

MINUTES
SC STATE UNIVERSITY INTERIM BOARD OF TRUSTEES MEETING
LOWMAN HALL BOARD CONFERENCE ROOM
ORANGEBURG, SOUTH CAROLINA
JULY 16, 2015

CALL TO ORDER / OPEN SESSION:

Chairman Charles S. Way, Jr. called the meeting to order at 10:16AM. Chairman Way noting that notice of the meeting had been posted, all comply with the Freedom of Information Act. The agenda (Attachment 1) and minutes (Attachment 2) had been circulated to the members. Trustee Doris Helms extended the invocation. Chairman Way indicated that all Trustees were present.

Trustees present: Mr. Charles S. Way, Jr, Mr. James E. Clark, Dr. Doris Helms, Mr. Milton Irvin, Mr. Donnie Shell, Mr. Steve Swanson, and Mr. Jeff Vinzani. *Ex-Officio Members:* Mrs. Vernell Brown and Mr. Reginald Dupree.

Administrators & others present: *Acting President*, Dr. W. Franklin Evans; *General Counsel*, Mr. Craig Burgess; *Acting Provost*, Dr. Learie Luke; *Vice President of Finance and Management*, Mr. Edward Patrick; *Vice President for Institutional Advancement and Public Relations*, Ms. Sonja Bennett-Bellamy; *Vice President for Enrollment Management*, Mrs. Betty Boatwright; *Executive Director for Institutional Effectiveness*, Dr. Rita Teal; *Athletics Director*, Mr. Paul Bryant; *Board's Legal Counsel*, Mr. Kenneth Childs and Mr. Vernie Williams; *Administrative Coordinator and Recorder*, Mrs. Eartha Mosley; and *Budget and Control Board Staff*, Mr. Morgan O'Donnell.

Media: *The Times and Democrat* Reporter, Mrs. Dale Linder-Altman; *WLTX*-Reporter, Ms. Joyce Koh and *WACH* Fox Reporter, Ms. Shelli Adamczy.

Mrs. Sonja Bennett-Bellamy solicited the Board members support in the card writing campaign for all accepted students and all returning students attending the University. The Chairman asked the Board to take a moment to participate in the campaign.

ADOPTION OF AGENDA

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

APPROVAL OF MINUTES

Chairman Way asked for a motion to approve the minutes for June 17 and June 30th. Trustee Irvin moved to approve the minutes. The motion was seconded by Trustee Vinzani. Vote: unanimously approved.

PRESIDENT'S UPDATE (ATTACHMENT 3)

President Evans provided follow-up items concerning 1890 Research and Extension, as requested by Trustee Helms. The materials were comprised of 1890 Researchers; 1890 Extension Agents and Staff members; and the Office of Sponsored Programs faculty and staff researchers.

The President presented a timeline draft for SACSCOC and he asked Dr. Teal to expound on the timeline. Dr. Teal stated there would only be two drafts of the report, which would focus on finance. The key component is documentation and more documentation. The first draft will occur in October and the second draft in January. The Cabinet members and the Board will have an opportunity to review both drafts and comments are encouraged. The whole focus is to ensure that the University's financial situation has improved. Trustee Clark asked what is the most important question that concerns her with the finances and when will the mock session take place? Dr. Teal expressed if there is a mock session, it would be in February and SACSCOC campus team would decide if there should be a mock session. Her most important concerns are the much needed training for the finance unit, the timely completion of the training, and none or fewer issues with the audit report.

On August 20th, the University's SACSCOC team will visit the SACSCOC staff in GA to get advisement and strategies to prepare the institution for the April 2016 SACSCOC visit. Trustee Helms asked if Dr. Crystal Braid could review the drafts to receive feedback on her level earlier it would be beneficial to the team. Dr. Teal said the University can make that request.

President Evans shared as of Wednesday, July 15th 2,404 students were confirmed for the fall 2015 semester. The President stated that history over the last few years have shown that an influx of students will register within the next 30 days. In 2013 there were 570 students and in 2014 there were 754 students to enroll before the first day of classes.

The 'Open for Success Note Cards Campaign' was held on Tuesday, July 14th and over 200 persons to include the faculty, the staff, the alumni, students and the community participated in a note card writing campaign. The media was present and it was a success. President Evans thanked the Board for its engagement of the campaign. The cards will be mailed out to over 4,800 students; accepted, returning, as well as, students that remain undecided. Trustee Irvin was instrumental in getting Governor Haley featured on the post card with a personal quote from her. President Evans thanked him for his assistance with the Governor. Trustee Clark asked whether there was a mechanism for tracking responses of the note cards going to undecided students. Mrs. Boatwright stated there was.

The President displayed a new, redesigned license tag for SC State, which can be purchased on the Department of Motor Vehicles (DMV) website. \$40.00 of each tag sold will go towards student scholarships.

With the facilities and reduction plan, there will be nine building taken "off line" as part of the campus facilities reduction plan and a reduction of the cost to DTZ. The buildings are Mays I, Mays II, IP Stanback, Motor Pool, Nix Hall, Staley Hall, Earle Hall, Truth Hall and the Russell Street Cluster. The IP Stanback is the Museum/Planetarium and all items will be housed and on display in the Crawford Engineering Building while IP Stanback undergoes renovations. Trustee Helms asked could the Trustees have a tour of the campus to get a better understanding of what is happening with each building. Dr. Evans stated certainly, a tour of the campus would be scheduled. There was much discussion concerning the relocation, renovation of the museum, the relocation of artifacts, and the condition/environment of Crawford Engineering Building. Trustee Vinzani suggested that all items belonging to the museum be inventoried and stored properly. The President stated that the director and her staff will be responsible for storing artifacts properly and deciding what is on display.

Trustee Helms suggested writing grants to fund and assist the museum and she volunteered her assistance with the grant writing. Trustee Vernell Brown indicated she would like to participate in the grant writing. Trustee Vinzani expressed that he would like to see a plan in place for the museum and the planetarium reopening. Trustee Clark recommended that the museum plan have a lead person or chairperson that is supported by the administration with finances and with community engagement. Dr. Luke concurred with the plan.

The President reviewed the 'Readiness Dates' for August; reminded the Board of Season Football Tickets; the upcoming Alumni Convention and he introduced the University's Legislative Associates, Ms. Heather Smith and Mr. Jeff Griffith. The two gave an overview of their duties and responsibilities. Ms. Smith also shared that the Interim Board of Trustees is

seen by the legislatures as the turnaround team; making the tough decisions and helping the University get on a firm financial footing. The legislatures have the utmost respect for President Evans. They have truly enjoyed meeting and working with him. In closing, Ms. Smith asked the board to submit a budgetary list for the institution, which would allow her to be better prepared to push the legislature and speak to the maintenance issues and capital needs of the University.

President Evans closed by stating that the Chairman and Trustee Irvin will be meeting with the Governor regarding the College of Science, Mathematics, Engineering and Technology. He shared some quick facts concerning the college. There was some discussion about the Articulation Agreements with the University of Wisconsin and with North Carolina A&T; collaboration with other universities' Industrial and Civil Engineering programs, and the institution staying on the cutting edge of knowledge and experience for competitive businesses. Dr. Luke stated he would share the concerns with the Deans and Chairs of that college. Trustee Helms recommended possibly composing a new degree or certificate for infrastructural needs for industries, which would attract students who would see something different and would also be an excitement for businesses, Trustee Clark and Helms asked if the two could meet with the Deans and Chairs of the college.

UNIVERSITY FINANCIAL UPDATE

Mr. Edward Patrick updated the Board stating that Elliott Davis had not finalized their scope of work; therefore, there is no engagement letter. They will focus on cleaning up accounts receivables, grant and capital assets and also evaluating the University's closing process. Monthly statements will be available for each month; August would be available in the September report. Trustee Clark asked "do the University have all systems in place to make this happen." Mr. Patrick indicated more training on every level is needed.

Discussions were held regarding the 1890 budget, Trustee Helms asked should 1890's budget have the same accountability as the E&G budget to include monthly statements as well". President Evans expressed that in the past there was an issue of co-mingling of the funds and the University have purposely kept the two budgets separated, to avoid past mistakes. Discussions on the following: unrestricted vs restricted budgets, research faculty listed under Academic Affairs, 1890's fall-out or preview of what the University can control, and certain areas under SACSCOC 3.10 federal program. 1890 is under federal restriction; part can be tracked to make sure it is in compliance. Trustee Helms stated she would like to see Mr. Foster account for how the funds in 1890 are spent. The Chairman requested that President Evans present a very formal memo regarding 1890; what it is, its purpose, personnel, and everything relating to it. Mrs. Brewington expressed that 1890 is restricted funds. Mrs. Brewington stated that 1890's restricted funds are reported in the University's finance report under the category of "restricted funds" and that 1890 follows the same procurement and operation by the University.

The President and Trustee Dupree expressed structure concerns regarding Hugine Suites during inclement weather. Discussions were held regarding the design and construction defects of the Engineering and Computer Complex, Hugine Suites and Truth Hall buildings; whether the buildings were still under the statute of limitations. Trustee Helms recommended getting assistance from the legislators, through the help of the University's Legislative Associates as other universities have, to request support for buildings with deferred maintenance issues. Chairman Way asked the University to present an updated report of all buildings with structural damages and the cost of the deferred maintenance at SC State University. Mrs. Brewington pointed out that the University is aware of the issues with the buildings and have been submitting request for funds each year in the Governor's packet as part of the budget. Chairman Way asked that dormitories be placed separate due to safety issues.

Trustee Vinzani inquired into the demolition of Bradham and Manning buildings. Mr. Patrick stated he was hoping to expedite and have the building demolished by August 18th before the return of the students; however, there is an RFP process in the State Procurement Office for approval that the University may be required to do. Should the University be required to submit the RFP process, the buildings would not be demolished by August. Chairman Way requested the documents regarding the demolition and stated that he would follow up on it.

Mr. Patrick shared that he met with DPU (Department of Public Utilities) to address the energy consumption which consists of working to reduce cost during peak periods, increasing temperatures during the summer from 72 to 74, reducing personal heaters, and installing meters in each building. A walk-thru of the campus is scheduled next week to identify where to position the meters.

Regarding the \$4.5M from the Blue Ribbon Committee, as of June 30, 2015, the small vendors balance is \$277K, which has not been paid due to unauthorized purchases. The purchases are under a research process and are being handled individually. A total of \$3.4M was paid to the six large vendors and \$964K was paid to small vendors.

EXECUTIVE SESSION

Trustee Irvin made a motion for the Trustees to enter into Executive Session to discuss contractual, legal and personnel matters. The motion was seconded by Trustee Swanson. Vote: unanimously approved.

OPEN SESSION

Chairman Way asked for a motion to come out of Executive Session. *Trustee Vinzani so moved and Trustee Shell seconded the motion. Vote: unanimously approved.* The Chair stated there were no motions taken while in Executive Session. Contractual and personnel matters were discussed.

The Chairman stated that no actions or vote was taken in Executive Session, only discussions. The Chair continued by stating that the Board of Trustees at South Carolina have decided to levitate Dr. W. Franklin Evans from Acting President to Interim President of SC State. As of today, Dr. Evans is no longer acting president but interim president at South Carolina State University.

Trustee Vinzani made a motion that South Carolina State University Board of Trustees issue a Written Determination for Emergency Procurement for Dr. Peter Mitchell professional services. The motion was by Trustee Swanson. Vote: unanimously approved.

The next Board meeting is Wednesday, August 26, 2015 at 10:00AM.

ADJOURNMENT

The Chairman entertained a motion to adjourn the meeting. *Trustee Vinzani so moved and Trustee Swanson seconded the motion. Vote: unanimously approved.*

The meeting adjourned at 3:03PM.

Submitted by,



Eartha Mosley
Recorder

Attachments

- 1 – Agenda
- 2 – Minutes June 16th & 30th
- 3 – President Evans' Handouts