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## Volume I

**GOVERNANCE AND ADMINISTRATION**

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1.0 Governance and Administration

1.1 History of Medaille College

With locations in Buffalo Rochester and Online, Medaille College is a private, four-year college committed to serving the higher education needs of Western and Central New York, Southern Ontario and beyond. Known for its flexible delivery systems, the College offers doctoral, master’s, bachelor’s, and associate degrees through day, evening, weekend and online programs.

Medaille College traces its roots to 1875, when it was founded by the Sisters of St. Joseph as an institute to prepare teachers. In 1937, the Sisters received an absolute charter from New York State and their institution was named Mount St. Joseph Teachers’ College, chartered to grant baccalaureate degrees in education.

In 1968, the Sisters of St. Joseph, led by Alice Huber, SSJ, Ph.D., initiated a change in the charter, which would create a new, co-educational college. New York State granted this charter and Medaille College was born.

In the 1970s, Medaille experienced rapid expansion. Student enrollment grew, and new facilities, like the Downey Science Building, were built to meet the demands of new degrees and program options.

In 1991, the College implemented a resident student program, attracting students from throughout New York State and Southern Ontario. Three years later, the Kevin I. Sullivan Campus Center opened, offering students a setting for athletic, dining, and recreational activities. The Sullivan Campus Center, with its Trbovich Alumni Tower, serves as home to the College’s National Collegiate Athletic Association Division III sports program, which has seen tremendous success in its short history.

In 1996 the faculty and administration of Medaille College approved the decision to offer a Bachelor of Business Administration degree completion program at a new campus in Amherst, New York. The program, which was originally designated ACCEL, was designed by full-time faculty from main campus and approved through both the Business Department and the Curriculum Committee. Approval to start the program was received from the New York State Education Department and the Middle States Regional Accrediting Agency.

The first BBA cohort began in February 1997 and admitted transfer students who had accumulated 60 previous credits. Additional programs were soon added to accommodate students who had fewer credits. These two courses of study, designated Track A and Track B, allow students to accumulate sufficient credits to enter the BBA course sequence. Curriculum for both tracks was developed and approved in the same manner as the BBA
curriculum: the Business Department, the College Curriculum Committee, New York State Department of Education, and Middle States.

In July 1999, ACCEL received approval to offer an accelerated MBA program, and the first cohort began in January 2000. Plans to expand to Rochester were spearheaded by then-President Kevin Sullivan, and the Rochester Branch Campus opened in January 2002. Approval to offer a Master of Arts in Organizational Leadership was received early in 2003; the first MOL cohort started on August 28, 2003. In mid-2002, the decision was made to change the name of the program to Accelerated Learning Programs. This new name was slowly incorporated into all published materials. Previously, the program was referred to as ACCEL. With the 2003-2004 school year, however, all references to ACCEL were replaced by the new name.

In fall 2001, Medaille opened its first residence hall, followed two years later by a second residence hall, bringing the total of resident students to nearly 350 students and creating an even greater need for campus facilities for recreation and for learning. Medaille met that need by expanding the Sullivan Campus Center, renovating the Huber Hall Library, and installing new parking areas and a quadrangle green space.

Expansion continued at Medaille’s branch campuses, which deliver adult and graduate programs. With a need for more space and upgraded facilities, the Amherst Campus moved to its new location at 30 Wilson Road, Williamsville, NY, in May 2007. Medaille has since closed the Amherst campus and moved all students, faculty, and staff to the Buffalo Campus. In June 2009, the Rochester Campus relocated to 1880 South Winton Road in Rochester, with classrooms, study space and an expanded library in a dedicated facility. In September 2012, the Sullivan Center expansion was completed, creating a 3,000-square-foot fitness center, an events arena with 750-person capacity, locker rooms, and student group meeting spaces. In June 2015, Medaille welcomed its seventh president, Kenneth M. Macur, Ph.D. Under his leadership, a new Strategic Plan was crafted, including new Mission and Vision statements. Four core values of the Institution have also been articulated. Academic programs and academic partnerships have expanded to include partnerships with Lake Erie College of Medicine and Osteopathic Medicine, Ross University School of Veterinary Medicine, and a 3+3 agreement with SUNY Buffalo Law School. A comprehensive suite of student support services has also been developed. In September 2017, Medaille’s main building saw the completion of its expansive new Laboratory and Science Center; 1600 square feet of donor-funded, state-of-the-art equipment. Continuing the campus expansion, September 2019 saw the grand opening of the Medaille Sports Complex at Buffalo Color Park in South Buffalo, which serves as the home for Medaille’s men’s and women’s soccer and lacrosse teams. The complex boasts 100,000 square feet of the best concussion-rated artificial turf available, on a lighted field marked for soccer, lacrosse, field hockey, and football.
1.1.1 Past Presidents of Medaille College

Dr. Alice Huber, SSJ – 1968-1974
Dr. Robert Hess – 1974-1978
Dr. Leo R. Downey – 1978-1987
Dr. Joseph Bascuas – 2001-2006
Dr. Richart T. Jurasek – 2007-2015
1.1.2 **Medaille College Seal Elements**

- Palms – Achievement
- ΑΩ – Alpha and Omega (Beginning and End)
- ΣΟΦΑ – Wisdom

1.1.3 **Medaille College Colors**

The Medaille College colors are Blue and Yellow

1.1.4 **Medaille College Athletic Team Names**

Medaille Mavericks
Medaille Lady Mavericks

1.2 **Medaille College Accreditations**

Medaille College is chartered by the Board of Regents of The University of the State of New York. It is accredited by the Commission on Higher Education of the Middle States Association of Colleges and Schools, 3624 Market Street, Philadelphia, PA 19104, (215) 662-5606. The Commission on Higher Education is an institutional accrediting agency recognized by the U.S. Secretary of Education and The Council for Higher Education Accreditation.

The College's degree programs are registered by the New York State Education Department, Office of Higher Education, Cultural Education Center, Room 5B28, Albany, NY 12230, (518) 474-5851.

1.2.1 **American Veterinary Medical Association (AVMA)**

The Associate in Science Degree in Veterinary Technology is accredited by the American Veterinary Medical Association (AVMA).

The College's memberships include the Commission on Independent Colleges and Universities, the Association of Governing Boards of Universities and Colleges, and The Council of Independent Colleges.
1.2.2 **International Assembly for Collegiate Business Education (IACBE)**

Medaille College, through its Business Department, has the following degree programs accredited by the International Assembly for Collegiate Business Education (IACBE): the Master of Business Administration Degree; the Bachelor of Business Administration Degree; the Bachelor of Science Degree in Business Administration, in Financial Services, and in Sports Management.

Medaille College received specialized accreditation in 1999 for its business programs through the International Assembly for Collegiate Business Education (IACBE), Olathe, Kansas, and is a Charter Member of the organization. IACBE is the premier business accrediting body for business program in student-centered colleges and universities throughout the world. The IACBE accredits business degree programs at more than 225 colleges and universities in more than 20 countries. IACBE promotes and recognizes excellence in business education in colleges at both the undergraduate and graduate level.

1.2.3 **Teacher Education Accreditation Council (TEAC)**

Medaille College’s Teacher Education Program: which is designed to focus on excellence in teaching with an emphasis on personal attention to our diverse learners is granted Accreditation by the Teacher Education Accreditation Council (TEAC). This accreditation certifies that the forenamed professional education program has provided evidence that the program adheres to TEAC’s quality principles.

1.2.4 **Council for Accreditation of Counseling and Related Educational Programs (CACREP)**

The Council for Accreditation of Counseling and Related Educational Programs (CACREP), a specialized accrediting body recognized by the Council for Higher Education Accreditation (CHEA), has granted accreditation to Medaille’s Master of Arts program in Clinical Mental Health Counseling (CMHC) offered at the College’s Buffalo and Rochester campuses.

1.2.5 **Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM)**

The BPS in Health Information Management program is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM). For more information, visit: www.cahiim.org. Graduates and final term students are eligible to register for the national Registered Health Information Administrators (RHIA) credential examination offered by the American Health Information Management Association (AHIIMA).
1.3 Medaille College Location

Medaille College's main campus is located in Buffalo, New York, on an attractive, tree-lined urban campus at the intersection of Route 198 (Scajaquada Expressway) and Parkside Avenue. The Campus is within the Olmsted Crescent, a historic area of parkways and landscape designed by Frederick Law Olmsted.

Adjacent to Delaware Park and the Buffalo Zoological Gardens, our main campus is easily accessible by car, bus or Metro Rail. The College is served by the Humboldt-Hospital NFTA rapid transit station, and a circulator shuttle runs frequently between auxiliary parking at the Zoo and campus. In addition, Medaille is close to the world famous Albright-Knox Art Gallery, the Buffalo and Erie County Historical Society Building, the Buffalo Museum of Science, and the Buffalo and Erie County Library. Also, with Canada as Buffalo's neighbor, Niagara Falls and Toronto are within a 30 to 90 minute drive.

Our Rochester campus is located at 1880 South Winton Road, Suite 1, in the town of Brighton. The campus relocated to this new facility in June 2009.

1.3.1 Campus Facilities - Refer to Appendix F – Campus Map

The Medaille Campus is located on 13 attractive acres in the geographical center of Buffalo. There is a branch campus at Rochester. See Paragraphs 1.1.7.8 and 1.1.7.9, below.

1.3.1.1 Main Building

The Main Building serves as a central anchor for the campus, and houses administrative offices, classrooms, academic support services, and our Auditorium/Lecture Hall.

The first floor of the Main Building includes the Information Office, President's Office, Registrar, Human Resources, Business Office, Financial Aid, and the Auditorium/Lecture Hall. The second floor is home to Academic Affairs, and you can find faculty offices and classroom space on the second and third floors.

The television studio, radio broadcast center, classrooms, and faculty offices are located in the basement.

The Academic Commons is a space on the fourth floor for students, faculty, staff and visitors that opened in fall 2009. It features comfortable seating for studying and relaxing, a flat-screen high definition television, and a student-run cafe which serves SPoT coffee and snacks.

Elevator service for the handicapped is available in this building. A lift provides accessibility from the exterior, and skywalks allow access to Huber Hall and the Kevin I. Sullivan Campus Center.

The Veterinary Technology animal housing facility, containing a modern clinical laboratory, computer instructional lab and offices, are connected to the Main Building.
1.3.1.2  Downey Science Building

The Downey Science Building, opened in 1987, contains a chemistry lab, two biology labs, an animal technology lab, and faculty offices. It is connected to the Main Building by an atrium and to Huber Hall by a walkway. The building is named in honor of Dr. Leo R. Downey, President of the College 1978-1987.

1.3.1.3  Huber Hall

Huber Hall contains classrooms, faculty offices, the Academic Computing Lab, the New Media Institute (multimedia lab) and the Medaille College Library. The building is named in honor of Dr. Alice Huber, SSJ, President of the College, 1968-1974.

Library services, including the on-line catalog, 24/7 access to on-line research information, and over 3,000 full text online periodical titles, are accessible through the library's web site.

Cooperative arrangements with various colleges and universities in the area and across the state provide access to a wide range of research materials. In addition, the Library contains approximately 55,000 print volumes and 350 print periodical titles. Individual study carrels, study tables, and an informal lounge area are available for the convenience of students.

The Academic Computing Lab consists of two electronic classrooms and an open lab containing PCs connected to the Internet on a super-fast T1 line.

Each computer has the standard software for students to work on their academic assignments and to keep in touch with family at home, including Microsoft Office and multimedia applications.

In the fall of 2011, the College completed a construction project that doubled the size of Huber Hall with a new Student Success Center that integrates academic and student support services under one roof. The Student Success Center is home to Academic Advisement, the Academic Support Center, Career Planning and Placement, the Center for Community-Based Learning, Disability Services, and TRiO Student Support Services.

1.3.1.4  Sullivan Campus Center

The Kevin I. Sullivan Campus Center is a popular spot during the day for a quick bite to eat, and in the evenings for special events. As the primary facility for campus activities, most students and faculty stop in at least once a day to recharge between classes or to meet up with friends.

The facility houses the Dining Center, the College Store, a gymnasium with a running track, weight and exercise rooms, locker rooms, lounges, the President's Dining Room, which is a multi-purpose conference room used for formal and informal campus meetings, and the Events Arena.

Administrative offices for Student Development (Athletics, Residence Life, Student Involvement Center) are on the second floor, along with meeting spaces for clubs and organizations.

1.3.1.5 Residence Halls

North Residence Hall

This three-story residence contains 140 student beds, a kitchen and lounge, computer lab, and laundry rooms. This building has a mix of traditional corridor-style rooms and apartment-style suites.

The first floor lounge is generally used for informal meetings and for hanging out in the evenings and on weekends. A laundry center is available for residents to use on the first floor.

The second floor lounge is a popular spot for students to cook full meals, entertain guests, and has comfortable seating for late-night studying.

South Residence Hall

This five-story structure was built in 2003, and accommodates over 250 resident students. South Residence Hall has double rooms in a traditional corridor style, and each floor has a lounge, kitchenette, computer stations, and laundry facilities. Rooms are furnished with a bed, dresser and desk for each student

1.3.1.6 Undergraduate Admissions

As you enter Medaille's campus, the first building that greets you is the Admissions House, located to the west (right) of the main driveway. This architecturally distinctive building is home to our undergraduate admissions office. As a prospective student, this is where you will start your tour.

You will enter the Admissions Building from the back. If you have an interview scheduled with an undergraduate admissions counselor, take note: you'll have a personalized parking space at the back of the building.

Although interviews are not required for prospective students, we strongly recommend them. They give you a chance to talk to an admissions counselor one-on-one, and to learn about the majors we offer, the career paths you can take, and what life is like on campus.
1.3.1.7 Houses at 2 Agassiz Circle and Humboldt Parkway

1.3.1.7.1 2 Agassiz Circle – Offices of Public Safety and Research, Grants, and Assessment
1.3.1.7.2 73 Humboldt – Offices of College Relations and Marketing
1.3.1.7.3 77 Humboldt – Facilities and Department of Education
1.3.1.7.4 81 Humboldt – Department of Education
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1.3.1.7.6 91 Humboldt – Department of Counseling & Clinical Psychology
1.3.1.7.7 103 Humboldt – Department of Counseling & Clinical Psychology
1.3.1.7.8 107 Humboldt – Office of Information Technology
1.3.1.7.9 117 Humboldt – The Student Wellness Center and the Office of Counseling

1.3.1.8 Parking

Faculty, staff and students may park in the lots at no charge provided they have parking tags for their vehicles. Parking tags are available in the Public Safety Office at 2 Agassiz Circle. Vehicles without tags are subject to ticketing. Reserved parking for visitors and for physically handicapped individuals is also provided. Temporary stickers are available at the Information Office in the Main Building.

1.3.1.9 Rochester Campus

The Rochester campus contains nine classrooms, each with a capacity of 24 students, and each with its own technology package. A 700-square foot library which includes computer workstations, and a multi-purpose room that provides space for meetings and workshops of up to 60 people. We are located at 1880 South Winton Road, situated near Rochester's Outer Loop (I-390/590) in Brighton, just a short distance from exit 1 on I-590.

Classrooms are equipped with audio-visual aids and are wired for Internet accessibility. Each cohort of students has a mailbox in the classroom wing. Ample parking is available.

A library is available for student use before and after class sessions, providing resources such as current periodicals, business reference textbooks, and popular selections from management, human resources and leadership topics.

Administrative offices located at this campus include Student Services, Academic Services and Admissions.
Financial Aid and Student Accounts are located at the Amherst Campus, and representatives from these two office visits the Rochester Campus on a regular basis.

1.4 Institutional Profile
Medaille College is a co-educational, liberal arts college located in Buffalo, New York. Chartered by the State of New York and governed by a 21-member board of trustees, Medaille College has transformed itself during the past ten years from what had been basically an evening college for returning adults into a comprehensive institution serving a variety of student populations.

1.4.1 Majors and Degrees
Medaille College offers programs at the associate level, undergraduate majors at the baccalaureate level, graduate programs at the master level, and one program at the doctoral level. In addition to its college-wide accreditation by the Middle States Commission on Higher Education, Medaille is recognized and accredited by relevant professional organizations.

1.4.2 Faculty
The number of full-time faculty is now 73. Eighty-two percent of the faculty hold terminal degrees.

1.5 Mission

1.5.1 Mission Statement
The mission of Medaille College is to educate and develop empowered individuals for academic achievement, career success and civic engagement, thereby contributing to a healthy, diverse democracy.

1.5.2 Vision Statement
Medaille College will be known as a leader in providing inspiration and opportunity for students, faculty, staff, alumni and community by supporting academic development, positive personal transformation and a strong sense of civic-mindedness.

1.5.3 Values

1.5.3.1 Curiosity
We are committed to inspiring intellectual curiosity and wonder as a foundation for academic, professional and civic achievement. We are dedicated to preserving and supporting an educational environment of creativity, passion and innovation.

1.5.3.2 Excellence
We seek to maintain and support a culture of intellectual and personal growth. We encourage the pursuit of the highest levels of academic, civic and personal achievement.
1.5.3.3 Integrity
We are dedicated to providing an atmosphere of trust, and will actively engage the world with honesty, respect, responsibility, dignity, and compassion. We hold ourselves to the highest standards of ethics and personal responsibility.

1.5.3.4 Community
We value community as a coming together of diverse individuals who endeavor to create an inclusive, supportive and collaborative society.

1.6 Medaille College Charter and By-Laws

1.6.1 Charter of Medaille College

1.6.1.1 Absolute Charter

ADOPTED OCTOBER 25, 1968

MEDAILLE COLLEGE. Voted, That

1. An absolute charter is granted incorporating Alice Huber, known in religion as Sister Mary Lawrence Huber. Julia Nevins, known in religion as Sister Mary Jane Nevins, Edna Brown, known in religion as Mother Harold Brown, Helen Love, known in religion as Sister Mary Walter Love, and Catherine Pollard, known in religion as Sister M. Hubert Pollard, and their associates and successors as an educational corporation under the corporate name of Medaille College to be located in the city of Buffalo, county of Erie, State of New York.

2. The purposes for which such corporation is to be formed are:

   a. To establish and conduct a college with authority to confer the earned degrees of bachelor of arts (B.A.), bachelor of science in education (B.S. in Ed.), master of arts (M.A.), master of science in education (M.Sc. in Ed.), and the honorary degrees of doctor of pedagogy (Pd.D.), doctor of humane letters (L.H.D.) and doctor of letters (Litt.D.), in conformity with the rules of the Regents of the University and the regulations of the Commissioner of Education for the registration of institutions of higher education.

   b. To conduct a demonstration school; and

   c. To offer adult education courses.

3. The persons named as incorporators shall constitute the first board of trustees. The board shall have power to adopt by-laws, including therein provisions fixing the method of election and the term of office of trustees, and shall have power also, by vote of two-thirds of all the members of the board of trustees, to change the number of trustees, to be not more than 25 or less than 5.

4. The corporation hereby created shall be a non-stock corporation organized and operated exclusively for educational purposes, and no part of its earnings or net income shall inure to the benefit of any individual, and no officer, member or employee of the corporation shall receive or be entitled to receive any pecuniary
profit from the operations thereof, except reasonable compensation for services. No substantial part of its activities shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and it shall not participate in, or intervene in (including the publishing or distributing of statements), any political campaign on behalf of any candidate for public office.

Upon any dissolution of the corporation, no member shall be entitled to any distribution of its remaining property or assets, and the balance of any property or assets upon any dissolution of the corporation, after the payment of all debts and liabilities, shall be devoted and applied exclusively to such educational, religious, benevolent, charitable or other objects or purposes as the trustees may indicate and as may be approved. as required by law, such purposes to be limited to those described in Section 501(c)3 of the Internal Revenue Code of 1954 as the same may be from time to time amended.

5. The principal office of the corporation is to be located in the city of Buffalo, county of Erie, State of New York.

6. The Commissioner of Education is designated as the representative of the corporation upon whom process in any action or proceeding against it may be served.

(This absolute charter adopted October 25, 1968, separated Medaille College from the original corporation which is the Institute of the Sisters of St. Joseph.)

(The above charter is a copy of the engraved charter presented to Medaille College at the time of its adoption, October 25, 1968, and signed by Joseph W. McGovern, Chancellor, and James E. Allen, Jr., President of the University and Commissioner of Education.)
1.6.1.2 Amendment to the Charter 1937

THE UNIVERSITY OF THE STATE OF NEW YORK

Amendment to charter of

THE INSTITUTE OF THE SISTERS OF ST. JOSEPH OF THE DIOCESE OF BUFFALO

THIS INSTRUMENT WITNESSETH That the Regents of the University of the State of New York have amended the charter of the Institute of the Sisters of St. Joseph of the Diocese of Buffalo at Buffalo, New York, which was granted by the Regents on December 14, 1892, by adding the following as an additional power and authority:

To conduct a college under the name of “Mount Saint Joseph Teachers College” to train women who are members of religious communities, as teachers of elementary grades in parochial schools and other schools and institutions conducted under Roman Catholic auspices, with the right, after June 1, 1938, to confer an appropriate professional degree.

GRANTED May 21, 1937 by the Regents of the University of the State of New York executed under their seal and recorded in their office.

NUMBER 4423

James Byrne
Chancellor

Paul Graves
President of the University and Commissioner of Education
1.6.1.3 Charter Amendment 1975

THE UNIVERSITY OF THE STATE OF NEW YORK
THE STATE EDUCATION DEPARTMENT
ALBANY, NEW YORK 12230

DEPUTY COMMISSIONER FOR
HIGHER AND PROFESSIONAL EDUCATION

Mr. Robert Hesse, President
Medaille College
18 Agassiz Circle
Buffalo, New York 14214

Dear Mr. Hesse:

I am pleased to inform you that the Regents, meeting on June 27, 1975, voted concurrently to amend the Charter and the Master Plan of Medaille College authorizing the College to award the degrees of Associate in Arts (A.A.), Associate in Science (A.S.), and Associate in Applied Science.

Sincerely,

/s/
T. Edward Hollander

The University of the State of New York
Education Department
Amendment to Charter
Medaille College

THIS INSTRUMENT WITNESSETH That the Regents of The University of the State of New York have amended the charter of Medaille College, Buffalo, which was granted by the Board of Regents on October 25, 1968, by authorizing the institution to confer the degrees of associate in arts (A.A.), associate in science (A.S.), and associate in applied science (A.A.S.), in conformity with the Rules of the Board of Regents of The University of the State of New York and the Regulations of the Commissioner of Education for registration of programs leading to such degrees.

/) /seal/

Granted, June 27, 1975 by the Board of Regents of The University of the State of New York and executed under the seal of said University and recorded as Number 15,050.

(hand written signature)
Chancellor

(hand written signature)
President of the University and Commissioner of Education
Dr. Robert Hesse  
Medaille College  
24 Agassiz Circle  
Buffalo, New York 14214

Dear Bob:

I am enclosing the formal amendment to Medaille’s charter authorizing the granting of the degrees of associate in arts, associate in science and associate in applied science which was granted by the Regents April 29, 1976.

Very Truly Yours,

/s/

John M. Montfort

JMM:cg

The University of the State of New York  
Education Department  
Amendment to Charter  
Medaille College

THIS INSTRUMENT WITNESSETH That the Regents of The University of the State of New York have amended the charter of Medaille College, Buffalo, which was granted by the Board of Regents on October 25, 1968, and amended by the Regents on June 27, 1975, by authorizing the institution to confer the degrees of associate in arts (A.A.), associate in science (A.S.), and associate in applied science (A.A.S.), by authorizing the institution to confer the degree of bachelor of science (B.S.), in conformity with the Rules of the Board of Regents of The University of the State of New York and the Regulations of the Commissioner of Education for registration of programs leading to such degrees. Granted April 29, 1976 by the Board of Regents of The University of the State of New York and executed under the seal of said University and recorded as Number 15,189.
Granted, April 29, 1976 by the Board of Regents of The University of the State of New York and executed under the seal of said University and recorded as Number 15,189.

(Hand written signature)
Chancellor

(Hand written signature)
President of the University and Commissioner of Education
1.6.1.5 Charter Amendment 1996

THE UNIVERSITY OF THE STATE OF NEW YORK
THE STATE EDUCATION DEPARTMENT
ALBANY, NEW YORK 12234

SECRETARY. BOARD OF REGENTS
518-474-5389

June 14, 1996

Kevin I. Sullivan, President
Medaille College
Agassiz Circle
Buffalo, NY 14214

RE: Document No, 22, 105
Medaille College
Amendment of Charter
Date of Action: June 14, 1996

Dear Mr. Sullivan:

The enclosed document was granted by the Regents of The University of the State of New York. Kindly acknowledge receipt of this document by completing the bottom section of this letter and returning the letter to the Regents Office, Room 110, State Education Building, Albany, New York 12234.

Thank you.

Sincerely,

(hand written signature)
David Johnson

Enclosure

RECEIVED BY: (hand written signature)
Kevin I. Sullivan, President

DATE RECEIVED: June 24, 1996

This Instrument Witnesseth That the Board of Regents for and on behalf of the Education Department of the State of New York at their meeting of June 14, 1996,
An application having been made by and on behalf of the trustees of Medaille College, for an amendment of its charter, it was

Voted, that the absolute charter in the first instance of Medaille College, located in the city of Buffalo, county of Erie, state of New York, which was granted by action of the Board of Regents on October 25, 1968; which absolute charter was amended by Regents action on June 27, 1975 and April 29, 1976 be, and the same hereby is, amended to add authority for the College to confer the degree of Bachelor of Business Administration (B.B.A.).

Granted, June 14, 1996 by the Board of Regents of The University of the State of New York, for an on behalf of the State Education Department, and executed under the seal of said University and recorded as Number 22,105.

(hand written signature) (hand written signature)
Chancellor President of the University and Commissioner of Education
July 23, 1997

Kevin I. Sullivan, President
Medaille College
18 Agassiz Circle
Buffalo, NY 14214

Dear Kevin:

Enclosed is Medaille’s Amendment of Charter from the Education Department granted July 18, 1997 by the Board of Regents of The University of the State of New York.

Please call if you have any questions.

Very truly yours,

JAECKLE FLEISCHMANN & MUGEL, LLP

By: (hand written signature)

Joseph P. Kubarek

The University of the State of New York
Education Department
Medaille College
Amendment of Charter

This Instrument Witnesseth That the Board of Regents for and on behalf of the Education Department of the State of New York at their meeting of July 18, 1997,

An application having been made by and on behalf of the trustees of Medaille College, for an amendment of its charter, it was

Voted, that the absolute charter in the first instance of Medaille College, located in the city of Buffalo, county of Erie, state of New York, which was granted by action of the Board of Regents on October 25, 1968; which absolute charter was amended by Regents action on June 27, 1975, April 29, 1976 and June 14, 1996 be, and the same hereby is, amended to add authority for the College to confer the degree of Master of Business Administration (M.B.A.).

Granted, July 18, 1998, by the Board of Regents of The University of the State of New York, for an on behalf of the State Education Department, and executed under the seal of said University and recorded as Number 22,345.

(hand written signature)
Chancellor
Education

President of the University and Commissioner of
1.6.1.7 Charter Amendment 1998

THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK / ALBANY, NY 12234

Deputy Commissioner for Higher Education
Room 979 Education Building Addition
Albany, NY 12234
Phone: (518) 474-5851
Fax: (518) 486-2175

September 18, 1998

Kevin I. Sullivan, President
Medaille College
18 Agassiz Circle
Buffalo, NY 14214

Dear President Sullivan:

I am pleased to inform you that on September 18, 1998, the Regents took the following action:

VOTED, that the master plan of Medaille College, Amherst, New York Campus be amended, effective September 18, 1998, to authorize the College to offer the Associate in Science (A.S.) in Business Administration. The amendment will be effective until September 30, 1999, unless the Department registers the program prior to that date, in which case master plan amendment shall be without term.

Sincerely,

/s/
Gerald W. Patton

Jean Avnet Morse
Middle States Association

The University of the State of New York
Education Department
Medaille College
Amendment of Charter

This Instrument Witnesseth That the Board of Regents for and on behalf of the Education Department of the State of New York at their meeting of September 18, 1998,

An application having been made by and on behalf or the trustees of Medaille College, for an amendment of its charter, it was

Voted, that the absolute charter in the first instance of Medaille College, located in the city of Buffalo, county of Erie, state of New York, which was granted by action of the Board of Regents oil October 25, 1968; which absolute charter was amended by Regents action on June 27, 1975, April 29, 1976, June 14, 1996 and July 18, 1997 be, and the same hereby is, amended to add authority for the College to establish a branch campus at Amherst, Erie
County, and to confer there at all of those degrees which the College has authority to confer at its main campus, such that a new section is added to Article 2 to read as follows:

d. To offer classes and grant the earned degrees of Bachelor of Arts (B.A.), Bachelor of Science (B.S.), Bachelor of Science in Education (B.S. in Ed.), Bachelor of Business Administration (B.B.A.), Master of Ails (M.A.), Master of Business Administration (M.B.A.), Master of Science in Education (M.S. in Ed.), Associate in Arts (A.A.), Associate in Science (A.S.) and Associate in Applied Science (A.A.S.) and the honorary degrees of Doctor of Pedagogy (Pd.D.), Doctor of Humane Letters (L.H.D.) and Doctor of Letters (Litt.D.), in conformity with the rules of the Regents of the University and the regulations of the Commissioner of Education for the registration of institutions of higher education, from a branch campus in Amherst, New York.

Granted, September 18, 1998, by the Board of Regents of The University of the State of New York, for an on behalf of the State Education Department, and executed under the seal of said University and recorded as Number 22,588.

(handwritten signature) (handwritten signature)
Chancellor President of the University and Commissioner of Education

/secret/
1.6.1.8 Charter Amendment 2001

THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK / ALBANY, NY 12234

DEPUTY COMMISSIONER FOR HIGHER EDUCATION
Room 979 Education Building Addition
Tel. (518) 474-5851
Fax (518) 486-2175
E-mail: gpatton@mail.nysed.gov

August 21, 2001

John Donohue, Acting President
Medaille College
Medaille College
Buffalo, NY 14214-2695

Dear President Donohue:

I am pleased to inform you that on July 19, 2001, the Regents voted to approve an amendment to the master plan of Medaille College authorizing the College to establish a branch campus in Monroe County and to offer an Associate in Science (A.S.) program in business, a Bachelor of Business Administration (B.B.A.) program in business administration, and a Master of Business Administration (M.B.A.) program in business administration at that branch campus.

This master plan amendment will be effective until July 31, 2002, unless the Department registers the program prior to that date, in which case master plan amendment shall be without term.

Sincerely,

/s/
Gerald W. Patton

The University of the State of New York
Education Department
Medaille College
Amendment of Charter

This Instrument Witnesseth That the Board of Regents for and on behalf of the Education Department of the State of New York at their meeting of July 19, 2001, An application having been made by and on behalf of the trustees of Medaille College, for an amendment of its charter, it was

Voted, that the absolute charter in the first instance of Medaille College, located in the city of Buffalo, county of Erie, and state of New York, which was granted by action of the Board of Regents on October 25, 1968; which charter was amended on June 27, 1975, April 29, 1976, June 14, 1996, July 18, 1997 and September 18, 1998 be, and the same hereby is, amended to authorize the corporation to establish a branch campus at Brighton, Monroe County and to confer thereat the degrees of Associate in Science, (A.S.), Bachelor of Business Administration (B.B.A.) and Master of Business Administration (M.B.A.).
Granted, July 19, 2001 by the Board of Regents of The University of the State of New York, for an on behalf of the State Education Department, and executed under the seal of said University and recorded as Number 23,252.

(handwritten signature) (handwritten signature)
Chancellor President of the University and Commissioner of Education.
March 10, 2003

Ms. Joan. Mapes
Medaille College
18 Agassiz Circle
Buffalo, NY 14214

Dear Joan:

Enclosed is the original certificate regarding the Amendment of Charter granted February 11, 2003 by the Board of Regents of The University of the State of New York.

Please call if you have any questions.

Very truly yours

JAECKLE FLEISCHMANN & MUGEL, LLP

By /s/

Joseph P. Kubarek

The University of the State of New York

Education Department

Medaille College

Amendment of Charter

This Instrument Witnesseth That the Board of Regents for and on behalf of the Education Department of the State of New York at their meeting of February 11, 2003, An application having been made by and on behalf of the trustees of Medaille College, for an amendment of its charter, it was

Voted, that the absolute charter in the first instance of Medaille College, located in the city of Buffalo, county of Erie, and state of New York, which was granted by action of the Board of Regents on October 25, 1968; which charter was amended on June 27, 1975, April 29, 1976, June 14, 1996, July 18, 1997, September 18, 1998 and July 19, 2001 be, and the same hereby is, amended to (1) add authority for the corporation to confer, at its main campus and its branch campus at Amherst, the honorary degrees of Doctor of Science (Sc.D.), and Doctor of Laws (LL.D.); (2) add authority to confer, at its branch campus at Brighton, the honorary degrees of Doctor of Pedagogy (Pd.D.), Doctor of Humane Letters (L.H.D.), Doctor of Letters (Litt.D.), Doctor of Science (Sc.D.), and Doctor of Laws (LL.D.); and (3) add authority for the College to establish a branch campus in the Greater Toronto Area, GTA, Ontario, Canada and to confer thereafter the degrees of Associate in Arts (A.A.), Associate in Science (A.S.), Associate in Applied Science (A.A.S.), Bachelor of Arts (B.A.), Bachelor of
Science (B.S.), Bachelor of Science in Education (B.S. in Ed.), Bachelor of Business Administration (B.B.A.), Master of Arts (M.A.), Master of Science in Education (M.S. in Ed.), and Master of Business Administration (M.B.A.), and the honorary degrees of Doctor of Pedagogy (Pd.D.), Doctor of Humane Letters (L.H.D.), Doctor of Letters (Litt.D), Doctor of Science (Sc.D.) and Doctor of Laws (L.L.D).

Granted, February 11, 2003, by the Board of Regents of The University of the State of New York, for an on behalf of the State Education Department, and executed under the seal of said University and recorded as Number 23,527.

(handwritten signature) (handwritten signature)
Chancellor President of the University and Commissioner of Education.
February 2, 2004

Mr. David Johnson
Secretary, Board of Regents
The State Education Department
The University of the State of New York
State Education Building -Room I 10
Albany, New York 12234

Re: Medaille College Amendment of Charter
Document No. 23,693

Dear Mr. Johnson:

Enclosed is the signed receipt for the Amendment to the Medaille College Charter.

Very truly yours,

JAECKLE FLEISCHMANN & MUGEL, LLP
By /s/
Thomas E. Brydges

TEB:pmc
Enclosure

cc: Dr. Joseph W. Bascuas

P.S. Joe: Enclosed is the original Amendment to the College Charter, granted January 12, 2004. –Tom
RE: Document No. 23,2292
Medaille College
Amendment of Charter
Date of Action: January 12, 2004

Dear Mr. Brydges:

The enclosed document was granted by the Regents of The University of the State of New York. Kindly acknowledge receipt of this document by completing the bottom section of this letter and returning the letter to the Regents Office, Room 110, State Education Building, Albany, New York 12234.

Thank you.

Sincerely,

/s/
David Johnson

Received by: /s/ T.E. Brydges
Date Received: 1/29/04

The University of the State of New York
Education Department
Medaille College
Amendment of Charter

This Instrument Witnesseth That the Board of Regents for and on behalf of the Education Department of the State of New York at their meeting of January 12, 2004,

An application having been made by and on behalf of the trustees of Medaille College, for an amendment of its charter, it was

Voted, that the absolute charter in the first instance of Medaille College, located in the city of Buffalo, county of Erie, and state of New York, which was granted by action of the Board of Regents on October 25, 1968; which charter was amended on June 27, 1975, April 29, 1976, June 14, 1996, July 18, 1997, September 18, 1998, July 19, 2001 and February 11, 2003 be, and the same hereby is, amended to add authority for the corporation to confer, at its branch campus at Brighton, the degree of Master of Arts (M.A.)

Granted, January 12, 2004, by the Board of Regents of The University of the State of New York, for and on behalf of the State Education Department, and executed under the seal of said University and recorded as Number 23,693.

/chancellor signature/
Chancellor

/handwritten signature/
President of the University and Commissioner of Education.
1.6.1.11 Charter Amendment 2006

The University of the State of New York
Education Department
Medaille College
Amendment of Charter

This Instrument WITNESSETH That the Board of Regents for and on behalf of the Education Department of the State of New York at their meeting of February 14, 2006,

An application having been made by and on behalf of the trustees of Medaille College, for an amendment of its charter, it was

Voted, that the absolute charter of Medaille College, located in Buffalo, county of Erie, and state of New York, which was granted by action of the Board of Regents on October 25, 1968, which absolute charter having been amended on various occasions, the last amendment having been granted on January 12, 2004 be, and the same hereby is, amended to add authority for the corporation to confer the degree of Bachelor of Science (B.S.) at its branch campus at Brighton, Monroe County.

Granted, February 14, 2006, by the Board of Regents of The University of the State of New York, for and on behalf of the State Education Department, and executed under the seal of said University and recorded as Number 24,099.

(handwritten signature) (handwritten signature)
Chancellor President of the University and Commissioner of Education.
May 17, 2011

Kari Costello  
Medaille College  
18 Agassiz Circle  
Buffalo, NY 14214

Dear Ms. Costello:

I am pleased to advise you that the Board of Regents, at its meeting today, formally voted on the charter for Medaille College. A copy of the adopted is enclosed.

The formal charter document will be prepared and forwarded to you by the Secretary to the Board of Regents.

Sincerely,

/s/
Christine A. Moore  
Legal Assistant

Enclosure

Adopted May 17, 2011

MEDAILLE COLLEGE. An application having been made by and on behalf of the trustees of Medaille College, for an amendment of its charter, it was

Voted, that the absolute charter in the first instance of Medaille College, located in the city of Buffalo, county of Erie, and state of New York, which was granted by action of the Board of Regents on October 25, 1968; which charter was amended on various occasions with the last amendment being granted on February 14, 2006 be, and the same hereby is, amended to amend and restate the corporate purposes as follows:

1. To establish and conduct a college providing postsecondary degree programs registered by the State Education Department and to confer degrees approved and authorized by the Board of Regents in connection with such programs.

2. To conduct a demonstration school.

3. To offer adult education courses.

4. To operate branch campuses in Amherst, New York, Brighton, New York and the Greater Toronto Area (GTA) Ontario, Canada, providing postsecondary degree programs registered by the State Education Department and to confer degrees approved and authorized by the Board of Regents in connection with such programs.

5. To award honorary degrees in accordance with Regents Rule section 3.48.
May 19, 2015

Richard T. Jurasek, Ph.D.
President
Medaille College
18 Agassiz Circle
Buffalo, NY 14214

Re: Medaille College

Dear Richard T. Jurasek:

I am pleased to advise you that the Board of Regents, at its meeting today, formally approved/voted your charter application. You may view the item by visiting the Regents website at http://www.regents.nysed.gov/meetings/ and under the "Agenda and Materials" choose the link "Charter Applications..." under the title "Full Board Meeting" and view the "charter applications" for your respective item.

The formal charter document will be prepared and forwarded to you by the Secretary to the Board of Regents.

Yours truly,

Kirti Goswami
Legal Assistant
MEDAILLE COLLEGE

AMENDMENT OF CHARTER

This Instrument Witnesseth That the Board of Regents for and on behalf of the Education Department of the State of New York at their meeting of May 17, 2022,

An application having been made by and on behalf of the trustees of Medaille College, for an amendment of its charter, it was

Voted, that the absolute charter in the first instance of Medaille College, located in the city of Buffalo, county of Erie, and state of New York, which was granted by action of the Board of Regents on October 25, 1968; which charter was amended on various occasions with the last amendment being granted on June 12, 2018 be, and the same hereby is, amended to change the corporate name to “Medaille University”.

Grantèd, May 17, 2022 by the Board of Regents of The University of the State of New York, for and on behalf of the State Education Department, and executed under the seal of said University and recorded as Number 27,443.

[Signatures]

Chancellor

President of the University and Commissioner of Education
1.6.2 Medaille College Bylaws

1.6.2.1 Article I – Authority

1.6.2.1.1 Section 1.1 – Founding
On April 3, 1875, Articles of Incorporation were filed with the Erie County Clerk to create the Institute of the Sisters of St. Joseph of the Diocese of Buffalo for the business and purpose of “the education and preparation of teachers for Charitable and Educational Societies or Institutions.”

1.6.2.1.2 Section 1.2 – Purposes
The purpose for which the College has been organized, as more fully set forth in its Certificate of Incorporation, is to establish and conduct an educational institution with authority to confer various earned degrees.

1.6.2.1.3 Section 1.3 – Name
The College derives its name from John Peter Medaille, S.J., founder of the Congregation of the Sisters of St. Joseph.

1.6.2.1.4 Section 1.4 – Ownership and Control
The College operates under an Absolute Charter authorized by The University of the State of New York Board of Regents under the management of a Board of Trustees in which is vested ultimate responsibility for all affairs of the corporation.

1.6.2.1.5 Section 1.5 – Corporate Nature and Limits
The College shall be organized and operated exclusively for educational purposes as a not-for-profit corporation. No part of its earnings or net income shall inure to the benefit of any individual, and no officer, member, or employee of the College shall receive or be entitled to receive any pecuniary profit from the operations thereof.

1.6.2.1.6 Section 1.6 – Accreditation
The College is chartered by the Board of Regents of The University of the State of New York and accredited by the Middle States Association of Colleges and Schools. All programs are approved and registered by the Education Department of the University of the State of New York.

1.6.2.1.7 Section 1.7 – Principal Office
The principal offices of the College, which has been located at Agassiz Circle in the City of Buffalo, County of Erie, New York 14214-2695 since 1968, shall remain within 25 miles of the reference coordinates of the Community for the applicable FCC holding period.

1.6.2.1.8 Section 1.8 – Fiscal Year
The fiscal year of the College shall be from July 1 to June 30, inclusive.
1.6.2.1.9  Section 1.9 – Seal
The seal of the College shall be in the form of a circle, and shall bear the name of the College.

1.6.2.1.10  Section 1.10 – Legal Agent
The Secretary of State is designated as the agent of the College upon whom process may be served. The post office address to which the Secretary of State shall mail a copy of any process against the College served upon the Secretary is 18 Agassiz Circle, Buffalo, New York 14214-2695.

1.6.2.1.11  Section 1.11 – Records
The College shall keep correct and complete records and books of account and shall keep minutes of the proceedings of the Board of Trustees. These records shall be maintained at the office of the College and such records shall be open for inspection by voting members of the Board for any proper purpose at any reasonable time.

1.6.2.2  Article II – The Board of Trustees Bylaws – Refer to Appendix A

1.7  Organizational Charts of Medaille College – Refer to Appendix B
(Detailed Job Descriptions can be found in Human Resources.)

1.8  Internal Governance of Medaille College – Refer to Policy Manual Volume IV – Faculty Handbook

1.8.1  Faculty Governance
Refer to Policy Manual Volume IV – Faculty Handbook, Section 4.12 as a whole for a description of the Faculty Governance Structure of Medaille College.

1.8.2  Constitution of the Student Government Association of Medaille College – Refer to Appendix C

1.8.3  Constitution of the Alumni Association of Medaille College – Refer to Appendix D

1.8.4  Medaille College Staff Council Charter – Refer to Appendix E

1.9  Policy Manual Revision Policy
Volumes II, III, V, and VII are revised as appropriate by the administration of the College through the approval of the President and where appropriate or legally required by the Board of Trustees on the recommendation of the President.

In Volume VI, the academic policies are recommended by the appropriate school or college committees or councils and are reviewed by the Vice President for Academic Affairs for presentation and approval by the President or through the President by the Board of Trustees as appropriate.
Volume I, in Section 1.3, Subsections 1.6.3 and 1.6.4 follows the amendment process of the respective Constitutions and Bylaws with oversight by the President and Board of Trustees. The rest of Volume I follows the procedures in paragraph one, above, of this section unless otherwise noted.

Revision of The Faculty Handbook/Volume IV, follows the procedures of The Faculty Handbook/Volume IV, Section 4.14.

1.9.1 **Board of Trustees Approval**

The Board of Trustees with respect to Volumes I, II, III, V, VI, and VII reserve the following rights:

1. Before definite action on Policy Manual revision proposals, where faculty have been given governance rights, the Board of Trustees may commission a Subcommittee of its members to meet with the President of the College and the Faculty Council to discuss final adjustments in the revised texts;

2. The Board of Trustees or the President as its agent shall either approve or reject the proposed revision; and

3. The Board of Trustees or the President as its agent retains the right, in the best interest of the College and in the fiduciary capacity, to alter the provisions of this Policy Manual after following the procedures above or in Volume IV, Section 4.14.