

MINUTES
SC STATE UNIVERSITY INTERIM BOARD OF TRUSTEES MEETING
LOWMAN HALL BOARD CONFERENCE ROOM
ORANGEBURG, SOUTH CAROLINA
SEPTEMBER 17, 2015

CALL TO ORDER / OPEN SESSION:

Chairman Charles S. Way, Jr. called the meeting to order at 10:07AM. 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. Chairman Way indicated that all Trustees were present. Trustee Shell extended the invocation.

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

Administrators & others present: *Interim 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 Enrollment Management*, Mrs. Betty Boatwright; *Vice President for Student Affairs*, Dr. Tamara Jeffries-Jackson; *Vice President for Institutional Advancement & University Relations*, Ms. Sonja Bennett-Bellamy; *Executive Director for 1890 Programs and Extension*, Mr. Delbert Foster; *Executive Director for Institutional Effectiveness*, Dr. Rita Teal; *Athletics Director*, Mr. Paul Bryant; and *Administrative Coordinator and Recorder*, Mrs. Eartha Mosley.

Media: *The Times and Democrat* Reporter, Mrs. Dale Linder-Altman and *WLTX* Reporter, Ms. Joyce Koh.

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 Swanson. Vote: unanimously approved.

APPROVAL OF MINUTES

Chairman Way asked for a motion to approve the minutes for August 26th. Trustee Vinzani moved to approve the minutes. The motion was seconded by Trustee Swanson. Vote: unanimously approved.

BYLAWS UPDATE

Trustee Vinzani stated that he was in collaboration with General Counsel, Craig Burgess in streamlining and updating the bylaws to be a better fit for the current Interim Board. Chairman Way asked General Counsel if the bylaws needed to be adopted by the Commission on Higher Education or any other board. Mr. Burgess replied “no”.

Trustee Helms so moved the motion for the bylaws to be approved as presented to the board on today. The motion was seconded by Trustee Shell. Vote: unanimously approved.

COMMITTEE UPDATE

Trustee Swanson indicated the proposed committee listing was shared with the Trustees. Chairman Way asked that the Trustees discuss setting a schedule for the Committees and Board meetings. After some deliberating, the Trustees decided the committees and board would meet on a staggered schedule. The first committee meetings for the interim board will be held on Thursday, October 15 and December 15th. The Board meetings will be held on Thursday, November 12th. All committee materials should be submitted to the Board two weeks prior to the meetings. Hopefully by the spring 2016, the meetings will be held quarterly.

Trustee Swanson so moved to adopt the Board of Trustees Standing Committees as presented to the Board. The motion was seconded by Trustee Shell. Vote: unanimously approved.

PRESIDENT'S UPDATE (ATTACHMENT 3)

Audit Universe

The president mentioned that the Internal Audit Review Team has been working hard on the Audit Plan. Dr. Barbara Adams stated that the Audit Team's main focus will be on material weaknesses or deficiencies in control by identifying the internal audit from the past two years. Reviews of Grants and Contracts, Human Resources and financial reporting will take place this academic year. Risk assessment of all areas will take about two years.

SACSCOC

President Evans provided a timeline for the April 2016 Special Committee Visit with Mock Review, Monitoring Report, and Documents and Supporting Evidence. The SACSCOC Annual December Conference will be held in Houston, Texas and the SACSCOC Team will attend the conference. There are new members of the University's SACSCOC Team who have never attended and they would receive information which will enable them to be more knowledgeable of the SACSCOC process. Attending the conference is a good opportunity for professional development. Dr. Rita Teal asked the Trustees to review the Documents and Supporting Evidence materials as the Board must submit supporting documentations from the legislators.

Strategic Planning Review Committee

President Evans announced the members of the Strategic Planning Committee as Trustee James Clark, Dr. Rita Teal, Ms. Carlana Cohn-Davis, Ms. Tamekia Daniels, Ms. Elizabeth Mosely-Hawkins, Mr. Van Gaffney and Dr. Learie Luke. The Committee consists of representatives from all stakeholders of the institution and they will be working together in steering the committee forward.

Specialized Accreditations

The President provided a listing of the fourteen specialized accreditations for the University. Most recent programs affirmed this past year were the School of Business, Nuclear Engineering and Social Work Programs. This fall the following programs are up for reaffirmation; Computer Science and Civil & Electric Engineering Programs. Dr. Evans also mentioned that the institution must also respond to the specialized accreditation bodies when SACSCOC has issued citations.

Enrollment Management

Fall Convocation was a success with a dynamite speaker and Chairman Way was present to provide the greetings on behalf of the Board. The University's Admissions Online Application process was not online for students to finalize; however, the procedure has been resolved. Now, when a student completes an application, it will be entered into the BANNER system immediately. The President shared the impact of the Note Writing Campaign to potential students, twelve students are enrolled out of the 35 cards disseminated on behalf of the Trustees. Trustee Helms suggested to invite the students to lunch during a committee meeting with Board members to greet and thank them on their choice. Chairman Way asked, as of today, how many students are enrolled. Mrs. Betty Boatwright indicated that there are 2,436 undergraduates, 399 graduates and a dual enrollment of 214 students. Chairman Way shared his memorable experience attending Fall Convocation, the numerous programs and activities for students and encouraged the Trustees to attend the next Fall Convocation.

Rankings

The University has received some positive accolades and commendations from the US News & World Report 2016; Washington Monthly Magazine 2016; and The Daily Meal and Smart Asset 2015. SC State University has been recognized among the top colleges and universities in the nation.

Career Planning & Placement Center

Mr. Joseph Thomas, Director, gave an overview of the Career Planning & Placement Center, which serves as a resource to transition the students from an academic setting to world of work. The Career Center is excited about where they are and how they are moving forward. He shared that Career week is October 12-15, 2015. During that week, the following vendors have gone beyond the norm of just participating in the Career Fair: Southern Eastern Groceries of Jacksonville, FL will discuss with students careers within their company; BI-LO representatives will be present to engage students in job opportunities upon graduation; BMW will also involve students in a workshop; and a relationship is being renewed with SCANA. He thanked Trustee Shell for the Electrolux Company. Mr. Thomas touched on the new procedures for eligible work study students. The Career Center and Financial Aid are working in partnership to train students for the work place.

UNIVERSITY FINANCIAL UPDATE (ATTACHMENT 4)

Mr. Patrick gave an overview of the Budget FY'16 Actuals and Forecasting from July - October. He shared the University is forecasting to have a \$1M surplus based on enrollment numbers. FY16 Budgeted E&G Funds had a budgeted deficit of \$1.4M that was reduced by \$500K due to the increase in enrollment which offset the deficit to \$902K. Also, because of the increase in enrollment Earmarked Funds shows a surplus of \$60K. On the Auxiliary side, the budget surplus \$1.4M increase by \$2M as a result of increased enrollment and additional fees and meals yielding \$1.6M in total surplus. On Athletics there was a \$250K surplus. To right-side the Athletics budget, the tuition for students will be removed in to spring semester.

Chairman Way and Mr. Patrick met with the State's Department of Administration regarding the \$4M Blue Ribbon Funds and \$4M Appropriations Funds. To obtain the Blue Ribbon funds, Elliott Davis will review and evaluate the University's budget and a cash flow analysis will be conducted. The proviso was revised to reflect that the University would receive \$1M per quarter instead of receiving the entire funds as stated in the original proviso. Upon each review from Elliott Davis, the funds will be disseminated.

The audit process is going well. Mrs. Brewington reviews all materials prior to submitting to BDO. Mr. Stathis Poulos feels there should be a reduction in the number of questions, due to the review.

Mr. Patrick stated the State Treasurer's office have placed the \$25.2M University bonds is on the table for discussion, which would allow \$2.5M savings over the next 12 years, roughly \$200K per year. There were also discussions concerning Truth Hall; paving Geathers and Buckley Streets; energy management with DPU and solar energy projects initiated by students.

EXECUTIVE SESSION

Trustee Swanson made a motion for the Trustees to enter into Executive Session. The motion was seconded by Trustee Helms. Vote: unanimously approved.

OPEN SESSION

Chairman Way asked for a motion to come out of Executive Session. *Trustee Swanson so moved and Trustee Shell seconded the motion. Vote: unanimously approved.*

Trustee Vinzani made a motion that the Board approves the Department of Education Short-Term Payment Agreement to pay \$333,406 over the next six months as reviewed by the Board in Executive Session. The motion was seconded by Trustee Swanson. Vote: unanimously approved.

President Evans shared that the University is the sponsored authorizer for Felton Charter School however, the Felton's Charter Board met and is requesting release of sponsorship from the University. Felton is requesting sponsorship from the SC Public Charter School District for the 2016-2017.

Chairman Way asked for a motion to approve Academic Affairs Resolution regarding Felton Laboratory Charter School requesting release from the University and seeking sponsorship under SC Public Charter School District for 2016-2017. Trustee Vinzani so moved and the motion was seconded by Trustee Irvin. Vote: unanimously approved.

The Chairman reminded everyone that all committee chairpersons should receive documents two weeks prior to the committee meetings. He requested that the documents be forwarded to Ms. Eartha Mosley in the Board's office, who will in return disseminate to everyone.

ADJOURNMENT

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

The meeting adjourned at 2:38PM.

Submitted by,



Eartha Mosley
Recorder

Attachments

- 1 – Agenda
- 2 – President's Evans Handouts
- 4 – Handout for Proposed Committees
- 6 – Mr. Patrick's Financial Updates

