

**Board of Governors
of the
Pennsylvania State System of Higher Education**

Meeting Minutes

148th Meeting
Tuesday, November 3, 2009
Via Conference Call
Boardroom, First Floor
Administration Building
2986 North Second Street
Harrisburg, PA 17110-1201

11:00 a.m.

ATTENDING

Board of Governors:

Representative Matthew E. Baker
Mr. Nick J. Barcio
Mr. John M. Brinjac (designee for Governor Edward G. Rendell)
Ms. Donna Cooper (designee for Secretary Gerald L. Zahorchak)
Mr. Paul S. Dlugolecki
Senator Vincent J. Hughes
Mr. Kenneth M. Jarin (*Chair*)
Dr. Richard Kneedler
Mr. Jonathan B. Mack
Mr. C. R. "Chuck" Pennoni
Senator Jeffrey E. Piccola
Mr. Harold C. Shields
Mr. Thomas M. Sweitzer
Ms. Christine J. Toretta
Mr. Aaron A. Walton
Ms. Mackenzie M. Wrobel

Ms. Marie Conley Lammando, Representative Michael K. Hanna, Ms. Jamie L. Lutz, Mr. Joseph F. McGinn and Secretary Gerald L. Zahorchak were absent.

Office of the Chancellor:

Dr. John C. Cavanaugh (Chancellor)
Ms. Karen S. Ball
Ms. Jacqueline Conforti Barnett
Mr. Gary K. Dent
Mr. James S. Dillon
Dr. Peter H. Garland
Dr. James D. Moran
Mr. Leo Pandeladis
Mr. Arthur C. Stephens

Also in attendance for participation or in support of Committee and Board activities from the Office of the Chancellor: Ginger S. Coleman, Rita C. Frealing-Shultz, Audrey J. Guistwhite, Kathleen M. Howley, Lois M. Johnson and Kenneth D. Marshall.

University Presidents in attendance: Angelo Armenti, Jr., Tony Atwater, Jeremy D. Brown, F. Javier Cevallos, Robert J. Dillman, Joseph P. Grunenwald, Michelle R. Howard-Vital, Maravene S. Loeschke, Francine G. McNairy, Robert M. Smith, David L. Soltz and Greg R. Weisenstein. Mr. Will Hanelly represented President Miller and Ms. Mindy Fawkes represented President Ruud. Dr. Cornelius Wooten from Indiana University participated on the call with President Atwater.

Chairman Jarin called the meeting to order at 11:05 a.m.

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

REMARKS OF THE CHAIR

Chairman Jarin stated the Board was voting on the budget not tuition. Chairman Jarin thanked everyone for their help.

REMARKS OF THE CHANCELLOR

Chancellor Cavanaugh thanked the Board and the individuals at PASSHE who worked on the budget.

PUBLIC COMMENTS

No public comments.

BOARD

One information item was reviewed: Fiscal Years 2009/10 and 2010/11 Operating Budgets.

There were four action items to recommend to the Board for approval.

THAT THE BOARD OF GOVERNORS APPROVE THE FOLLOWING ALLOCATION OF FUNDS FROM PASSHE'S FISCAL YEAR 2009/10 E&G APPROPRIATION. (ATTACHMENT #1 AND ATTACHMENT #2)

ITEM	AMOUNT
OFFICE OF INTERNAL AUDIT AND RISK ASSESSMENT.....	\$500,000
APSCUF PROFESSIONAL DEVELOPMENT FUND.....	\$150,000
APSCUF NEW TENURE-TRACK FACULTY PROFESSIONAL DEVELOPMENT FUND.....	\$50,000
SCUPA PROFESSIONAL DEVELOPMENT FUND	\$10,000
DIXON UNIVERSITY CENTER ACADEMIC PROGRAMS	\$1,400,000
SYSTEM RESERVE.....	\$662,860
MCKEEVER ENVIRONMENTAL LEARNING CENTER	\$368,332

The motion passed unanimously.

THAT THE BOARD OF GOVERNORS APPROVE THE ATTACHED ALLOCATION OF FUNDS FROM PASSHE'S FISCAL YEAR 2009/10 PROGRAM INITIATIVES LINE ITEM. (ATTACHMENT #3)

The motion passed unanimously.

THAT THE BOARD OF GOVERNORS APPROVE THE FOLLOWING METHODOLOGY FOR ALLOCATING PASSHE'S FISCAL YEARS 2008/09 AND 2009/10 ARRA FUNDS:

- FISCAL YEAR 2008/09: (1) DISTRIBUTE FUNDS TO THE UNIVERSITIES IN THE SAME MANNER AS REDUCTIONS WERE ADMINISTERED TO THE 2008/09 STATE APPROPRIATIONS; AND (2) ALLOCATE THE BALANCE TO EACH UNIVERSITY IN THE SAME MANNER BY WHICH KEY '93 FUNDS WERE ALLOCATED, BASED UPON THE PLANT COMPONENT OF THE ALLOCATION FORMULA.
- FISCAL YEAR 2009/10: ALLOCATE VIA THE FISCAL YEAR 2009/10 ALLOCATION FORMULA.

The motion passed unanimously.

THAT THE BOARD OF GOVERNORS APPROVE THE FOLLOWING 2010/11 APPROPRIATIONS REQUEST:

EDUCATIONAL AND GENERAL	\$462,249,000
PROGRAM INITIATIVES.....	\$18,548,000
PERFORMANCE FUNDING	\$9,245,000
INFORMATION TECHNOLOGY	\$5,000,000
WORKFORCE AND ECONOMIC DEVELOPMENT	\$2,593,000
EDUCATOR EXCELLENCE	\$1,210,000
CHEYNEY REVITALIZATION	\$500,000
DIVERSITY AND EQUAL OPPORTUNITY	\$1,598,000
MCKEEVER ENVIRONMENTAL LEARNING CENTER	\$213,000
PENNSYLVANIA CENTER FOR ENVIRONMENTAL EDUCATION.....	\$368,000

AND, THAT THE BOARD OF GOVERNORS APPROVE CONTINUATION OF A PERFORMANCE FUNDING POOL FOR 2010/11 EQUAL TO 8% OF THE E&G APPROPRIATION. (ATTACHMENT #4 AND ATTACHMENT #5)

The motion passed unanimously.

ADJOURNMENT

There being no further items of business to come before the Board, the Chairman adjourned the meeting at 11:37 a.m.

ATTEST:

Peter H. Garland
Secretary to the Board

**Pennsylvania State System of Higher Education
Funding of System-Wide Initiatives from the Fiscal Year 2009/10 E&G Appropriation**

Office of Internal Audit and Risk Assessment—Formerly named the Internal Review Group, the functions performed in this office have been funded through Consolidated University Operations (CUO) payments. At its July 2009 meeting, the Board approved an expansion of PASSHE's internal audit function to provide a cohesive organizational structure responsible for facilitating risk assessment activities and, in turn, structuring an internal audit plan based on high risk areas. Outcomes will provide stronger reporting of risk factors and internal control weaknesses, with their potential impact on operations, to the Audit Committee of the Board of Governors, Chancellor, University Presidents, and University Councils of Trustees. In fiscal year 2009/10, the total appropriation recommended to begin expansion of this office is \$500,000.

Professional Development Funds—The collective bargaining agreement with the Association of Pennsylvania State College and University Faculties (APSCUF) continued the Faculty Professional Development Program with a fiscal year 2009/10 funding requirement of \$150,000 for current faculty members and \$50,000 for probationary faculty members. The collective bargaining agreement between PASSHE and the State College and University Professional Association (SCUPA) requires \$85,000 for its professional development program. In fiscal year 2005/06, during negotiations for the previous SCUPA contract, \$75,000 was set aside in good faith to fund this development program. As part of the final contract, no funding was required for that year; therefore, the money is now available for use. It will be added to the \$10,000 that is being set aside in the 2009/10 budget to create the \$85,000 pool that is needed.

Dixon University Center Academic Programs—For many years, the academic programming performed at the Dixon University Center has been funded partially through the E&G appropriation. The total appropriation recommended for continuation of these academic services and associated maintenance of the Dixon University Center site is \$1,400,000. This represents level funding for these activities from the previous year.

Replenishment of the System Reserve—The total recommended allocation to the System Reserve for fiscal year 2009/10 is \$662,860, which will replenish the System Reserve to the \$1,500,000 level required by Board of Governors' Policy 1984-07-A: *System Reserve Allocation and Expenditure Criteria*. Attachment 2 is a detailed list of expenditures for fiscal year 2008/09 and a list of projected expenditures for fiscal year 2009/10. The amount to be replenished is less than the total expenditures due to interest earnings.

McKeever Environmental Learning Center—An allocation of \$368,332 is recommended for operation of the McKeever Environmental Learning Center by Slippery Rock University of Pennsylvania. This funding level augments its line item appropriation and represents level funding in McKeever's share of the E&G appropriation.

**Pennsylvania State System of Higher Education
Report of Expenditures from the System Reserve**

Actual 2008/09 Expenditures

Presidential Search (West Chester)	\$1,839
California Property Appraisal	3,950
Clarion Property Appraisal	4,200
Cheyney 2000 (expended balance of previously designated funds)	19,987
Official Residence Renovation (West Chester)	613,860
System Financial Audit (Fiscal Year 2007/08)	<u>74,814</u>
Total Fiscal Year 2008/09 Expenditures	\$718,650

Anticipated 2009/10 Expenditures

System Financial Audit (Fiscal Year 2008/09)	\$77,500
Official Residence Renovation (West Chester)	<u>30,000</u>
Total Anticipated Fiscal Year 2009/10 Expenditures	\$107,500

**Pennsylvania State System of Higher Education
Allocation of the Fiscal Year 2009/10 Program Initiatives Line Item**

Performance Funding\$8,889,400

The Board of Governors has recognized performance at PASSHE Universities for the last seven years through the Performance Funding Program. In 2008/09, the program was funded with \$28.6 million from the E&G appropriation and \$9.5 million from the Program Initiatives line item, for a total of \$38.2 million, equivalent to 8% of the E&G appropriation. At its October 2008 meeting, the Board of Governors approved continuing performance funding in this same manner for 2009/10, partially through the use of this line item.

Information Technology\$5,000,000

PASSHE continues to enhance the System-wide integrated administrative system that is used to maximize efficiency of administrative processing (i.e., procurement, budget, accounting, human resources management, and payroll) and to support decision-support requirements at all 14 Universities and the Office of the Chancellor. The resulting data from administrative processes are used with a robust data warehouse system for PASSHE and University reporting and data analysis. Continued funding for this project is necessary to support implementation of additional functionality, upgrades to the administrative application and required hardware, and disaster recovery.

Workforce and Economic Development\$2,948,600

PASSHE Universities are key partners for state and regional economic development. Their mission-based contribution to workforce and economic development is increasing human capital for tangible productivity and income benefits, creating intellectual wealth for commercialization potential. Continued funding of workforce and economic development initiatives will enhance PASSHE's partnerships with state and local communities to increase workforce and economic development throughout the regions of the Commonwealth.

Educator Excellence\$1,210,000

The Educator Excellence component of the Program Initiatives line item will continue efforts to improve the quality of school administrators and teachers at all levels with particular emphasis on (1) enhancing the quality of preparation for PK-8 educators, (2) improving preparation of education students for certification tests, (3) increasing the number of qualified teachers and other professionals for high need school districts, (4) increasing the number and quality of science and mathematics teachers, (5) enhancing the skills of current teachers and administrators through professional development, and (6) increasing the diversity of the teacher workforce.

Cheyney Revitalization\$500,000

Funding is sought to assist with Cheyney University of Pennsylvania's revitalization efforts in various areas that will, in turn, increase the enrollment at the University and continue the rich legacy that has been created there.

Overview of Proposed Educational and General Appropriation
November 3, 2009

Educational and General Appropriation \$462,249,000

PASSHE's 2010/11 operating budget provides for increases in basic operating costs. The System's budget is developed based upon University budgets submitted in adherence to specific guidelines.

The following basic adjustments are reflected in the 2010/11 E&G budget, as presented in Table 1.

Enrollment Growth—In keeping with the demographic projections of the Commonwealth, it is estimated that PASSHE's enrollment will increase 2.1%. Universities anticipating enrollment increases have limited the costs associated with serving these additional students within their 2010/11 budget estimates. Increased tuition and fee revenue associated with this enrollment increase is anticipated at \$15.0 million.

Employee Salaries—PASSHE has collective bargaining agreements in place for all of its unions, which provide guidance for 2010/11 compensation increases. In 2010/11, most employees will receive an increment increase or a one-time cash payment and a general pay increase, contributing an estimated increase in employee salaries and wages of \$39.3 million, or 5.1%.

Employee Benefits—PASSHE projects the employer share of health care costs to increase an average of 7.9% for next year based upon a combination of national trends, PASSHE's employee health care experience, and preliminary participation in the wellness program. The Commonwealth's PEBTF health care rates are projected to increase 10.0%. The employer contribution rate for the State Employees' Retirement System is projected to almost double, increasing to 5.52% of salaries, in accordance with Commonwealth guidelines. Overall, employee benefits expenditures are expected to increase \$27.1 million, or 9.1%.

Utilities—Four Universities and the Office of the Chancellor will experience a significant increase in electricity rates due to the expiration of the rate caps on December 31, 2009; the remaining Universities will experience a similar increase when rate caps expire on December 31, 2010. Therefore, PASSHE's 2010/11 utility costs reflect an increase of \$3.7 million, or 10.0%, to address anticipated rate increases and additions to University square footage. Rate increases are partially offset by energy conservation efforts derived, in part, through the use of energy savings corporations (ESCOs).

All Other Basic Operating Expenditures—Anticipated expenditures for services, supplies, and materials are increasing approximately at the rate of inflation, currently estimated by the Congressional Budget Office to be 2.3%. Cost estimates associated with several commodity and service categories are minimized through the use of strategic sourcing contracts, which combine the purchasing power of PASSHE's Universities to obtain optimal pricing on services, supplies, and equipment. Also included in both 2009/10 and 2010/11 services and equipment expenditures are student information system implementation costs for seven Universities. In total, noncompensation expenditures are estimated to increase \$9.7 million, or 2.8%.

These combined adjustments result in an overall 2010/11 E&G operating budget of almost \$1.5 billion, an increase of \$76.2 million, or 5.4%. Increases in University revenue sources, primarily due to enrollment increases, will generate \$12.9 million in new revenue, resulting in a funding requirement of \$63.2 million. The Board of Governors will determine the E&G appropriation and tuition rate increases to be incorporated into PASSHE's appropriations request.

Pennsylvania State System of Higher Education
FY 2010/11 Educational and General Budget Summary

Educational & General Budget		Budget		
Revenue/Sources	FY 2009/10	Request FY 2010/11	Dollar Change	Percent Change
Tuition	\$719,545,135	\$733,936,038	\$14,390,903	2.0%
Fees	125,911,955	127,467,774	1,555,819	1.2%
State Appropriation	444,470,000	444,470,000	0	0.0%
Federal Appropriation	38,158,000	38,158,000	0	0.0%
All Other Revenue	81,223,750	78,207,132	(3,016,618)	-3.7%
Total Revenue/Sources	\$1,409,308,840	\$1,422,238,944	\$12,930,104	0.9%
Expenditures and Transfers				
<u>Compensation Summary:</u>				
Salaries & Wages	\$769,585,456	\$808,912,750	\$39,327,295	5.1%
Benefits	296,526,532	323,648,950	27,122,418	9.1%
Subtotal, Compensation	\$1,066,111,988	\$1,132,561,700	\$66,449,713	6.2%
Utilities	\$36,953,387	\$40,648,726	\$3,695,339	10.0%
Services & Supplies	230,346,245	234,953,170	4,606,925	2.0%
Capital Expenditures & Transfers	75,897,220	77,307,527	1,410,307	1.9%
Subtotal, Noncompensation	\$343,196,852	\$352,909,423	\$9,712,571	2.8%
Total Expenditures and Transfers	\$1,409,308,840	\$1,485,471,123	\$76,162,283	5.4%
Revenue/Sources less				
Expenditures/Transfers	\$0	(\$63,232,179)		

Annualized FTE Enrollment		Budget		
	FY 2009/10	Request FY 2010/11	Change	Percent Change
Resident Undergraduate	85,521.60	87,319.45	1,797.85	2.1%
Nonresident Undergraduate	10,315.11	10,546.35	231.24	2.2%
Resident Graduate	9,803.53	9,999.28	195.75	2.0%
Nonresident Graduate	2,192.73	2,265.78	73.05	3.3%
Total FTE Enrollment	107,832.97	110,130.86	2,297.89	2.1%

Note: FY 2009/10 excludes the \$27.1 million retroactive appropriation from FY 2008/09 ARRA funds.

Overview of Proposed Special Purpose Appropriations
November 3, 2009

Program Initiatives Line Item..... \$18,548,000

Performance Funding..... \$9,245,000

The Board of Governors has rewarded performance at PASSHE Universities for the last ten years. In 2009/10, the performance funding program was funded with \$26.7 million from the E&G appropriation and \$8.9 million from the Program Initiatives line item, for a total of \$35.6 million, equivalent to 8% of the E&G appropriation. PASSHE is committed to continuing performance funding at this level in 2010/11, partially through the use of \$9.2 million in this line item.

Information Technology \$5,000,000

PASSHE continues to enhance the System-wide integrated administrative system that is used to maximize efficiency of administrative processing (i.e., procurement, budget, accounting, human resources management, and payroll) and to support decision-support requirements at all 14 Universities and the Office of the Chancellor. The resulting data from administrative processes are used with a robust data warehouse system for PASSHE and University reporting and data analysis. Continued funding for this project is necessary to support implementation of additional functionality, upgrades to the administrative application and required hardware, and disaster recovery.

Workforce and Economic Development..... \$2,593,000

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Educator Excellence \$1,210,000

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Cheyney Revitalization..... \$500,000

Funding is sought to assist with Cheyney University of Pennsylvania's revitalization efforts in various areas that will, in turn, increase the enrollment at the University and continue the rich legacy that has been created there.

Other Line Items

Diversity and Equal Opportunity.....\$1,598,000

This \$1.6 million request continues vital System-wide initiatives designed to achieve and promote diversity by serving the educational needs of historically underrepresented minority student, faculty, and staff populations. These initiatives include programs that (1) expand the nationally acclaimed R. Benjamin Wiley Partnership Program; (2) enhance joint recruitment activities conducted by admissions personnel; (3) serve students who require necessary accommodations under the Americans with Disabilities Act; (4) provide support services for undergraduate students whose cultural, economic, and educational disadvantages might impede their ability to pursue higher education opportunities successfully; (5) add value to campus climate and retention initiatives, including support for the Frederick Douglass Institute Collaborative; and (6) enhance the professional development of women and minority faculty.

McKeever Environmental Learning Center\$213,000

The Commonwealth created the McKeever Environmental Learning Center in 1974 to assist citizens of all ages in becoming better stewards of the earth's resources. The environmental education programs offered by the McKeever Center meet the needs of students from preschool through, and beyond, college and provide student interns with valuable teaching experience while working in an outdoor setting. The McKeever Center is located on 205 acres in Mercer County and administered by Slippery Rock University of Pennsylvania. This request of \$213,000 provides level funding for operation of the Center in fiscal year 2010/11.

Pennsylvania Center for Environmental Education\$368,000

The Pennsylvania Center for Environmental Education, located at Slippery Rock University of Pennsylvania, had been funded by the Commonwealth for several years through the Department of Environmental Protection. In 2007/08, funding for this Center was appropriated directly to PASSHE. This request of \$368,000 provides level funding to support the Center's ongoing operations in fiscal year 2010/11.