

**MINUTES**  
**SC STATE UNIVERSITY BOARD OF TRUSTEES MEETING**  
**LOWMAN HALL BOARD CONFERENCE ROOM**  
**ORANGEBURG, SOUTH CAROLINA**  
**OCTOBER 9, 2018**

**CALL TO ORDER/OPEN SESSION:**

Chairman Milton Irvin called the meeting to order at 9:18 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 Rodney Jenkins gave the invocation.

**Board Members Present:** Mr. Milton Irvin, Mr. Rodney Jenkins, Mrs. Starlee Alexander, Mr. Hamilton Grant, Mr. Doward Harvin, Dr. Doris Helms, 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 and Mr. DeAndre Hurley.

**Administrators & Others Present:** *President*, Mr. James E. Clark; *Provost*, Dr. Learie Luke; *General Counsel*, Mercedes Picnkey; *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; *Faculty Senate President*, Dr. David Staten; *Staff Senate President*, Ms. Kenita Pitts; *Budget Director*, Ms. Donna Hanton; and *Administrative Coordinator and Recorder*, Mrs. Eartha Mosley.

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

**ADOPTION OF AGENDA**

Chairman Irvin moved a motion to amend the agenda before its adoption by placing the Executive Session after the President's Update. *Trustee Helms seconded the motion. Trustee Grant called for a "point of order" quoting SC State Law 59-127-20, Sub-Section C "Unless extended by the General Assembly, the Interim Board of Trustees established pursuant to subsection (B) shall serve until June 30, 2018, or until a full new Board of Trustees is elected and qualified pursuant to Chapter 127, Title 59" He also said since the Interim Board served until June 30, 2018, the Bylaws should have been amended by the current Board to be in force. If the Bylaws were not amended, it was his opinion that all actions taken by the current Board since July were null in void. Trustee Grant asked the Chairman for a ruling on which Bylaws the Trustees were currently operating under. Whether it was the June 16, 2014 Bylaws, or the existing 2015 Bylaws? The General Counsel and Trustee Vinzani disagreed with Trustee Grant's opinion. After some deliberations, Trustee Vinzani moved to adopt the recommendation from the General Counsel that the Board was operating under the existing Bylaws adopted in 2015. The motion was seconded by Chairman Irvin. Vote: 9 Yes and 3 No; Approved. Trustee Grant moved that the Board of Trustees request a written opinion from the SC Attorney General as to "What set of bylaws should the current board be operating under and if the Board has been operating under other Bylaws other than the ones given in the first question, what is the consequence of any actions that have been taken." After more deliberations, Trustee Vinzani moved to table the discussion until after the SC Agency Head Salary Commission's Presentation. The motion was seconded by Trustee Helms. Vote: Unanimously Approved.*

## **SOUTH CAROLINA AGENCY HEAD SALARY COMMISSION**

Mrs. Donna Foster, Staff Director for the Agency Head Salary Commission made a PowerPoint presentation to the Board. The Board members introduced themselves to the Mrs. Foster. She explained that her purpose was to answer questions and to provide information on the process of determining salaries of Agency Head to boards. She reviewed the PowerPoint presentation training packet that included information on the Agency Head Salary Commission (AHSC) as it relates to its members, history, role of the commission; role of the staff, AHSC related provisos and laws, the comprehensive job analysis - Hay Study and the four (4) stages of the Performance Evaluation Process. The information discussed is contained in the presentation. *See attachment 2.* At the end of the presentation, Chair Irvin thanked Mrs. Foster.

***Trustee Vinzani made the motion to bring back into discussion the request for an opinion from the Attorney General. The motion was seconded by Trustee Shell. Motion Failed: 7 Not in Favor, 6 in Favor.***

***Trustee Vinzani moved a motion to adopt the amended agenda placing the Executive Session after the approval of minutes. It was seconded by Trustee Daniel Varat.***

## **APPROVAL OF MINUTES (ATTACHMENT 3)**

***The Chairman asked for a motion to approve the minutes from June 27, 2018. Trustee Vinzani made the motion to approve. The motion was seconded by Trustee Jenkins. Vote: unanimously approved.***

## **EXECUTIVE SESSION**

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

## **OPEN SESSION**

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

## **THE CHAIRMAN'S REPORT**

The Chair mentioned accomplishments by John Funny, DeAndre' Hurley and President Clark. He also shared that the Board is utilizing a new software, Board Effect. The software will make managing more effective.

## **PRESIDENT'S UPDATES (ATTACHMENT 4)**

The President provided the following highlights:

- SACSCOC Reaffirmation 2020 -- the University is on track and all internally imposed deadlines have been met. The team will be using technology, a module in the CampusLabs software, to facilitate the organization and collection of SACSCOC accreditation documents and to develop the Compliance Certification Report.
- Enrollment is 3,016 for Fall 2018. Over time, the mix of students will become more diverse. The retention rate is at a core and the University efforts to increase enrollment. We must work to retain students to maintain enrollment.

- State Reporting -- the following reports were submitted on or before their due dates: Accountability Report to the State Department of Administration; the Governor's Budget for the State Department of Administration; the Financial Audit (CAFR) to the Office of the Comptroller General; Proviso 11.16 Debt Service to the Commission on Higher Education.
- Organizational Structure must be updated to align with the Strategic Plan, comply with SACSCOC. The University will seek approval on the proposed organizational chart at the December 13<sup>th</sup> Board meeting.
- Critical Positions – the Vice President of Institutional Advancement & External Affairs and the Director of Admissions are posted on the University website and Higher Education Jobs.
- Customer Service Improvement Initiative -- activities are underway to include secret shopping, surveys and cabinet training along with surveys in critical areas.
- Strategic Plan 2018 – 2022 -- the revised Mission Statement was provided.

## **STANDING COMMITTEE REPORTS**

### **ACADEMIC AFFAIRS & 1890 RESEARCH EXTENSION COMMITTEE (ATTACHMENT 5)**

Dr. Learie Luke presented the resolution from the Division of Academic Affairs:

*Revised Mission Statement Resolution recommendations.*

*Trustee Daniel Varat made a motion to approve the Revised Mission Statement. The motion was seconded by Trustee Hubbard Small. Vote: unanimously approved.*

Trustee Doris Helms thanked Dr. Luke and his team for all the hard work regarding the Retention Plan. In December, the committee will continue work on the Mission Statement (non-substantive changes).

### **SC STATE UNIVERSITY NATIONAL ALUMNI ASSOCIATION HIGHLIGHTS**

Trustee John Funny explained that the Association has been around since 1918 and is celebrating its Centennial Birthday (100 years). There are 32 alumni chapters and 8 currently waiting to be chartered. In supporting the University, the Association is in partnership with UNCF. Alumni attend college fairs held across the US in six cities. In helping the administration to increase enrollment, the Association, divided into seven regions, selected region recruiters and chapter recruiters to attend the college fairs to spread the good news about SC State. In addition, the association has established "The Adoption Programs." The Band Uniform Project was adopted and \$80,000 has been raised to purchase new uniforms. Truth and William Halls have been adopted as well. The Association's aim is to help improve the students' life experience, and beautify the campus. Raising funds for scholarships is a major initiative but the Association is determined to do more. There are three major objectives from the August Retreat: 1) Increasing Membership with a Focus on Young Alumni, 2) Enhancing Communication Technology, and 3) Increasing Development Activities.

### **AUDIT/RISK MANAGEMENT AND LEGAL COMMITTEE**

Chairperson Starlee Alexander deferred to Vice Chair Jeff Vinzani for the report. He shared that the committee is working closely with BDO on the audit. On the legal issues, the bylaws were discussed and have been resolved. The only change was that the Faculty Senate and Staff Senate Presidents were being restored as ex-officio members of the board.

*Trustee Hamilton Grant made a motion to ratify any actions taken from July 1<sup>st</sup> through October 9, 2018, and to accept the bylaws as revised. The motion was seconded by Trustee Rodney Jenkins. Vote: unanimously approved.*

#### **FINANCE AND OPERATION COMMITTEE**

Chairperson Wilbur Shuler reported that the Finance Division had submitted all documentation as required for the audit and the only holdup was with the University's Foundation information. Items for the Summary Operations – Budget and Comparative Information were not received. A report will be generated and distributed once all information has been received.

#### **STUDENT AFFAIRS AND ATHLETICS COMMITTEE**

Vice Chair Rodney Jenkins mentioned that President Clark and Athletic Director Stacey Danley presented a revised contract for the Men's Basketball Coach that would extend the contract for one year. Mr. Jenkins made a motion to approve the extension of the contract presented by the President and AD. The motion was seconded by Trustee Doris Helms. *Vote: unanimously approved.*

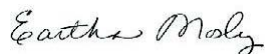
Trustee Helms stated there was a discussion concerning the Goals for the President for the 2018-2019 Year. Per Donna Foster, this is a requirement of CHE and of the Agency Head Salary Commission. *Trustee Helms moved a motion to approve the 2018-1019 Goals for President Clark as revised in the discussion. The motion was seconded by Trustee Wilbur Shuler. Vote: unanimously approved.*

Trustee Helms said an additional supplemental agreement was developed by the University's Foundation Board to compensate the President on the level of other HBCU presidents and other presidents in the State of SC. Per Donna Foster, Foundations are allowed to supplement the President's salary. *Trustee Helms made a motion to approve the additional Supplement Agreement. The motion was seconded by Trustee Vinzani. Vote Passed with 10 Yes and 2 No.*

#### **ADJOURNMENT**

The meeting adjourned at 2:20 PM.

Submitted by,



Eartha Mosley  
Recorder

#### Attachments

- 1 – Agenda
- 2 – SC Agency Head Salary Commission
- 3 – Minutes
- 4 – President's Update
- 5 – Academic Affairs Resolution