



Council of Trustees  
West Chester University  
West Chester, Pennsylvania 19383-1000

Council of Trustees  
Resolution  
2002-18

www.wcupa.edu

Proposed

RESOLUTION

COUNCIL OF TRUSTEES

WEST CHESTER UNIVERSITY OF PENNSYLVANIA

MAY 14, 2002

**PURCHASE ORDERS AND CONTRACTS**

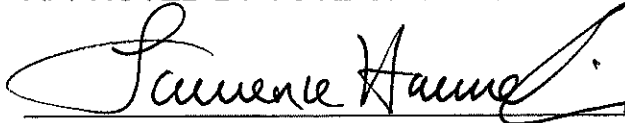
BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA HEREBY APPROVES THE LIST OF PURCHASE ORDERS AND CONTRACTS IN EXCESS OF \$ 5,000 EXECUTED DURING MARCH AND APRIL, 2002 FOR THE PURCHASE OF EQUIPMENT, SERVICES AND SUPPLIES.

RECOMMENDED FOR ACTION BY THE COUNCIL OF TRUSTEES

  
\_\_\_\_\_  
Linda L. Lamwers, Acting President

4/30/02  
Date

APPROVED BY VOTE OF THE COUNCIL OF TRUSTEES

  
\_\_\_\_\_  
Laurence Harmelin, Chairperson  
Council of Trustees

5-14-02  
Date

West Chester University of Pennsylvania  
Purchase Orders and Contracts in Excess of \$5,000  
Executed during March, 2002  
For the Purchase of Equipment, Services and Supplies

<u>Department</u>	<u>Vendor, Item, and Document Number</u>	<u>Amount</u>
Administrative Computing	<i>Ciber, Inc.</i> Upgrade of PeopleSoft Admissions, Advancement and Campus Community modules from version 7.6 to 8.0 6100250028	\$ 390,300.00
Anthropology & Sociology	<i>Total Office Solutions, Inc.</i> Office furniture 20752	\$ 6,883.52
Chemistry Department	<i>VWR International</i> Rotary evaporator micros (5 ea.) for the Chemistry laboratory 22034	\$ 9,999.95
Facilities Division	<i>Rettew Associates, Inc.</i> Property survey and computer aided drafting and graphics services 6301670003	\$ 9,250.00
	<i>Rettew Associates, Inc.</i> Traffic impact study related to the east campus parking and roads project and the School of Music Performing Arts Center 6301670004	\$ 10,500.00
	<i>Concurrent Technologies</i> Rental of multi-purpose room located at 211 Carter Drive for TEC MBA night classes DA12013TEC	\$ 8,388.00
	<i>Joseph Stong, Inc.</i> Design and installation of fire sprinkler systems for Tyson, Sanderson and McCarthy Residence Halls 6200590016	\$ 851,055.00
	<i>Westcott Electric Company</i> Installation of electrical and fire detection systems for Tyson, Sanderson and McCarthy Residence Halls 6200590017	\$ 1,174,000.00
	<i>Pendino Construction LLC</i> General construction to Killinger Residence Hall for ADA up-grades 6200620007	\$ 65,000.00

<u>Department</u>	<u>Vendor, Item, and Document Number</u>	<u>Amount</u>
Facilities Division	<i>Fox Chase Masonry Restoration, Inc.</i> Stabilization and repair of the existing stone façade at Ruby Jones Hall 6300230004	\$ 9,480.00
	<i>R.J. McCarville Associates, Ltd</i> Furnish and install panelfold wall system between new classrooms at Stuzebecker Health Science Center 6301380011	\$ 9,657.00
	<i>Shrawder Furniture</i> New carpet for Tanglewood formal dining room 21970	\$ 9,856.00
	<i>Prime Technologies</i> Supply and install a combustible gas safety alarm system for the University Garage 21473	\$ 11,056.25
Graphics & Printing	<i>York Paper Company</i> Gloss coated paper, size: 24" x 26" 99,000 sheets 21029	\$ 5,346.00
Grounds Department	<i>J.C. Ehrlich Co., Inc.</i> Renewal of the tree maintenance contract From: 01/26/02 to 01/25/03 20289	\$ 10,000.00
Information Services	<i>Avaya, Inc.</i> Three year service agreement for Octel Messaging System. This purchase order is for one year from: January 1, 2002 to December 31, 2002 20634	\$ 8,242.00
	<i>ePlus Technology of PA</i> Computers (67 ea.) for scheduled campus wide computer upgrade 21836	\$ 72,626.66
Inventory	<i>Weiss Brothers Paper Co.</i> Toilet paper, size II, mini jumbo rolls 960 cases 21288	\$ 16,272.00
	<i>Ribbons Express</i> Various size toner cartridges for laserjet and deskjet printers 21312	\$ 22,048.40
Library	<i>Palinet</i> On-line journals and subscriptions for the Serials Department 21954	\$ 7,000.00

<u>Department</u>	<u>Vendor, Item, and Document Number</u>	<u>Amount</u>
Physical Plant	<i>The Fence Authority</i> Supply and install a fence at the central Boiler Plant 21113	\$ 5,395.00
	<i>Johnstone Supply</i> Replacement roof top air conditioning units for 201 Carter Drive 22021	\$ 11,386.26
Public Relations	<i>School Guide Publications</i> Advertisements in Graduate School Guides at the following locations: NJ, PA-Delmarva and the World Wide Web 21648	\$ 5,020.00
	<i>WWGK Radio</i> Advertisement of MBA program from: 3/18/02 through 3/22/02 21959	\$ 6,000.00
	<i>KYW News Radio</i> Advertisement of TEC and MBA open house from: 2/01/02 through 2/06/02 21947	\$ 6,600.00
Registrar Office	<i>Student Services Company</i> Student Cap & Gowns for the May 11 <sup>th</sup> , 2002 Commencement 21551	\$ 29,312.04
School of Business & Public Affairs	<i>Visual Sound, Inc.</i> Two portable NEC projectors with carrying cases 21423	\$ 6,190.00
School of Education	<i>Visual Sound, Inc.</i> Provide and install three NEC projector systems in classrooms located at Recitation Hall 21516	\$ 35,814.00
School of Health Sciences	<i>Brandywine YMCA</i> Used Fitness equipment for the Kinesiology Department 21831	\$ 6,500.00
School of Music	<i>Jacobs Music</i> Steinway Model L Grand Piano in satin ebony finish 21735	\$ 36,480.00
Social Equity Office	<i>Simmons Associates, Inc.</i> Cultural analysis and audit of West Chester University 21430	\$ 15,400.00

<u>Department</u>	<u>Vendor, Item, and Document Number</u>	<u>Amount</u>
Student Affairs	<i>Leisure Fitness</i> Athletic equipment for Sykes Fitness Center 21536	\$ 7,490.00
	<i>Visual Sound</i> Replacement over-head projection system for Sykes Union Theatre 21777	\$ 12,177.75
Theater Arts	<i>BMI Supply</i> Stage lighting equipment for E.O. Bull Theatre 21133	\$ 5,591.05

West Chester University of Pennsylvania  
Purchase Orders and Contracts in Excess of \$5,000  
Executed during April, 2002  
For the Purchase of Equipment, Services and Supplies

<u>Department</u>	<u>Vendor, Item, and Document Number</u>	<u>Amount</u>
Academic Computing	<i>SAS Institute</i> SAS teaching and research license agreement from: 2/15/02 to 2/14/03 22116	\$ 10,600.00
	<i>Blackboard, Inc.</i> Annual web based course management software license from: 3/30/02 to 3/29/03 22178	\$ 7,500.00
	<i>ePlus Technology of PA</i> Replacement computers (58 ea.) for classrooms in Anderson Hall 21873	\$ 58,513.80
Academic Programs & Services	<i>Comp USA, Inc.</i> Computers (2 ea.) and a power projector for student support 21780	\$ 5,861.71
Administrative Computing	<i>Matrix Imaging, Inc.</i> Expenses incurred for additional services to improve OCR system performance 22315	\$ 7,400.00
	<i>Matrix Imaging, Inc.</i> Annual technical support and service agreement for teleform software and equipment from: 4/07/02 to 4/06/03 22255	\$ 8,910.00
Art Department	<i>Apple Education Buying Service</i> Replacement computers (8 ea.) for the Graphics laboratory in Mitchell Hall 21990	\$ 17,264.00
Biology Department	<i>Perkin-Elmer, LLC</i> A Spectrophotometer variable bandwidth PC system for Biology laboratory in the Boucher Science Center 21974	\$ 10,438.00
	<i>Apple Education Buying Service</i> Computers (6 ea.) for Zoology laboratory in the Boucher Science Center 21989	\$ 11,496.00

<u>Department</u>	<u>Vendor, Item, and Document Number</u>	<u>Amount</u>
Development Office	<i>Xerox Corporation</i> 60 month term purchase of a Xerox 432S copier from: 4/01/02 to 3/31/07. Payments for total amount shown will be prorated over the term 22110	\$ 21,350.40
Facilities Division	<i>Virco, Inc.</i> Replacement student tablet arm chairs (200 ea.) for various classrooms campus wide 21997	\$ 14,992.00
	<i>Fox Chase Masonry Restoration, Inc.</i> Change Order No. 8 for modification of alloy doors and installation of 6 additional doors in the stair tower and fast food area of Traditions Dining Hall, at Lawrence Center 62-0049.1	\$ 31,290.00
	<i>STV Architects</i> Professional services for the structural investigation and documentation of the residence hall LAN project 6200640001	\$ 15,500.00
	<i>Pennsylvania Industries for the Blind</i> Furnish and install carpet and cove base in Wayne Residence Hall 62006680001	\$ 86,664.66
	<i>F. W. Houder, Inc.</i> Change order #8 to furnish and install a door security system for seven new doors and relocate the two existing fire alarm pull stations in Hollinger Field House 63-0070A.1	\$ 34,759.00
	<i>TMA Systems</i> Computerized maintenance management software for Physical Plant 3240PTL202	\$ 89,578.50
	<i>CollegeNet, Inc.</i> Classroom scheduling and event management software for Space Management 32000164	\$ 64,030.55
	<i>The Protection Bureau</i> Relocate the base access control micro system from Schmucker Science Center and re-install at 201 Carter Drive 6301370020	\$ 11,325.00

<u>Department</u>	<u>Vendor, Item, and Document Number</u>	<u>Amount</u>
Facilities Division	RPA Associates, Inc. Preparation of contract documents and construction administration for the elevator up-grade at Main Hall 6301840002	\$ 41,184.00
	Read's Moving System, Inc. Dismantle, relocate and reassemble athletic equipment for room 119 to room 160 in the Sturzebecker Health Science Center 6301380012	\$ 5,677.00
	Cagley, Harman & Associates, Inc. Consulting services for the University parking garage that will be located at Sharpless and Church Streets 32000167	\$ 9,000.00
Geology & Astronomy	Visual Sound Replacement NEC Projector System for laboratory in Boucher Science Center 22128	\$ 13,302.00
Graphics & Printing	Xerox Corporation 60 month term purchase of a Xerox DocuColor copier from: 4/01/02 to 3/31/07. Payments for total amount shown will be prorated over the term 22210	\$ 55,041.00
Inventory	Weiss Brothers Paper Co. Roll paper towels (675 cases) 22341	\$ 7,357.50
Inventory	Penn Valley Chemical Company Conventional plastic bags, size 37" x 44" (1,000 cases) 21948	\$ 16,320.00
Mathematics Department	Xerox Corporation 60 month term purchase of a Xerox DC460 copier from: 4/01/02 to 4/31/07. Payment for total amount shown will be prorated over the term 22047	\$ 25,548.60
Physical Plant	James Doorcheck, Inc. Replacement locksets for South Campus Apartments 21986	\$ 13,770.00
	US Supply Company Replacement of a Federal pump for steam boiler in Lawrence Hall 22229	\$ 6,856.85



<u>Department</u>	<u>Vendor, Item, and Document Number</u>	<u>Amount</u>
Public Relations	<i>Philadelphia Newspaper, Inc.</i> Advertisements for the Spring Education Guide 2002 in the Philadelphia Inquirer on 4/07/02 and the Philadelphia Daily News on 4/09/02 22250	\$ 15,454.63
School of Business & Public Affairs	<i>Construction and Design</i> Rental of suites E & M at 211 Carter Drive for the Business Technology Center for period 4/01/02 to 6/30/02 DA01006BTC	\$ 16,400.04
	<i>Construction and Design</i> Rental of suite D at 211 Carter Drive for the TEC MBA program for period 4/01/02 to 6/30/02 DA12018TEC	\$ 15,600.00
School of Education	<i>Miami Museum of Science</i> Services rendered for the development of Partnership for Excellence website. The vendor has been named specifically in the PT3 grant for this service 20854	\$ 15,000.00
	<i>IBM Corporation</i> Laptop computers (15 ea.)	\$ 30,057.30

sent 8/12/02



Council of Trustees  
West Chester University  
West Chester, Pennsylvania 19383-1000

Council of Trustees  
Resolution  
2002-19

www.wcupa.edu

August 9, 2002

Dr. Judy G. Hample  
Chancellor  
State System of Higher Education  
Dixon University Center  
2986 North Second Street  
Harrisburg, PA 17110

Dear Chancellor Hample:

On behalf of the Council of Trustees of West Chester University of Pennsylvania, I am pleased to recommend to the Board of Governors that Madeleine Wing Adler's contract as President of West Chester University be extended through June of 2005. Enclosed with this letter is copy of the resolution for said extension, which was approved by the Council of Trustees by unanimous vote on August 8, 2002.

Sincerely,

Carol Aichele  
Chair

Enclosure



Council of Trustees  
West Chester University  
West Chester, Pennsylvania 19383-1000

www.wcupa.edu

RESOLUTION

COUNCIL OF TRUSTEES

WEST CHESTER UNIVERSITY  
OF PENNSYLVANIA

AUGUST 8, 2002

BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA HAVING CONSULTED WITH THE:

- FACULTY
- STAFF
- STUDENTS
- ALUMNI
- AND OTHER UNIVERSITY CONSTITUENCIES

RECOMMENDS THAT THE BOARD OF GOVERNORS AUTHORIZE THE CHANCELLOR TO EXTEND THE CONTRACT OF PRESIDENT MADELEINE WING ADLER UNTIL JUNE 30, 2005 (ADOPTED August 8, 2002).

APPROVED BY VOTE OF THE COUNCIL OF TRUSTEES

*Carol Aichele*

Carol Aichele, Chair

*August 8, 2002*

August 8, 2002

cot/resolu02



Council of Trustees  
West Chester University  
West Chester, Pennsylvania 19383-1000

Council of Trustees  
Resolution  
2002-20

www.wcupa.edu

PROPOSED

RESOLUTION

COUNCIL OF TRUSTEES

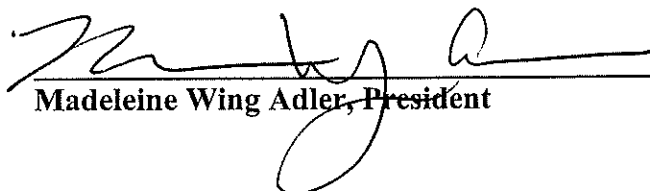
WEST CHESTER UNIVERSITY OF PENNSYLVANIA

SEPTEMBER 25, 2002

THE STURZEBECKER FOUNDATION  
MEMORANDUM OF UNDERSTANDING

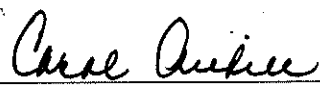
BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA HEREBY APPROVES THE MEMORANDUM OF UNDERSTANDING BY AND BETWEEN THE STURZEBECKER FOUNDATION AND WEST CHESTER UNIVERSITY OF PENNSYLVANIA.

APPROVED PENDING ACTION BY THE COUNCIL OF TRUSTEES

  
\_\_\_\_\_  
Madeleine Wing Adler, President

\_\_\_\_\_  
Date

APPROVED PENDING VOTE OF THE COUNCIL OF TRUSTEES

  
\_\_\_\_\_  
Carol Aichele, Chairperson  
Council of Trustees

\_\_\_\_\_  
Date 10-3-02

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
WEST CHESTER UNIVERSITY OF PENNSYLVANIA  
AND  
THE STURZEBECKER FOUNDATION**

By this Memorandum of Understanding (hereinafter "MOU"), West Chester University of Pennsylvania of the State System of Higher Education (hereinafter "University") will affiliate with The Sturzebecker Foundation (hereinafter "Foundation"), a private 501 (c)(3) nonprofit organization which exists to develop and manage independent sources of financial support solely for the benefit of the University.

Provision for the MOU is provided within Policy 1985-04 of the Board of Governors of the State System of Higher Education, Commonwealth of Pennsylvania.

The Foundation was founded in 1997 and has supported the University of its programs continuously since that time. The purposes of the Foundation are stated in the following paragraphs:

1. The corporation is formed exclusively for charitable, educational, and/or scientific purposes within the meaning of §7311 of the Pennsylvania Nonprofit Corporation Law and §501(c)(3) of the Internal Revenue Code of 1954, as amended (the "Code").
2. In furtherance of its exclusive charitable, educational, and/or scientific purposes, the Foundation shall promote the interests of the University and shall, without otherwise limiting its powers, perform the following:
  - a. Solicit and receive funds and any other property or interests in property by gift, grant, bequest, devise, bargain, purchase, or similar transaction, and to hold, administer, invest, and disburse such funds and property, and such income as may be generated through the investment of such funds and property, exclusively for the benefit of the University.
  - b. Accept donations to further, improve, and advance the interests of the University.
  - c. Receive contributions from whatever sources, whether unrestricted or for designated purposes and hold the same for such designated purposes, or subject to any conditions specified in the terms of the gift or grant.
  - d. Engage in and do any and all acts and engage in all lawful business which a nonprofit corporation may do consistent with or in furtherance of the purposes set forth above.

The University will recognize the Foundation as an affiliated organization and will permit the Foundation to use the name of the University in connection with the activities listed above. The name to be used by the Foundation in connection with these activities will be "The Sturzebecker Foundation of West Chester University."

Pursuant to Board of Governors Policy 1985-04, the Foundation will provide the University with an annual report summarizing contributions, as well as the following information:

1. Articles of incorporation and bylaws; following initial submission, it is only necessary to submit additional copies in the event that a revision, amendment, or other change is made to the original documents
2. Annual external financial audit.
3. Certification of liability insurance.
4. A listing of the Board of Directors.

The Foundation shall carry directors and officers liability insurance at its expense in the amount of \$1,000,000.

The Foundation agrees to indemnify and hold harmless the University from any and all damages, awards, judgements, liens or other remedies or encumbrances incurred as a result of negligent acts or omissions of the Foundation arising from and/or resulting from the execution and performance of this MOU. The University agrees to indemnify and hold harmless the Foundation from any and all damages, awards, judgements, liens or other remedies or encumbrances incurred as a result of negligent acts or omissions of the University arising from and/or resulting from the execution and performance of this MOU.

All fund raising activities conducted by the Sturzebecker Foundation must be endorsed by the Vice President for Advancement of West Chester University of Pennsylvania or his/her designee.

All contributions from the Foundation to the University or its students must be made through the Office of Development at West Chester University of Pennsylvania.

The fund raising goals and activities of the Foundation shall benefit the School of Health Sciences of West Chester University of Pennsylvania or its successor.

The Dean of the School of Health Sciences of the University shall serve as the University liaison to the Board of the Foundation. No voting members of the Foundation Board may be employees of the University.

The initial term of this MOU will be from September 25, 2002, to the ending date of June 30, 2003. The ending date will establish the annual "anniversary date" which is defined as that same month and day during succeeding years. If not otherwise modified in writing, the MOU will automatically renew and continue in effect for additional one year periods from anniversary date to anniversary date. Notwithstanding the forgoing, the University and the Foundation may terminate this MOU for any reason with sixty (60) days advance written notice.

West Chester University  
of Pennsylvania  
The State System of Higher Education

The Sturzebecker Foundation

\_\_\_\_\_  
President

\_\_\_\_\_  
Federal I.D.# \_\_\_\_\_

\_\_\_\_\_  
State System of Higher Education  
Office of the Chancellor

APPROVED AS TO FORM AND LEGALITY

\_\_\_\_\_  
University Legal Counsel

\_\_\_\_\_  
Office of Attorney General  
Commonwealth of Pennsylvania

Page 3

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
WEST CHESTER UNIVERSITY OF PENNSYLVANIA  
AND  
THE STURZEBECKER FOUNDATION**

By this Memorandum of Understanding (hereinafter "MOU"), West Chester University of Pennsylvania of the State System of Higher Education (hereinafter "University") will affiliate with The Sturzebecker Foundation (hereinafter "Foundation"), a private 501 (c)(3) nonprofit organization which exists to develop and manage independent sources of financial support solely for the benefit of the University.

Provision for the MOU is provided within Policy 1985-04 of the Board of Governors of the State System of Higher Education, Commonwealth of Pennsylvania.

The Foundation was founded in 1997 and has supported the University of its programs continuously since that time. The purposes of the Foundation are stated in the following paragraphs:

1. The corporation is formed exclusively for charitable, educational, and/or scientific purposes within the meaning of §7311 of the Pennsylvania Nonprofit Corporation Law and §501(c)(3) of the Internal Revenue Code of 1954, as amended (the "Code").
2. In furtherance of its exclusive charitable, educational, and/or scientific purposes, the Foundation shall promote the interests of the University and shall, without otherwise limiting its powers, perform the following:
  - a. Solicit and receive funds and any other property or interests in property by gift, grant, bequest, devise, bargain, purchase, or similar transaction, and to hold, administer, invest, and disburse such funds and property, and such income as may be generated through the investment of such funds and property, exclusively for the benefit of the University.
  - b. Accept donations to further, improve, and advance the interests of the University.
  - c. Receive contributions from whatever sources, whether unrestricted or for designated purposes and hold the same for such designated purposes, or subject to any conditions specified in the terms of the gift or grant.
  - d. Engage in and do any and all acts and engage in all lawful business which a nonprofit corporation may do consistent with or in furtherance of the purposes set forth above.



The University will recognize the Foundation as an affiliated organization and will permit the Foundation to use the name of the University in connection with the activities listed above. The name to be used by the Foundation in connection with these activities will be "The Sturzebecker Foundation of West Chester University."

Pursuant to Board of Governors Policy 1985-04, the Foundation will provide the University with an annual report summarizing contributions, as well as the following information:

1. Articles of incorporation and bylaws; following initial submission, it is only necessary to submit additional copies in the event that a revision, amendment, or other change is made to the original documents
2. Annual external financial audit.
3. Certification of liability insurance.
4. A listing of the Board of Directors.

The Foundation shall carry directors and officers liability insurance at its expense in the amount of \$1,000,000.

The Foundation agrees to indemnify and hold harmless the University from any and all damages, awards, judgements, liens or other remedies or encumbrances incurred as a result of negligent acts or omissions of the Foundation arising from and/or resulting from the execution and performance of this MOU. The University agrees to indemnify and hold harmless the Foundation from any and all damages, awards, judgements, liens or other remedies or encumbrances incurred as a result of negligent acts or omissions of the University arising from and/or resulting from the execution and performance of this MOU.

All fund raising activities conducted by the Sturzebecker Foundation must be endorsed by the Vice President for Advancement of West Chester University of Pennsylvania or his/her designee.

All contributions from the Foundation to the University or its students must be made through the Office of Development at West Chester University of Pennsylvania.

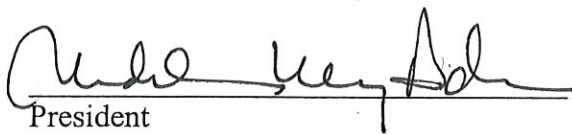
The fund raising goals and activities of the Foundation shall benefit the School of Health Sciences of West Chester University of Pennsylvania or its successor.

The Dean of the School of Health Sciences of the University shall serve as the University liaison to the Board of the Foundation. No voting members of the Foundation Board may be employees of the University.


The initial term of this MOU will be from September 25, 2002, to the ending date of June 30, 2003. The ending date will establish the annual "anniversary date" which is defined as that same month and day during succeeding years. If not otherwise modified in writing, the MOU will automatically renew and continue in effect for additional one year periods from anniversary date to anniversary date. Notwithstanding the forgoing, the University and the Foundation may terminate this MOU for any reason with sixty (60) days advance written notice.

West Chester University  
of Pennsylvania  
The State System of Higher Education

The Sturzebecker Foundation

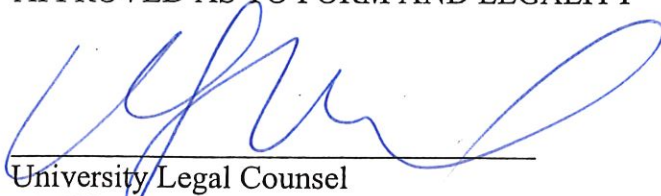
  
President


  
Russell L. Sturzebecker

  
Secretary  
Federal I.D.# 23-7911673

1/1  
State System of Higher Education  
Office of the Chancellor

APPROVED AS TO FORM AND LEGALITY

  
University Legal Counsel

  
Office of Attorney General  
Commonwealth of Pennsylvania

EFFECTIVE DATE  
Page 3  
FEB 4 2003  
OF CONTRACT



Council of Trustees  
West Chester University  
West Chester, Pennsylvania 19383-1000

Council of Trustees  
Resolution  
2002-20

www.wcupa.edu

PROPOSED

RESOLUTION

COUNCIL OF TRUSTEES

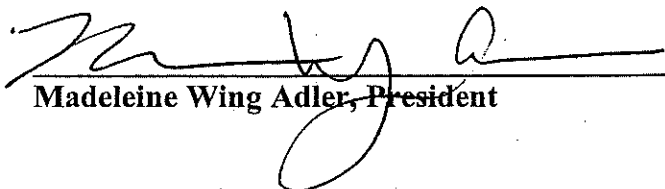
WEST CHESTER UNIVERSITY OF PENNSYLVANIA

SEPTEMBER 25, 2002

THE STURZEBECKER FOUNDATION  
MEMORANDUM OF UNDERSTANDING

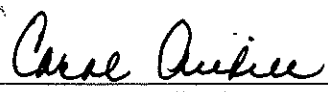
BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA HEREBY APPROVES THE MEMORANDUM OF UNDERSTANDING BY AND BETWEEN THE STURZEBECKER FOUNDATION AND WEST CHESTER UNIVERSITY OF PENNSYLVANIA.

APPROVED PENDING ACTION BY THE COUNCIL OF TRUSTEES

  
\_\_\_\_\_  
Madeleine Wing Adler, President

10-3-02  
Date

APPROVED PENDING VOTE OF THE COUNCIL OF TRUSTEES

  
\_\_\_\_\_  
Carol Aichele, Chairperson  
Council of Trustees

10-3-02  
Date



Council of Trustees  
West Chester University  
West Chester, Pennsylvania 19383-1000

**Council of Trustees  
Resolution  
2002-21**

www.wcupa.edu

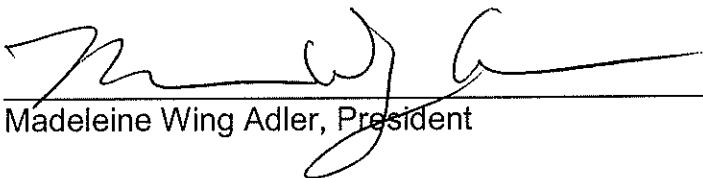
**PROPOSED**

RESOLUTION  
COUNCIL OF TRUSTEES  
WEST CHESTER UNIVERSITY OF PENNSYLVANIA  
OCTOBER 3, 2002

**807 ROSLYN AVENUE PROPERTY PURCHASE**


BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA HEREBY APPROVES THE PURCHASE OF THE PROPERTY KNOWN AS 807 ROSLYN AVENUE BY THE UNIVERSITY. SUCH PURCHASE SHALL BE IN ACCORDANCE WITH THE REGULATIONS OF THE COMMONWEALTH OF PENNSYLVANIA.

APPROVED PENDING ACTION BY THE COUNCIL OF TRUSTEES

  
\_\_\_\_\_  
Madeleine Wing Adler, President

9/13/02  
Date

APPROVED BY VOTE OF THE COUNCIL OF TRUSTEES AND RECOMMENDED TO THE BOARD OF GOVERNORS OF THE STATE SYSTEM OF HIGHER EDUCATION

  
\_\_\_\_\_  
Carol Aichele, Chairperson  
Council of Trustees

10-3-02  
Date

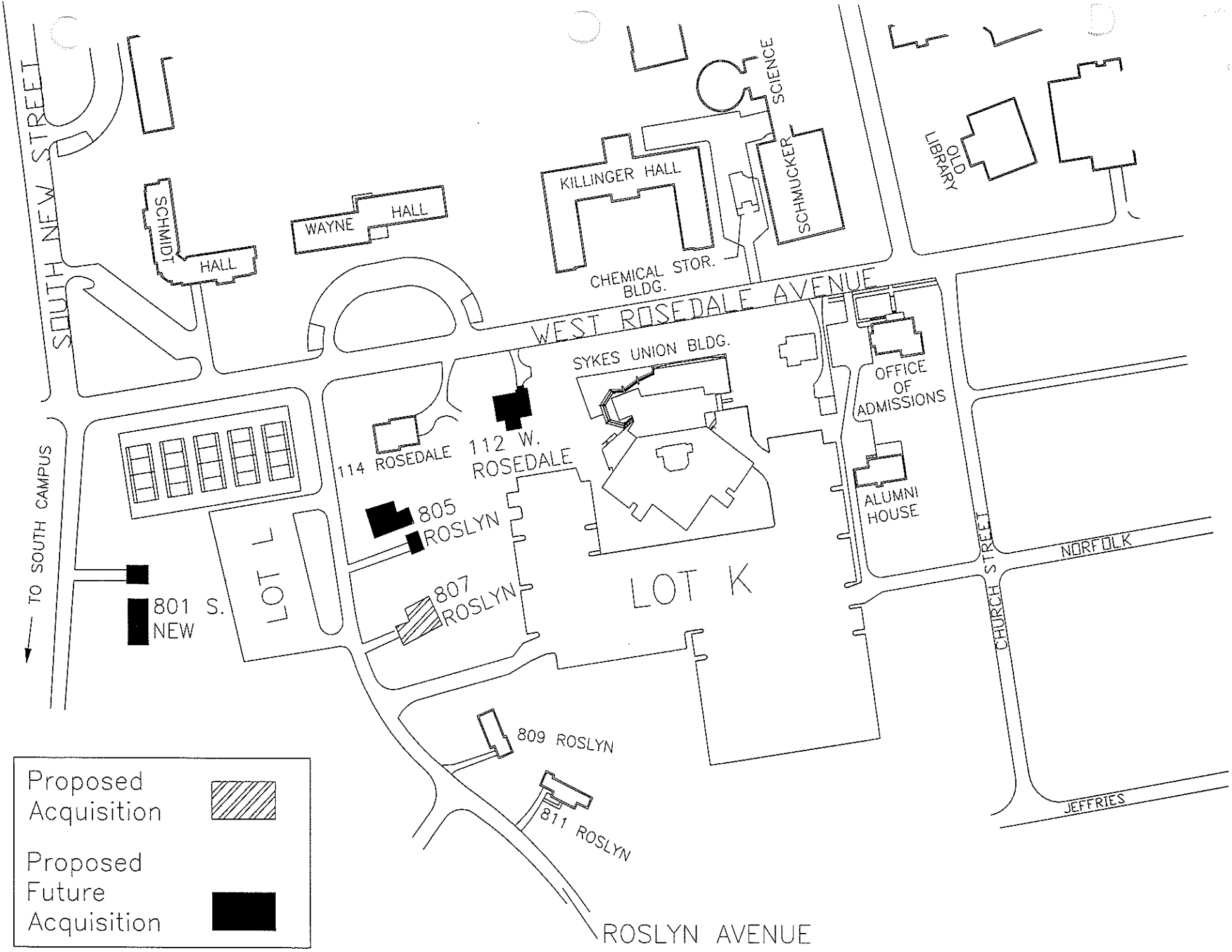
**WEST CHESTER UNIVERSITY  
PROPERTY ACQUISITION  
807 Roslyn Avenue  
West Goshen Township  
West Chester, PA**

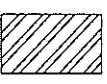

West Chester University desires to acquire 807 Roslyn Avenue, a three-bedroom home on a one-half-acre lot, directly adjacent to the Sykes Student Union and on a site identified in the Comprehensive Campus Facilities Plan as the preferred location for a student recreation center. This is one of four properties the University would prefer to purchase over the next several years when the owners are prepared to sell. A picture of the house and property and a map showing this and adjacent properties proposed for purchase are attached.

The owner of 807 Roslyn Avenue has lived in a retirement home for several years and is now interested in selling her home to the University. The house is in poor condition, as reflected in the appraisal value of \$133,000. If the property is purchased, the house would be demolished and the land held for future development or possible parking. Either use will require West Goshen Township approval.

The owner would like to have the purchase completed as soon as possible. A title search, an environmental impact assessment, and a sales agreement are being completed. An acquisition plan has been submitted to the Office of the Chancellor. Funds are available.

A proposed resolution is attached.



Proposed Acquisition	
Proposed Future Acquisition	

SOUTH NEW STREET

TO SOUTH CAMPUS

SCHMIDT HALL

WAYNE HALL

KILLINGER HALL

CHEMICAL STOR. BLDG.

SCIENCE

SCHUCKER

LIBRARY

WEST ROSEDALE AVENUE

SYKES UNION BLDG.

OFFICE OF ADMISSIONS

114 ROSEDALE

112 W. ROSEDALE

805 ROSLYN

ALUMNI HOUSE

801 S. NEW

LOT L

807 ROSLYN

LOT K

CHURCH STREET

NORFOLK

809 ROSLYN

811 ROSLYN

JEFFRIES

ROSLYN AVENUE





Council of Trustees  
West Chester University  
West Chester, Pennsylvania 19383-1000

**Council of Trustees  
Resolution  
2002-22**

www.wcupa.edu

Proposed

RESOLUTION  
COUNCIL OF TRUSTEES  
WEST CHESTER UNIVERSITY OF PENNSYLVANIA  
OCTOBER 3, 2002

**TOTAL RETURN  
ENDOWMENT SPENDING POLICY**


BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA HEREBY APPROVES THAT THE TOTAL RETURN ENDOWMENT SPENDING RATE BE ADJUSTED FROM 5% TO 4% OF THE MARKET VALUE OF THE ENDOWMENT.

APPROVED PENDING ACTION BY THE COUNCIL OF TRUSTEES

  
\_\_\_\_\_  
Madeleine Wing Adler, President

9/13/02  
Date

APPROVED BY VOTE OF THE COUNCIL OF TRUSTEES

  
\_\_\_\_\_  
Carol Aichele, Chairperson  
Council of Trustees

10-3-02  
Date



## **Total Return Endowment Spending Policy**

In January, 1998, the Council of Trustees approved a "total return" spending policy for the University's endowment and set the spending rate at 5% of the market value of the endowment. Under the "total return" concept, a pre-set, fixed annual return is provided regardless of actual return, thereby allowing the spending of income as well as market appreciation. In light of falling asset values over the last year, we have evaluated our set spending rate of 5% and recommend that it be reduced to 4% for 2002-03.

The reduction to the spending rate will affect individual scholarship accounts this year. Thus far five scholarship accounts have been identified with potential shortages. However, a solution will be found to cover the few affected scholarships.



Council of Trustees  
 West Chester University  
 West Chester, Pennsylvania 19383-1000

**Council of Trustees  
 Resolution  
 2002-23**

www.wcupa.edu

**Proposed**

RESOLUTION  
 COUNCIL OF TRUSTEES  
 WEST CHESTER UNIVERSITY OF PENNSYLVANIA

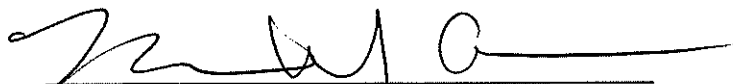
OCTOBER 3, 2002

**EDUCATIONAL SERVICES FEE**

BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA HEREBY APPROVES THE REVISED DISTRIBUTION OF THE ADDITIONAL REVENUE GENERATED FROM THE FY03 TUITION INCREASE ACCORDING TO THE ALLOCATION OUTLINED BELOW:

Category	Allocation
INSTRUCTIONAL EXPENSES TO PROMOTE EDUCATIONAL PROGRAMS	10.20%
LIBRARY BOOKS, PERIODICALS AND SIMILAR ELECTRONIC MEDIA	17.80%
ACADEMIC COMPUTING EXPENSES TO SERVE STUDENT NEEDS	8.92%
INFORMATION TECHNOLOGY	16.83%
GENERAL FUND	46.25%
	100.00%

RECOMMENDED FOR ACTION BY THE COUNCIL OF TRUSTEES

  
 Madeleine Wing Adler, President

9/13/02  
 Date

APPROVED BY VOTE OF THE COUNCIL OF TRUSTEES

  
 Carol Aichele, Chairperson  
 Council of Trustees

10-3-02  
 Date

## Proposed Allocation Change to Educational Services Fee

Tuition increased to \$2,189 per semester for FY03 for full-time undergraduate students. West Chester University's policy for the Educational Services Fee states that it is calculated as 10% of the undergraduate full-time tuition rate. This increase results in a \$18 per semester increase in the Educational Services Fee for both full-time undergraduate and graduate students. It has been projected that the fee increase will generate an estimated \$300,000 in additional revenue for FY03. The increase in revenue must be approved for allocation by the Council of Trustees.

The University is proposing that the additional revenue be used to offset a small portion of the \$3.5 million budget shortfall for FY03. Although the University administration has been able to address most of the shortfall by reducing expenditures, it is recommended that the increased revenue resulting from a fee increase be allocated to the general fund. Below is the current allocation as well as the proposed allocation effective FY03:

Category	Original Allocation	Proposed Allocation
Instructional Expenses to Promote Educational Programs	11.11%	10.20%
Library Books, Periodicals and Similar Electronic Media	19.39%	17.80%
Academic Computing Expenses to Serve Student Needs	9.72%	8.92%
Information Technology	18.34%	16.83%
General Fund	41.44%	46.25%
	<u>100.00%</u>	<u>100.00%</u>