The Quarterly Meeting of the Cheyney University of Pennsylvania Council of Trustees was held on Tuesday, March 15, 2016 in the Marcus Foster Student Union Building Auditorium. With a quorum present and notice of meeting duly exercised in accordance with Trustee By-Laws, Chairman Robert W. Bogle opened the meeting at 1:18 P.M.

APPROVAL OF MINUTES -

Chairman Bogle made a motion to approve the minutes of the December 15, 2015 regular meeting of the Council of Trustees, as amended. This motion was seconded by Trustee Patterson and the motion carried. The amended minutes will reflect the addition of Trustee Spencer as a member present at the December meeting.

PUBLIC COMMENT –

Cheyney Alumna, Ms. Gaynelle Lewis, voiced her concerns regarding funds strictly designated for CUNAA Scholarships and the balance of the fund. Additionally, Ms. Lewis inquired about the Harris Connect Alumni Directory and if Cheyney University authorized them to contact alumni. Further discussion ensued.

Mr. Junious Stanton, Alumnus and member of Heeding Cheyney’s Call, reported on the positive comments made by Cheyney alumni regarding the work of Ms. Georgia Prell of PASSHE. Further discussion ensued.
Dr. Wesley Pugh, Professor, School of Education and Department Chairperson, expressed the faculty’s commitment to Heeding Cheyney’s Call. Dr. Pugh also commented on faculty’s continued commitment to growing the Master’s Degree Program and the TIES initiative.

Mr. Charles Frazier, Alumnus, Class of 1984, inquired as to the status of a permanent president of Cheyney University. Further discussion ensued.

Ms. Kathleen Johnson, Alumna, Class of 1974, stated that she received a mailing from Harris Connect and the company is legitimate. Additionally, Ms. Johnson inquired as to the status of Middle States. Further discussion ensued.

Mr. Terrill Williams, Alumnus, Class of 2006, inquired as to what is the University's plan to increase revenue. Further discussion ensued.

**PRESIDENT’S REPORT**

Dr. Pogue introduced newly appointed Interim Provost and Senior Vice President for Academic Affairs, Dr. Robert M. Dixon.

Dr. Pogue announced that consultant Dr. Larry Goldstein will be working with the University regarding Middle States. Dr. Goldstein will be present on campus on May 31st. Additionally, Dr. Pogue remarked that the University is on schedule with the writing of the report.

Dr. Pogue remarked that the University is still devising a plan that will reduce spending by $5 million and eliminate 50 staff positions. Further information will be available at a later date. Dr. Pogue commented that, unfortunately, Cheyney University is not the only institution of higher learning nationwide facing this dilemma.

**REPORTS OF THE STANDING COMMITTEES**

**Academic Affairs Committee**

Chairman Bogle welcomed Dr. Robert M. Dixon, Interim Provost and Senior Vice President for Academic Affairs.

Dr. Dixon stated that the University continues to plan for Middle States to ensure that the University’s probation will be lifted.

Dr. Dixon further commented that while the University has to make reductions in several areas, it is imperative that the University is deemed attractive to students.

Dr. Dixon announced that the University is looking to expand its Criminal Justice program to include courses in Intelligence and programs that will enhance teacher preparation. TIES is a good example of this, as many educators today are not prepared to deal with children that have suffered trauma. Children acting out is often misinterpreted as misbehavior. This is very often not the case. Cheyney’s involvement with the TIES initiative is the first within the PASSHE system and among HBCUs.
Cheyney will work to strengthen STEM areas and continue to pursue grants. Additionally, the University will look at other areas that will resonate change in the community such as Cybersecurity. This area continues to rise as a major field of study and Cheyney should play a major role.

Student Affairs Committee

Mr. Larry Skinner, Chair of the Student Affairs Committee, introduced Dr. J. Michael Harpe, Vice President for Student Affairs and Leadership Development, to present the report of the committee.

Dr. Harpe provided an overview and update regarding upcoming activities and accomplishments of each division department with Student Affairs.

Dr. Harpe announced that the Spring Career Fair will take place on April 4, 2016. Dr. Harpe introduced Ms. Natasha Pratt, newly hired Director of the Center for Career and Professional Development.

Finance and Administrative Services Committee

Chairman Bogle welcomed Mr. James Dillon, Vice President for Finance and Administration, to present the report to the committee. Vice President Dillon provided a brief financial outline of the University, which included information regarding Cheyney’s operating deficit and State System allocations to the University for staff augmentation. Further discussion ensued.

Chairman Bogle commented that Cheyney University has an operating deficit of $12 million dollars, plus an unfunded liability of $37 million dollars, which is more than Cheyney’s annual operating budget. The State System is working diligently with the Council of Trustees to find ways to stabilize the University.

Mr. Dillon proposed the following action items for approval by the Council of Trustees:

**Action Item No. 1 – Approval of Purchase Orders Over $9,999.99**. Trustee Patterson made a motion to approve all purchase orders over $9,999.99. This motion was seconded by Trustee Gordon and the motion carried.

**Action Item No. 2 – Approval of Tuition and Fees**. Trustee Patterson made a motion to approve Tuition and Fees for Academic Year 2016-2017, with no increase. This motion was seconded by Trustee Raith and the motion carried.

University Relations Committee

Dr. John Graham, Vice President for University Advancement and External Relations, presented the report of the committee.

**Information Item No. 1 – University Fundraising, Grants, and Contracts Performance Report – 2015-2016**. Dr. Graham discussed increasing University revenue through grants and private/corporate giving.

**Information Item No. 2 – Grant Activity (December 1, 2015-March 4, 2016)**. Dr. Graham provided an overview regarding grant activities.

**Information Item No. 3 - Fundraising and Friendraising (December 1, 2015-March 4, 2016)**. Dr. Graham highlighted fundraising and friendraising activities.
Dr. Graham confirmed that Harris Publications is a legitimate company that creates alumni directories for institutions of higher learning.

Office of the President

Dr. Pogue welcomed Ms. Georgia Prell, Chief Operating Officer, who is tasked to provide oversight of enrollment, retention and recruitment. Ms. Prell reported that Mr. Lawrence Britton has assumed the duties of Interim Executive Director of Financial Aid, replacing Ms. Shaunda Lane-Sampson, and Ms. Christina Dennis has been appointed Interim Executive Director for Enrollment Services. Additionally, Ms. Prell mentioned that the University is in the process of hiring two Admissions Recruiters.

Mr. Lawrence Britton stated that the recent A-133 Audit contained minimal findings, which is a significant improvement for the University. Additionally, all 2015-2016 financial aid disbursements are complete for most students and 2016-2017 award letters for new and transfer students are presently being generated. The targeted mailing date for these award letters is April 1st.

Additionally, Mr. Britton mentioned that the office will be hosting FAFSA workshops for students and working to improve customer service.

Ms. Christina Dennis provided an overview of the redesign of office operations as it pertains to records management and the continuous sweeping of files to ensure all information is correct. Additionally, the office is working to rebrand Enrollment Services and expanding its social media outreach to communicate with prospective students.

Ms. Dennis further commented that as of March 7th, 696 freshmen students were accepted and a newly revised acceptance package has been sent to 730 students. Cheyney Admissions will keep in continuous contact with these students over the summer months.

Trustee Patterson made a motion to approve all Committee Reports. This motion was seconded by Trustee Spencer, and the motion carried.

OTHER BUSINESS -

Trustees Gordon requested a list of sites where the University actively recruits prospective students.

Chairman Bogle announced that Trustee Bronson has been appointed a member of the Pennsylvania State System of Higher Education Board of Governors.

ADJOURNMENT –

With no further business having to be attended to, Trustee Patterson made a motion to adjourn the March 15, 2016 Quarterly Meeting of the Cheyney University of Pennsylvania Council of Trustees. This motion was seconded by Trustee Bronson, and the motion carried.

Submitted by: Irene Losak-Scheivert
Approved: Robert Traynham
Recording Secretary Secretary to the Council