

MINUTES
SC STATE UNIVERSITY BOARD OF TRUSTEES MEETING
LOWMAN HALL BOARD CONFERENCE ROOM
ORANGEBURG, SOUTH CAROLINA
FEBRUARY 21, 2018

CALL TO ORDER/OPEN SESSION:

Chairman Milton Irvin called the meeting to order at 10:00 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 Donnie Shell gave the invocation.

Trustees Present: Mr. Charles S. Way, Jr., Mr. Milton Irvin, Dr. Doris Helms, Mr. Donnie Shell, Mr. Steve Swanson and Mr. Jeff Vinzani. *Ex-Officio Members:* Mr. DeAndre Hurley and Mr. John Funny.

Trustee Absent: Dr. B.R. Skelton

Administrators & others present: *President*, Mr. James E. Clark; *Provost*, Dr. Learie Luke; *General Counsel*, Ms. Mercedes Pinkney; *Chief of Staff*, Mrs. Shondra Abraham; *Consultant for Students & Administrative Operations*, Betty Boatwright; *Vice President of Finance*, Mrs. Teare Brewington; *Vice President for Student Affairs*, Dr. Tamara Jeffries-Jackson; *Athletics Director*, Mr. Stacy Danley; *Executive Director of 1890 Research and Extension*, Mr. Delbert Foster; *Director of Operations, Institutional Advancement*, Angelia P. Jackson; and *Administrative Coordinator and Recorder*, Mrs. Eartha Mosley.

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

ADOPTION OF AGENDA

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

APPROVAL OF MINUTES (ATTACHMENT 2)

The Chairman asked for a motion to approve the minutes from December 14, 2017, and January 22, 2018. Trustee Vinzani moved the motion. The motion was seconded by Trustees Swanson. Vote: unanimously approved.

THE CHAIRMAN'S REPORT

Chairman Irvin shared that he attended a meeting with Mr. John Funny, *President of South Carolina State University National Alumni Association* and Mr. Stephen Beatty *Chairman of University Foundation* concerning moving the University forward. The Chair also presented an unrestricted check in the amount of \$50K to Mr. Beatty. The Chair echoed the importance of the University having "a true vision" as the institution moves forward to include the development of a strategic plan to involve raising money from alumni and other stakeholders. He reiterated the significance of reaching the enrollment of 1% increase from the previous year to satisfy the University's loan agreement.

PRESIDENT'S UPDATES (ATTACHMENT 3)

President Clark began with highlights from the 50th Anniversary of the Orangeburg Massacre held on February 8th. It was a combined event that included Claflin University and Orangeburg-Wilkinson High School choirs. Mr. Bakari Sellers, CNN Political Analyst, was the Keynote Speaker.

The SACSCOC 2020 Reaffirmation is an ongoing process. The Compliance Certification Report is due on September 10, 2019. The Quality Enhancement Plan and focused Report are due on February 11, 2020. The On-Site Team will visit the campus on March 24-26, 2020.

The Child Development Learning Center was reaccredited in November 2017 by the National Association for the Education of Young Children.

Mr. James Burrell was hired as the Director of Admissions in January along with two new admissions counselors (Portia Branch and Kris Bennett) who are recent graduates. The Chairman asked whether the new hires were "BANNER Trained." Mrs. Boatwright said that they were "BANNER Trained".

President Clark shared that great support has been received from the alumni in different locations. The University is in the process of purchasing an enrollment management tracking software used at other colleges, which would enable the admission office to operate more efficiently. With additional changes in the admission office, the University is focusing on recruiting students who have indicated great interest in the institution.

Total admitted students rose from 580 in fall 2017 to 911 in fall 2018, which is encouraging news. Fall 2018 undergraduate admitted students were up by 60%. The Spring 2018 enrollment was down slightly due to students needing funds. The University policies are a lot more strict as they relate to returning students with large balances. Trustees Helms asked "what is the University's retention rate? President Clark stated for the State of SC it is 78% and we are at 57%. More than nine years of declining enrollment leads the University to develop retention goals for each and every year. Trustee Helms wanted to know whether every dean, chairperson, and division as well as 1890 Research have program goals in place or could develop goals focusing on retention of their students. The President stated "No" but Dr. Luke and his team are working on the goals.

The Spring Open House is scheduled for April 6, 2018, with over 900 students Pre-registered compared to 326 last year.

In September, the President announced the elimination of furloughs for employees. To accomplish the task, he took the strategic risk of running low on cash reserves and contingency funds while still protecting UNAEP. The decision was critical for morale and hiring future employees and top-notch persons.

The President noted a budget request was presented to the House Ways and Means Committee as well as to Governor McMaster in November 2017. A presentation will be made to the Senate on Thursday. The institution's budget request is for \$40M. The University has been tightening its belt and has to monitor its finances closely. The institution is working on re-earning the perception that it is an excellent steward of taxpayers, alumni and corporation money.

The area of accounts payable is in a continuous process of improvement but needs a lot more work. An area that has a lot more difficulties is Student Receivables. Students' receivables were \$6.5M as of December 31, 2017. Lawyers and collection agencies are all involved in pursuing monies owed to the institution. However, the President stated that in some cases "you're not going to get blood out of a turnip." Mr. John Funny asked "how are you managing the risk? Mrs. Teare Brewington said that policies have changed. In the past, if a student carried a balance, the University would work with the student even with the higher balances to ensure that they graduated. But there is now a minimum threshold for returning students, the balance must be \$1,500 or less. Mrs. Brewington also made known that internal promissory notes

have been eliminated, and while students will be able to set up payment plans, \$1500 or less is the threshold across the board.

The following individuals were appointed to key positions: Tanger Young, *Director of Financial Aid*; Chaundra Mikell, *Public Relations Coordinator*; James Burrell, *Director of Admissions*; Cairston Berry, *Budget Analyst*; and Valerie Goodwin, *Acting Director of Institutional Effectiveness/QEP Director*. Mr. Funny applauded the administration on the hiring of James Burrell, who has been communicating and providing training to alumni.

There was some discussion concerning customer service surveys for the alumni. Mr. Funny stated that a survey is being generated to distribute to the alumni and their feedback would be provided to the Board and the Administration. President Clark mentioned that customer service is below standards and the University will put together an overall customer service initiative to include surveys and measuring mechanism to track responses of our stakeholders. The stakeholders include parents, students, faculty, staff, donors, partners, and the community.

The President gave highlights regarding the MOA with Clemson University, Industrial Hemp Research Pilot Program, Honors to Dr. Benjamin F. Payton, student interns with the Microsoft Corporation, Honors College Scholarships --Trustee Helms requested a discussion on the Honor College at the next board meeting and with recruitment.

In the future, the University will change its interaction with the corporations. The President's STATE Room will be transformed into a facility where students and companies will have the opportunity to network and interact on a more personal and business level.

The Joint Bond Review Committee approved a request to increase the budgets for 1890 Research and Extension projects on the campus, at Camp Daniels in Elloree and in Charleston. Construction of the three facilities could begin this year.

In addition, the steam decentralization project work has improved energy efficiency and reduced boiler plant emissions. The project was completed under budget at \$2.1M with an estimated savings of \$530K. Currently, energy savings projects are going on at the Student Center, Davis Hall, and Hodge Hall.

The President explained that the MLK Auditorium is off-line. The facility requires a proper audio-visual system. He planned to reach out to the alumni and corporations to support this initiative.

Dr. Damian Clarke, *Chief Information Officer* explained that the University has made available to faculty and staff the Digital Scholarship software to include Adobe Creative Cloud, Lynda.com, and Grammarly. The Administration is also looking at devices and software for board management.

One of the top priorities is investing in information technology infrastructure to ensure the campus meets the needs of millennials and others. Wireless upgrades have since been made in all dorms and in June the National Science Foundation will notify the institution whether it has secured a grant to upgrade cyberinfrastructure for research computing.

DIVISION OF ACADEMIC AFFAIRS RESOLUTIONS (ATTACHMENT 4)

Dr. Learie Luke presented two resolutions for the Division of Academic Affairs:

1) Resolution to discontinue all Nursing programs at South Carolina State University. Trustee Helms made a motion to approve the resolution. The motion was seconded by Trustee Swanson. Vote: unanimously approved.

2) Resolution to revise the criteria for Staff Employee of the Year. Trustee Swanson moved the motion. The motion was seconded by Trustee Helms. Vote: unanimously approved.

EXECUTIVE SESSION

The Board of Trustees entered into Executive Session.

OPEN SESSION

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

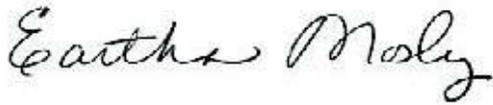
ELECTION OF VICE CHAIR

The Chairman asked for a motion to elect a vice-chair. *Trustee Shell made the motion to nominate Trustee Helms as vice-chair and Trustee Swanson seconded the motion. Vote: unanimously approved.*

ADJOURNMENT

The next Board meetings are scheduled for April 24th and June 27, 2018. The meeting adjourned at 2:58 PM.

Submitted by,

A handwritten signature in cursive script that reads "Eartha Moly". The signature is written in black ink on a white background.

Attachments

- 1 – Agenda
- 2 – Minutes
- 3 – President’s PowerPoint
- 4 – Two Resolutions from Academic Affairs