



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

Council of Trustees
Resolution
2007-15

www.wcupa.edu

Proposed

RESOLUTION
COUNCIL OF TRUSTEES
WEST CHESTER UNIVERSITY OF PENNSYLVANIA
MAY 9, 2007

HEALTH CENTER FEE

BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA HEREBY APPROVES AN INCREASE OF \$5 PER SEMESTER TO THE HEALTH CENTER FEE. THE NEW FEE OF \$74 IS APPLICABLE TO BOTH UNDERGRADUATE AND GRADUATE STUDENTS, EFFECTIVE THE FALL SEMESTER 2007.

APPROVED PENDING ACTION BY THE COUNCIL OF TRUSTEES



Madeleine Wing Adler, President

5/2/07

Date

APPROVED BY VOTE OF THE COUNCIL OF TRUSTEES



Bernard J. Carrozza, Ed.D., Chairperson
Council of Trustees

5/9/07

Date

**WEST CHESTER UNIVERSITY OF PA
HEALTH CENTER FEE**

At the March 22, 2007 Council of Trustees (COT) meeting, concern was raised about assessing the health center fee to graduate students, since graduate students may have their own health insurance and may be less inclined to need the services than undergraduate students. Based on these concerns, the Trustees agreed to defer consideration of the health center fee topic until the next formal meeting (May 9, 2007).

At the COT informal meeting of April 17, 2007, a presentation on the proposed health center fee was made. That presentation, which is attached, addresses the concerns raised by the Trustees on March 22nd. The original proposal for the health center fee is provided below for Council of Trustees' consideration.

Health Center: \$74/semester (\$5/semester or 7.2% increase)

- Increase in student co-pay from \$5/visit to \$8/visit. Part of two-year phase-in to increase co-pay to \$10/visit by FY09 (fall 2008).
- Addition of new part-time Assistant Director of Alcohol, Tobacco and Other Drugs (ATOD) program to meet ongoing needs of students and to assist in the coordination of all education and University services related to ATOD.
- \$5,400 increase to cover two hours/week for additional Psychology/Counseling services.
- Addition of new "Transfers Repair/Replacement" line to provide funding for future move and outfitting of a replacement Health Center.

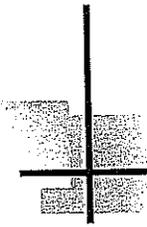
See Attachment



HEALTH CARE FEE PROPOSAL

**PRESENTATION TO THE
COUNCIL OF TRUSTEES
WEST CHESTER UNIVERSITY**

April 17, 2007

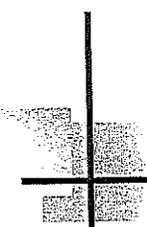


COT CONCERN

- The COT raised a concern at the March 22nd meeting about assessing the health fee to graduate students

Graduate students may have their own health insurance

Graduate students may be less inclined to use the University health center



CURRENT POLICIES

- The health fee is assessed to full- and part-time undergraduate students and to full-time graduate students
- Part-time graduate students are not automatically charged the fee, but have the option of paying the health fee and receiving the services

HEALTH CENTER – HOURS OF OPERATION

- Semester Hours

8 AM – 8 PM Monday through Friday

10 AM – 6 PM Saturday

- During Breaks

8 AM – 4 PM Monday through Friday

- Summer Hours

8 AM – 4 PM Monday through Friday

PROPOSED HEALTH FEE 2007-08

- \$74 per semester for full-time undergraduate and graduate students
- \$6 per credit hour for part-time students

ELIMINATING HEALTH FEE FOR GRADUATE STUDENTS

- Estimated loss of approximately \$80,000 in fee revenue

Require that the fee for full-time undergraduate students be raised to \$77 per semester

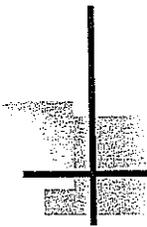
Require that the fee for part-time students be raised to \$8 per semester credit

ELIMINATING HEALTH FEE FOR GRADUATE STUDENTS (cont'd)

- Possibly establish a precedent whereby other fees for graduate students are eliminated, with the following results:
 - Increased rates for undergraduate students
 - Curtailment of certain projects because of inadequate funding

RECOMMENDATIONS

- Approve the health fee as proposed – \$74 for all full-time students (both undergraduate and graduate)
- Continue to allow part-time graduate students the option to pay the fee and receive the services
- Part-time graduate students who “opt out” of the health fee can still receive services at the health center for \$20 per visit



QUESTIONS?



Council of Trustees
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West Chester, Pennsylvania 19383-1000

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2007-16

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COUNCIL OF TRUSTEES

WEST CHESTER UNIVERSITY OF PENNSYLVANIA

MAY 9, 2007

**TOTAL RETURN
ENDOWMENT SPENDING RATE**

BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA HEREBY APPROVES THAT THE TOTAL RETURN ENDOWMENT SPENDING RATE BE INCREASED FROM 3% TO 3.5% OF THE MARKET VALUE OF THE ENDOWMENT EFFECTIVE THE FISCAL YEAR BEGINNING JULY 1, 2007.

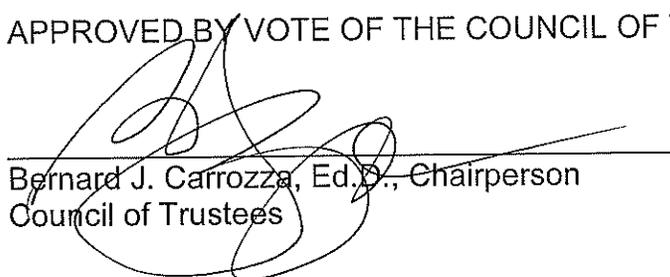
APPROVED PENDING ACTION BY THE COUNCIL OF TRUSTEES



Madeleine Wing Adler, President

5/2/07
Date

APPROVED BY VOTE OF THE COUNCIL OF TRUSTEES



Bernard J. Carrozza, Ed.D., Chairperson
Council of Trustees

5/9/07
Date

WEST CHESTER UNIVERSITY OF PA
TOTAL RETURN ENDOWMENT SPENDING RATE

In January of 1998, the Council of Trustees approved a "total return" spending policy for the University's endowment. Under the "total return" concept, a pre-set and fixed annual return is provided regardless of actual return. The "total return" approach provides a good level of predictability when estimating the return that will be available for spending. It also reduces the spending fluctuations that would occur if spending were tied directly to the actual investment return.

A spending rate of 3% has been in place for the current year. **The Investment Subcommittee of the WCU Foundation has made their annual review of the spending rate and recommends a 3.5% spending rate for the 2007-2008 fiscal year.** This recommendation is based on guidance from both Wilmington Trust and the Commonfund as well as aggregated information from other colleges that showed their spending rates at or above 3.5%. The return on investment is adequate to support this spending rate, while the rate is conservative enough that a small downturn in investment returns should not decrease the value of the endowment.



Council of Trustees
West Chester University
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Council of Trustees
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2007-17

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RESOLUTION
COUNCIL OF TRUSTEES
WEST CHESTER UNIVERSITY OF PENNSYLVANIA

MAY 9, 2007

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 2007 FOR THE PURCHASE OF EQUIPMENT, SERVICES AND SUPPLIES.

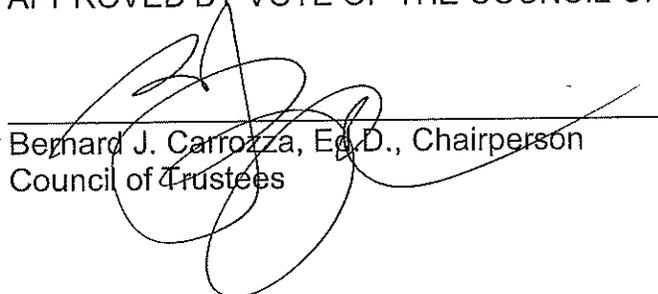
RECOMMENDED FOR ACTION BY THE COUNCIL OF TRUSTEES



Madeleine Wing Adler, President

5/2/07
Date

APPROVED BY VOTE OF THE COUNCIL OF TRUSTEES



Bernard J. Carrozza, Ed.D., Chairperson
Council of Trustees

5/9/07
Date

West Chester University of Pennsylvania
 Purchase Orders and Contracts in Excess of \$ 5,000.00
 For the Purchase of Equipment, Services and Supplies
 Executed during March 2007

Department	Vendor	Item	Document No.	Amount
Academic Computing	Dell Computer Company 2214 West Braker Lane, Bldg. #3 Austin, TX 78758	Purchase of a Dell Power Edge 2900 Server.	4500140867	\$10,596.25
	Intermountain Environmental, Inc. 601 West 1700 South, Suite B Logan, UT 84321	Weather Station integrated field data logging system.	4500142596	\$18,500.00
	Learning Objects 1801 18th St. N.W., Suite 10 Washington, DC 20009	License renewal for Blackboard services for the period of 3/10/07 thru 3/9/08.	4500141246	\$8,900.00
	Lenove Direct 8123 S. Hardy Drive Tempe, AZ 85284	Purchase of 20 IBM ThinkPad R60 Laptop computers.	4500143215	\$29,270.00
	Lenovo Direct 8123 S. Hardy Dr. Tempe, AZ 85284	Purchase of 50 IBM Thinkvision 17" flat panel monitors.	4500140652	\$9,000.00
	Lenovo Direct 8123 S. Hardy Drive Tempe, AZ 85284	Purchase of 30 IBM Think Centre M55 computers.	4500142364	\$29,857.33

West Chester University of Pennsylvania
Purchase Orders and Contracts in Excess of \$ 5,000.00
For the Purchase of Equipment, Services and Supplies
Executed during March 2007

Department	Vendor	Item	Document No.	Amount
Academic Computing	Lenovo Direct 8123 S. Hardy Drive Tempe, AZ 85284	Purchase of 12 IBM Think Centre computers, 11 monitors, and 5 laptop computers.	4500142470	\$18,883.50
	Oracle USA, Inc. Oracle Reston, 1910 Oracle Way Reston, VA 20180	Oracle/PeopleSoft software license and support renewal agreement for the period of 5/5/07 thru 6/4/08.	4500145173	\$349,550.89
	Visual Sound 485 Parkway South, Dealer #1228 Broomall, PA 19008	Maintenance agreement for various campus multimedia rooms for the period of 9/1/06 thru 8/31/07.	4500142816	\$39,890.00
Advancement	West Chester University Foundation 201 Carter Dr., Suite 200 West Chester, PA 19383	Donor plaques for the new Swope School of Music.	4500142674	\$5,437.50
	West Chester University Foundation 201 Carter Dr., Suite 200 West Chester, PA 19383	Reimbursement for internet services in support of the alumni on-line community for the period of 4/15/07 thru 4/15/08.	4500144393	\$15,746.64

West Chester University of Pennsylvania
Purchase Orders and Contracts in Excess of \$ 5,000.00
For the Purchase of Equipment, Services and Supplies
Executed during March 2007

Department	Vendor	Item	Document No.	Amount
Athletics	Recreation Resources, Inc. P.O. Box 371 Kennett Square, PA 19348	Purchase of bleachers for softball fields to include installation.	4500144124	\$16,300.00
	Staywell 780 Township Line Rd. Yardley, PA 19067	Purchase of equipment for Red Cross life Guard training course.	4500143008	\$5,668.38
Bursar	Star Print Mall, Inc. 1075 Andrew Dr. West Chester, PA 19380	Printing and mailing of student letters announcing electronic billing and changes to credit card payments.	4500143957	\$9,850.00
College of Arts & Sciences	Aligent Technologies 2850 Centerville Rd. Wilmington, DE 19808	Service contract for LC/MS scientific equipment and component parts for the period of 2/1/07 thru 1/31/08.	4500139154	\$10,448.04
College of Education	On Power Systems, Inc. 40 Church Rd. Randolph, NJ 07869	Purchase of a Toshiba 1600EP on line uninterruptible power source (UPS) to be used with microscope instrumentation.	4500142584	\$5,749.00

West Chester University of Pennsylvania
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Department	Vendor	Item	Document No.	Amount
College of Education	Stirfry Seminars and Consulting 2311 8th St. Berkeley, CA 94710	Service Purchase Contract for Stirfry Seminars for Lee Mun Wah's keynote speech and workshops held at WCU on 2/27/07.	4000010398	\$8,000.00
College of Visual & Performing Arts	Ableton Ag Schonhauser Allee 6-7 Berlin Germany, GR 11 10119	Purchase of software for the ability to have real-time sequencing, sound design, looping on all computers in the CMT.	4500141966	\$5,904.00
	Sweetwater Sound, Inc. 5501 US Highway 30W Ft. Wayne, IN 46818	Purchase software and hardware for use in performance and teaching in the CMT.	4500142578	\$7,126.00
	Whirlaway Travel 26 West Market St. West Chester, PA 19382	Deposit to Whirlaway travel for University sponsored trip to Greece.	4500145539	\$16,106.00
Facilities Division	CollegeNet, Inc. One SW Columbia, Suite 100 Portland, OR 97258	Annual R25 maintenance renewal to include software updates, service and support for the period of 4/10/06 thru 4/9/07.	4500145673	\$8,608.05

West Chester University of Pennsylvania
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Department	Vendor	Item	Document No.	Amount
Facilities Division	Hughes Relocation Services, Inc. 260 Hansen Rd. King of Prussia, PA 19406	Moving cost related to moving shelving on the first floor of FHG in preparation for construction of Starbucks.	4500144946	\$9,550.25
	Keystone Digital Imaging 200 Racoosin Dr., Suite 101-103 Aston, PA 19014	Purchase of a new Savin 2400 WD - wide format copier/printer/scanner.	4500143716	\$10,454.69
	Liebert Corpration 115 Sinclair Rd. Bristol, PA 19007	Purchase of a Liebert A/C unit for telephone switch room.	4500140062	\$12,342.00
	Pennsylvania Industries for the Bli 1007 North Front St., P.O. Box 5868 Harrisburg, PA 17110	Cost for carpet materials to be installed in Lawrence Dining Center first floor lobby.	4500140497	\$5,658.20
	Pennsylvania Industries for the Blind 1007 North Front St. Harrisburg, PA 17110	Installation cost for new carpet tiles to be installed in Killinger Hall.	4500144702	\$19,862.00
	Pennsylvania Industries for the Blind 1007 North Front St., P.O. Box 5865 Harrisburg, PA 17110	Material cost for new carpet tiles to be installed in Killinger Hall.	4500144923	\$33,037.65

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Department	Vendor	Item	Document No.	Amount
Facilities Division	Pennsylvania Industries for the Blind 1007 North Front St. Harrisburg, PA 17110	Material and Installation costs for new VCT tiles to be installed in Killinger Hall.	4500144933	\$5,492.67
	Thomas Comitta Associates, Inc. 18 W. Chestnut St. West Chester, PA 19380	Planning consultant services related to north campus projects.	4500140788	\$10,000.00
	Time-O-Matic 1015 Maple St. Danville, PA 61832	SOMPAC exterior building ID sign.	4500140292	\$11,700.00
	West Chester Environmental, LLC 307 N Walnut St. West Chester, PA 19383	Air monitoring associated with Abatement at 25 University Ave.	4500140833	\$9,636.00
Fiscal Affairs	ACE American Insurance Department CH 10678 Palatine, IL 60055	Insurance rider for Fine Arts Insurance for Peale/Autograph Library and the Special Collection in FHG Library.	4500144605	\$12,084.00

West Chester University of Pennsylvania
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Department	Vendor	Item	Document No.	Amount
Graduate Business Center	Hamilton's Cleaning Service 437 Chesterfield Dr. Downingtown, PA 19335	Basic custodial services for the Graduate Business Center for the period of 4/1/07 thru 6/29/07.	4500144233	\$16,000.00
	PECO Energy Company 1050 W. Swedesford Rd. Berwyn, PA 19312	Budget plan payment program for WCU's three PECO electric accounts at the Graduate Business Center for the period of 4/1/07 thru June 30, 2007.	4500144242	\$17,640.00
Grounds	Phillip Rosenau Company, Inc. 750 Jacksonville Rd. Warminster, PA 18974	Purchase of receptacles for use on campus.	4500145554	\$7,540.00
	United Rentals 3880 East Thompson St. Philadelphia, PA 19137	Purchase of 50 lb. bags of Safe N Sure Ice Melt for snow and ice control.	4500140841	\$7,585.20
Information Services	ASAP Software 850 Asbury Drive Buffalo Grove, IL 60089	Purchase of Symantec Ghost Solution Software with maintenance for use in Academic Computing.	4500146138	\$13,226.50

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Department	Vendor	Item	Document No.	Amount
Information Services	Canon Business Solutions, Inc. 300 Commerce Square Blvd. Burlington, NJ 08016	Document management equipment, licenses and services for the Graduate Admissions Office.	4500142128	\$71,064.00
	Cingular Wireless - Philadelphia P.O. Box 6464 Carol Stream, IL 60197	Cellular phone charges for the period 10/22/06 -11/21/06, 11/22/06 - 12/21/06 and 12/22/06 - 1/21/07.	4500143343	\$12,936.63
	Communications Solutions Company 140 Quaker Lane Malvern, PA 19355	Purchase of network routing equipment . Tech Fee related.	4500141224	\$88,553.00
	Corporate Networking 2960 Skippack Pike Worcester, PA 19490	Purchase of Aruba wireless connectivity equipment.	4500141206	\$53,787.02
	MTM Technologies 590 Century Blvd. Wilmington, DE 19808	Annual maintenance and support for CommVault software to support strategic institutional backup data.	4500141161	\$15,025.00
	Nextel Communications 3329 Street Rd., Attn: Jeffrey Wilson Bensalem, PA 19020	Cellular phone charges for the period 10/15/06 - 11/14/06, 11/15/06 - 12/14/06, 12/15/06 - 1/14/07 and 1/14/07 - 2/15/07.	4500143325	\$10,493.87

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Department	Vendor	Item	Document No.	Amount
Information Services	Student Services, Inc. Sykes Student Union - SSI Bookstore West Chester, PA 19383	Purchase of 10 Apple iMac computers.	4500139300	\$13,170.00
	Verizon Select Services, Inc. 303 Walnut St. Harrisburg, PA 17101	Maintenance for AVST voicemail system for the period of 4/1/07 thru 3/31/08.	4500143375	\$8,016.00
Inventory	E&R Industrial Supply 23 Creek Circle Boothwyn, PA 19061	Purchase of Esterol light duty hand cleanser to maintain Central Stores inventory.	4500144220	\$6,840.00
	Penn Valley Chemical Company S. Penn St. & Kriebel Ave., P.O Box 84 Landsdale, PA 19446	Purchase of Strive Citrus J-fill cleaner to maintain Central Stores inventory.	4500144217	\$5,307.00
	Prestige Packaging 1953 West Point Pike West Point, PA 19486	Purchase of Toilet tissue to maintain Central Stores inventory.	4500140308	\$9,733.75

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Department	Vendor	Item	Document No.	Amount
Library	ARTSTOR 151 East 62nd St. New York, NY 10021	ARTstor online database subscription needed to maintain the Library collection.	4500145804	\$32,583.33
	Ebsco Publishing P.O.Box 682 Ipswich, Ma 01938	ATLA religion database with ATLASerials (American Theological Library Assn.) needed to maintain the Library collection.	4500145112	\$5,935.00
	JSTOR 120 5th Avenue New York, NY 10011	JSTOR Collections, Arts & Sciences database subscription needed to maintain Library collection.	4500140357	\$20,195.00
	Palinet 3401 Market St. Philadelphia, PA 19104	Project Muse database renewal needed to maintain Library collection.	4500140359	\$10,980.00
	Palinet 3401 Market St., Suite 262 Philadelphia, PA 19104	Grove dictionary of Art on-line database needed to maintain library collection.	4500145687	\$11,334.00
	Proquest Information and Learning Detroit, MI 48277	Gerritsen Collection - Women's History Online 1543 - 1945 database needed for Library collection.	4500145105	\$5,580.00

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Department	Vendor	Item	Document No.	Amount
Library	Standard & Poor's 7400 S. Alton Ct. Centennial, CO 80112	Research Insight Compustat CD-rom with web access needed to maintain Library collection.	4500145691	\$28,500.00
Lock Shop	Best Access Systems 602 Jeffers Circle Exton, PA 19341	Purchase of lock cores with keys to replace worn out door locks.	4500140854	\$40,875.15
Plumbing	Maiocco and Cooney Associates, Inc. P.O. Box 576 Swarthmore, PA 19091	Heat exchanger replacement for Mitchell Hall.	4500142162	\$5,785.27
	Maiocco and Cooney Associates, Inc. P.O. Box 576 Swarthmore, PA 19081	HPE pool replacement bundles for pool water heat exchangers.	4500146025	\$9,974.00
Public Relations & Marketing	Creasy Printing Services 2700 West Lawrence Ave.. Suite H Springfield, IL 62704	Printing of 2007-2009 Graduate Catalog.	4500140844	\$5,253.00

West Chester University of Pennsylvania
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Department	Vendor	Item	Document No.	Amount
Public Relations & Marketing	Pennsylvania Educational Publishing 301 Old Washington Pike, Suite 200 Carnegie, PA 15106	Advertisement in the Y-PA Magazine in the January 07 and March 07 issues for student recruitment.	4500140282	\$6,062.00
	Philadelphia Newspapers, Inc. P.O. Box 822063 Philadelphia, PA 19182	Advertisement in the Inquirer for summer session.	4500145773	\$5,353.34
Registrar	Main Line Expo, Inc. 650 Clark Ave. King of Prussia, PA 19406	Rental and set up for May Commencement Ceremony.	4500145681	\$6,425.00
	Student Services Company 2502 West Main St., Laramie Building, Norristown, PA 19403	Purchase of Caps and Gowns for the May Commencement.	4500140704	\$27,534.70
Sykes Union Auxiliary	Visual Sound 485 Parkway South, Dealer #1228 Broomall, PA 19008	Maintenance agreement for Sykes Union Theatre Audio Visual System for the period 3/1/07 thru 2/29/08.	4500142820	\$5,250.00

West Chester University of Pennsylvania
Purchase Orders and Contracts in Excess of \$ 5,000.00
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Department	Vendor	Item	Document No.	Amount
Academic Computing	Global Industrial Equipment 11 Harbor Park Drive Port Washington, NY 11050	Deluxe security computer multimedia cabinets for use in Sturzebecker classrooms.	4500147635	\$9,352.87
Custodial Services	Unicco Service Company 275 Grove Street Auburndale, MA 02466	Custodial Management Services contract #WC843 for the period of January 2007 thru January 2008.	4500147004	\$380,993.00