

Pennsylvania State System of Higher Education  
**KUTZTOWN UNIVERSITY**  
**MINUTES OF THE COUNCIL OF TRUSTEES MEETING**  
March 12, 2026

The Council of Trustees met on Thursday, March 12, 2026, at 3:00 p.m. in the McFarland Student Union Building, Room 250.

**PRESENT:**

Mr. Dennis Giorno, Chair	Harrisburg
Mr. Kevin Harden, Jr., Esq., Vice-Chair	Philadelphia
Mr. Phillips Armstrong, Secretary	Lehigh County
Mr. Robert Grim, Esq	Kutztown
Ms. Payton Mentzer, Student Trustee	Reading
Mr. Guido Pichini (via zoom)	Wyomissing Hills
Mr. James Ludlow	Fogelsville

**ABSENT:**

Ms. Sandy Green	Kutztown
Ms. Dianne Lutz	Wernersville

**ALSO PRESENT:**

Dr. Phil Cavalier, University President  
Ms. Natalie Einsig, PASSHE, Legal Counsel (via zoom)  
Ms. Sierra Smart, Student Speaker  
Ms. Pam Rex, Senior Executive Associate to the President  
Mr. Bryan Salvadore, 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  
Ms. Alexis Willingham, Student Government Board Secretary  
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  
Dr. Carl Sheperis, Vice Provost for Extended & Lifelong Learning & Dean of Graduate Studies  
Dr. Karen Rauch, Dean of University College  
Dr. Laurie McMillan, Dean, College of Liberal Arts & Sciences  
Dr. Stephen Rupprecht, Assistant Vice President & Dean of Students  
Ms. Jennie Castro, Executive Director of Undergraduate Admissions  
Dr. Amy Pfeiler-Wunder, Associate Dean, College of Visual & Performing Arts  
Professor Laura Sherrod, Physical Sciences

1. **Call to Order**

At 3:00 p.m., Chairman Giorno 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.

There was also a Council of Trustees Executive Session held on February 17, 2026 via zoom and 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 Chairman Giorno which established that a quorum of the Council was present.

4. **Remarks by Mr. Dennis Giorno, Chairman**

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

The first half of the spring semester has been busy on campus as our community has hosted several outstanding events including celebrations for Black History and Women's History month, two college accepted students days which exceeded capacity, and a very successful Career Fair which our current students took full advantage of.

Before we meet again in late April, we look forward to the inauguration of President Cavalier on Friday, April 10th. We hope the community will take advantage of the tickets that remain available for the installation ceremony in Schaeffer Auditorium, and the celebration reception that will be held adjacent to Schaeffer afterward.

Next week is already our Spring Break. On behalf of the Trustees, I want to wish the entire KU Campus community a safe and restful week.”

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 first half of this semester has been very busy for the Student Government Board.

Internally, we elected five new representatives and are in the process of setting up elections for our general and executive boards for the 2026-2027 academic year.

At the start of this semester, we hosted our retreat, which focused on idea generation and planning our semester. Most recently, we were pleased to be hosted by President Cavalier for a reception at his house.

We were also happy to be able to co-host Dr. Cavalier's most recent student town hall. Our executive board participated in this event, and most of our general board attended in the audience.

Our college representative groups have begun to meet with their respective deans and host their feedback tabling events.

Our public relations committee has started a few new exciting initiatives, one of which is our “student spotlight” initiative. We hope to promote student organization involvement across the

campus by having members of our board interview students from different clubs and organizations.

Financially, our budget and finance committee has been working very diligently to determine student organization budget allocations for the 2026-27 year with a strong focus on an engaged and lively campus community.

Looking toward the second half of this semester, we plan to pass our budget and continue our previously mentioned initiatives. We also have SGA Day coming up in April.

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.”

**6. Remarks by Dr. Phil Cavalier, University President**

“Good afternoon, I’m happy to report that 2,269 students have been named to the Fall 2025 Dean's List at Kutztown University. To be eligible for the Dean's List, an undergraduate student must be registered for at least 12 credits and have a minimum grade point average of 3.60. The total was an increase of 90 students over Fall 2024.

Desiree Reasoner was named permanent vice president of Student Affairs on February 3<sup>rd</sup>. Des has served KU for 26 years, most recently as assistant vice president for Enrollment Management and Student Affairs for Residence Life, Housing and Dining Services since 2024.

Kutztown University has launched a new [certificate program in biotechnology](#). Developed in collaboration between the Biological Sciences and the Physical Sciences departments, the program is designed to develop and enhance practical workplace skills for the biotechnology and pharmaceutical industries.

For the fourth year, Kutztown University has been awarded the Hunger-Free Campus grant to address food insecurity in students. The Hunger-Free grant awards \$60,000 to aid in expanding access to food options, creating awareness initiatives and upgrading facilities. The PA Hunger-Free Campus Initiative, which began in 2022, is fully endorsed by Governor Josh Shapiro and First Lady Lori Shapiro.”

**7. Public Comments – None**

**8. Approval of Minutes: December 11, 2025**

*Upon motion duly made by Mr. Phillips Armstrong and seconded by Mr. Rober Grim, the minutes of the December 11, 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. Sierra Smart, Junior Geology Major with Minors in Mathematics and Physics**

Dr. Laurie McMillan, Dean of the College of Liberal Arts & Sciences introduced the Student Presenter, Ms. Sierra Smart. Ms. Smart 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.

- TNT Strength and Conditioning, Manahawkin, NJ *New*
- Walk in Art Center, Schuylkill Haven, PA *New*
- Amphorae Publishing Group, Harrisonville, MD *New*
- The National Library of Patient Rights & Advocacy, Cherry Hill, NJ *New*
- QuickLook Marketing, Tobyhanna, PA *New*
- Northumberland County Children and Youth, Sunbury, PA *New*
- Derry Township Police Department, Hershey, PA *New*
- The Dupont Children Fund, Hellertown, PA *New*
- Lehigh University Police Department, Bethlehem, PA *New*
- Athletics Operations Intern – Spooky Nook, Manheim, PA *New*
- UFinancial Group, Philadelphia, PA *New*
- FilmPshchologee, Irvine, CA *New*
- EverTrue Lutheran Home, Topton, PA *New*
- Lehigh University Athletics, Bethlehem, PA *New*
- Parx Casino, Bensalem, PA *New*
- Green Leaf Productions, Inc, Bethlehem, PA *New*
- Patient Rights & Advocacy, Cherry Hill, NJ *New*
- ASIFA – East, New York, NY *New*
- St. Lukes Sports Center, Whitehall, PA *New*
- LASP Doylestown, PA *New*
- The Gem, Spring City, PA *New*
- Our Town Foundation, Hamburg, PA *New*
- Lehigh Valley Hospital Public Safety, Bethlehem, PA *New*
- Theatre Horizon, Norristown, PA *New*
- Touchstone Theater, Bethlehem, PA *New*
- Quantum Strategies, Glen Mills, PA *New*
- Kindergarten Academy, Prospect Park, PA *New*
- Short Short Fest, Portage, MI *New*
- NeuroAbilities, Wyomissing, PA *New*
- JB Hunt, Harrisburg, PA *New*
- Heart and Hearth Deli, Kutztown, PA *New*
- Wealth Management, Lancaster, PA *New*
- Giorgi Foods, Blandon, PA *New*
- LVHN – Transplant Social Worker, Allentown, PA *New*
- Departments of Ophthalmology and Visual Sciences, Morgantown, WV *New*
- WEEU, Reading, PA *New*
- Bookstr.com, New York, NY *New*
- Flagler Broadcasting, Bunnell, FL *New*
- Lebanon VA, Lebanon, PA *New*
- Milmont Elementary School, Reading, PA *New*
- The Enterprise Rent-A-Car, Reading, PA *New*
- Lehigh Valley Case Management, Allentown, PA *New*
- Benjamin Stein, New York, NY *New*
- PA Counseling, Lebanon, PA *New*
- TwinRayJ Studios, Dekalb, IL *New*

- Allied Universal, Allentown, PA New
  - PA Playhouse, Bethlehem, PA New
  - First Presbyterian Church of Allentown, Allentown, PA New
  - Pennsylvania Adult and Teen Challenge, Rehrersburg, PA New
  - Jim Thorpe Area School District, Jim Thorpe, PA New
  - B-Bullard LLC, Brooklyn, NY New
  - The Youth Advocate Program, Reading, PA New
  - St. Lukes Penn Foundation, Lehigh, PA New
  - Road to Redemption, Whitehall, PA New
- (54 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.

- Jim Thorpe Area School District Renewal
  - Bangor Area School District Renewal
  - Springfield School District Renewal
  - Foundation for the Blind Children Renewal
  - Susquehanna Township School District Renewal
  - Hazleton Area School District Renewal
- (6 renewals)

**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.

- Benchmark School, Media, PA Renewal

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

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

Mr. Dennis Giorno reported on the committee discussions.

**15. Purchases and Contracts**

Mr. Dennis Giorno noted the purchases and contracts were reviewed as presented in Tab 7 with no further comment.

**16. Applied Lesson Fee**

*Mr. Dennis Giorno moved to approve the Applied Lesson Fee as presented in Tab 8. Mr. Jim Ludlow seconded the motion and it carried unanimously. The motion was approved.*

**17. Summary of Discussions: Council Committee on Human Diversity**

Mr. Kevin Harden reported on the committee discussions.

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

Mr. Phillips Armstrong reported on the committee discussions.

19. **(AMENDED POLICY) COT-004: Retirement Recognition Policy**

*Mr. Robert Grim moved to approve the Amended Policy COT-004: Retirement Recognition Policy as presented in Tab 9. Mr. Phillips Armstrong seconded the motion and it carried unanimously. The motion was approved.*

20. **2025-2026 Kutztown University Order of Succession Plan**

*Mr. Kevin Harden moved to approve the 2025-2026 Kutztown University Order of Succession Plan as presented in Tab 10. Mr. Phillips Armstrong seconded the motion and it carried unanimously. The motion was approved.*

21. **PACT Update – Ms. Sandy Green submitted the following report in her absence.**

“I plan to attend the PACT annual April 15<sup>th</sup>, in Harrisburg. It will be in conjunction with the Board of Governors workshop/meeting. That meeting will include the election of PACT officers. PASSHE is in the beginning process of budget negotiations. They are requesting a 5% increase that would enable the system to keep tuition flat. Anything less, a tuition increase will be on the table for discussion.

On January 29<sup>th</sup>, PACT Board members and COT chairs met with the Chancellor via zoom. The conversation focused on how to serve and support trustees, how to engage trustees around system-level issues, and more. We had an excellent discussion and we intend to hold future sessions with the Chancellor.”

22. **As May Arise** - None

**Adjournment**


*Mr. Dennis Giorno adjourned the meeting at 3:37pm.*

4/30/26  
Date

5/123/26  
Date



Secretary, Mr. Phillips Armstrong



Chair, Mr. Dennis Giorno