

December 4, 2008

1. Call to Order

Chairman Dunham called the meeting to order at 3 p.m. with a welcome to and an introduction of the PSU Administrative Fellows that were present: Melissa Kuhns and Jody Heckman.

Attendance

Members Present

Dr. Robert E. Dunham	Rep. Matthew E. Baker
Mr. Birch B. Phillips, Jr.	Ms. Lynda M. Livingston
Mr. Joseph J. Doncsecz	Dr. Robert N. Pangborn
Senator Roger A. Madigan	Dr. Robert A. Secor
Dr. Craig D. Weidemann	Mr. John M. Young

Members Absent

Dr. John J. Cahir

Also in attendance was E. Eugene Yaw, Esq.

2. Public Comment Period

Chairman Dunham welcomed comments from the public on any agenda item.

3. Approval of Minutes of Previous Meeting: October 16, 2008

A motion was made by Mr. Phillips, seconded by Dr. Secor and carried by a unanimous affirmative vote to approve the minutes from the October 16, 2008, meeting as presented.

4. Approval of Residence Life Housing Rates for FY 2010

A motion was made by Senator Madigan, seconded by Mr. Phillips and carried by a unanimous affirmative vote to approve the residence life housing rates for FY 2010.

5. Approval of Leasing Space for Welding

A motion was made by Mr. Phillips, seconded by Mr. Young and carried by a unanimous affirmative vote to approve the leasing space for welding.

6. Approval of Revision to Policy 2.05, "Matters to be Brought to the Board of Directors"

A motion was made by Dr. Weidemann, seconded by Dr. Pangborn and carried by a unanimous affirmative vote to approve the revision to policy 2.05, "Matters to be Brought to the Board of Directors".

6a. Authorization for the President to award the contracts to approved low bidders for the Stage X building project

A motion was made by Mr. Phillips, seconded by Ms. Livingston and carried by a unanimous affirmative vote to authorize the President to award the contracts to approved low bidders for the Stage X building project.

7. Information

- New Curriculum – Mr. Tom Gregory, Interim Associate Vice President for Instruction
- Audited Financial Statements for the Fiscal Year Ended June 30, 2008 – Ms. Suzanne T. Stopper, Associate Vice President for Business Affairs/Controller (attached)
- Major Institutional Initiatives – Dr. Davie Jane Gilmour, President

8. Comments from the President

Dr. Gilmour shared the following with the group:

- More than 3,900 people (from 22 states) pre-registered for the College's Open House in October, with more than 600 prospective students submitting applications.
- Dan Ryan Builders, of Frederick, Maryland, which employs a number of Penn College graduates, recruited volunteers through the Penn College Construction Association to participate in an "Extreme Makeover: Home Edition" construction project to benefit a family dedicated to helping special-needs youngsters.
- The College's annual "House for a Home" chocolate house auction, which benefits Habitat for Humanity, is scheduled for December 5 during the School of Hospitality's annual Food Show.
- 313 employees participated in screening for the Wellness Program, with 271 involved in the fitness-walking aspect of the effort.
- 109 employees are participating in the College's health insurance opt-out program.

9. Comments from the Chairman of the Board

Dr. Dunham reminded the Board that this was Senator Madigan's last meeting. He praised the Senator for his many years of service—he has served in the Senate since 1984 and was appointed to the Board in February 1991.

He also reminded the members that Penn College would be celebrating its 20th anniversary in 2009.

10. Public Comments

None

11. Adjournment

The meeting was adjourned at 4 p.m.

Respectfully submitted,

Valerie A. Baier