

MINUTES
SC STATE UNIVERSITY BOARD OF TRUSTEES MEETING
LOWMAN HALL BOARD CONFERENCE ROOM
ORANGEBURG, SOUTH CAROLINA
DECEMBER 13, 2018

CALL TO ORDER/OPEN SESSION:

Chairman Milton Irvin called the meeting to order at 9:00 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 Hamilton Grant gave the invocation.

Board Members Present: Mr. Milton Irvin, Mr. Rodney Jenkins, Mrs. Starlee Alexander, Mr. Hamilton Grant, Ms. Monica Scott, Mr. Donnie Shell, Dr. Wilbur Shuler, Dr. Hubbard Smalls, Dr. Daniel Varat and Mr. Jeff Vinzani. *Ex-Officio Members:* Mr. John Funny, Ms. Kenita D. Pitts and Dr. David Staten.

Board Members Absent: Mr. Doward Harvin, Dr. Doris Helms, and Mr. DeAndre Hurley.

Administrators & Others Present: *President*, Mr. James E. Clark; *Provost*, Dr. Learie Luke; *Vice President of Finance*, Mrs. Teare Brewington; *Chief of Staff*, Mrs. Shondra Abraham; *Consultant for Students & Administrative Operations*, Mrs. Betty Boatwright; *Interim Chief Information Officer*, Mr. Curtis Bradley; *Executive Director of 1890 Research and Extension*, Mr. Delbert Foster; *SACSCOC Liason*, Ms. Valerie Goodwin; *Budget Director*, Mrs. Donna Hanton; *Director of Operations, Institutional Advancement*, Mrs. Angelia P. Jackson; *Vice President for Student Affairs*, Dr. Tamara Jeffries-Jackson *General Counsel*; *Public Relations Coordinator*, Ms Chaundra Mikell; *Ms. Mercedes Pinckney*; and *Administrative Coordinator and Recorder*, Mrs. Eartha Mosley.

Media: The Times and Democrat-Reporter, Dionne Gleaton.

ADOPTION OF AGENDA

Chairman Irvin asked for a motion to adopt the agenda. *Trustee Shell moved the motion. The motion was seconded by Trustee Varat. Vote: unanimously approved.*

APPROVAL OF MINUTES (ATTACHMENT 2)

The Chairman asked for a motion to approve the minutes from October 2018. Trustee Jenkins moved the motion. The motion was seconded by Trustee Shell. Vote: unanimously approved.

CHAIRMAN'S UPDATES

The committee structure is a work in progress; all committee chairs were asked to give a brief review of what was discussed in their committee meetings. Ex-officio members were asked to submit a report regarding faculty, staff, and students.

Regarding customer service, trustees receiving calls from parents or students with concerns were instructed to ask the individuals whom did they speak with on the campus about the issue and what was the response. Customer service is an area that needs much improvement. In closing, the chairman, mentioned collaboration is much broader than working

outside the University, but also by breaking down silos and working with one another, cabinet members, and the divisions on the campus.

Audit/Risk Management and Legal Committee

Chairperson Starlee Alexander gave a brief review stating they had a productive meeting. Discussions were held regarding the audit and details involving the Audit would be provided by Mr. Stathis Poulos later in the meeting. The President's initiatives were reviewed by the committee members and comments would be forward via email.

Student Affairs and Athletics Committee

Chairman Donnie Shell shared that Athletics provided a proposed plan to strategically fundraise from specific donors. He commended Mrs. Kimberly Greene and Mr. Stacy Danley on the presentation. Student Affairs highlights were on the safety of the students on campus. President Clark gave a summary of the campus alert system that is driven by the *Clery Act*. The *Act* requires that certain crimes are reported, and a database is maintained on the University's webpage. President Clark concluded by stating he has had discussions with Dr. Tisdale at Claflin University regarding the alerts to determine what more can be accomplished to ensure a safer environment for both campuses.

Public Relations/IA and Alumni Relations Committee

Chairman John Funny mentioned three areas the Association was working on. 1) Starting a strategic plan to support the initiative of the institution, 2) continuing to support the University with the \$80K for band uniforms, and 3) net proceeds from the August convention held in Washington, DC were donated to the University, 60% towards student scholarships and 40% towards athletics. He ended by inviting all trustees to become members of the association. Trustee Grant commended Trustee Funny on his work with the young alumni.

SOUTH CAROLINA ETHICS COMMISSION PRESENTATION

Meghan Walker, Executive Director of the Ethics Commission, made a presentation. Mrs. Walker explained that her purpose was to answer any questions and to provide information for the process of each board member regarding the Ethics Commission. She reviewed a PowerPoint presentation training packet that included information on the Commission as it relates to the history, duties; the Statement of Economic Interest, penalties, nondisclosure, conflict of interest, violations, and recuses. The information discussed is contained in *Attachment 3*.

BDO 2018 FINANCIAL STATEMENT AUDIT RESULTS PRESENTATION

Mr. Stathis Poulos serves as Assurance Partner for BDO USA, LLP, the University's external auditors. He gave an overview of the following:

- 1) Status of Engagements -- an unmodified opinion is scheduled to be issued on the 2018 Financial Statements of the University for the year ended June 30, 2018. This is the highest level of assurance to be issued;
- 2) Results of the Financial Statement Audit of the University, a Management Letter will be forwarded for signatures by President Clark and Mrs. Brewington prior to the issuance of the 2018 audit reports;
- 3) Required Communications, the University adopted new accounting guidance, Governmental Accounting Standing Board Statement (GASB) No. 75. During the audit procedures, one significant deficiency and no material weaknesses in internal controls over financial reporting were identified. It was also pointed out that the University has reduced its number of findings from 12 in 2012 to 1 in 2018;
- 4) Internal Control Considerations -- the University Foundation, Inc. is a legally separate component of the University. It acts primarily as a fund-raising organization to supplement resources in support of the University programs. The financial audit of the Foundation must be presented with the University's financial statements. The Foundation did not

issue its most recently audited financial statements until October 26, 2018, which was late. This action resulted in a significant deficiency for the University as it caused the University not to meet its September 15th submission deadline.

5) Accounting Standards Update, GASB 75 and GASB 86 was adopted during FY 2018, GASB 87 will be adopted in FY2021 pertaining to leases.

6) Overview of 2018 Financial Information -- there were increases and decreases in some areas. The University's Composite Financial Index (CFI) score was approximately 3. The CFI score determines the health of the University.

In closing, Mr. Poulos referenced two statements made during his presentation: 1) the University will be receiving an unmodified opinion, and 2) President Clark and Chairman Irvin are aware of the delays that resulted in deficiencies. The University will continue to push the Foundation to complete and submit its audited financial statements to the University in a timely manner. The information discussed is contained in *Attachment 4*.

PRESIDENT'S UPDATES (ATTACHMENT 5)

The President provided the following highlights:

- Strategic engagements were held with Boeing, Westinghouse, Savannah River Plant, Coca Cola, US Coast Guard, and Duke Energy. The engagements would create programs, internships, and investments.
- Customer Service Improvement Initiative activities are underway to include cabinet training, student surveys conducted in November and December 2018.
- Process Improvement Management included the Migration to Banner 9, Implementation of Slate - Customer Relations Management System, and the use of CampusLabs and Raisers Edge NXT.
- Enrollment -- undergraduate admissions were up by 24%. The Fall 2018 enrollment is 3,022 compared to Fall 2017 2,942. Fewer students returned due to tighter financial controls. There was a decrease in new students but an increase in recertification students.
- Strategic Plan 2018 – 2022, initiatives and goals were updated, the plan will focus on 1) fiscal stability, 2) enhanced student enrollment and success, 3) transformation of the curriculum and research programs, 4) improvement of the campus environment and 5) enhancement of the University's brand.
- SACSCOC Reaffirmation 2020, the University is on the course and all internally imposed deadlines have been met, the SACSCOC 10-year visit is scheduled for 2020.
- Positions Posted are as follows: Vice President of Institutional Advancement & External Affairs, Chief Information Officer, and Director of Admission.
- State Reporting, the following reports were submitted on or before their due dates: 2019-2020 Budget Request to U.S. Department of Education, EADA to House Ways and Means Committee, Reports to the House Ways Means Budget and Senate Finance Budget Committees.

RESUME STANDING COMMITTEE REPORTS

Academic Affairs & 1890 Research Extension Committee (Attachment 6)

In the absence of Chairperson Doris Helms, the Vice Chairman Daniel Varat and Dr. Luke shared highlights from the committee meeting. Academic recommendations that required approval from the Board, the budget, and a list of programs for future development were reviewed. A report on retentions initiatives was shared. Solutions were presented to be implemented and the impact will be presented in the Fall. Delbert Foster, 1890 Program Director, provided

program updates as well as an update on the construction at Camp Daniels. Dr. Staten presented on behalf of the Faculty Senate. His presentation included the future projects of the Senate and various recommendations.

Dr. Luke presented nine (9) resolutions for approval: Approval of Cybersecurity Minor; Approval of Biocomputing and Bioinformatics Minor; Approval of Aerospace Concentration within the Mechanical Engineering Degree; Revision of Physical Education Degree; Revision of the Health and Physical Education Degree; Revision of the Civil Engineering Degree; Revision of the Credit Hour Policy; and the Merger of the Department of Educational Leadership with the Department of Education; and the 2018-2022 Strategic Plan. The Vice-Chair, Daniel Varat made a motion to approve the first eight (8) resolutions in one motion. The eight (8) were approved. Vote: unanimously approved.

Dr. Luke presented the resolution to approve the 2018-2020 Strategic Plan. The Vice-Chair, Daniel Varat made a motion to approve the Strategic Plan. Vote: unanimously approved.

FINANCE AND OPERATIONS COMMITTEE

Chairperson Wilbur Shuler reported that the financial data as of June 30, 2018, seemed solid, however, the final audit acceptance by the State is being delayed awaiting the audit of the Foundation. He indicated that he expected no significant difference in the data from what was already presented by Mrs. Brewington. Questions posed to Mrs. Brewington about the information presented in her report were satisfactorily addressed.

There were still questions remaining concerning the amount budgeted for specific areas of the University. Chairman Shuler was requesting budgeted information for the major functional areas of the University.

Chairman Shuler pointed to the importance of student fees revenue information as of the end of Fall and Spring registration. Additional information and clarifications were provided by Mrs. Brewington.

EXECUTIVE SESSION

The Chairman asked for a motion to enter Executive Session to discuss legal matters. Trustee Shell moved the motion. The motion was seconded by Trustee Varat. Vote: unanimously approved.

OPEN SESSION

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

ADJOURNMENT

Chairman Irvin asked all Trustees to sign the Conflict-of-Interest Forms. The meeting adjourned at 2:55 PM.

Submitted by,

Eartha Mosley

Eartha Mosley
Recorder

Attachments

- 1 – Agenda
- 2 – Minutes
- 3 – SC Ethics Commission
- 4 – BDO Presentation
- 5 – President's Update
- 6 – Academic Affairs Nine (9) Resolutions

