request of \$462.7 million, an increase of 12.1 percent.
- In collaboration with the Pennsylvania Higher Education Assistance Agency (PHEAA), a request that the line item for Cheyney University's Keystone Academy be transferred from PHEAA to the State System at a funding level of \$2.0 million.

On March 3, 2015, Governor Wolf recommended an E&G appropriation for the State System of \$458.1 million, an increase of \$45.3 million from the current fiscal year. He also recommended \$2.0 million for the Keystone Academy through PHEAA.

Additional information regarding the State System's 2015/16 budget requirements will be presented at the Board of Governors' meeting.

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**Supporting Documents Included:** N/A

**Other Supporting Documents Available:** Board of Governors' meeting materials, October 8–9, 2014; Governor's budget recommendations as provided, March 3, 2015

**Reviewed by:** N/A

**Prepared by:** James S. Dillon

**Telephone:** (717) 720-4100





# Human Resources Committee

Boardroom, First Floor  
Administration Building  
Dixon University Center  
2986 North Second Street  
Harrisburg, PA 17110-1201

April 8-9, 2015

## Agenda

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1. Human Resources Committee Update (INFORMATION) .....	58

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**Committee Members:** Aaron A Walton (*Chair*), Senator Richard L. Alloway II, Ronald G. Henry, David M. Maser, Robert S. Taylor, Guido M. Pichini (*ex officio*), and Karen M. Whitney (*nonvoting presidential liaison*).

For further information, contact Peter H. Garland at (717) 720-4010.

**Human Resources Committee Meeting**

April 8-9, 2015

**SUBJECT:** Human Resources Committee Update (INFORMATION)

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**UNIVERSITIES AFFECTED:** All

**BACKGROUND:** A report of Committee work will be provided at the Board meeting.

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**Supporting Documents Included:** N/A

**Other Supporting Documents Available:** N/A

**Reviewed by:** N/A

**Prepared by:** Peter H. Garland

**Telephone:** (717) 720-4010



# Board of Governors' Quarterly Meeting Agenda

Boardroom, First Floor  
Administration Building  
Dixon University Center  
2986 North Second Street  
Harrisburg, PA 17110-1201

Thursday, April 9, 2015  
9:00 a.m.

## Agenda

Call to Order and Roll Call of Board Members

Pledge of Allegiance

Approval of the Minutes of the January 22, 2015, February 27, 2015, March 13, 2015, and March 17, 2015 meetings.

Public Comments

Remarks of the Chair ..... Guido M. Pichini

Report of the Chancellor ..... Frank T. Brogan

Committee Reports with Related Actions

**A. Audit** ..... Jonathan B. Mack

- 1. Office of Internal Audit and Risk Assessment (OIARA) Update

**B. Finance, Administration, and Facilities** ..... Ronald G. Henry

- 1. Gordinier Dining Hall Renovation/Expansion, Millersville University of Pennsylvania
- 2. Bond Issue
- 3. Authorization to Issue Refunding Bonds
- 4. Property Disposal, Mansfield University of Pennsylvania
- 5. Budget Update

- C. Human Resources** ..... Aaron A. Walton
  - 1. Human Resources Committee Update
- D. Executive** ..... Guido M. Pichini
- E. Academic and Student Affairs**..... Marie Conley
  - 1. Policy Revisions (ACTION)
    - a. Revisions of Board of Governors’ Policy 1983-09-A: Graduate Assistantship Stipends
    - b. Revisions of Board of Governors’ Policy 1989-01: Diplomas
  - 2. Recommendation for Approval of Two new Academic Programs (ACTION)
    - a. Approval of a Doctor of Public Administration in Public Administration Degree Program at West Chester University of Pennsylvania
    - b. Approval of a Master of Science in Applied and Computational Mathematics Degree Program at West Chester University of Pennsylvania
  - 3. Academic and Student Affairs Presentations (PRESENTATION)
    - a. Annual Syed R. Ali-Zaidi Award for Academic Excellence (Recognition of recipients will be Thursday, April 9)
    - b. *Stop It Now!* Pilot Program

**Board Action** .....Chairman Guido M. Pichini

- Appointment of Nominating Committee for Board Officers
- Standing Committee Assignments
- Resolutions
  - Jennifer G. Branstetter
  - Carolyn C. Dumaresq
  - Laura E. Ellsworth
  - Todd M. Garrett
  - Chelsea E. Getsy
  - Joseph F. McGinn
  - John T. Yudichak

**Other Business** .....Chairman Guido M. Pichini

**Announcements**

**Adjournment**

**Board Members:** Guido M. Pichini (*Chair*), Senator Richard L. Alloway II, Representative Matthew E. Baker, Marie Conley, Jane M. Earll, Christopher H. Franklin, Todd M. Garrett, Chelsea E. Getsy, Representative Michael K. Hanna, Ronald G. Henry (*Vice Chair*), Jonathan B. Mack, David M. Maser (*Vice Chair*), Daniel P. Meuser, Acting Secretary of Education Pedro A. Rivera, Senator Judith L. Schwank, Robert S. Taylor, Aaron A. Walton, and Governor Thomas W. Wolf.

For further information, contact Randy A. Goin, Jr. at (717) 720-4010.

**Board of Governors' Meeting**

April 8–9, 2015

**SUBJECT:** Appointment of Nominating Committee for Board Officers (ACTION)

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**UNIVERSITIES AFFECTED:** All

**BACKGROUND:** A Nominating Committee will be appointed to present candidates for the positions of Chair and Vice Chairs to the Board. The Nominating Committee will report its recommendation at the July Quarterly Meeting of the Board prior to the election of officers. The Chair will identify three members of the Board to serve on the Nominating Committee.

**MOTION:** That the Board of Governors approve the Nominating Committee as presented by the Chair.

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**Supporting Documents Included:** N/A

**Other Supporting Documents Available:** N/A

**Reviewed by:** N/A

**Prepared by:** Randy A. Goin, Jr.

**Telephone:** 717-720-4010

**Board of Governors' Meeting**

April 8-9, 2015

**SUBJECT:** Standing Committee Assignments (ACTION)

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**UNIVERSITIES AFFECTED:** All

**BACKGROUND:** The Standing Committee Assignments must be updated to include all current assignments of Board Members to the Committees of the Board.

**MOTION:** That the Board of Governors approve the Standing Committee Assignments as shown in the *Standing Committee Assignments* document distributed at the Quarterly Board meeting, effective April 9, 2015.

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**Supporting Documents Included:** N/A

**Other Supporting Documents Available:** *Standing Committee Assignments*

**Reviewed by:** N/A

**Prepared by:** Randy A. Goin, Jr.

**Telephone:** (717) 720-4010

**Board of Governors' Meeting**

April 8-9, 2015

**SUBJECT:** Resolutions (ACTION)

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**UNIVERSITIES AFFECTED:** All

**BACKGROUND:** Resolutions are given to Board members who have concluded their service on the Board of Governors.

**MOTION:** That the Board of Governors approve Resolutions for Jennifer G. Branstetter, Carolyn C. Dumaresq, Laura E. Ellsworth, Todd M. Garrett, Chelsea E. Getsy, Joseph F. McGinn, and John T. Yudichak.

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**Supporting Documents Included:** Resolutions for Jennifer G. Branstetter, Carolyn C. Dumaresq, Laura E. Ellsworth, Todd M. Garrett, Chelsea E. Getsy, Joseph F. McGinn, and John T. Yudichak.

**Other Supporting Documents Available:** N/A

**Reviewed by:** N/A

**Prepared by:** Randy A. Goin, Jr.

**Telephone:** (717) 720-4010



## **Resolution Honoring the Contributions of Jennifer G. Branstetter to the Board of Governors**

**WHEREAS**, Jennifer G. Branstetter provided distinguished service to the Board of Governors of Pennsylvania's State System of Higher Education during her tenure on the Board as the designee for Governor Tom Corbett from January 2011 through January 2015; and

**WHEREAS**, Jennifer G. Branstetter served as an adviser to chancellors and to the staff of the State System as academic, financial, administrative, and human resources policies were developed to guide the System within the mission and strategic direction identified by the Board of Governors; and

**WHEREAS**, Jennifer G. Branstetter contributed significantly to Board discussions and deliberations as a member of both the Finance, Administration, and Facilities Committee and the Human Resources Committee; and

**WHEREAS**, Jennifer G. Branstetter, as policy director for Governor Tom Corbett, served as the primary liaison between the administration and the State System

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Governors of Pennsylvania's State System of Higher Education does acknowledge the many fine contributions of Jennifer G. Branstetter to the Board and to the entire State System; and

**BE IT FURTHER RESOLVED**, that the Board of Governors wishes her well in all of her future endeavors.

Unanimously adopted by the Board  
April 9, 2015

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Guido M. Pichini, Chairman





## **Resolution Honoring the Contributions of Carolyn C. Dumaresq to the Board of Governors**

**WHEREAS**, Carolyn C. Dumaresq provided distinguished service to the Board of Governors of Pennsylvania's State System of Higher Education during her tenure on the Board from July 2013 through January 2015; and

**WHEREAS**, Carolyn C. Dumaresq served as an adviser to chancellors and to the staff of the State System as academic, financial, administrative, and human resources policies were developed to guide the System within the mission and strategic direction identified by the Board of Governors; and

**WHEREAS**, Carolyn C. Dumaresq contributed significantly to Board discussions and deliberations as a member of the Academic and Student Affairs Committee; and

**WHEREAS**, Carolyn C. Dumaresq was an outstanding educational leader, both in her role as acting secretary of the Pennsylvania Department of Education and in the various positions she held previously throughout her career, including as a teacher, administrator, and superintendent in the K-12 system

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Governors of Pennsylvania's State System of Higher Education does acknowledge the many fine contributions of Carolyn C. Dumaresq to the Board and to the entire State System; and

**BE IT FURTHER RESOLVED**, that the Board of Governors congratulates her on her many career accomplishments on behalf of students of every age, and extends best wishes to her in retirement and in all of her future endeavors.

Unanimously adopted by the Board  
April 9, 2015

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Guido M. Pichini, Chairman



## **Resolution Honoring the Contributions of Laura E. Ellsworth to the Board of Governors**

**WHEREAS**, Laura E. Ellsworth provided distinguished service to the Board of Governors of Pennsylvania's State System of Higher Education during her tenure on the Board from October 2012 through January 2015; and

**WHEREAS**, Laura E. Ellsworth served as an adviser to chancellors and to the staff of the State System as academic, financial, administrative, and human resources policies were developed to guide the System within the mission and strategic direction identified by the Board of Governors; and

**WHEREAS**, Laura E. Ellsworth provided extraordinary leadership and vision to the State System during her nearly two terms as vice chair of the Board of Governors; and

**WHEREAS**, Laura E. Ellsworth contributed significantly to Board discussions and deliberations as a member of both the Finance, Administration, and Facilities Committee and the Executive Committee

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Governors of Pennsylvania's State System of Higher Education does acknowledge the many fine contributions of Laura E. Ellsworth to the Board and to the entire State System; and

**BE IT FURTHER RESOLVED**, that the Board of Governors extends best wishes to her in all of her future endeavors.

Unanimously adopted by the Board  
April 9, 2015

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Guido M. Pichini, Chairman



## Resolution Honoring the Contributions of Todd M. Garrett to the Board of Governors

**WHEREAS**, Todd M. Garrett has provided excellent service as a member of the Board of Governors of Pennsylvania's State System of Higher Education since his appointment in March 2014; and

**WHEREAS**, Todd M. Garrett, while pursuing a baccalaureate degree in political science and a minor in history, has distinguished himself as a leader among the State System's broad student population, having served as president of Clarion University of Pennsylvania's Student Senate and as a member of the Board of Directors of the Clarion Students' Association; and

**WHEREAS**, Todd M. Garrett has been active in numerous campus events and activities while a student at Clarion University of Pennsylvania, including having served as a Board member of the Newman Club and as secretary of the Campus Ministry Board; and

**WHEREAS**, Todd M. Garrett has been a thoughtful, loyal, and accessible member of both the Finance, Administration, and Facilities Committee and the Audit Committee of the Board of Governors, and as an advocate for all State System students throughout his tenure on the Board;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Governors of Pennsylvania's State System of Higher Education does acknowledge the many fine contributions of Todd M. Garrett to the Board and to the entire State System; and

**BE IT FURTHER RESOLVED**, that the Board of Governors congratulates him on his planned graduation in May and extends best wishes to him in all of his future endeavors as a proud soon-to-be alumnus of Clarion University of Pennsylvania.

Unanimously adopted by the Board  
April 9, 2015

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Guido M. Pichini, Chairman



## Resolution Honoring the Contributions of Chelsea E. Getsy to the Board of Governors

**WHEREAS**, Chelsea E. Getsy has provided excellent service as a member of the Board of Governors of Pennsylvania's State System of Higher Education since her appointment in March 2014; and

**WHEREAS**, Chelsea E. Getsy, while pursuing separate business administration degrees in management and marketing, as well as a minor in leadership studies, has distinguished herself as a leader among the State System's broad student population, having served as president of California University of Pennsylvania's Student Government Association and as a member of the Board of Directors of the Student Association Inc.; and

**WHEREAS**, Chelsea E. Getsy has been active in numerous campus events and activities while a student at California University of Pennsylvania, including having served as chair of "The Big Event," a day of service performed by students, and as a peer mentor; and

**WHEREAS**, Chelsea E. Getsy has been a thoughtful, loyal, and accessible member of the Academic and Student Affairs Committee of the Board of Governors, and as an advocate for all State System students throughout her tenure on the Board;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Governors of Pennsylvania's State System of Higher Education does acknowledge the many fine contributions of Chelsea E. Getsy to the Board and to the entire State System; and

**BE IT FURTHER RESOLVED**, that the Board of Governors congratulates her on her planned graduation in May and extends best wishes to her in all of her future endeavors as a proud soon-to-be alumnus of California University of Pennsylvania.

Unanimously adopted by the Board  
April 9, 2015

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Guido M. Pichini, Chairman



## **Resolution Honoring the Contributions of Joseph F. McGinn to the Board of Governors**

**WHEREAS**, Joseph F. McGinn provided distinguished service to the Board of Governors of Pennsylvania's State System of Higher Education during his tenure on the Board from April 2009 through February 2015; and

**WHEREAS**, Joseph F. McGinn served as an adviser to chancellors and to the staff of the State System as academic, financial, administrative, and human resources policies were developed to guide the System within the mission and strategic direction identified by the Board of Governors; and

**WHEREAS**, Joseph F. McGinn contributed significantly to Board discussions and deliberations as both Chair of the Audit Committee and a member of the Executive Committee; and

**WHEREAS**, Joseph F. McGinn, in his role as Chair of the State System's Public Safety and Security Task Force, led the effort to help ensure the health, safety, and welfare of students, faculty, staff, and visitors at all State System university campuses

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Governors of Pennsylvania's State System of Higher Education does acknowledge the many fine contributions of Joseph F. McGinn to the Board and to the entire State System; and

**BE IT FURTHER RESOLVED**, that the Board of Governors extends best wishes to him in all of his future endeavors.

Unanimously adopted by the Board  
April 9, 2015

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Guido M. Pichini, Chairman



## Resolution Honoring the Contributions of Senator John T. Yudichak to the Board of Governors

**WHEREAS**, Senator John T. Yudichak provided distinguished service to the Board of Governors of Pennsylvania's State System of Higher Education during his tenure on the Board from August 2011 through January 2015; and

**WHEREAS**, Senator John T. Yudichak served as an adviser to chancellors and to the staff of the State System as academic, financial, administrative, and human resources policies were developed to guide the System within the mission and strategic direction identified by the Board of Governors; and

**WHEREAS**, Senator John T. Yudichak contributed significantly to Board discussions and deliberations as a member of the Audit Committee; and

**WHEREAS**, Senator John T. Yudichak, while holding various leadership roles as a member of the Pennsylvania State Senate, provided important support for the State System and all of higher education in the Commonwealth

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Governors of Pennsylvania's State System of Higher Education does acknowledge the many fine contributions of Senator John T. Yudichak to the Board and to the entire State System; and

**BE IT FURTHER RESOLVED**, that the Board of Governors extends best wishes to him in all of his future endeavors.

Unanimously adopted by the Board

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April 9, 2015

Guido M. Pichini, Chairman