

CHEYNEY UNIVERSITY OF PENNSYLVANIA

**Council of Trustees**

Minutes of the Quarterly Public Meeting

March 19, 2019

Marcus Foster Student Union Center Auditorium

**In Attendance:**

*Council of Trustees*

Mr. Robert W. Bogle, *Chairman*

Mr. Samuel Patterson, *Chair*

*Finance & Administrative Services Committee  
& Strategic Planning*

Mr. James Raith, *Chair*

*Academic Affairs Committee*

Mr. Larry C. Skinner, *Chair*

*Student Affairs Committee*

Dr. Robert L. Traynham, *Chair*

*University Relations Committee*

Dr. Audrey Bronson, *Member*

Mr. Joseph Wells, *Member*

Mr. Leon R. Spencer, Jr., *Member*

Mr. Vincent D. Gordon, *Member*

*Administration*

Mr. Aaron Walton, *President*

Dr. Bradley Buchner, *Interim Provost*

Ms. Elisabeth Burton, *Executive Director of  
Campus Life & Student Affairs*

Ms. Cynthia Moultrie, *Executive Director of  
Finance & Administration*

Mr. Jeff Jones, *Executive Director of  
Enrollment Management*

Ms. Robin Coward, Esquire, *Executive Director of  
Institutional Effectiveness, EEO & Title IX*

Mr. Clifton Anderson, *Senior Advisor & Chief  
Strategist*

The Quarterly Meeting of the Cheyney University of Pennsylvania Council of Trustees was held on Tuesday, March 19, 2019 in the Marcus Foster Student Union and Alumni Center 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 1:15 P.M.

**CHAIRMAN'S REMARKS –**

Chairman Bogle welcomed audience members in attendance.

**APPROVAL OF MINUTES –**

Chairman Bogle requested a motion to approve the Cheyney University of Pennsylvania Council of Trustees Quarterly Public Meeting Minutes of December 18, 2018. Trustee Patterson made a motion to approve the minutes. This motion was seconded by Trustee Spencer, and the motion carried.

**PUBLIC COMMENT –**

None.

## **PRESIDENT'S REMARKS -**

President Walton reported the following:

The University has made significant progress to ensure lasting stability of the institution, and there is more to be done. Key University health indicators are encouraging and reveal that the melt rate from fall 2018 to spring 2019 was 11.5% - higher than the system average of 9.5%, but much improved over the 19.6% experienced last year.

After ending the long term open enrollment policy that contributed to record low persistence, retention and graduation rates, the University has implemented a new comprehensive enrollment management process that will result in improvements in the three previously mentioned metrics.

As of March 18, 2019, the University has experienced a 31% increase in applications over last year at this time – 59% have been offered admission for fall 2019 vs. 17% in fall 2018; 383 denials in 2019 vs. none in 2018, and 100 deposits toward fall 2019 vs. 4 at the same time last year.

Last week, the University held a press conference that re-emphasized the current and evolving impact of the partnerships with Thomas Jefferson, Epcot Crenshaw, and Starbucks, which will contribute to the long term financial stability of the University. Additionally, the University announced the launching of a national fundraising campaign with the goal of raising \$4 million dollars by June 1, 2019. This campaign, “The Resurgence” was developed by the National Alumni Association and The Cheyney Foundation.

The University continues to aggressively pursue reimbursement of approximately \$17.4 million dollars due as a result of the long term HCM2 status. In addition, on March 12, 2019, the University made its first submission of student records to the Department of Education in the amount of \$1,394,291.00. As of February 20, 2019, all requested information from the U.S. Department of Education has been supplied.

The University is currently pursuing an external line of credit option.

The University has been informed by West Chester University that they will not be extending the agreement for the performance of certain services beyond June 30, 2019. Cheyney will be pursuing other alternatives.

The University continues to collaborate with various partners throughout the region that provide internship opportunities that positively impact student career success. Cheyney seniors are participating in internship opportunities with Jefferson Health, Chester County Chamber of Business and Industry, Stephano Slack Accountants, to name a few.

### **Announcements:**

1. The University will continue to participate in independent status in athletics for the upcoming year and will field Men’s and Women’s Basketball and Volleyball.
2. The marching band is up and running and will be complimented by Cheyney’s cheerleading squad.
3. Cheyney’s 2019 Commencement ceremony will be held on May 11, 2019 at 10:00 A.M. Susan Taylor of *Essence Magazine* is the speaker.
4. Library hours have been modified and monitored to coincide with student usage.

5. The Founder's Day Celebration, which was held on February 28, 2019, was a great success. The University extends its appreciation to Cheyney alumni who organized the event.
6. The Middle States Team visit was held on March 2, 2019. The University remains committed to complying with all outstanding issues and filing the mandatory report due August 15, 2019.
7. Cheyney's new website was launched on February 25, 2019 and positive reviews have been received.

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

### ***Academic Affairs Committee***

Trustee James Raith, Chair of the Academic Affairs Committee, introduced Dr. Bradley Buchner, Interim Provost, to present his report.

Action Item No. 1: 2019 Graduates. Trustee Raith made a motion to approve the Cheyney University of Pennsylvania Class of 2019 graduation candidates. This motion was seconded by Trustee Skinner and the motion carried.

Information Item No. 1: Summer and Fall 2019 Schedules. Dr. Buchner reported that the fall 2019 academic schedule has been forwarded to the Registrar. He also noted that the University is on target to begin summer and fall 2019 registration on April 1, 2019.

Information Item No. 2: Academic Affairs Council. Dr. Buchner announced that the Council has moved to a SharePoint process as an efficient way to handle the petition process.

Information Item No. 3: Center for Instructional Design and Digital Innovation. Dr. Buchner discussed the "interactive classroom" model and faculty development workshops in the area of D2L, Excel and PowerPoint.

Information Item No. 4: Library. Dr. Buchner reported that library expanded hours are as follows: M-W – 10:00 A.M. – 8:00 P.M.; TH-F - 8:30 A.M. – 5:00 P.M.; Saturday and Sunday – 12:00 P.M. to 5:00 P.M.

### ***Enrollment Management***

President Walton introduced Mr. Jeff Jones, Executive Director of Enrollment Management, to present his report.

Information Item No. 1: Summer Bridge Program. Mr. Jones provided an overview of the 2019 Summer Bridge Program, which will be held from June 23<sup>rd</sup> to July 26<sup>th</sup>. The courses that will be offered are Critical Thinking, Physical Science, and World Geography. Further discussion ensued.

Information Item No. 2: Enrollment Update. Mr. Jones discussed the profile for fall 2019 freshman accepted students. The average SAT is 990 and GPA is 3.30. Mr. Jones also announced that the Keystone Honors acceptance averages are 1103 for the SAT and 3.60 for the GPA. Further discussion ensued.

### ***Finance and Administration***

Trustee Samuel Patterson, Chair of the Finance and Administrative Services Committee, introduced Ms. Cynthia Moultrie, Executive Director of Finance and Administration to present her report.

Action Item No. 1: Purchase Orders and Contracts in Excess of \$9,999.99. Trustee Patterson made a motion to approve the purchase orders and contracts in excess of \$9,999.99. This motion was seconded by Trustee Raith, and the motion carried.

Information Item No. 1: Year-to-Date Actuals vs. Budget through January 2019; Other Revenues Update and Expense Comparison. Ms. Moultrie reported that expenditures are on target and the University is holding the line on the budget. Further discussion ensued.

Information Item No. 3: Vanguard Scholarship Endowment Report. Ms. Moultrie gave an overview of the statement value as of January 31, 2019.

### ***Campus Life and Student Affairs***

Trustee Larry Skinner, Chair of the Student Affairs Committee, introduced Ms. Elisabeth Burton, Executive Director of Campus Life and Student Affairs, to present her report.

Information Item No. 1: Division of Student Affairs Update. Ms. Burton announced that the Office of Housing and Residence Life partnered with the Academic Success Center to host “Sober Lounges” that promote academic excellence through quiet spaces for students to study. Ms. Burton also announced that the 2019 Student Affairs Student Leadership Conference, “Level Up: Your Next Level of Success” will take place on March 30, 2019. Mr. Bakari Sellers, CNN Commentator, is the featured guest speaker.

### ***Strategic Alliance and Business Development***

President Aaron Walton introduced Ms. Nancy Varghese, Director of Strategic Alliances and Business Development, to present her report.

Information Item No. 1: Launch Pad Partnership. Ms. Varghese provided an overview of the Launch Pad partnership between Cheyney University and Thomas Jefferson University/Jefferson Health.

### ***University Relations***

Trustee Robert Traynham, Chair of the University Relations Committee, introduced Ms. Cynthia Moultrie, Executive Director of Finance and Administration, to present her report.

Information Item No. 1: University Fundraising, Grant and Contracts Reporting – July 1, 2018 – March 7, 2019. Ms. Cynthia Moultrie, Executive Director of Finance and Administration, provided an update on University fundraising. The Summary Gift total is \$346,315.57. Further discussion ensued.

### ***Institutional Effectiveness, EEO and Title IX***

President Aaron Walton introduced Ms. Robin Coward, Esquire, Executive Director of Institutional Effectiveness, EEO and Title IX, to present her report.

Information Item No. 1: Department of Athletics Update. Ms. Coward announced that the University is completing the necessary paperwork to the NAIA in order to compete during the 2020-2021 season. The deadline for completion is October, 2019. Additionally, Ms. Coward reported that the Men's and Women's Basketball teams have completed their season under the leadership of Coaches Bagby and Morris. Both teams will be returning next year, as will Volleyball.

**ADJOURNMENT –**

With no further business having to be attended to, Chairman Bogle requested a motion to adjourn. Trustee Patterson made a motion to adjourn the March 19, 2019 Quarterly Meeting of the Cheyney University of Pennsylvania Council of Trustees. This motion was seconded by Trustee Gordon, and the motion carried. The meeting adjourned at 2:25 P.M.

Submitted By:

*Irene Scheivert*

Irene L. Scheivert  
Recording Secretary

Approved:

*Robert Traynham*

Robert L. Traynham  
Secretary to the Trustees