

Pennsylvania State System of Higher Education
KUTZTOWN UNIVERSITY
MINUTES OF THE COUNCIL OF TRUSTEES MEETING
December 11, 2025

The Council of Trustees met on Thursday, December 11, 2025, at 3:00 p.m. in the McFarland Student Union Building, Room 250.

PRESENT:

Mr. Phillips Armstrong, Secretary	Lehigh County
Mr. Robert Grim, Esq (via zoom)	Kutztown
Ms. Payton Mentzer, Student Trustee	Reading
Ms. Sandy Green	Kutztown
Ms. Dianne Lutz	Wernersville
Mr. Kevin Harden, Jr., Esq., Vice-Chair	Philadelphia
Mr. Guido Pichini	Wyomissing Hill
Mr. James Ludlow	Fogelsville

ABSENT:

Mr. Dennis Giorno, Chair	Harrisburg
--------------------------	------------

ALSO PRESENT:

Dr. Phil Cavalier, University President
Ms. Natalie Einsig, PASSHE, Legal Counsel (via zoom)
Ms. Dakota Sell, Student Speaker
Ms. Pam Rex, Senior Executive Associate to the President
Mr. Bryan Salvatore, Director of Communications
Mr. Matthew Santos, Vice President, University Relations and Athletics
Dr. Rebecca West Burns, Dean, College of Education
Dr. Brad Shope, Dean, College of Visual & Performing Arts
Mr. Alex Ogeka, Executive Director of KU Foundation
Mr. Matt Assad, Executive Director of Finance
Mr. Cade Herndon, Student Government Board President
Dr. Chali Nando, Associate Dean, College of Business
Ms. Lisa Kowalski, Executive Director KUSSI
Ms. Des Reasoner, Interim Vice President of Student Affairs
Ms. Leida Nieves, Executive Director of Financial Aid
Ms. Jennifer Weidman, Director of Human Resources
Dr. Lorin Basden Arnold, Provost & Vice President for Academic Affairs
Dr. Lisa Frye, Senate President
Dr. Anne Carroll, Dean of the College of Business
Mr. Bradley Davis, Director of Equity and Compliance
Mr. Scott Stamm, Electronic Systems Technician
Mr. Alex Darlington, Student

1. Call to Order

At 3:00 p.m. Vice Chairman Harden called the meeting to order. He noted that an Executive Session took place earlier today and personnel matters were discussed but no formal actions were taken.

2. **Pledge of Allegiance**

The Pledge of Allegiance was recited by those in attendance.

3. **Roll Call of Council Members**

Attendance was taken at the direction of Vice Chairman Harden which established that a quorum of the Council was present.

4. **Remarks by Mr. Kevin Harden, Chairman**

“Welcome to the December public meeting of the KU Council of Trustees.

The December meeting is always special for the trustees, as we will vote to approve the Fall 2025 commencement class. Fall commencement is set for this Saturday at 9 a.m. at O’Pake Fieldhouse. Approximately 450 students are scheduled to participate in the ceremony.

Saturday is historical day on our campus as, in addition, the 14-0 PSAC champion Golden Bear football team will host Harding in the NCAA Division II semi-final game at 3:30 p.m. We wish Coach Jim Clements, and the team, good luck as they make their second bid in three years to advance to the national championship game December 20th in McKinney, Texas.

I also want to congratulate Coach Marci Schueing and the Golden Bear field hockey team for their historic 20-win season and a third-straight berth to the NCAA Tournament, where they advanced to the semi-finals.

Finally, on behalf of the trustees, I want to wish the entire KU campus community a safe, happy and restful holiday season.”

5. **Remarks by Mr. Cade Herndon, Student Government Board President**

“Good afternoon, everyone! As always, it is a pleasure to be here with you all.

The end of this semester has been very busy for the Student Government Board.

Internally, eight students were elected to be our new representatives. SGB sponsored two holiday boxes, which will be delivered to families in need, and wrote holiday cards that will be delivered to a nursing home in Pottsville.

We also established a new internal committee that is focused on connecting with SGB alumni. Regarding this new committee, our first step in the Spring will be to connect with the KU Foundation.

We recently celebrated the end of the semester with a winter formal. At this event, we rewarded our representatives for their hard work throughout the semester and officially kicked off SGB’s 100th anniversary.

This month, our treasurer and I hosted a roundtable with the Disability Services Office in which we met with DSO students to learn about their accessibility concerns. This roundtable provided SGB with a perspective that we previously lacked and significant insight into what campus life is like for DSO students.

We were happy to host President Cavalier at our November 18th meeting and attend his second student town hall later that night. Once again, SGB would like to thank Dr. Cavalier for making himself present around campus and visible to all students.

Our college representatives have wrapped up their semesterly feedback tables and have met with their respective deans. We hope that the feedback we have provided them will be useful.

Financially, SGB approved special funding for student organizations ahead of schedule, and our Treasurer and his Budget and Finance Committee have begun to diligently work on student organization budget packets for the 2026-2027 academic year.

Looking towards the Spring, we are working towards advancing our goals, planning our Spring retreat and SGA Day, and celebrating SGB's 100th anniversary. More details on this soon.

As always, SGB remains proudly committed to representing all students and the university. Thank you for continuing to allow students to have a voice, and for your time here today. Happy holidays."

6. Remarks by Dr. Phil Cavalier, University President

"On Monday, I shared upcoming changes to university leadership, effective January 5th.

*Matt Assad, executive director of Finance, will be named interim vice president for Administration and Finance, replacing Matt Delaney, who will remain with the university until Friday, Jan. 23. Reporting to Matt A. will be:

*Will Meeker (interim senior director of Administration and Facilities for Campus Services), who will serve as interim assistant vice president for Facilities.

*Jon Vavro (assistant controller), who will serve as Controller.

*Brad Davis (director of Equity and Compliance), who will serve as executive director of Equity, Compliance and Title IX. Human Resources will report directly to Brad.

*Disability Services will report to Dr. Lorin Basden Arnold, provost and senior vice president for Academic Affairs. Lorin will also assume the role of the university's chief operating officer.

*Public Safety and Police Services will move under Des Reasoner, interim vice president for Student Affairs.

*Enrollment Management will continue to report to Matt Santos, vice president for University Relations and Athletics, until a vice president for Enrollment Management is identified.

*The division of Equity and Compliance, which is currently led by vice president Jesus Peña, will be dissolved upon Jesus' retirement from the university at the end of the month. The division of Equity and Compliance currently includes Social Equity and Title IX, Human Resources, Disability Services, and Public Safety and Police Services.

*Please join me in thanking Matt D. and Jesus for their tremendous service to KU for more than two decades, and in congratulating Matt. A., Will, Jon and Brad on their new appointments."

7. **Public Comments** – None

8. **Approval of Minutes:** November 6, 2025

Upon motion duly made by Mr. Kevin Harden and seconded by Mr. Guido Pichini, the minutes of the November 6, 2025, meeting were approved as presented.

9. **Summary of Discussions-Council Committee on Academic and Student Affairs**

Mr. Jim Ludlow presented the discussions of the committee meeting.

10. **Student Presenter: Ms. Dakota Sell, Master of the Arts in Clinical Mental Health Counseling**

Dr. Rebecca West-Burns, Dean of the College of Education introduced the Student Presenter, Ms. Dakota Sell. Ms. Sell shared her personal background, her experiences at Kutztown University and how it's shaping her future.

11. **General Internship Agreements with Various Institutions and Kutztown University**

Mr. Jim Ludlow presented the General Internship Agreements with Various Institutions and Kutztown University.

- Northampton County Children and Youth, Bethlehem, PA *New*
- Gen. Charles Harker Elementary School, Woolwich Twp., NJ *New*
- Vigilant Torch Foundation, Alexandria, VA *New*
- Kutztown Boro, Kutztown, PA *Renewal*
- PATHS, Breinigsville, PA *New*
- Right at School – Before and After School, Evanston, IL *New*
- New Hanover Chiropractic, Gilbertsville, PA *New*
- I9 Sports, Middletown, DE *New*
- Lower Macungie Library, Macungie, PA *New*

12. **School-based Internship Agreements with Various School Districts and Kutztown University**

Mr. Jim Ludlow presented the list of school-based internship agreements which establishes a relationship whereby students may participate in practical experience outside the traditional classroom setting.

- Conewago Valley School District *Renewal*
- Bethlehem Area School District *Renewal*
- Tri-Valley School District *New*
- Upper Darby School District *Renewal*
- Susquehanna Township School District *Renewal*
- Lower Merion School District *Renewal*

13. **Counseling Internship Agreements with Various Institutions and Kutztown University**

Mr. Jim Ludlow presented internship agreements which establishes a relationship whereby students may participate in practical experience outside the traditional classroom setting.

- Positive Intentions, LLC, Stroudsburg, PA New
- Family Guidance Center, Wyomissing, PA New
- Haven House, Allentown, PA New
- Counseling Solutions of Lehigh Valley, Allentown, PA New
- Serenity Behavioral Health, Havertown, PA New
- The Resiliency Center, Schwenksville, PA New
- KS Consultants, Allentown, PA New
- Compass Counseling and Associates, Pottstown, PA New
- Gaudenzia Lower Bucks, Bristol, PA New
- Lancaster Bible College, Lancaster, PA New
- Caron Outpatient Treatment Center, Wyomissing, PA Renewal
- Transitions Partial Hospital Program, Allentown, PA New
- Mohammad Khan MD., LLC, Allentown, PA New
- LVPG Behavioral Health at Muhlenberg College, Allentown, PA New

*Mr. Jim Ludlow moved to present Tabs, 4, 5, and 6 as one action item for approval as presented.
Ms. Dianne Lutz seconded the motion and it carried unanimously. The motion was approved*

14. Candidates for Graduation – December 2025

Ms. Payton Mentzer moved to approve the Candidates for Graduation for December 2025 as presented in Tab 7. Ms. Sandy Green seconded the motion and it carried unanimously. The motion was approved.

15. Summary of Discussions: Council Committee on Finance, Property & Audit

Mr. Guido Pichini reported on the committee discussions.

16. Purchases and Contracts

Mr. Guido Pichini noted the purchases and contracts were reviewed as presented in Tab 8 with no further comment.

17. Audit Report and Financial Statements

Mr. Guido Pichini moved to approve the Audit Report and Financial Statements. Mr. Phillips Armstrong seconded the motion and it carried unanimously. The motion was approved.

18. Certification of University External Financial Support

Mr. Guido Pichini moved to approve the Certification of University External Financial Support as presented in Tab 9. Mr. Jim Ludlow seconded the motion and it carried unanimously. The motion was approved.

19. 2025-2026 E&G Budget Revision

Mr. Guido Pichini moved to approve the 2025-2026 E&G Budget Revision as presented in Tab 10. Ms. Dianne Lutz seconded the motion and it carried unanimously. The motion was approved.

20. Summary of Discussions: Council Committee on Human Diversity

Ms. Sandy Green reported on the committee discussions.

21. Summary of Discussions: Council Committee on University Relations & Athletics and Advancement

Mr. Phillips Armstrong reported on the committee discussions.

22. **PACT Update**

Ms. Sandy Green reported that PACT will hold the election of officers after the holidays and they are preparing for the Annual Conference in April.

23. **As May Arise** - None

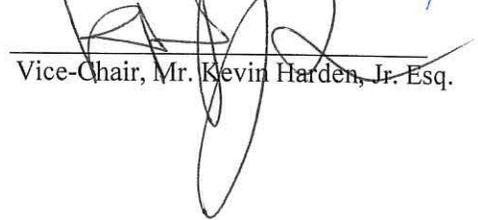
Adjournment

Mr. Kevin Harden adjourned the meeting at 3:45pm.

3/12/26
Date

3/12/26
Date


Secretary, Mr. Phillips Armstrong


Vice-Chair, Mr. Kevin Harden, Jr. Esq.