

MINUTES
SC STATE UNIVERSITY BOARD OF TRUSTEES MEETING
LOWMAN HALL BOARD CONFERENCE ROOM
ORANGEBURG, SOUTH CAROLINA
April 10, 2019

CALL TO ORDER/OPEN SESSION:

Chairman Milton Irvin called the meeting to order at 9:02 AM. He noted that proper notice was given regarding the meeting to comply with the Freedom of Information Act. The agenda was circulated to the members (Attachment 1). Trustee Donnie Shell gave the invocation.

Board Members Present: Milton Irvin, Rodney Jenkins, Starlee Alexander, Hamilton Grant, Doward Harvin, Doris Helms, Monica Scott, Donnie Shell, Wilbur Shuler, Hubbard Smalls, and Daniel Varat. *Ex-Officio Members:* John Funny, DeAndre Hurley, Kenita Pitts Howard, and David Staten.

Absent Member: Jeff Vinzani

Administrators & Others Present: *President, James E. Clark; Provost, Learie Luke; Vice President of Finance, Teare Brewington; Special Assistant to the President, Betty Boatwright; Executive Director of 1890 Research and Extension, Delbert Foster; Acting Director of Institutional Effectiveness and SACSCOC Accreditation Liaison, Valerie Goodwin; Budget Director, Donna Hanton; Director of Operations, Institutional Advancement, Angelia P. Jackson; Vice President for Student Affairs, Tamara Jeffries-Jackson; General Counsel, Mercedes Pinckney; and Administrative Coordinator and Recorder, Eartha Mosley.*

Media: The Times and Democrat

ADOPTION OF AGENDA

Chairman Milton Irvin suggested that all the Standing Committee Reports should be made before the President's Updates and then he asked for a motion to adopt the amended agenda. ***Trustee Rodney Jenkins moved the motion to approve the agenda with the change that the President's Updates would be made after the Committee Reports. The motion was seconded by Trustee Donnie Shell. Vote: unanimously approved.***

APPROVAL OF MINUTES (ATTACHMENT 2)

Chairman Irvin asked for a motion to approve the minutes from December 2018 and February 2019. ***Trustee Daniel Varat moved the motion to approve the minutes. The motion was seconded by Trustee Monica Scott. Vote: unanimously approved.***

CHAIRMAN'S UPDATES

The Chairman mentioned the heightened visibility of the University as a result of the Brother's Keeper Summit held in March on the campus with over 1,500 attendees, the CNN Town Hall with Presidential hopeful Cory Booker, and Presidential hopeful Beto O'Rourke visiting the campus. He shared information about the initiative of trustees contacting school superintendents so that he can communicate with them about recruitment and partnerships. He proceeded by stating a better job is needed in marketing the institution; all school guidance counselors should be contacted and made aware of institutional updates and programs offered at SC State. Moving forward, the Chair asked that the trustees should be kept abreast of all events on the campus so that they can attend.

STANDING COMMITTEES REPORTS

Academic Affairs and 1890 Research Extension Committee – Committee Chair Helms deferred the recap of the meeting to Dr. Luke. He shared the following highlights:

Ms. Valerie Goodwin, SACSCOC Liaison, provided the committee with a progress report on the 2020 Reaffirmation. The committee commended her on the work she was doing. It was noted that Ms. Goodwin and President Clark had recently served on SACSCOC on-site review committees of other Universities. Dr. Luke was also scheduled to serve on a SACSCOC Special Committee for yet another university, which would be very beneficial as SC State prepares for reaffirmation in 2020. Dr. Luke pointed out that the SACSCOC *Principles of Accreditation* standard 4 requires the Board to have a Dismissal Policy and Procedure in place in its bylaws. Documents from the S.T.A.T.E. Club and the National Alumni Association were provided to the University concerning the standard on institution-related entities. Dr. Luke also noted that the General Counsel's Office has a website for all approved policies. He also noted that there were nine resolutions from the Division of Academic Affairs for approval by the Board.

Dr. Staten reported that the Faculty Senate was engaged in a faculty salary review. He announced that the Senate will hold election of officers in April. In addition, he pointed out that a list of school counselors who had graduated from University was provided to the Provost and should be used for recruitment. Dr. Staten also suggested that the *Call Me Mister Program* students should be used to assist with recruitment as well. Trustees encouraged the staff to make certain all University's information is updated in the Greenville area.

Trustee Helms recommended a special meeting to be held during the summer to discuss education programs and their curricula, as well as the Praxis pass rate, and to address the teacher shortage in the State. Trustee Smalls requested an update from Dr. Judith Salley on the U-54 grant with MUSC at the next meeting.

Mr. Delbert Foster shared that all 1890 Research facilities being constructed on the campus and at Camp Daniels were on track for completion. The Charleston project has been advertised.

Dr. Luke presented nine (9) resolutions from the Academic Affairs Division for approval – (ATTACHMENT 3)

1) Online and Distance Education and Quality Assurance; 2) Online and Distance Education Tuition Rate; 3) Online Science Courses Exemption from Lab Fees; 4) Revised Course Fee for ED 206; 5) Test Proctoring Fee Notification; 6) Substantive Change Policy; 7) Approval of Graduates for May 2019; 8) Approval of Concentration in Exercise Science in the Health and Physical Education Degree Program; and 9) 40 Percent Set-Aside of IDC Revenue to Support Research.

Trustee Helm made the motion to approve the nine resolutions, and Trustee Scott seconded the motion. Vote: unanimously approved. Trustee Jenkins thanked Trustee Helms and the staff on the presentation on the Academic Affairs material during their committee meeting. He expressed how detailed and comprehensive the information was. Trustee Helms commended Ms. Goodwin for the SACSCOC leadership and Dr. Luke on the academic side for their thorough work.

Audit/Risk Management and Legal Committee – Committee Chair Starlee Alexander reported that the committee was Chaired by Vice-Chair Trustee Jeff Vinzani who was not available to attend today's meeting. She stated that most of the meeting was held in Executive Session and the information and documents from the executive session are forthcoming to the Trustees. The Chair reminded the committee members of the Board Dismissal Policy and that it should be approved by the next Board meeting.

Trustee Helms asked Ms. Mosley "*who is responsible for the depository of resolutions approved by the Board?*" She stated that the resolutions should be attached to the minutes for approval and all resolutions should be kept in one location. Ms. Mosley indicated that resolutions are housed in the Board's Office and in the Provost's Office, but Dr. Luke and herself would discuss a central location. President Clark suggested the Board's Office secure all resolutions that were approved and that each department that issues a resolution also be responsible for a copy for their office. Dr. Staten suggested posting the resolutions on the website.

Finance and Operations Committee – Committee Chair Wilbur Shuler reported that the committee held discussions concerning the financial position of the University and deferred to Mrs. Brewington for the presentation. Mrs. Brewington began by explaining that the committee had more details in their meeting; however, she provided a financial summary of the presentation. She proceeded by comparing the Unaudited Preliminary Statement from February 2019 to February 2018. There was no significant change other than the noncurrent assets which were related to 1890 Research and Extension activity. She referred to the liability section, there was a shift of \$39M in the noncurrent liability, a direct impact of GASB 75 (an accounting principles implemented fiscal year ended June 30, 2018) so that year to year change will continue thru the year. This is something the University cannot control; it's an accounting principle change in recording.

With regards to the revenue and expenses, there was nothing significant as far as where the institution was other than expenses were running behind from last year due to timing. Revenues were running slightly behind but nothing that raised concern at that point. Trustee Shuler interjected that much of the net information is a result of record-keeping as it relates to GASB 75, which is required for all governmental reporting agencies. Trustee Small asked *“how did the University look at the end of the year knowing the revenue sources were down?”* Mrs. Brewington answered we will end fairly close to what was budgeted, maybe ½ million to the positive. All cabinet members are monitoring their budgets very closely.

Public Relations/IA and Alumni Relations Committee – Committee Chair John Funny deferred to the new VP of Institutional Advancement, Mrs. Sonja Bennett-Bellamy, who shared that she is thrilled to be back at the University to help move the University forward. She noted that she was ready to show the world what SC State is and what we have to offer. Ms. Bellamy asked Mrs. Angelia Jackson to report on Institutional Advancement. Trustee Funny commended the small staff in Institutional Advancement for their hard work.

Mrs. Jackson gave the following highlights: at the March MEAC Conference Colonel Robert “Bob” Ayers was named Distinguished Alumnus; Dwayne Harper was inducted into the MEAC Hall of Fame; the Class of 1973 donated the SHM floor covering; that private giving was slightly down -- currently \$1.2M; the March SCSU Gala was sponsored by the SCSU Foundation; May class reunions activities are underway; and Senator Corey Booker was selected as the Commencement Speaker.

Ms. Kay Snider reported on marketing initiatives including on-going press releases in the *T and D* Newspaper and presidential candidates contacting the University and reaching out to students. Trustee Shuler asked about MLK Auditorium logistics for the town hall meeting. President Clark stated that CNN wanted to achieve a certain look for the Town Hall Meeting with Presidential Hopeful Cory Booker. The project had not allocated enough days to complete the look they wanted to achieve; therefore the event was relocated to the Stevenson Auditorium. The University was applauded for its interaction with CNN and looks forward to working with the network in the future. The President, however, stated that MLK does need better audio and video equipment and that the auditorium will be off-line at some point for the repairs. Ms. Snider continued her presentation by noting that in March the Office of University Relations and Marketing will feature “Bulldog Love” on the website and in August “Bulldog Entrepreneur” will be showcased. In addition, marketing initiatives were targeted for the Upstate including Greenville, Spartanburg, Pickens, and Anderson areas. Charleston, Charlotte, Savannah, and the Pee Dee areas will be targeted as well.

Committee Chair Funny shared that discussions were held on the need for an MOU to elaborate and explain the relationship between the SCSU Foundation and that the University. The Committee Chair recommended a meeting with President Clark, Chairman Irvin, Mr. Stephen Beatty, Ms. Vernell Brown, and the Alumni President. Trustee Shuler asked about the Real Estate Foundation. President Clark stated that he is meeting with the Real Estate Foundation and would get back to the Board concerning the meeting.

The committee members asked the staff to start to put together ideas relating to a Branding/PR/Marketing consultant to assist the staff as the current staff is doing an excellent job but needed help.

It was noted that the Alumni Association was acquiring a new management system that would facilitate the management of the numerous alumni chapters across the country; they were also looking into an alumni center under the private-public partnership that would be fully vetted on the Board of Trustees. The second fly-in to Washington, DC will be held on

June 11, 2019, and meetings will be held with all seven representatives, 2 Congressmen or their staff from the state of South Carolina. The National Alumni Convention will be held on the campus in July. All Trustees are invited to become life members of the Association.

A recommendation was made to revisit the Board of Visitors which was placed on hold. An Ad-Hoc Committee consisting of Trustees Grant, Helms and Funny were formed to discuss its purpose and goals. The Ad-Hoc Committee would report in June to the Board. Trustee Grant applauded the staff of Institutional Advancement for their work while without an Executive Director or a VP.

Student Affairs and Athletics Committee – Committee Chair Donnie Shell informed the cabinet and staff of his appreciation for their hard work in helping to University to be successful. He continued with the Student Affairs Report. The following areas were awarded grants: Campus Police awarded \$11,500 for body cameras, \$1,866 for bulletproof vests; Campus Police Justice Assistance Grant awarded for \$300K, Brooks Health Center was awarded \$40K, and Social Work and Criminal Justice was awarded \$300K was awarded. In addition, there were numerous student outreach services in the community. Dr. Jackson mentioned that the SGA election was held recently and she introduced the new SGA President Ms. Julie Sainyo along with the other officers.

Athletics

In the Athletics arena, the following students were recognized: Tyrell Richard for Men's Track and Field, Demek Kemp for Men's Track and Field, Damani Applewhite for Men's Basketball, and Jaquanna Murray for Women's Basketball. Trustee Shell shared that there were 126 athletes with a 3.0 GPA and 11 athletes with a 4.0 GPA. Dr. Luke noted that over 100 student-athletes with GPAs of 3.0 or better was significant and that he would like to see more students with GPAs of 3.0 and above. Two new employees were hired Ms. Samelia Abney and Ms. Cecilia Brando to serve as academic/compliance assistants. Athletics is launching a new tutorial program. All programs meet the APR requirements established by the NCAA. Trustee Jenkins pointed out that the SC State athlete academics is number #1 in the NCAA.

Staff Senate

Mrs. Pitts Howard began by announcing that Ms. Mary White, Honors College Administrative Assistant was named the University Staff Employee of the Year for 2019-2020. Ms. Pamela Lucas, Campus Police Department, Administrative Assistant was named the University Staff Employee of the Year for 2019-2020. Since that was Ms. Pitts Howard last day as Staff Senate President, she expressed gratitude to the Board for allowing the staff to have a seat at the table. New Officers would be elected on May 31, 2019. Mrs. Pitts Howard received accolades from President Clark for her role and passion for the students. She presently works in the Admissions Office.

SGA

Mr. Hurley thanked the Board members for their work at SC State. He acknowledged his team and stated how it takes the whole team working together to make things happen. He highlighted the opportunity Trustee Funny made possible for students to be given the chance to shadow alumni. Trustee Funny stated that it was important to give back to the students.

PRESIDENT'S UPDATES (ATTACHMENT 4)

The President provided the following highlights:

- **Vice President for Institutional Advancement & External Affairs**, Mrs. Sonja Bennett-Bellamy comes with over 30 years of experience in communication, public relations, and fundraising, along with other experiences in fundraising strategies, communication plans, and prospect research.
- **Chief Information Officer (CIO) Position** was posted, a committee has been identified and screening begins April 15th. The President thanked Mr. Curtis Bradley, Acting CIO for his dedication in serving in that capacity.

- **The Director of Admission** position is still active, the committee began the interview process, and narrowed the field to three candidates. A decision was to be made soon. Trustee Funny noted concerns from the alumni regarding the final candidate bringing the right skill sets to move the University to the next level in increasing enrollment that would generate the revenue to address many issues on the campus.

Trustee Helms requested updated organizational charts displaying all vacancies and filled positions at the University. Trustee Grant asked about *“the possibility of engaging with a consultant firm for key positions at the University while still searching for the right personnel.”* The President concurred and hoped to do more of it going forward. He stated at one point the institution was not financially able to do this but with more flexibility, it would be looked into.

- **Enrollment:** The number of students processed and admitted is up by 5%. President Clark thanked the Trustees who had and will make connections with superintendents in recruiting students. He pointed out that for the returning undergraduate students, finance is their biggest issue. Eighty-eight percent of SC State students are from SC and 80% are Pell-eligible, which something to be proud of but it does produce some challenges.

Tyrell Richard received accolades from Trustee Shell, Trustee Funny and President Clark on his awesome performance at the National Track and Field Meets held in Florida.

- **Strategic Planning:** The five major initiatives of the Strategic Plan were listed as 1) ensure fiscal stability; 2) enhance student enrollment; 3) transform the curriculum and research programs; 4) improve the campus environment; 5) enhance the University brand. President Clark shared that each initiative has objectives and everything drives towards enhancing student enrollment and success. Trustee Harvin asked whether *“the Trustees have a campus walk-thru of some of the buildings on the campus?”* President Clark replied, “most certainly.”
- **Customer Service** training has been held for the following groups/units: cabinet members, Academic Affairs, Student Affairs, Admissions, and the Finance Office. Surveys were submitted and some areas have low ratings. The areas receiving the lowest rating was Financial Aid, Accounts Receivable, Admissions, and the Registrars’ Office. The areas receiving the highest rating were Student Success & Retention Programs, and Residence Life & Housing.
- **Deferred Maintenance** – The President reviewed buildings on the campus that received repairs as well as those that did not receive repairs. He and Mrs. Brewington stated that funds for deferred maintenance have been requested from the state over the years; however, the approach of requesting funds has changed. Instead of requesting a large amount of funds, the Administration is requesting smaller portions each year that would hopefully be granted by the legislators for repairs. Trustee Grant asked about areas of flooding on the campus. President Clark stated that Belcher Hall and the loading dock at the Museum/Planetarium were areas that had problems larger than SC State could handle. It was a city matter because the city drains cannot receive and release the water fast enough. Trustee Harvin mentioned that “certain buildings were not listed on the deferred maintenance report that he felt should be listed. The President replied nothing is being overlooked, but if any Trustees had a concern, they should reach out to him regarding the buildings.

EXECUTIVE SESSION

The Chairman asked for a motion to enter Executive Session to discuss legal matters and personnel issues. Trustee Smalls moved the motion. The motion was seconded by Trustee Alexander. Vote: unanimously approved. The Chair asked the following persons to remain in Executive Session: President Clark, John Funny, Mercedes Pickney, Sonja Bellamy, and Teare Brewington.

OPEN SESSION

The Chairman asked for a motion to come out of Executive Session. *Trustee Jenkins moved the motion, and Trustee Shuler seconded the motion. Vote: unanimously approved. The Chair shared that no actions or votes were taken in Executive Session.*

ADJOURNMENT

The meeting adjourned at 1:39 PM.

Submitted by,

Eartha Mosley
Recorder

Attachments

- 1 – Agenda
- 2 – Minutes
- 3 – Academic Affairs Resolutions
- 4 – President’s Updates