

# Board of Governors Meeting

April 2023



Pennsylvania's  
**STATE SYSTEM**  
of Higher Education



Pennsylvania's  
**STATE SYSTEM**  
of Higher Education

# Board of Governors Meeting

**April 20, 2023**

Alexander Grass Campus for Jewish Life  
2986 N. Second Street, Harrisburg, PA 17110

**Thursday, April 20, 2023**

**9:00 a.m.          Public Meeting**

1. Roll call
2. Pledge of allegiance
3. Remarks by the Chair
4. Public comment
5. Remarks on behalf of PACT
6. Remarks by union leaders
7. Special presentation: Ali-Zaidi Award (PAGE 4)
8. Consent agenda (PAGE 9)  
*(These items will be considered in one motion unless a member requests an item be removed for individual consideration)*
  - a. Meeting minutes
  - b. Committee assignments
  - c. Bond refinancing
9. Remarks by the Chancellor and Staff
  - a. Insights on innovation: Supporting Faculty Development
  - b. Status of DEI review of system-level policies
10. Governance & Leadership Committee (PAGE 18)
  - a. Student trustee appointments
11. Board consideration
  - a. Approval of Governance & Leadership Committee recommendations
  - b. Tuition and tech fee rates (PAGE 49)
  - c. Ratification of POA collective bargaining agreement and SPFPA memorandum of understanding (PAGE 52)
  - d. Extension of Chancellor's appointment (PAGE 57)
  - e. Resolutions
12. Other business
13. Adjournment

*Executive Session may be called as needed;  
sequence of agenda items may change*

**Board of Governors Meeting**  
April 20, 2023

**SUBJECT:** Annual Syed R. Ali-Zaidi Award for Academic Excellence

---

**UNIVERSITIES AFFECTED:** All

**BACKGROUND:** Created in 2000 by the State System Foundation, 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 academic excellence award was made possible through gifts from Dr. Ali-Zaidi, Highmark Inc., and the State System Foundation, Inc. Dr. Ali-Zaidi wished to inspire and honor State System students who exhibit excellence in their pursuit of knowledge.

The StateSystem Foundation's vision is to be a meaningful partner to the State System by providing resources to impact student success, cultivating lifelong learning opportunities, strengthening ourcommunities, and better equipping the future workforce of the Commonwealth. The Foundation is committed to excellence in fundraising and relationship building efforts that align with System priorities and needs. Its primary focus is on enhancing student persistence and completion rates.

Candidates for the 2023 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 10 nominees in accordance with the criteria outlined above. Jocelyn Brown, a student at West Chester University of Pennsylvania, was selected as the recipient of the 2023 Syed R. Ali-Zaidi Award for Academic Excellence and will receive a check for \$2,500.

These students are truly representative of the talent and motivation of our students, and as such the 9 finalists will each receive a 2023 Syed R. Ali-Zaidi Award for Academic Excellence Finalist Certificate signed by the chancellor and chair of the Student Success Committee of the Board, as well as a small remuneration from the Foundation.

---

**Supporting Documents Included:** WCU President Nomination Letter and Student Resume

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

**Reviewed by:** David Maser, Chair of Student Success Committee

**Prepared by:** Donna Wilson

**Email:** DWilson@passhe.edu



Office of the President

West Chester University | West Chester, Pennsylvania 19383 | 610-436-2471 | www.wcupa.edu

January 6, 2023

Dear Chancellor Greenstein,

It is with great pleasure that I nominate **Jocelyn Brown** as West Chester University's 2023 nominee for the *Syed R. Ali-Zaidi Award for Academic Excellence*. Jocelyn is political science-international relations major with minors in global studies, civil and professional leadership, and philosophy and will be graduating with her bachelor's degree in May 2023. A first-generation student, Board of Governors Scholar, and member of the Honors College, she has achieved a XXXXX cumulative GPA (summa cum laude) and has earned a place on the dean's list every semester. Jocelyn's background includes an impressive array of honors and recognitions, scholarly accomplishments, leadership, activism, and service. I will highlight those that best exemplify her outstanding qualities and work.

In spring 2022 Jocelyn led a 4-person team of West Chester University students in the European Union's Schuman Challenge, a national competition in Washington, D.C. The team competed against 21 universities, including Georgetown and Harvard, and took top honors. Jocelyn's faculty advisor, Dr. Peter Loedel, credits Jocelyn with leading her team in building a strong policy position statement that proved to be exemplary.

In fall 2022, Jocelyn became the second US student, the second WCU Honors student, and the first woman awarded with a full semester internship with the Norwegian Nobel Peace Institute in Oslo, Norway. During her internship, she helped manage social media for the 2022 Nobel Peace Prize, was trusted with picking up the 2022 Nobel Peace Medallions from the Royal Mint of Norway, and played an active role in the 2022 Nobel Forum, a dialogue involving women leaders, including former Secretary of State Hillary Clinton. Notably, Jocelyn prepared the dossier for Secretary Clinton's involvement in Afghanistan and drafted questions for the moderator to ask Secretary Clinton.

A first-generation student, Jocelyn admits to sometimes feeling out of place in higher education. However, mentorship and a series of opportunities strengthened her confidence and sense of belonging and sharpened her focus. Jocelyn plans to pursue a Ph.D. and become a professor of international relations. This career path is not just related to her passion and strong mastery of the subject matter. Jocelyn is committed to student success and wants to ensure that ethos is at the forefront of academia. She has advocated for her peers and promoted and celebrated their successes time and again in such roles as membership on the First-Gen Steering Committee and Council of Undergraduate Research, director of undergraduate research for the Honors College, founder of the Model UN club and the first interfaith advocacy group on campus, peer educator for the Center for Women and Gender Equity, and discussion leader and content advisor for three Honors classes. Over 2 years she connected 33 sophomores and juniors with faculty looking to collaborate on research projects, she has educated her peers on bystander intervention, gender inequities, and interfaith issues, and led her student organization to survive and thrive during the pandemic and beyond.

Jocelyn's two faculty advocates, who have almost 66 collective years of work in academia, describe Jocelyn with superlative accolades: "I cannot think of another student that has accomplished so much at such a high level," says one. "Jocelyn ranks among the top 2% of academically gifted students I have encountered," asserts another. However, beyond Jocelyn being "academically accomplished, analytical, organized, [and] reflective" with graduate level writing and research skills, Jocelyn is also a woman of strong character and integrity. She is considerate of others' needs, honest, transparent, and respectful. These attributes shone through in her essay when she spoke of her strong desire to offer students the mentorship that has been so critical to her own success.

It is with considerable pride that I forward Jocelyn Brown's name as the 2023 West Chester University nominee for the *Syed R. Ali-Zaidi Award for Academic Excellence*. I hope these application materials demonstrate what a wonderful ambassador Jocelyn is for both West Chester University and the PASSHE system. Jocelyn has made a positive impact on her community, both locally and globally, in a broad range of ways. I am sure she will continue to make her mark as a future educator and scholar.

Sincerely,

A handwritten signature in cursive script that reads "Christopher Fiorentino".

Dr. Christopher Fiorentino, President



Received \$3,000 research stipend to work 37.5 hours/week for five weeks on a research project titled, "Goats Die, Butterflies Fly: Portrayals of Dominican Dictator Rafael Trujillo (1891–1961) in Historical Fiction and Non-Fiction." Published in the college journal, *Ramifications*. Presented at the Latina/x/o Communities Conference and the Middle Atlantic Council of Latin American Studies.

**Leadership Studies Fellow – HON 382** Spring 2021

Served as a small group leader and co-facilitator in a small, upper-level course titled Leadership & the Good Life. Continued in the Summer 2021 Good Life Leadership Lab to create the Interfaith Action Committee.

**LeadLab Course Pack Development** Fall 2020

Researched and wrote a chapter on the basics of authentic leadership for a workbook on leadership theories to use in CPL 120.

**Discussion Leader – HON 352** Fall 2020

Served as a small group leader and co-facilitator in a large freshman experience course titled Leadership Lessons from South Africa.

### Leadership and Engagement

**Schuman Challenge** Spring 2022

Selected to represent West Chester University in a national competition centered in Washington D.C. and hosted by EU in the US. Presented on the question, "How should the EU and U.S. cooperate in Afghanistan following the U.S. military withdrawal?" Achieved first place out of 21 schools.

**Pi Sigma Alpha** Spring 2022 – current

President of national Political Science honors fraternity chapter.

**Stitched Together** Fall 2022 – current

Secretary of the brand-new fiber arts club. We host knitting/crocheting workshops every week.

**Council of Undergraduate Research** Spring 2022 – current

Student Body Representative

**Omicron Delta Kappa** Fall 2021 – current

Inductee into national honors fraternity.

**Alpha Alpha Alpha** Fall 2021 – current

Inductee into national first-generation college student honors fraternity.

**European Union Simulation** Fall 2021

Selected to represent West Chester University in a regional competition centered in Washington D.C. to simulate member states of the European Union tackling climate change.

### Honors Student Association

Interfaith Action Committee, co-founder  
& Director of Social Media Operations

Fall 2021 – current

Director of Undergraduate Research

Fall 2020 – current

### Model United Nations

President

Fall 2019 – current

Fall 2021 – current

### Community Service

**Grant Writing for North Star of Chester County** Fall 2021

30+ hours writing a grant for North Star of Chester County to expand their resource pantry, serving at their yearly benefit dinner, and doing office maintenance.

**Honors Student Association** Fall 2019 – current

132+ hours spent helping to facilitate Honors classes and in the Peer Leadership Program mentoring freshmen. 40+ at community cleanups, bake sales, and making decorations for the Children's Hospital of Philadelphia and Barclay Friends Retirement Home.

**St. Agnes Day Room** Fall 2019

12 hours spent reading books to Spanish-speaking children to strengthen their English comprehension.

### Work Experience

**Communications Intern, Norwegian Nobel Institute** Fall 2022 – current

Publishes informational social media content, communicates with press, digitalizes library archives, and assists with the laureate announcement on October 7 and the 2022 Nobel Peace Prize Forum.

**Development Intern, Interfaith Philadelphia** Spring 2022 – Fall 2022

Wrote grants and corporate sponsorship packets. Developed new programming, both in-person and virtual, and promotional social media content.

**Peer Educator, Center for Women and Gender Equity** Fall 2021 – current

Facilitates speaker events on campus, presents trauma-informed facilitation events to students, publishes informational content for social media, and publishes articles in the monthly Newsletter.

# CONSENT AGENDA



Pennsylvania's  
**STATE SYSTEM**  
of Higher Education

## Board of Governors Pennsylvania's State System of Higher Education

### Meeting Minutes

### Draft for Approval

297th Meeting  
Thursday, February 16, 2023  
9:00 a.m.  
Hilton Harrisburg Hotel

#### ATTENDING

##### Board of Governors:

Senator David Argall  
Representative Tim Briggs  
Deputy Secretary Steve D'Ettorre, Designee for Acting Secretary of Policy and Planning, Akbar Hossain  
Deputy Secretary Tanya Garcia, Designee for Acting Secretary of Education, Dr. Khalid Mumin  
William A. Gindlesperger  
Abigail Hancox  
Darrek Harshberger  
Allison Jones  
Daniel Klingerman  
Marian Moskowitz  
Representative Brad Roae  
Senator Judith Schwank  
Cynthia D. Shapira (Chair)  
Larry C. Skinner (Vice Chair)  
Samuel H. Smith (Vice Chair)  
Skylar Walder  
Neil Weaver

Also in attendance was Faculty Liaison, Dr. Amanda Morris.

Chair Cindy Shapira called the meeting to order at 9:00 a.m.

Attendance taken at the direction of Chair Shapira established that a quorum of the Board was present.

##### **CHAIR'S REMARKS** (Full remarks in video archive)

Chair Shapira extended a warm welcome to all participants and introduced the newly appointed members to the Board of Governors. Chair Shapira remarked that there is now a full complement of members, all 20 seats are now filled.

Chair Shapira reviewed the agenda and other business items for discussion and action. She noted that the Board Workshops held yesterday were of immense value and wealth of information and thanked all who presented and participated in the sessions.

Chair Shapira addressed the recent racist social media posting by a student at IUP and thanked President Driscoll, the IUP community and the System leaders for their thoughtful and quick response to mitigate the issue. She said that such actions of hatred are not indicative of the type of inclusive communities the System is fostering and will not be tolerated. Additional comments were also shared by Senator Schwank and President Driscoll.

## **PUBLIC COMMENT**

None

## **REMARKS BY PACT** (Full remarks in video archive)

Dr. Rich Frerichs, PACT President and Vice Chair, Millersville University Council of Trustees, thanked the System leaders and university presidents for their overall support of the PACT and the opportunity to attend yesterday's workshops.

Dr. Frerichs provided an update on the changes to the PACT leadership and its board, and other business that the PACT will be addressing in the coming months.

## **REMARKS BY UNION LEADERS** (Full remarks in video archive)

APSCUF President – Dr. Kenneth Mash

SCUPA President – Frances Cortez Funk

## **CONSENT AGENDA**

Chair Shapira moved that the Consent Agenda be approved as presented:

- Meeting Minutes – December 21, 2022
- Meeting Minutes – November 2, 2022
- Meeting Minutes – October 20, 2022
- Standing Committee Assignments
- Three-year meeting calendar

Voice vote. No opposition. The motion passed.

## **REMARKS BY CHANCELLOR AND STAFF** (Full remarks in video archive)

Chancellor Greenstein and respective staff offered remarks on the following items included in the meeting materials:

- **Insights on Innovation** – Ms. Hope Lineman, Strategic Advisor on Workforce Innovation led the discussion and presentation from the Burning Glass Institute representatives, Dr. Courtney McBeth, SVP and Chief Program Officer, Strada Education Network, and Mr. Matt Sigelman, President, The Burning Glass Institute. Additional discussion and presentation was offered by Dr. Joshua Battin, Senior Associate Dean for Public Safety Training Institute and Workforce Development, Commonwealth University; and Sylvester Williams, Dean of the College of Business Management, East Stroudsburg University.

- **Update on one-time ARP funds investment** – Update provided by Molly Mercer, Chief Financial Officer, Office of the Chancellor
- **Update on Board Approved Metrics (BAMs)** – Update provided by Dr. Kate Akers, Associate Vice Chancellor and Chief Data Officer, Office of the Chancellor
- **Update on DEI (Diversity, Equity, Inclusion) review of system-level policies** – Update provided by Dr. Denise Pearson, Vice Chancellor and Chief Diversity, Equity, and Inclusion Officer.

**BOARD CONSIDERATION** (Full remarks in video archive)

**RESOLUTION OF THE BOARD – INCLUSIVE COMMUNITIES**

Chancellor Greenstein gave an overview of the resolution's purpose, which is to support the System's work and provide the necessary tools and resources to foster inclusive communities for all System university campuses and its students. Chair Shapira said the resolution's purpose is also an expression of the Board's expectations of managing such policies that support an inclusive environment for the System and its universities.

**MOTION: CHAIR SHAPIRA MOVED THAT THE BOARD OF GOVERNORS APPROVES THE FOLLOWING RESOLUTION STATEMENT:**

**NOW, THEREFORE BE IT RESOLVED THAT PASSHE UNIVERSITIES AND/OR THE SYSTEM OFFICE SHALL DEVELOP AND MAINTAIN POLICIES, STANDARDS, AND PROCEDURES THAT PROMOTE INCLUSIVE ENVIRONMENTS FOR ALL STUDENTS, FACULTY, AND STAFF REGARDLESS OF THEIR RACE, COLOR, ETHNICITY, RELIGION, DISABILITY, POLITICAL AFFILIATION, SEXUAL ORIENTATION, GENDER IDENTITY OR EXPRESSION, OR NATIONAL ORIGIN. SYSTEM-LEVEL AND/OR UNIVERSITY-LEVEL POLICIES, STANDARDS, AND PROCEDURES INCLUDE BUT ARE NOT LIMITED TO:**

- NON-DISCRIMINATION
- STUDENT CONDUCT
- EXPECTATIONS OF CIVILITY
- PROTECTION OF MINORS
- AMOROUS RELATIONS

**THEREFORE, BE IT FURTHER RESOLVED THAT THE CHANCELLOR, IN CONSULTATION WITH THE PRESIDENTS, SHALL SEEK TO ACHIEVE COMMONALITY IN LANGUAGE AMONG THE VARIOUS POLICIES, STANDARDS, AND PROCEDURES DEVELOPED TO MEET THE EXPECTATIONS OF THIS RESOLUTION.**

Voice Vote. No opposition. The motion passed.

**RATIFICATION OF SIDE LETTER WITH APSCUF FACULTY**

Brian Mbuu, Assistant Vice Chancellor for Labor Relations,, provided a brief overview of the agreement,that will create a process for PennWest and Commonwealth faculty to request a change to their primary work location at the consolidated university.

**MOTION: CHAIR SHAPIRA MOVED THAT THE BOARD OF GOVERNORS RATIFY THE TENTATIVE AGREEMENT SIDE LETTER AND AUTHORIZE THE CHANCELLOR TO EXECUTE THE APPROPRIATE DOCUMENTS.**

Voice Vote. No opposition. The motion passed.

**APPOINTMENT OF INTERIM PRESIDENT FOR PENN WEST** (Full remarks in video archive)

Chair Shapira thanked Dr. Dale Elizabeth Pehrsson for her leadership not only as President of Clarion, but Penn West University and for navigating through the integration process.

As a result of Dr. Dale’s transition into a new role in the System office, the Board appointed Dr. Lorraine “Laurie” Bernotsky, Executive Vice President of West Chester University, as Interim President of PennWest University.

**MOTION: CHAIR SHAPIRA MOVED THAT THE BOARD OF GOVERNORS APPROVE THE APPOINTMENT DR. LAURIE BERNOTSKY AS INTERIM PRESIDENT OF PENNWEST UNIVERSITY EFFECTIVE JULY 1, 2023, AND AUTHORIZES THE BOARD CHAIR AND CHANCELLOR TO EXECUTE THE NECESSARY DOCUMENTS**

Voice Vote. No opposition. The motion passed unanimously.

Dr. Bernotsky thanked the Board for their action today, and assured the Board and System leaders that she is committed to ensuring success across Penn West’s three campuses. Chancellor Greenstein noted that Dr. Bernotsky will assume the duties of Acting President on March 1 so that she and Dr. Pehrsson can affect a smooth transition.

**ADJOURNMENT**

The meeting adjourned to executive session at 11:26 a.m.

For the record, the Board met in executive session on February 15, 2023, from 1:00 p.m. – 2:00 p.m. to discuss contractual and personnel matters and on February 16, 2023 from 11:30 a.m. to 12:30 p.m. to discuss personnel matters.

**ATTEST:**

---

Randy A. Goin, Ph.D.  
Deputy Chancellor

Meeting webcast is available here: [BOG Meeting 2-16-23 - YouTube](#)



## Board of Governors Standing Committee Assignments

March 2023 changes in red

### **Student Success**

**CHAIR** – David M. Maser

**VICE CHAIR** – Marian D. Moskowitz

Senator David Argall

Representative Timothy P. Briggs

Kate Shaw (Secretary of Education designee)

Larry C. Skinner

Darrek Harshberger (Penn West student)

Cynthia D. Shapira (ex officio)

President Bashar W. Hanna (nonvoting president liaison)

### **Audit and Compliance**

**CHAIR** – Janet L. Yeomans

Robert W. Bogle

William A. Gindlesperger

Senator Judith L. Schwank

Cynthia D. Shapira (ex officio)

President Christopher M. Fiorentino (nonvoting president liaison)

### **University Success**

**CHAIR** – Larry C. Skinner

**VICE CHAIR** – Neil R. Weaver

William A. Gindlesperger

Akbar Hossain (Governor's Designee)

Daniel A. Klingerman

Representative Brad Roae

Skylar Walder (Shippensburg student)

Janet L. Yeomans

Cynthia D. Shapira (ex officio)

President Charles E. Patterson (nonvoting president liaison)

### **Governance and Leadership**

**CHAIR** – Samuel H. Smith

David M. Maser

Allison Jones

Abigail Hancox (IUP student)

Senator Judith L. Schwank

Cynthia D. Shapira (ex officio)

President Kenneth Long (nonvoting president liaison)

**Executive Committee** - Defined by the Board's bylaws as the officers and chairs of each standing committee

Cynthia D. Shapira

David M. Maser

Larry C. Skinner

Samuel H. Smith

Janet L. Yeomans

## Board of Governors Meeting

April 20, 2023

**SUBJECT:** Authorization to Issue Refunding Bonds in FY 2023/24

---

**UNIVERSITIES AFFECTED:** All

**BACKGROUND:** Opportunities may arise during the year to refund all or part of certain State System bond issues. The window of opportunity often opens and closes in a matter of days or weeks, 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 refunding 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 2023/24 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 for this authorization of June 30, 2024.

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.

**CONSENT ACTION:** That the Board of Governors adopts the attached resolution to authorize future issuance of refunding bonds when market conditions permit and after the executive vice chancellor consults with the chair of the University Success Committee.

---

**Supporting Documents Included:** Resolution Authorizing Issuance of Refunding Bonds by the Pennsylvania Higher Education Facilities Authority

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

**Reviewed by:** N/A

**Prepared by:** Molly M. Mercer

**Email:** mmercer@passhe.edu

## **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 that this authorization will expire June 30, 2024; 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, and that this authorization will expire June 30, 2024; and be it

RESOLVED, that the Board hereby delegate to the chancellor or executive vice chancellor 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 hereby authorize and direct the chancellor or executive vice chancellor 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

\_\_\_\_\_  
Chair of the Board

\_\_\_\_\_  
Date

# GOVERNANCE & LEADERSHIP COMMITTEE



Pennsylvania's  
**STATE SYSTEM**  
of Higher Education

**Governance and Leadership Committee Meeting**

April 20, 2023

**SUBJECT:** Student Trustee Appointments

---

**UNIVERSITIES AFFECTED:** Commonwealth University, East Stroudsburg University, Indiana University, PennWest University, and Slippery Rock University,**BACKGROUND:** Act 50 of 2020 empowers the Board of Governors to make the appointment of students to serve on the Councils of Trustees for the universities within the State System. Prior to this law being enacted, the appointment was made by the Governor, whose office is responsible for thousands of other public appointments.

For years, the universities have utilized a thorough and inclusive recruiting process to identify and vet potential candidates to make a recommendation for appointment. The robust nature of the local process has been retained and has been updated to reflect that the final appointment action will be taken by the Board of Governors rather than the Governor.

Based on input from the University Presidents and the Office of the Chancellor, the Committee recommends the appointment the following students to the respective Councils of Trustees:

- Jessica Dodge, Commonwealth University Bloomsburg
- Damali Jackson, East Stroudsburg University
- Shagufta Haque, Indiana University of Pennsylvania
- Rachel Kister, PennWest University Clarion
- Cierra Mitchell, Slippery Rock University

**MOTION:** That the Board of Governors hereby appoints the following students to the respective university Council of Trustees: Ms. Jessica Dodge, Commonwealth University Council of Trustees, Ms. Damali Jackson, East Stroudsburg University Council of Trustees, Ms. Shagufta Haque, Indiana University Council of Trustees, Ms. Rachel Kister to the PennWest University Council of Trustees, and Ms. Cierra Mitchell to the Slippery Rock University Council of Trustees.

---

**Supporting Documents Included:** Candidate information**Other Supporting Documents Available:** [Statutes](#) providing Board authority**Reviewed by:** University Presidents; Office of the Chancellor**Prepared by:** Randy A. Goin Jr.**Email:** [rgoin@passhe.edu](mailto:rgoin@passhe.edu)



---

COMMONWEALTH UNIVERSITY

March 29, 2023

Daniel Greenstein, D.Phil.  
Office of the Chancellor  
Pennsylvania's State System of Higher Education  
2300 Vartan Way, Suite 207  
Harrisburg, PA 17110

Re: Student Trustee, Commonwealth University Council of Trustees – Bloomsburg Campus

Dear Chancellor Greenstein,

Commonwealth University's Bloomsburg student trustee search and screen selection process to find a successor to our graduating student trustee, Ms. Julia Burcin, began in early February 2023. Pursuant to the PACT guidelines, we advertised the position, and the search and screen committee met shortly after the March 7th application deadline. In compliance with Act 188 as amended, I am pleased to forward the credentials of our nominee for Commonwealth University's Bloomsburg Student Trustee vacancy. Ms. Jessica Dodge is the finalist, and her application materials are enclosed. Jessica has a passion for Commonwealth University and will be a wonderful addition to our Council of Trustees.

The Search Committee reviewing applications included the following:

Julia Burcin, Incumbent Student Trustee, Search Chair  
Justin White, CU-LH Student Trustee  
Dan Knorr, University Administrator, Director of External & Governmental Relations  
Sabina Bower, President, Community Government Association, Bloomsburg  
Luke Betley, SCUPA, Academic Advisor  
Carrie Winship, APSCUF, Music, Theatre, & Dance  
Jennifer Lehman, AFSCME, Management Tech, Global Education  
Suzanne Williamson, Chief of Staff and Vice President for University Affairs  
Mary Vezendy, Coordinator of Operations, University Affairs

---

President's Office | Carver Hall  
400 East Second Street, Bloomsburg, PA 17815  
(570) 389-4526 | [bhanna@commonwealthu.edu](mailto:bhanna@commonwealthu.edu)

---

If you need further information regarding the process or have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Bashar W. Hanna". The signature is written in a cursive style with a horizontal line underneath.

Bashar W. Hanna, Ph.D.  
President  
Commonwealth University

**Application for Student Trustee**  
**Commonwealth University of Pennsylvania**  
**Bloomsburg Campus**

**Eligibility Requirements per Section 20-2008-A of Act 188**

1. Full-time undergraduate or graduate student.
2. In good academic standing.
3. Appointees must be willing to submit to standard criminal background checks in fulfillment of Board Policy 2014-01-A: Protection of Minors.

**BIOGRAPHICAL INFORMATION**

*Please type all information and attach essay responses.*

Name \_\_\_\_\_ Jessica \_\_\_\_\_ C  
\_\_\_\_\_ First \_\_\_\_\_ Middle Initial \_\_\_\_\_

University Address \_\_\_\_\_

\_\_\_\_\_

Home Address \_\_\_\_\_ (street)

\_\_\_\_\_ PA \_\_\_\_\_

City \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

\_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Date of Birth \_\_\_\_\_ Date of High School Graduation 06/10/22 \_\_\_\_\_

Name of High School Millville Area Jr./Sr. High School \_\_\_\_\_

Address of High School \_\_\_\_\_  
\_\_\_\_\_

Number of Credits as of December 2022 26 \_\_\_\_\_

Academic Standing Freshman \_\_\_\_\_  
(Freshman, Sophomore, Junior)  
Nursing

University Major Bachelor's of Science \_\_\_\_\_

Degree in Nursing \_\_\_\_\_ Expected Graduation Date May, 2026 \_\_\_\_\_

## ESSAY QUESTIONS

Please prepare your response to each essay question using a separate page for each and attach to application; i.e., answer to question one shall be on a separate page from those for question two, etc.

1. Why do you want to be a trustee at Commonwealth University and what qualities and skills do you possess that will make positive contributions to the university's Council of Trustees?
  
2. Discuss briefly your perceptions of the strengths and weaknesses of the university.
  
3. Briefly describe your most important extracurricular activity in high school or college and why.

**(See answers on following pages)**

**Please list two campus references and attach two letters of recommendation.**

Dr. Ellen Kehres

1. \_\_\_\_\_

Dr. Rebecca Toothaker

2. \_\_\_\_\_

**Nursing Christian Fellowship (2022-Present):** I am currently a member of NCF. I attend evenings of fellowship each week that I can, exploring God's word with fellow nursing majors.

**Student Nurses Association (2022-Present):** I am currently a member of SNA. I attend meetings and commit to the volunteer requirements of the organization.

**Nursing Learning Community (2022-Present):** I am currently a member of the Nursing LC. I engaged in the plethora of Welcome Week events in the fall and continue to meet with my mentor for basic check-ins. I also attend LC events when my schedule allows.

**Bloomsburg University's Chapter of Rotaract (2022-Present):** I am currently a member of Rotaract. I have participated in volunteer activities and attended meetings.

**Geisinger (2022-Present):** I am currently employed at Geisinger in Danville as a Nursing Assistant. I am float-pool, meaning I serve wherever in the hospital that is most in need. I work directly with patients to take vitals, perform general health assessments, aid in changing and bathing, communicate with the patients' nurses, and chart all information.

**Lives Changed By Christ (2022-Present):** I attend LCBC services and have become involved in their Kid Ministry program. I work with infants and toddlers during church services to provide parents with time in worship.

**Pennsylvania State Laurel Festival (2022):** I was participated in the Laurel Festival the summer following graduation. I represented Millville Area Jr./Sr. High School in Wellsboro where I interacted and connected with many other young ladies from schools throughout Pennsylvania.

**National Honor Society (2020-2022):** I was a member of NHS from 2020-2022, volunteering in my community more than 40 hours throughout each school year, also organizing the senior PowerPoint presentation at the conclusion of the school year. I served as President my senior year 2021-2022 and was responsible for arranging volunteer activities for the organization, running meetings, and communicating with the Millville District and community.

**National Spanish Honor Society (2020-2021):** I was a member of the into NSHS from the 2020-2021 school year and helped conduct the induction ceremony for the next group of members.

**Building Leaders of the Susquehanna Valley (2020-2021):** I was participated in BLSV my junior year of high school where I met with students via Zoom from schools in the Susquehanna Valley to discuss details of developing and managing a business, as well as leadership and team skills through various workshops. I was assigned to work as part of a group with other students, and we were charged with the task of formulating our own business to share with others in BLSV.

**High School and Elementary Tutor (2019-2022):** I served my peers as a tutor in the Millville District. I worked with high school students in various subjects such as Spanish, Math, and English as well as elementary students in math.

**Class Officer (2019-2022):** I was elected Class President sophomore, junior, and senior year of high school. I worked with my class advisors, principal, and superintendent to conduct fundraisers, prom, and graduation.

**Senior High Student Council (2018-2022):** I was a member of Senior High Student Council all four years of high school, acting as an active member freshman and sophomore year. I was President junior year, helping to organize volunteer activities for the organization and arrange school-wide events including homecoming, dances, and pep-rallies.

**Varsity Soccer (2018-2022):** I was a varsity soccer athlete all four years of high school, leading my team as a captain senior year. I provided help and guidance to my teammates in and out of practices and games.

**Varsity Basketball (2018-2022):** I was a varsity basketball athlete all four years of high school, leading my team as a captain junior and senior year. I provided help and guidance to my teammates in and out of practices and games.

**John Buck Memorial Food Bank (2018-2023):** I have been a volunteer at the John Buck Memorial Food Bank since freshman year of high school, distributing food and health items to those in need.

**Volunteer at Millville Elementary School (2018-2022):** I was a frequent volunteer at Millville Elementary School, assisting at events such as Jump Rope for Heart, Fall Festival, Scholastic Book Fair, and Field Day. I worked with faculty and staff to provide a fun and safe environment for elementary students.

**Camp Victory (2018-2022):** I was employed at Camp Victory: A Special Place for Special Kids. I worked as a dishwasher and in the dining hall, as well as maintenance personnel when the camp was shut down due to the pandemic, working to maintain upkeep of the campus through cleaning, renovating, and lawn care. I also worked as a Challenge Course personnel at the rock wall and zipline.

**Lightstreet United Methodist Church (2016-Present):** I have been a member of LUMC for seven years. I was previously a singer in the praise band and attended Sunday School. I have volunteered at the annual coat and clothing drive, Halloween Trunk & Treat, and Vacation Bible School.

1) Becoming a Trustee at Commonwealth University would provide me with the opportunity to be part of something bigger than myself. My choice to attend Bloomsburg University was made with the understanding that I would be challenged intellectually, socially, emotionally, and spiritually. My choice of major with the same intention. I have chosen the rigorous major of nursing not only to be challenged and pursue my aspirations of working in the medical field, but also to help others. As a nurse, I will be working with patients directly, valuing their overall health and experience under my care. Throughout my journey thus far, I have felt led to help others, volunteering my time and efforts both in school and in my community. As a trustee, I will continue on this path as I look to challenge myself as well as help those around me throughout the Commonwealth University.

As a Trustee, I would utilize my previous leadership, team, and government activities to better the Commonwealth. I was blessed with many fulfilling experiences in the Millville School District. My roles as President of Millville's Class of 2022, Senior High Student Council, and National Honor Society presented me with a multitude of challenges I faced head-on. I was required to think logically, yet creatively to overcome obstacles such as the pandemic, school leadership transitions, and district-wide communication. I was able to successfully organize events such as homecoming, prom, pep-rallies, induction ceremonies, community service projects, and graduation, and make new connections with individuals and businesses in my community. Serving as an officer for these groups allowed me to learn the ideals of student government as well as face the realities of working with various constituencies to reach agreements. I distributed questionnaires to the student body and worked with the council to make decisions. I was heavily involved in the revising Millville's Student Council Constitution, making changes from years prior with my advisor and other members of the council to ultimately send to Harrisburg for approval. This experience allowed me to alter the future of Millville's Student Council for the overall benefit of the district, community, and future generations.

The Trustee position will allow me to be involved in experiences such as those at Millville but on a larger scale. As a freshman, I have three years remaining of my time at Bloomsburg University. I wish to make a difference for those currently attending Commonwealth University as well as for those to come. My experience as a freshman at Bloomsburg has already been enriching, giving me new perspective that I wish to share with others. I also recognize perspectives of others in the student body and wish for their visions to be shared as well. As a Trustee, I would have the opportunity to be a voice for other students.

I will strive to positively contribute to the Council of Trustees. My leadership positions have helped me learn patience, understanding, and determination to be an impactful leader. I have learned to be more responsible, ensuring all tasks are accomplished correctly and efficiently. I have also learned to be as organized as possible, keeping track of deadlines and prioritizing tasks. The positions I have held and experiences I have gained also prove my passion to be involved in my school and community, working toward the betterment of society. My dedication to be and do my best in all things carries through my thoughts, words, and actions, all of which I will bring to the position of Trustee.

2) When considering strengths and weaknesses of the University, I find more positive attributes than negative. First and foremost, the university provides a solid academic foundation, providing students with what they need to graduate and be successful in their profession of choice. Classes are insightful and challenging. The professors have vast knowledge about their area of expertise and readily share information about their passions.

Faculty and staff not only care about their students' comprehension and success, there is a strong and resilient support system for students. Professors provide a safe place for students to seek assistance, offering office hours and extra study tools for students. Other workers on campus also put forth effort to help students on their collegiate journey.

This effort to help students is also seen through the many scholarship opportunities the university offers. Commonwealth University is an affordable option, with a general low cost of tuition in comparison to many other schools. This, in turn, also encourages a more diverse and unique population as many can afford to further their education.

Commonwealth also provides a vast number of intellectual, social, emotional, and spiritual opportunities for students. Free tutoring allows students to get the help that they need from fellow peers who have taken a similar course. Many clubs and organizations are formed, some particular to a major and others related to a common hobby. Psychological counselors are ready to listen to and support students in all aspects of their lives, in and out of school. Religious organizations are available as well for those who wish to continue their journey of faith.

The university does, however, have possible changes that could be made for the better. For instance, the university could have clearer communication flow between students, faculty, and staff. As a first-year student with no college experience, I found it difficult to figure out who to contact for simple questions including scheduling and technology support during my first semester. Though these questions were easier to obtain answers to in my second semester, the university could better equip first-year students with direct faculty/staff/peer contacts for simple questions.

Furthermore, another improvement would be if students had an easy way to submit suggestions or ideas. For instance, a student might have an idea such as implementing a new academic resource, a new school-wide event, etc., but have no avenue to make the suggestion. Providing students with an opportunity to express their thoughts and opinions would encourage them to strive for better for the Commonwealth University community.

3) It is difficult for me to choose my most important extracurricular activity from my high school career and college experience thus far. I value being a well-rounded individual, keeping my moral standards consistent with all I am involved in. Therefore, I have come to the conclusion that my most important extracurricular activity is a draw between my involvement in church, National Honor Society, Senior High Student Council/Class Officer, and varsity sports.

I have attended church since I was a young girl, continuing my faith journey now into my college years. My parents instilled in me Christian ethics and morals, which I strongly believe have gotten me to who and what I am today. Involvement in my home church (Lightstreet United Methodist Church) and my new church (Lives Changed By Christ) has given me lifelong relationships with individuals of all ages. Adults have helped and guided me through the difficulties and joys of my life while those younger than me have shown the importance of youth in the world's future. Attending church services weekly and events when possible has kept me on a straight path to health and happiness.

National Honor Society gave me meaningful connections to my school and my community. Volunteering at the elementary school allowed me to formulate ongoing relationships with students and teachers throughout the school years. Making a positive impact on young children's lives is something I am proud of and value. Many of my most fun and memorable high school experiences occurred when working in the elementary school.

Students, faculty, and staff looked to Student Council for school spirit and encouragement throughout the school year. I was able to help bring this spirit and motivation to all in the district through the organization of major school events like homecoming, holiday festivities, and end-of-year celebrations. Being a Class Officer, I had the privilege to lead the Class of 2022 sophomore, junior, and senior years. Helping and guiding my classmates reach graduation was challenging during the pandemic yet I was glad to help manage fundraisers and class events. I hope to help maintain relationships with classmates through reunions in the future.

Aside from my church life and academic trek, I enjoyed my experience as a high school varsity athlete. My passions for both soccer and basketball were established at a young age, even prior to elementary school. By high school, I worked to be and do my best both on and off the field. On the field, I was able to exert all my energy physically and mentally in a competitive way. I found a part of myself through sports: a part of me that is confident in my skills and abilities, a team player, and a leader. Sports have inspired me, revealing that I truly can accomplish anything I set my mind and body to. I accomplished my career goals of scoring 50 goals in soccer and 1,000 points in basketball. This mindset is something that I live by as I continue my academic journey as a nursing major.



March 28, 2023

Chancellor Daniel Greenstein  
Pennsylvania State System of Higher Education  
Dixon University Center  
2986 North Second Street  
Harrisburg, PA 17110

Dear Dr. Greenstein:

I am pleased to inform you that East Stroudsburg University has concluded the search process to replace our graduating student trustee. The search and screening process was conducted in accordance with the Board of Governors policy. I concur with the committee's recommendation of Ms. Damali Jackson.

I have enclosed Ms. Jackson's application and letters of recommendation for your review. I met with Ms. Jackson and understood why the committee selected her to serve our student body and University. She is a well-rounded student who is poised and inquisitive. She demonstrates a deep sense of pride for the University, and I believe Ms. Jackson will be a tremendous asset to our Council of Trustees and representative of ESU.

Please let me know if you have any questions about my recommendation of Ms. Damali Jackson.

Sincerely,

Kenneth Long,  
President

KL/mlc

Enclosures

**EAST STROUDSBURG UNIVERSITY  
STUDENT MEMBER OF THE COUNCIL OF TRUSTEES  
APPLICATION**

REQUIREMENTS: Must be a **full-time ESU undergraduate or graduate student** in good academic standing, with a **minimum 2.5** quality point average. Must be willing to submit to standard criminal background checks as part of the appointment process and in fulfillment of Board Policy 2014-01-A: *Protection of Minors*.

Please submit the completed application along with two (2) letters of recommendation to the Office of the President, Reibman 204, or email [mcetnar@esu.edu](mailto:mcetnar@esu.edu) no later than **February 06, 2023**.

<b>Name:</b>	Damali Jackson		
<b>Campus Address:</b>	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		
<b>Home Address:</b>	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		
<b>Phone:</b>	XXXXXXXXXX	<b>Email:</b>	XXXXXXXXXXXXXXXXXX
<b>Name of High School:</b>	Pocono Mountain East High School		
<b>High School Grad Year:</b>	June 2021		
<b>City and State:</b>	Swiftwater pa		
<b>ESU Class Status:</b>	2025		
<b>Current GPA:</b>	XXXXX	<b>Expected Grad Date:</b>	May 2025
<b>Major:</b>	Communications	<b>Minor:</b>	Business Managment

**List University activities, offices held, awards, and/or scholarships received:**

- |  |  |
|--|--|
| <p>Activities</p> <ul style="list-style-type: none"> <li>Student Government Association - Former PR Chair</li> <li>Student Government Association - Current Secretary</li> <li>Xplosion Step Team - Current Secretary</li> <li>National Council Of Negro Women (NCNW)- Member</li> <li>Women Of Color Initiative(WOCI) - Member</li> </ul> | <p>Scholarships</p> <ul style="list-style-type: none"> <li>Red and Black Award</li> <li>Warrior Incentive Grant</li> <li>Exploratory Studies Annual</li> </ul> |
|--|--|

**Why are you interested in becoming the student member of the Council of Trustees?**

Ever since High School I knew being a leader was in my future. I often wonder how I can create effective change on this campus. That's why I joined SGA, but I always ask myself what more I can do to make this university the best for its students and faculty, because I really do love ESU. As someone who has been a student leader for over a year now, I believe this is a position I will be able to adapt to. I believe I have a great understanding of many student perspectives, and I will be to speak on behalf of the majority and the minority on campus.

**What do you view as the role of a trustee?**

I view the role of a trustee as a student who serves the university as a leader. A leader who works close with administration providing a students' perspective ensuring the students voices are heard and ensure that students have a seat at the table. A trustee is entrusted with information regarding the school and aids the school in making informed decisions.

**What are your strengths?**

My strengths are my charisma, my passion, and my reliability. I have a lot of passion for helping people for the greater good. I work with diligence and sincerity, and this helps to build connections with people. I also have a strong sense value and a desire to help others. My open personality invites people to share about themselves. I create an environment of trust with people I talk to with. Finally, I am reliable because I follow through with my commitments.

**What are your weaknesses?**

My weaknesses are myself criticism, my perfectionist attitude, and my tendency to over explain. My biggest enemy is myself. I am the type of person to hold myself back even when I have so much to give. I am learning to strive more for improvement rather than perfection. When I complete a task, I like it to be my best. When I make the conscience effort to commit to something, I make sure to give my all and put in the extra work that make accomplishing a task or goal worth-while.

**What opportunities or challenges do you see the University may face during the next two years?**

(Define each and explain their importance.)

Challenges I see the school facing in the next two years are enrollment, retaining students, the mental health of students, the communication between the university and students. Enrollment was up from last year but something I've learned is it's not just about enrollment it's about getting students to comeback. This is important because this will go towards how people perceive the school and our credibility as an institution. Mental Health in our young people continues to increase. Students are in constant need of counseling, and many are not able to be seen due to the shortage of counselors. Finally, communication between the university and students. I find that many students never know what is going on campus. Building that relationship between faculty and students will provide understanding and allow for growth within the university. Now ESU is building a new University Center. This is a huge opportunity to demonstrate growth and provide students with more resources. ESU offers quality education at an affordable price. We are also the most diverse PASSHE school. It may seem by my response that the challenges outweigh the opportunities, but the re-design of the school has the ability to provide a better environment for faculty and staff and create a better community here at ESU.

*Please select **one** of the following questions:*

**1. What do you perceive as your single greatest accomplishment during your collegiate years?**

**2. What are your goals for your collegiate years?**

My goals are not necessarily based on what I do within the school. My goals are my growth a person. I strive to be the best version of myself. To me this means managing my time, being a leader, being comfortable in uncomfortable spaces and persevering in those spaces. Thankfully ESU has helped me and continues to help me with these goals. From the moment I joined SGA and other organizations I needed to learn balance. From the moment I became an executive board member in these organizations I learned that I need to listen to understand not to respond. My goal is to gain more knowledge and help the school and its students while doing that. So far, I have a good reputation as a student leader, I hope to be a role model and leave a legacy of positivity.

Buckley Wavier

I, Damali Jackson, hereby authorize and consent to the release of my records which shall include my GPA, Major, confirmation of enrollment, and conduct status at East Stroudsburg University for the purpose of verifying my qualifications for Student Trustee.

My signature below affirms that I possess the minimum qualifications required for consideration and the information I provided on the application is true and factual to the best of my knowledge.

Signature:  Date: 2/6/23

(Note: By signing this you do not authorize the release of your records to students).

**Office of the President**

Sutton Hall, Room 201  
1011 South Drive  
Indiana, Pennsylvania 15705-1046

P 724-357-2200

March 24, 2023

Dr. Daniel Greenstein, Chancellor  
Pennsylvania State System of Higher Education  
Office of the Chancellor  
2300 Vartan Way, Suite 207  
Harrisburg, PA 17110

Dear Chancellor Greenstein:

I am delighted to submit Shagufta Haque for consideration for appointment as a student member of the Indiana University of Pennsylvania Council of Trustees.

An IUP sophomore, Ms. Haque was selected as the nominee in a process consistent with established procedure. In addition, her nomination was endorsed by the IUP Council of Trustees in a motion unanimously approved at their quarterly meeting held on March 23, 2023.

Thank you for your assistance with this appointment.

Sincerely,



Michael A. Driscoll  
President

Attachments: Nominee's application  
Recommendation letter from Chair of the Student Trustee Search  
Committee

cc: Maura King, Chair, Student Trustee Search Committee



February 19, 2023

## Letter of Interest for the Student Member of the Council of Trustees

Please accept this as my letter of interest for the position of student member of the IUP Council of Trustees. My name is Shagufta Haque and I am a sophomore double majoring in Economics and Finance. I am currently serving as the Vice President of Student Government Association (SGA) and the Vice Chair for the University Senate. I've been in SGA for the past two years for which Maura King is one of our liaisons as the current student trustee. She attended a lot of our meetings, and continues to do so, to give us updates on the Council of Trustees. It was from her that I first heard about a search committee being put together for this new position and, thus, am interested in applying for it.

I am passionate about the success of IUP and its student body since this will be my home until I graduate. I believe that having conversations about any challenges students may be facing is important so that we can collectively come up with solutions and also focus on the opportunities offered here so that we can remember what to keep doing. I have heard of and read about what the Council of Trustees does. It includes responsibilities that are different from what I have had as the Vice President of SGA for the last two years but has the same goals to achieve student success and centeredness in mind – I want to continue exploring ways to highlight and improve the student perspective from a different angle as the Student Trustee. Trustees on the Council advocates for higher education by offering insights on existing or new programs, promote student achievements through updates on athletics and/or academics, and participate in budgetary discussions pertaining to tuition and scholarships. I view a trustee as someone who can review and evaluate policies in a way that the decision that comes after benefit the university across the board.

A little bit more about myself includes my weaknesses and my strengths. Self-advocacy or self-promotion is not one of my strongest suits. I'm an international student from Bangladesh and I have not seen this skill practiced enough back home, however, I am learning the importance of it during my time here at IUP. Telling others what I'm good at or capable of bringing to a group is encouraged and I'm trying to get better at it. Another characteristic that I believe has developed into a weakness is my habit to take on other people's responsibilities as soon as they need me to, even if that means putting my own tasks aside. I have gotten better at knowing when to stop but still not entirely at acting upon that knowledge.

Growing up, I have seen both my parents tackle situations with their wonderful open-mindedness and I'm thankful to them for passing some of that to me. My experiences at IUP so far have allowed me to work with a variety of people. I claim myself to be the kind of person who can make others feel comfortable around me with my approachability and lack of judgement. I saw this shine through when I organized a big project through SGA – “Chat with the Deans” which is an open student forum with the Deans of the academic colleges, library, University College, and graduate school. During the planning stage of the event, I made sure to



keep both the Deans and the students updated. I asked the Deans how they envisioned the program layout and compared it with the feedback I got from the SGA members because I wanted it to be a setting they felt comfortable in. The whole reason I came up with this project was because I realized that Deans wanted to interact with students more and students had to go through a whole chain of command to speak to Deans. It is one of my favorite accomplishments to date because for what it's worth, I was able to mitigate some of the conversation gap between the students and their Deans.

The first issue that can rise in the next few years in the recruitment and retention of both faculty and students. Some programs in the academic colleges may have to a) switch from the traditional master's/doctoral coursework to a low-residency one, and b) rely on two or three faculty members to teach, advise, design, etc. in the department – both of which being the result of a lack of recruitment of faculty. Faculty members may be passing away, going on sabbaticals, or leaving for better teaching opportunities elsewhere. Such incidents can affect the education students are here to get since there aren't enough faculty members to take on the responsibilities and can lower student and faculty morale. Faculty members will feel overwhelmed and overworked. Students will feel that the time, money, and effort put into their higher education are not serving them well.

Staying on the topic of morale, there will be an increase in need for mental health days or events in the near future. The reason I say this is because IUP students will hopefully feel more comfortable putting their mental health first by advocating for a 'pause' at least once a semester, attending more de-stress events, and availing newer resources at the counseling center. The time we are living in encourages us to work hard and succeed in our fields, as seen in students throughout the university at all levels. However, I think students are recognizing the connection between better mental health and better performance, which is and will continue to be an important topic of discussion.

Connected to health is the potential osteopathic medicine program at IUP. I am aware that the Council is considering this opportunity and it is something that will come up in the next two years. Funding for that will be challenging as will also be hiring the right people to teach the programs for it. Nonetheless, it can be one of those risks that the university takes to have a larger benefit in the long run. The initiative is great such that there is no public campus with this program in the state and students coming out of this can serve the rural population of Pennsylvania, which says great things about the contributions IUP wants to make in the community.

I thank you for your time and consideration, I look forward to hearing from you.

Sincerely,

Shagufta Haque

Economics and Finance, IUP 2025

# SHAGUFTA HAQUE

## EDUCATION

Indiana University of Pennsylvania (IUP), Indiana, PA 15705  
Bachelor of Arts: double major of Economics/Honors and Finance  
Business Honors Program, Eberly College of Business (ECOB)

August 2021 - May 2025 (anticipated)  
Cumulative Grade Point Average: [REDACTED]  
Robert E. Cook Honors College

## WORK EXPERIENCE

Office of International Education – IUP August 2022 - Present

- Student worker: Organize documents for students, answer phone calls, chaperone groups on trips
- SkillZone tutor: Assist students with their English, business, and economics skills

Student Government Association – IUP

- Vice President January 2022 - Present  
Act as the chief academic officer, supervise academic senators, engage in monthly meetings with the IUP Provost, serve as proxy to the President in voting and appointing
- Eberly College of Business Senator August 2021 - December 2021  
Met with the ECOB Dean and Associate Deans, maintained liaison with the student organizations within ECOB

## COLLEGIATE LEADERSHIP & VOLUNTEER SERVICE

Cook Honors College Executive Board – IUP September 2022 - Present

- Class representative: Plan social and academic events for honors college students

Eberly College of Business Dean Search Committee – IUP April 2022 - October 2022

- Student representative: Discussed qualifications and actively interviewed candidates applying for the position of ECOB Dean via Zoom and face-to-face meetings

Provost Search Committee – IUP March 2022 - April 2022

- Undergraduate student representative: Created outlines and actively interviewed candidates applying for the role of IUP Provost and Vice President of Academic Affairs via Zoom

Center for Teaching Excellence (Advisory Board) – IUP January 2022 - Present

- Undergraduate student representative: Provide student-centered insight and advice on activities of the Center

Department for Disability Access and Advising – IUP January 2022 - Present

- Note taker: Take notes for students in different courses (ACCT 201, ECON 122, and ENGL 202)

University Senate – IUP January 2022 - Present

- Vice Chair: Deliver updates on the Student Government Association and the Graduate Student Assembly

Student Support and Community Standards – IUP October 2021 - Present

- Board member: Participate in hearings and decision-making regarding student violations of IUP regulations

Indiana Community Garden – Mack Park, Indiana PA 15701 August 2021 - Present

- Volunteer: Plant and harvest fruits, herbs, and vegetables that are sent to the Chevy Chase food bank. Make posters and instructional signs for children

## TRAINING & CERTIFICATION

Executive Leaders Series October 2021 – November 2021

- Attended a six-week long series sponsored by the Center for Multicultural Student Leadership and Engagement focused on having leadership empathy, handling difficult conversations, and achieving organizational goals

MEMBERSHIPS

Member, The National Society of Leadership and Success (NSLS)

September 2022 - Present

Member, Women in Business (WIB) - IUP

May 2022 - Present

SCHOLARSHIPS

Terry Serafini Legacy Fund

- Receive \$1,000 per semester through the ECOB Honors program

January 2023 - Present

Honors College Package

- Receive \$1,500 per semester through the Robert E. Cook Honors College

August 2021 - Present

OFFICE OF THE PRESIDENT

March 27, 2023

Chancellor Daniel Greenstein  
Pennsylvania's State System of Higher Education  
2300 Vartan Way, Suite 207  
Harrisburg, PA 17110

Dear Chancellor Greenstein:

It is a pleasure to inform you that the PennWest University's Student Trustee Selection Committee, chaired by PennWest Clarion Student Trustee Kathryn Robinson, recommends Ms. Rachel Kister to fill the vacancy on the PennWest University Council of Trustees created by Kathryn's pending graduation this May.

Ms. Kister is a Junior Communication major with concentrations in Public Relations, Advertising and Corporate Communication. She also has minors in Social Media, Sports Media and Speech Communication. A review of Ms. Kister's credentials reveals a strong record of academic success, along with significant campus involvement. Her campus involvement, specifically her work with Student Senate, provides her experience advocating for the needs of her fellow students. Her application materials have been provided for your review.

You may reach her at the information below to arrange for personal interview:

Ms. Rachel Kister



As the Acting President, I endorse the Selection Committee's recommendation, and I am confident that you will find Ms. Kister to be an exemplary representative of the University's student body. If I can provide additional information, please do not hesitate to contact me.

Respectfully,

A handwritten signature in black ink that reads "R. Lorraine Bernotsky".

R. Lorraine Bernotsky, DPhil  
Acting President



March 2, 2023

Rachel Kister



Dear Student Trustee Selection Committee,

I am expressing my interest in becoming the next Student Trustee for PennWest Clarion. I met with Dr. Hoke and briefly with current Clarion Trustee, Katie Robison, to discuss the requirements of the Student Trustee. I understand that the Student Trustee is expected to be a representation of a model leader among the student population by attending university-related meetings and staying involved in the campus community. I believe that I have the skills and experiences necessary to fulfill the duties of this position.

During my freshman year at the university, I immediately became involved with the campus community. Thus far, I have invested organization involvement into Student Senate and its subcommittees, as well as holding a position on the University Activities Board (UAB) my freshman year. These organizations have allowed me to communicate with agents and network with students, executives, faculty, staff, and administration.

My passion is sharing laughter, creativity, and encouraging engagement across Clarion's campus. To do this, I am a member of the Ernie Squad and run the social media accounts for the mascot. To further connections among campus, I work as the Social Media Content Curator of Clarion Students' Association (CSA). This position consistently advertises for the movie theater and campus store. As for professional development, I accepted an exclusive invitation to be a member of the President Leadership Academy (PLA). Through workshops thus far, I have gained insight to various aspects of leadership and feel confident that I can apply my knowledge to this position. To this day, I still seek out new opportunities to learn and gain experience.

Throughout the roles I have assumed, I have enhanced my communication, critical thinking, networking, problem-solving, collaboration, and leadership skills. I am aware that the Student Trustee is a demanding role and is concerned with the quality of education the university provides and I hope to be awarded the opportunity to uphold this responsibility among Clarion's campus.

I am looking forward to hearing back from you. Please feel free to contact me at

 Thank you for your time and consideration.

Sincerely,

*Rachel Kister*

Rachel Kister

# Rachel Kister

## Education

Pennsylvania Western University, Clarion, PA  
Bachelor of Science Degree in Communications  
Concentration: Public Relations, Advertising, and Corporate Communication  
GPA: XXXXX.

## Career Related Experience

Social Media Content Curator, Clarion Students' Association, March 2022-present

- Manage content distribution among social media platforms including Facebook, Instagram, and TikTok
- Create Content with audience interests and core values in mind
- Increase content engagement and account reach consistently by 20-50% using creative design strategies and consistent posting strategies
- Increased followers by 400% for "Movies on Main" Instagram profile and 200% for "The Clarion Store" Instagram profile
- Partner with other PennWest social media accounts to provide updates among campus

Social Media Manager, Ernie the Eagle (Mascot), September 2021 - present

- Manage TikTok and Instagram social media accounts
- Provide fans positive experiences and good memories staying in character using the voice of Ernie in every post
- Increase content engagement and reach by 30% over a period of 14 months
- Increased account followers by 300% in 14 months

PennWest University Strategic Planning Oversight Team (SPOT), 2022 - present

- Work with university executives, faculty, administrators, and staff to create a comprehensive plan for the future of PennWest University

## Professional Development

President's Leadership Academy (PLA)

- Selected to participate in exclusive leadership development workshops
- Network with university executives, faculty, administrators, and staff

## Honors and Awards

Dean's List: 3/3 semesters  
Student Senate Rookie of the Year Award (2021)  
Golden Eagle Scholar (\$1400)  
Amerigo Torretti Scholarship (\$2750)  
Ready to Succeed Scholarship (\$2500)  
James Cole Scholarship (\$300)

## Work Experience

Server, Red Lobster, DuBois, PA, March 2019-present

- Cultivated warm relationships with regular customers
- Received special recognition from corporate for superior customer service

April 3, 2022

Cierra Mitchell  
455 Residence Hall F  
Campus

Dear Cierra,

I have received the recommendation of the Student Trustee Selection Committee. I am pleased to inform you that your nomination was forwarded to the Chancellor's Office of the Pennsylvania State System of Higher Education for approval. Congratulations!

Before your appointment is finalized, there are a few steps to be completed. Chancellor Daniel Greenstein will review your application materials. Please also be aware the Chancellor's Office will complete a social media check. Once the review at the System is completed and everything is in order, the Chancellor's Office will submit your materials to the Governor's Office for appointment. As a student trustee, you do not have to receive Senate confirmation, so the process tends to move quickly.

The next Council of Trustees meeting is scheduled June 8 & 9, 2023, and it is anticipated your appointment will be finalized for this meeting. I would encourage you to attend the sessions you are able and observe the meetings in advance of your appointment. Tina Moser can provide you the schedule of meeting activities.

Cierra, this is an exciting leadership opportunity and I know you will represent Slippery Rock University well. In the meantime, should you have questions about this appointment, please contact me.

Sincerely,



William J. Behre, Ph.D.  
President

WJB: tlm

cc: Mr. Domenic Ionta, chair, Slippery Rock University Council of Trustees



**Student Member, Council of Trustees  
Application (Continued)**

**Please answer the following questions in narrative rather than single-sentence form.**

**Your reason(s) for seeking the position of student trustee:**

I am seeking this position because I believe I will do well in the role. I have spoken to the current student trustee about the gravity of the role. I understand this role is a privilege. I know that the main role will be to serve the student body and keep in mind what can help the entire university. I have a unique perspective surrounding the student body given my various involvement in student organizations. I feel that I can share the student perspective that the board may not be seeing or hearing. I want to be able to engage with the board members and gain a deeper understanding of the responsibilities and decisions that the board members are tasked with handling. This role would allow me to gain newfound knowledge from people who are in positions of leadership that I aspire to be in.

**What do you view as the role of a Slippery Rock University trustee?**

I believe the role encompasses being able to comprehend things from different standpoints, being flexible, and being understanding. I view the role as being the voice for the student body behind the scenes. I understand that this role will require long nights, hard work, and perseverance, and I feel that I have the skill sets to fulfill those duties I think being a student trustee will allow me the opportunity to be able to represent the needs of the people on campus and be the voice for the students who don't feel they have one. I feel it will allow me to bring a unique perspective to the boardroom that may have not been there otherwise. This role is a huge responsibility and I do not take the magnitude of the role lightly.

**What are your strengths?**

1. Emotional Intelligence – I do not allow my emotions to conflict with tasks that I have to do. I understand that there may be things I do not agree with but will have to do to fulfill a job requirement
2. Communication – I am very well-spoken and can adapt to any environment around me. I understand various opinions and perspectives and get along with people from different backgrounds.
3. Multitasking – I can handle multiple tasks at one time and fulfill them promptly while meeting high standards
4. I have experience in computer software: Microsoft, Excel, and PowerPoint

**Student Member, Council of Trustees  
Application (Continued)**

**What are your weaknesses?**

- 
1. Getting caught up in detail – I can become hyper-fixated on little details
  2. Public speaking – I can sometimes become very nervous during public speaking roles. To combat this problem, I decided to join the debate team to get better improve.
  3. Self-criticism – I can be my own worst critic at times. I can sometimes downplay my skills and efforts.

**What three issues will confront the University during the next two years? (Define each and explain their importance.)**

- 
1. Enrollment numbers declining
    - a. Since the start of the pandemic, there has been a drastic drop in college enrolment. The pandemic has overall infected the cost of living and it seems like the cost is only going to get higher. Two years from now I do not see the cost-of-living decreasing.
    - b. More students are seeming to turn away from the idea of college entirely. With increasing financial burden and lack of motivation to attend
  2. Loss of income
    - a. This can be tied back to the enrollment decline. The decline in student enrollment can be correlated to a loss of income.
  3. Cuts in Programs
    - a. The loss of enrollment and a loss of income may result in cuts having to be made at the university. Cuts may have to be made to the academic programs such as classes being terminated or even programs such as Bonner.

**What do you perceive as your single greatest accomplishment during your collegiate years? Why?**

---

I believe my single greatest accomplishment during my collegiate years was finally being able to see the world around me differently. Before I came to college, I was attending a predominantly African American high school. Everybody looked the same and even to an extent acted the same. The college has taught me so much about myself and the way the world is evolving. Everyone does not look, act, or even think the same way. Understanding that the world around me is forever changing and expanding has also shown me that I must learn and expand. When I leave college, I will leave with the knowledge that I have learned while being a student at Slippery Rock. In my personal experience the knowledge and understanding I have gained while being at the university is priceless.

**Student Member, Council of Trustees  
Application (Continued)**

**What would you want to accomplish as a member of the Council of Trustees?**

I want to be able to make an impact not just for the students but for the university. In becoming the student trustee, I will be able to bring the opinions of the student body directly to the board. I will be able to address financial matters, diversity issues, and the overall hardships that students face. I hope that by bringing important matters to the Board we will make a unique difference for current students and future students, while also improving the university as a whole.

**RETURN THE COMPLETED APPLICATION BY MARCH 10, 2023  
AND THREE LETTERS OF RECOMMENDATION TO:  
300 Old Main, Chief of Staff, Office of the President**

**PLEASE ATTACH YOUR RESUME TO THE APPLICATION**

**(My resume is attached below)**

**Student Member, Council of Trustees  
Application (Continued)**

**CIERRA MITCHELL**



**EDUCATION**

**Slippery Rock University, Slippery Rock, PA**

**May 2024**

Bachelor of Arts in Political Science

Minor in Business Administration

- Dean's List

**2020 - Present**

**Community College of Allegheny County, Pittsburgh, PA**

**June 2022**

Completed 9 credits towards degree at SRU

**PROFESSIONAL EXPERIENCE**

**Security Guard, Allied Universal, Pittsburgh, PA**

**April 2021 – Present**

- Gained clearances through CORE, Child Abuse Clearance, Fingerprint Clearances
- Patrolled and monitored premises to ensure the safety of staff and patients
- Effectively dealing with aggressive patients and de-escalating high-risk situations

**Dietary Aide, Highland Park Park Center, Pittsburgh, PA**

**July 2020 – May 2021**

- Served meals to residents per established schedules and dietary procedures.
- Washed plates, cups, eating utensils, and kitchen equipment in a commercial dishwasher

**Team Member, Five Guys, Pittsburgh PA**

**July 2020 – September 2020**

- Provided excellent customer service by greeting customers and meeting quality expectations.
- Learned various stations at the work site including grill, cash register, condiments, and maintaining proper temperature levels of the food on the line station.
- Learned the importance of sanitation based on various trainings.

**Assistant, Neighborhood Learning Alliance, Pittsburgh PA**

**May 2019 – July 2019**

- Participated in a career readiness program

**LEADERSHIP AND SERVICE**

**Member, Debate Team, Slippery Rock University**

**March 2023 – Present**

- Convene and prepare to take part in competitive debates

**Member, Student Conduct Hearing Board, Slippery Rock University**

**November 2022 – Present**

- Work with the board to consider violations of the Student Code of Conduct that could result in temporary or permanent removal from the university.

**Student, Piano Lessons, Slippery Rock University**

**August 2022 – Present**

- Meet with a private tutor to learn and develop skills surrounding the instrument

**Member, Q.U.E.E.N.S., Slippery Rock University**

**August 2022 – Present**

- Promote, empower, and educate minority women on the university campus

**Member, Black Action Society, Slippery Rock University**

**March 2022 – Present**

- Create and promote the African American experience at a predominantly white institution

**Student Member, Council of Trustees  
Application (Continued)**

**Member, Equestrian Club, Slippery Rock University**

**September 2021 – December 2021**

- Participated in equestrian training and competition

**SKILLS**

**Computer:** Microsoft Word, Excel, PowerPoint

# BOARD CONSIDERATION



Pennsylvania's  
**STATE SYSTEM**  
of Higher Education

**Board of Governors Meeting**

April 20, 2023

**SUBJECT: 2023-24 and Tentative 2024-25 Basic Tuition and Technology Tuition Fee Rates****UNIVERSITIES AFFECTED:** All

**BACKGROUND:** State System universities provide high quality educational experiences while continuing to be among the most affordable four-year institutions in Pennsylvania—striving to provide every student the opportunity to achieve success and upward mobility. It is critical to both student and university success that the System universities control costs and use tuition and institutional aid strategically to keep tuition as low as possible for those with the greatest financial challenges.

According to Board of Governors' Policy 1999-02-A: *Tuition*, tuition rates will be set annually no later than April 30 for the upcoming two academic years, where the tuition rate for the second year is based on the most current three-year average increase in the State System's basic tuition rate.

The Board of Governors has been able to hold tuition at the FY 2018-2019 rate for five years while also increasing institutional financial aid to students. During this same time, State System universities have been subject to historically high rates of inflation across all its cost areas, without passing on any of these increases to its students. Universities have been managing this challenge through adjustments to their operating budgets, on top of budget alignment efforts associated with meeting financial sustainability requirements. Average annual inflation for the past three years of 3.8% continues to persist, with 2022-23 fiscal year-to-date inflation reported at 7% and continued increases in the projected rates, reflecting inflationary pressures beyond historical norms. (Inflation data source: Congressional Budget Office CPIU index. Therefore, to continue to provide high-quality experience for our students, we must address this inflationary pressure through increased state support, reduced expenditures, increased tuition revenue, or a combination thereof.

In addition to setting tuition for 2023-24, as outlined in the policy, there will be a tentative rate established for 2024-25, calculated based on the most current three-year average increase in the State System's basic tuition rate.

**MOTION:** TBD

---

**Supporting Documents Included:** 2023-24 and Tentative 2024-25 Tuition Schedule (Attachment 1) and 2023-24 and Tentative 2024-25 Technology Tuition Fee Schedule (Attachment 2)

**Other Supporting Documents Available:** Board of Governors' Policy 1999-02-A: *Tuition*

**Reviewed by:** N/A

**Prepared by:** Molly Mercer

**Email:** mmercerc@passhe.edu

**Pennsylvania’s State System of Higher Education  
Proposed 2023-24 and Tentative 2024-25 Tuition Rates**  
*Summary for Typical System Student  
Excludes Rates for Board-Approved Alternative Tuition Pricing*

Student Classification	2022-23 Rates		Proposed 2023-24 Rates				Tentative 2024-25 Rates			
	Per Credit <sup>1</sup>	Full-Time	Per Credit <sup>1</sup>	Full-Time	Change		Per Credit <sup>1</sup>	Full-Time	Change	
		Academic Year		Academic Year	\$	%		Academic Year	\$	%
<b>Typical Undergraduate In-State Rate</b>										
In-State	\$322	\$7,716	<b>Rate will be set by the Board of Governors at the April 20, 2023 meeting.</b>				<b>Rate will be set by the Board of Governors at the April 20, 2023 meeting.</b>			
<b>Typical Graduate In-State Rate</b>	\$516	n/a								
<b>Technology Tuition Rate</b>										
Undergraduate In-State	\$20	\$478								
Undergraduate Out-of-State	\$30	\$728								
Graduate In-State	\$28	n/a								
Graduate Out-of-State	\$40	n/a								

<sup>1</sup> For graduate student charges and undergraduate part-time, summer, interim session student charges. In addition, Millersville and Shippensburg Universities charge in-state undergraduate students on a per-credit basis.

Note: At the discretion of each university president, out-of-state tuition rates may vary for online programs.

**Pennsylvania’s State System of Higher Education  
Proposed 2023-24 and Tentative 2024-25 Technology Tuition Fee Schedule**

Student Classification	2022-23	Proposed 2023-24	Change		Tentative 2024-25	Change	
			Amount	Percent		Amount	Percent
<b>Rates will be set by the Board of Governors at the April 20, 2023 meeting.</b>							
<b>Full-Time Academic Year</b>							
In-State Undergraduate	\$478						
Out-of-State Undergraduate	\$728						
<b>Full-Time Semester</b>							
In-State Undergraduate	\$239						
Out-of-State Undergraduate	\$364						
<b>Per Student Credit Hour (For part-time and graduate students) <sup>1</sup></b>							
In-State Undergraduate (less than 12 credits)	\$20						
Out-of-State Undergraduate (less than 12 credits)	\$30						
In-State Graduate	\$28						
Out-of-State Graduate	\$40						

<sup>1</sup> For graduate student charges and for undergraduate part-time, summer, and interim session student charges.

## Board of Governors Meeting

April 20, 2023

**SUBJECT:** Ratification of POA Collective Bargaining Agreement and SPFPA Memorandum of Understanding

---

**UNIVERSITIES AFFECTED:** All

**BACKGROUND:** The PASSHE Officers Association (POA), which represents police and security officers, has recently ratified the tentative agreement for a successor collective bargaining agreement with the State System of Higher Education.

Additionally, the State System of Higher Education has concluded meet and discuss sessions concerning a successor memorandum of understanding with the International Union, Security, Police and Fire Professionals of America (SPFPA), the union representing the police and security supervisors.

Implementation of the agreement and memorandum is dependent upon the Board of Governors approving the respective collective bargaining agreement and memorandum of understanding.

**MOTION:** That the Board of Governors ratifies:

- (1) the Collective Bargaining Agreement with the PASSHE Officers Association;
- (2) the Memorandum of Understanding wage re-opener with the International Union, Security, Police and Fire Professionals of America; and

authorizes the Chancellor and the Chairwoman of the Board of Governors to execute the appropriate documents.

---

**Supporting Documents Included:** (1) POA Tentative Agreement Summary; (2) SPFPA Meet and Discuss Summary.

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

**Prepared by:** Jeffrey B. Hawkins

**Email:** [jjhawkins@passhe.edu](mailto:jjhawkins@passhe.edu)

**Summary of Provisions of the Tentative Collective Bargaining Agreement Between Pennsylvania’s State System of Higher Education (State System) and PASSHE Officers Association (POA)**

**Term of Agreement**

September 1, 2022 through August 31, 2025

**Article 18 Salaries and Wages**

**Patrol Officers and Police Specialists**

First full pay period in February 2023

Move to New Wage Scale at Pay Step which corresponds to an officer’s years of continuous service in police and security classifications within the State System (new wage scale decreases number of wage steps from 10 to 7 and increases distance between steps from 5.0% to 5.5%).

First full pay period in February 2023 through July 31, 2025

Officer receives a Step Increment or Longevity Payment, as applicable, on anniversary date<sup>1</sup>. Step increments are granted through the beginning of an officer’s seventh year of service. Increasing Longevity Payments of \$200 per year are granted for each year of service beginning at an officer’s eighth year of service through twentieth year of service (Year 8 = \$200, Year 20 and beyond = \$2600).

Part-Time employees will be paid at Step 1 for the term of the collective bargaining agreement. Regional Pay of an additional \$1.00 per hour will be added to the base hourly pay rate of officers at the following universities: Cheyney, East Stroudsburg, Kutztown, Millersville and West Chester.

**Security Officers 1**

First full pay period in February 2023

Move to New Wage Scale at Pay Step which corresponds to an officer’s years of continuous service in police and security classifications within the State System (new wage scale decreases number of wage steps from 20 to 8 and increases distance between steps from 2.25% to 5.5%).

First full pay period in February 2023 through July 31, 2025

Officer receives a Step Increment or Longevity Payment, as applicable, on anniversary date. Step increments are granted through the beginning of an officer’s eighth year of service. Increasing Longevity Payments of \$125 per year are granted for each year of service beginning at an officer’s ninth year of service through twentieth year of service (Year 9 = \$125, Year 20 and beyond = \$1500).

Part-Time employees will be paid at Step 1 for the term of the collective bargaining agreement.

---

<sup>1</sup> Anniversary date is the officer’s date of appointment at a State System university.

### Direct Deposit

All employees are required to sign up for direct deposit of paychecks and travel expense reimbursement.

### Article 9 Holidays

Add Juneteenth as a recognized paid holiday.

Permit permanent full-time employees to utilize paid holidays during the calendar year before they are earned. If not subsequently earned, the anticipated holiday will be retroactively charged to paid leave or leave without pay.

### Article 10 Personal Leave

Clarify that emergency personal leave may be taken for a significant unplanned personal event provided that continued operations can be maintained.

### Article 19 Overtime

Allow for compensatory time to be earned in lieu of premium overtime pay at the employee's option; modify the time during which compensatory time must be utilized before it is paid out from 120 days to the leave calendar year.

### New Appendix

Provide for the implementation of ten (10) or twelve (12) hour shifts if proposed by Management and agreed to by the seventy-five (75) percent of the impacted bargaining unit members.

### New Appendix

Create a pilot program to permit universities to hire a Patrol Officer Trainee for the purpose of having the trainee complete the Act 120 Basic Training Program and subsequently be promoted to a Patrol Officer.

- Trainee pay rate of \$16.64 per hour (equivalent to Security Officer 1, Step 1)
- University pays tuition and fees to attend the Act 120 Basic Training Program
- Trainee is promoted to Patrol Officer after completing the Act 120 Basic Program and being commissioned by the Municipal Police Officer Education and Training Commission (MPOETC)
- Employee remains in probationary status through their first year of Patrol Officer employment except for the purpose of applying eligibility for Tuition Waiver
- If Patrol Officer voluntarily resigns before reaching four (4) years of employment, the officer must pay back the cost of tuition and fees to attend the Act 120 Basic Training Program. The amount of payment would be prorated based upon the officer's length of service.

**Summary of Understanding as result of Meet and Discuss Between  
Pennsylvania’s State System of Higher Education (State System) and the Security,  
Police, and Fire Professionals of America (SPFPA)**

**Term of Memorandum of Understanding**

September 1, 2022 through August 31, 2025

**Recommendation 18 Salaries and Wages**

**Police Supervisors**

First full pay period in February 2023

Move to New Wage Scale at Pay Step which corresponds to a supervisor’s years of continuous service in police and security classifications within the State System (new wage scale decreases number of wage steps from 10 to 7 and increases distance between steps from 5.0% to 5.5%).

First full pay period in February 2023 through July 31, 2025

Supervisor receives a Step Increment or Longevity Payment, as applicable, on anniversary date<sup>1</sup>. Step increments are granted through the beginning of a supervisor’s seventh year of service. Increasing Longevity Payments of \$200 per year are granted for each year of service beginning at a supervisor’s eighth year of service through twentieth year of service (Year 8 = \$200, Year 20 and beyond = \$2600).

Part-Time employees will be paid at Step 1 for the term of the collective bargaining agreement. Regional Pay of an additional \$1.00 per hour will be added to the base hourly pay rate of supervisors at the following universities: Cheyney, East Stroudsburg, Kutztown, Millersville and West Chester.

**Security Officers 2**

First full pay period in February 2023

Move to New Wage Scale at Pay Step which corresponds to an officer’s years of continuous service in police and security classifications within the State System (new wage scale decreases number of wage steps from 20 to 8 and increases distance between steps from 2.25% to 5.5%).

First full pay period in February 2023 through July 31, 2025

Officer receives a Step Increment or Longevity Payment, as applicable, on anniversary date. Step increments are granted through the beginning of an officer’s eighth year of service. Increasing Longevity Payments of \$125 per year are granted for each year of service beginning at an officer’s ninth year of service through twentieth year of service (Year 9 = \$125, Year 20 and beyond = \$1500).

---

<sup>1</sup> Anniversary date is the employee’s date of appointment at a State System university.

Part-Time employees will be paid at Step 1 for the term of the collective bargaining agreement.

Direct Deposit

All employees are required to sign up for direct deposit of paychecks and travel expense reimbursement.

**Recommendation 9 Holidays**

Add Juneteenth as a recognized paid holiday.

Permit permanent full-time employees to utilize paid holidays during the calendar year before they are earned. If not subsequently earned, the anticipated holiday will be retroactively charged to paid leave or leave without pay.

**Recommendation 10 Personal Leave**

Clarify that emergency personal leave may be taken for a significant unplanned personal event provided that continued operations can be maintained.

**Recommendation 19 Overtime**

Allow for compensatory time to be earned in lieu of premium overtime pay at the employee's option; modify the time during which compensatory time must be utilized before it is paid out from 120 days to the leave calendar year.

**New Appendix**

Provide for the implementation of ten (10) or twelve (12) hour shifts at Management's sole discretion after Meet and Discuss with the union.

**Board of Governors Meeting**  
April 20, 2023

**SUBJECT:** Chancellor's Appointment Extension

---

**UNIVERSITIES AFFECTED:** All

**BACKGROUND:** Pursuant to 24 P.S. Section 20-2006(a)(1), the Board of Governors is authorized to “employ the chancellor to serve at the board's pleasure under fixed term or contract of fixed duration of not longer than five (5) years...[and that] prior to the renewal of such term or contract, the board shall conduct an evaluation of the chancellor's service to determine whether such term or contract should be renewed and for what period of time.”

**DRAFT MOTION:** The Board of Governors—having completed its evaluation of the Chancellor—extends the appointment of Chancellor Dan Greenstein for the maximum allowed period of five years and authorizes the chair to execute all necessary documents.

---

**Supporting Documents Included:** [Pennsylvania statutes](#)

**Other Supporting Documents Available:** None

**Reviewed by:** Office of the Chancellor

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

**Email:** [rgoin@passhe.edu](mailto:rgoin@passhe.edu)