

(Approved at October 19, 2018 Board of Trustees Meeting)

**COLLEGE OF CHARLESTON
UNIVERSITY OF CHARLESTON, SC**

Board of Trustees Meeting
Randolph Hall Boardroom¹

August 10, 2018

9:00 a.m.

Presiding:

David M. Hay, Chair

Board Members Present: Trustees Charles J. Baker (Chuck), Elizabeth M. Burke (Beth), John H. Busch, Demetria Noisette Clemons; L. Cherry Daniel; Henry A. Futch, Jr. (Hank), Henrietta U. Golding, Shawn M. Holland, Randy R. Lowell; Renée B. Romberger; Penny S. Rosner; Steven D. Swanson, August G. Swarat, II; Craig C. Thornton; Ricci L. Welch; and John B. Wood, Jr.

Board Members Participating by Conference Call: Trustee Toya D. Pound

Board Members Absent: Trustees Brian J. Stern and M. Todd Warrick

Others Present: Interim President Steve Osborne, Michael Adeyanju (Director, Executive Communications), Ruth “Rudy” Alisauskas (Chair, Staff Advisory Committee to the President), Melantha Ardrey (Director, Residence Life/Incoming Chair, Staff Advisory Committee to the President), Mark Berry (Executive Director, Division of Marketing and Communications), Divya Bhati (Associate VP, Institutional Effectiveness and Strategic Planning), Alicia Caudill (Executive VP, Student Affairs), Lillie Chamblee (Staff Assistant, President’s Office), Betty Craig (Executive Assistant to the Board of Trustees), Trisha Folds-Bennett (Dean, Honors College), Jimmie Foster (VP, Enrollment Planning), Godfrey Gibbison (Dean, School of Professional Studies), Jerry Hale (Dean, School of Humanities and Social Sciences), Rénard Harris (Associate VP/Chief Diversity Officer), Sylvia Harvey (Trustee Emeritus), Shirley Hinson (Director of Government Relations), Timothy Johnson (Interim Dean, School of Languages, Cultures and World Affairs), Sam Jones (Senior VP, Fiscal Services), Elizabeth Jurisich (Speaker of the Faculty/Professor, Mathematics Department), Elizabeth Kassebaum (Executive Secretary to the Board of Trustees/VP, College Projects), Tripp Keeffe (President, Student Government Association), Jeff Kinard (Chair, Foundation Board), Brian McGee (Executive VP for Academic Affairs/Provost), Valerie Morris (Dean, School of the Arts), Angela Mulholland (General Counsel), Amy Orr (Director, Business and Auxiliary Services), Paul Patrick (Executive VP, Business Affairs), Jim Posey (Associate VP, Institutional Research, Planning and Information Management), Ann Pryor (Vice President, Alumni Affairs), Jonathan Ray (Director of Institutional Events and Chef Concierge), Robert Reese (Chief of Police), Matt Roberts (Director of Athletics), Mike Robertson (Senior Director of Media Relations), Alan Shao (Dean, School of Business), Mark Staples (Chief Information Officer/Senior VP), Zachary Stephens (President, Graduate Student Association), Kendra Stewart (Senior Advisor to the President), Chris Tobin (Executive VP, Institutional Advancement), Sebastian van Delden (Interim Dean, School of Sciences and Mathematics; William Veal (Professor, Teacher Education/Chair, Senate Budget Committee), David Watson (Trustee Emeritus), and Fran Welch (Dean, School of Education). Also attending were John Curtis (IT Support), Roy Snipe (Audio Visual Events Coordinator), and Mike Ledford (Photographer). Special guests introduced in Alumni Hall: Lisa Chestney (Director, Transfer Resource Center); Stephanie Auwaerter and Orientation Interns Rodrick Bellamy, Alexis Temple, Ava Vorhees, and Alexis Wright; and Melantha Ardrey and Residence Life Interns Tyler Seacrist, Sydney Rogers, and Joequise Wright.

¹In accordance with requirements of the *S. C. Freedom of Information Act*, news media was notified of the time, location, and agenda for this meeting.

WELCOME AND INTRODUCTIONS

Chair Hay welcomed everyone and introduced employees new to campus or new to their positions:

- Kendra Stewart has been appointed Senior Advisor to the President. She is a professor of Political Science and Director of the Joseph P. Riley, Jr. Center for Livable Communities at the College. She will serve part time in the senior advisor role because she will continue teaching during the academic year. Robert (Bob) Kahle, Associate Director of the Joseph P. Riley, Jr. Center for Livable Communities, will serve as the interim director of the Riley Center and manage its day-to-day operations during Kendra's tenure as senior advisor.

As senior advisor, Kendra will provide strategic counsel to President Osborne and spearhead presidential initiatives in addition to working on institutional policy review and capital project planning. Kendra also will serve as President Osborne's designee, as appropriate, on university committees.

Kendra has been at the College since 2008 and has an incredible amount of institutional knowledge. Many of you know her and can attest to her fine leadership, management and people skills. We are fortunate to have Kendra at the College. She is an example of the talent coming from within.

- Lisa Chestney started at the College of Charleston on July 30 as the newly appointed Director of the Transfer Resource Center through the Office of the Registrar. She holds a B.F.A. in Visual Media and Graphic Design from the Rochester Institute of Technology, as well as an M.Ed. in Higher Education and Student Affairs from the University of South Carolina.

Previously serving as the Assistant Director of First-Year and Transfer Programs at Syracuse University, Lisa oversaw new student orientation and programming initiatives for both transfer and first generation students since 2011.

- Sebastian van Delden has been asked to serve as the Interim Dean for the School of Sciences and Mathematics. He received his Ph.D. in Computer Science from the University of Central Florida in 2003 where he focused on research in artificial intelligence and natural language processing. He has published about 30 papers in these fields.

After graduating from UCF, he joined the University of South Carolina Upstate where he became an associate professor of computer science and director of research for the campus. At USC Upstate, he won all three annual awards for research, teaching, and service.

After USC Upstate, he served as a department head for three years at Southeastern Louisiana University before joining the College of Charleston in 2015 as department chair of computer science. He has lead four ABET reaccreditation processes, helped craft several new degree programs, and initiated many industry partnerships throughout his career.

Next, Chair Hay recognized a group of Orientation Interns. They were joined by Stephanie Auwaerter, Director of Orientation.

- Rodrick Bellamy is a senior from Conway, majoring in Middle Grades Education.
- Ava Vorhees is a sophomore from Charleston; majoring in Hospitality and Tourism Management.
- Alexis Wright is a junior from Greenville, majoring in International Studies and Political Science.

And finally, Chair Hay recognized a group of Residence Life Interns. They were joined by Melantha Ardrey, Director of Residence Life.

- Joequise Wright is a senior from Bonneau, majoring in Biology.
- Tyler Seacrist is a junior from Lexington, majoring in Computing in the Arts with a concentration in Gaming.
- Sydney Rogers is a senior from Lexington, majoring in Exercise Science.

[Board members moved to the Boardroom to continue the Board of Trustees meeting.]

The regular meeting of the College of Charleston Board of Trustees was called to order at 9:06 a.m. by Chair Hay noting that the meeting notice has been posted and the press notified as required by the Freedom of Information Act.

Chair Hay welcomed Chuck Baker, Beth Burke, Hank Futch, Shawn Holland, and Steve Swanson to their first Board of Trustees meeting as new members of the Board of Trustees.

- Chuck Baker, Class of 1980, serves as the Alumni Association Trustees, Seat #19;
- Beth Burke, Class of 1994, represents the First District, Seat #1;
- Hank Futch, Class of 1988, represents the Fifth District, Seat #9;
- Shawn Holland, Class of 2002, represents the Third District, Seat #5; and
- Steve Swanson, Class of 1989, serves as a Member-at-Large, Seat #17.

In addition, Chair Hay welcomed Sylvia Harvey and David Watson, Trustees Emeriti, to the meeting.

And finally, he welcomed Jeff Kinard, Chair of the Foundation Board; and Michael Renault, President of the Alumni Association, to the meeting today.

ELECTION OF BOARD VICE CHAIR:

Chair Hay announced that we will now have an election for Vice Chair to fill the term left vacant by Vice Chair Frank Gadsden whose term as a member of the Board ended on June 30. The new Vice Chair's service will begin at the end of this meeting and continue through October 19, at which time a new Vice Chair will be elected to serve a regular two-year term.

The election process will proceed in accordance with our Board of Trustees' Bylaws 30-year history, the Freedom of Information Act, and State Law.

Trustee Henrietta Golding, Chair of the Audit and Governance Committee, informed the Board that the only nomination received for Vice Chair of the Board is Trustee Demetria Clemons. **The motion was made by Trustee Henrietta Golding, and seconded by Trustee Cherry Daniel, that the Board vote in Trustee Clemons as Vice Chair by acclamation. The Chair called for the yeas and nays, and the Motion was passed by acclamation.**

Vice Chair Clemons expressed her appreciation for everyone's confidence in her and she looks forward to serving with the Senior Leadership Team.

Chair Hay expressed his congratulations to Trustee Clemons and noted that he looks forward to continuing to work with her.

Chair Hay thanked all Board members for their participation in this important process.

APPROVAL OF MINUTES:

It was moved by Trustee John Busch, and seconded by Trustee Tav Swarat, that the minutes of the June 4-5, 2018 Board Meeting be approved as presented. The Chair called for the yeas and nays, and the Minutes were approved by voice vote.

PRESIDENT'S REPORT:

President Osborne thanked the Board for appointing him as Interim President and for bestowing this responsibility to serve his alma mater.

Highlights of President Osborne's remarks included the following topics:

- Campus Experience
- Class of 2022
- College Budget
- Academic Experience
- 250th Anniversary Celebration
- Philanthropy

ENROLLMENT REPORT:

Chair Hay introduced Jimmie Foster, Vice President, Enrollment Planning, who presented the Enrollment Report.

COMMITTEE REPORTS:

EXECUTIVE COMMITTEE:

Committee members present: Trustee David Hay (Chair), Demetria Clemons, and John Wood

Committee members participating by conference call: Trustees Renée Romberger (Secretary) and Ricci Welch

Other Board members present: Trustee Beth Burke and Tav Swarat

Other Board members participating by conference call: Trustees Hank Futch, Shawn Holland, and Craig Thornton

Other Board members absent: Trustees Chuck Baker, John Busch, Cherry Daniel, Henrietta Golding, Randy Lowell, Toya Pound, Penny Rosner, Brian Stern, Steve Swanson, and Todd Warrick

Others present: Interim President Steve Osborne, Michael Adeyanju (Director, Executive Communications), Rudy Alisaukas (Chair, Staff Advisory Committee to the President), Mark Berry (Executive Director, Marketing and Communications), Alicia Caudill (Executive VP, Student Affairs), Betty Craig (Executive Assistant), John Curtis (IT Support), Jimmie Foster (Assistant VP, Admissions and Financial Aid), Debbie Hammond (Senior Executive Administrator for the President), Elizabeth Kassebaum (Executive Secretary to the Board and VP for College Projects), Tripp Keffe (President, Student Government Association), Brian McGee (Provost/Executive VP, Academic Affairs), John Morris (VP, Facilities Planning, Management, and Operations), Angela Mulholland (General Counsel), Paul Patrick (Executive VP, Business Affairs), Jim Posey (Associate VP, Institutional Research, Planning, and Information Management), Matt Roberts

(Athletics Director); **Mike Robertson** (Senior Director, Media Relations), **Mark Staples** (Chief Information Officer/Senior VP), **Zachary Stephens** (President, Graduate Student Association), **Kendra Stewart** (Senior Advisor to the President, and **Chris Tobin** (Executive VP, Institutional Advancement)

Chair Hay presented the following committee report:

The Executive Committee met on Tuesday, July 24, 2018, and approved the minutes of the April 4, 2018 Executive Committee meeting and the June 14, 2018 Special Executive Committee meeting.

The Committee received brief informational updates on a number of topics, all of which have been covered in the President's Report or will be covered in the various upcoming committee reports.

ACADEMIC AFFAIRS COMMITTEE:

Committee members present: Trustees Randy Lowell (Chair), Demetria Clemons, Cherry Daniel, Penny Rosner, Renée Romberger, Steve Swanson, and Tav Swarat

Committee member participating by conference call: Trustee Toya Pound

Other Board members present: Trustees David Hay (Chair), Chuck Baker, John Busch, Hank Futch, Shawn Holland, and Ricci Welch

Staff Liaisons present: Brian McGee (Provost/Executive VP for Academic Affairs)

Others present: **Interim President Steve Osborne**, **Rudy Alisauskas** (Chair, Staff Advisory Committee to the President), **Mary Bergstrom** (Registrar), **Divya Bhati** (Associate VP, Institutional Effectiveness and Strategic Planning), **Lisa Chestney** (Director, Transfer Resource Center), **John Curtis** (IT Support), **Trisha Folds-Bennett** (Dean, Honors College), **Jimmie Foster** (VP, Enrollment Planning), **Godfrey Gibbison** (Dean, School of Professional Studies), **Jerry Hale** (Dean, School of Humanities and Social Sciences), **Zach Hartje** (Director of Teaching, Learning, and Technology), **Tim Johnson** (Interim Dean, School of Languages, Cultures and World Affairs), **Liz Jurisich** (Speaker of the Faculty/Professor, Mathematics Department), **Valerie Morris** (Dean, School of the Arts), **Angela Mulholland** (General Counsel), **Jim Posey** (Associate VP, Institutional Research, Planning, and Information Management), **Alan Shao** (Dean, School of Business), **Kendra Stewart** (Senior Advisor to the President), **Sebastian Van Delden** (Interim Dean, School of Sciences and Mathematics), **Fran Welch** (Dean, School of Education, Health and Human Performance), and **John White** (Dean of Libraries)

Trustee Randy Lowell presented the following committee report:

Highlights of Provost McGee's Report to the Committee:

- Top 10% Program Update
- Fall 2018 enrollment numbers are expected to exceed enrollment goals.
- Graduate enrollments are likely to be up from the previous year.
- New graduate degree program in data science and analysis and the new undergraduate Bachelor of General Studies degree received the necessary approvals from SACSCOC and will appear in the relevant catalogs for 2018-19.
- Discussed opportunities for doctoral programs at the College of Charleston
- Creation of an Engineering Task Force to examine the potential for two new programs in Electrical Engineering and Systems Engineering. Partnership with The Citadel on some programs would be attractive, but some stand-alone programs should be created by the College to meet workforce needs.

Speaker of the Faculty Report:

Liz Jurisich, Speaker of the Faculty, spoke briefly to the full Board regarding faculty work and activities during the current semester.

Staff Advisory Committee to the President Report:

Ruth “Rudy” Alisaukas, Chair of the Staff Advisory Committee to the President, spoke briefly on behalf of the staff and introduced Melantha Ardrey, the newly elected Chair of the Staff Advisory Committee to the President.

Since this will be Rudy’s last Board meeting as Chair of the Staff Advisory Committee to the President, Chair Hay presented her with a CofC presentation folder, a small token of appreciation for her efforts on behalf of the staff during the past year.

Chair Hay thanked Rudy for her dedicated service and welcomed Melantha as the new Chair of the Staff Advisory Committee to the President.

ALUMNI RELATIONS COMMITTEE:

Committee members present: Trustees Penny Rosner (chair), Chuck Baker, Demetria Clemons, and Ricci Welch

Committee members absent: Trustees Toya Pound and Todd Warrick

Other Board members present: Trustee Tav Swarat

Staff Liaisons present: **Ann Pryor** (VP, Alumni Relations) and **Karen Jones** (Director, Alumni Communications and Executive Secretary of the Alumni Association)

Others present: **Mark Berry** (Executive Director, Division of Marketing and Communications), **Meredith Chance** (Associate Director, Alumni Clubs and Affinity Groups), **Laney Friedman** (Assistant Director, Alumni Events), **Sylvia Harvey** (Trustee Emeritus), **Cathy Mahon** (VP, Development), **Leigh Meadows-McAlpin** (Admissions Volunteer Coordinator), **Kendra Stewart** (Senior Advisor to the President), **Suzette Stille** (Executive Director, Information and Operations, Admissions Office), **Chris Tobin** (Executive VP, Institutional Advancement), **Sebastian van Delden** (Interim Dean, School of Sciences and Mathematics), and **Najeema Washington** (Associate Director, Alumni Career Services),

Trustee Penny Rosner presented the following committee report:

The number of alumni for whom the College of Charleston has email addresses increased by 20 percent in FY18. The College can now reach nearly 50,000 of its more than 88,000 alumni via email, which is a huge advantage for increasing engagement.

The Alumni Association has changed the nomenclature from “Alumni Chapters” to “CofC Clubs” to be more inclusive of parents and donors, as well as alumni. The 36 regional CofC Clubs hosted 78 events during FY18, engaging 2,494 guests. This is a 42 percent increase over FY17. The goal for FY19 is to host at least 90 regional CofC Club events for 2,700 attendees.

Upcoming CofC Club activities include Cougar Welcome where Lowcountry alumni assist the Class of ’22 with moving into their residence halls; Major and Minor League Baseball events; the Virginia Gold Cup and the Aiken Steeplechase; ten Career Development programs; six Cougar trails; and five Holiday Cheer parties.

The Alumni Association hosted 11 events on campus during FY18, drawing 5,671 guests to the College. The goal for FY19 is to increase participation in Fall Alumni Weekend by at least 100 guests.

Increased alumni engagement is increasing philanthropic support for the College. For the third year in a row, alumni were the largest donors to the College, both in terms of number of donors and amount donated.

Trustees are encouraged to participate in Fall Alumni weekend on November 16-17. Tickets will go on sale in early September. There will be events across campus all weekend to engage alumni, faculty, and students. The annual Alumni Awards Gala will be held on Saturday, November 17, at the new Hotel Bennett. The six award recipients include:

- Sharon Brock Kingman '81 will receive the Howard Rudd Business Person of the Year Award.
- Gary Thomas '83 will receive the Pre-Medical Society's Outstanding Service in Medicine Award.
- Jerry Casselano '08 will receive the Young Alumnus Award.
- Heidi VanDerveer '86 will receive the Alumna of the Year Award.
- Patricia Ricketts Scarafile '66 will receive the distinguished Alumna Award.
- Michelle Crawford Baxley and Johnnie Baxley '92, will receive the Alumni Award of Honor.

Alumni Affairs continues to partner with Admissions to recruit the best and brightest students to the College through the Alumni Referral Program. Accepted students and their parents are invited to regional CofC Club events. And the Alumni Association hosts two Legacy Receptions during Accepted Students Weekend.

The Alumni Association Scholarship Program continues to grow. Thirty-eight students will receive scholarship support from the Alumni Association this academic year, up from only 18 students in 2014.

ATHLETICS COMMITTEE:

Committee members present: Trustees Renée Romberger (chair), Chuck Baker, John Busch, Hank Futch, Randy Lowell, Tav Swarat, Craig Thornton, and Ricci Welch

Committee members absent: Trustee John Busch

Other Board members present: Trustee David Hay (Chair, Board of Trustees)

Staff Liaisons present: Matt Roberts (Director of Athletics)

Others present: Interim President Steve Osborne, Alicia Caudill (Executive VP, Student Affairs), Jimmie Foster (VP, Enrollment Planning), Otto German (Assistant Athletics Director for Compliance), Weston Ijames (Assistant Director of Athletics), Laura Lageman (Associate Director of Athletics), Kate Tiller (Assistant Athletic Director for Academic Advising), Chris Tobin (Executive VP, Institutional Advancement), and Jamaal Walton (Associate Director of Athletics)

Trustee Romberger presented the following committee report:

Student Athletes:

Matt Roberts introduced Allison Beckman, Volleyball from North Carolina; Rachel Kim, Women's Soccer from Maryland; and Scotty Frantz, Men's Soccer from Georgia. Reasons why they chose the College included strong coaching, good team atmosphere, City of Charleston, and good academics.

Program Spotlight: Sports Performance

Marc Proto, Director of Sports Nutrition, expressed his excitement regarding the new 30-yard sport turf, new weight machines, and new resistance machines. The new equipment features computer chips that can give student-athletes instant feedback on their workouts. A new fueling station provides fuel for performance. A recovery nutrition bar supplies student-athletes with food for post workouts. A nutritionist works with teams to stress the importance of hydration, food timing and healthy diet options.

Academic Excellence

71 student-athletes graduated with 3.0 or higher GPA.
17th straight semester with 3.0 or higher GPA for all student-athletes.
47% of student-athletes earned a spring term GPA of 3.2 or higher.
15 student-athletes earned a 4.0 GPA.

Community Engagement

Pep band's official name is Chucktown Sound.

Over 40 students have signed up to participate, more than doubling the size of the previous band. Student Affairs, Admissions, and the School of the Arts have partnered with Athletics to make this new band possible.

Program Integrity

Collaboration with CofC's Office of Equal Opportunity:

Freshman student-athletes will attend ten diversity programming sessions.

Sophomore-seniors are required to attend one roundtable discussion session with EOP.

Coaches and staff are required to attend a similar interactive session with EOP.

Dr. Derek Greenfield will be a guest speaker on January 22, 2019. The topic centers around promoting diversity, cultural competence, and inclusive excellence.

AUDIT AND GOVERNANCE COMMITTEE:

Committee members present: Trustees Henrietta Golding (Chair), Beth Burke, Steve Swanson, and John Wood

Committee members absent: Trustees Chuck Baker and Todd Warrick

Others present: **Divya Bhati** (Associate VP, Institutional Effectiveness and Strategic Planning), **Elizabeth Kassebaum** (Executive Secretary to the Board of Trustees/VP for College Projects), **Gail Long** (Internal Auditor), **Paul Patrick** (Executive VP, Business Affairs), and **Kendra Stewart** (Senior Advisor to the President)

Trustee Henrietta Golding presented the following committee report:

Gail Long reviewed the following audit reports:

- Student Life Activity Fees
- Purchasing Cards

Gail Long reviewed the status of the 2018 Audit Plan.

Election of New Board Officers:

Elizabeth Kassebaum reviewed the process for the upcoming Board nominations and elections for new Chair, Vice Chair, and Secretary.

Trustee Golding announced that the Committee received nominations for David Hay (Chair), Demetria Clemons (Vice Chair), and Renée Romberger (Secretary).

Elections for these officers will be held at the October 19 Board of Trustees meeting.

Election of Trustees Emeriti:

Also discussed was the need for establishing criteria for the nomination of Trustees Emeriti.

Trustee Golding announced that the Committee received nominations for Greg Padgett and Jimmy Hightower to be considered for Trustee Emeritus.

In addition, a nomination was received from Trustee John Busch, and seconded by Trustee Tav Swarat, that Lee Mikell be considered for Trustee Emeritus.

Elections for Trustees Emeriti will be held at the October 19 Board of Trustees meeting.

SACSCOC Board Self-Evaluation Policy:

The Committee approved the SACSCOC Board Self-Evaluation Policy. Nomination to approve the policy was made by Trustee Steve Swanson and seconded by Trustee John Wood.

The Audit and Governance Committee moved that the SACSCOC Board Self-Evaluation Policy be adopted as presented. The Chair called for the yeas and nays, and the motion was unanimously approved.

SACSCOC Board Self-Evaluation Survey:

The Audit and Governance Committee moved that the SACSCOC Board Self-Evaluation Survey be adopted as presented. The Chair called for the yeas and nays, and the motion was unanimously approved.

Trustee Golding asked Board members to turn in their anonymous Board Self-Evaluation Surveys by the end of the meeting. Divya Bhati will report the results of the survey at the October 19 Board of Trustees meeting. New Board members will not complete this survey.

And finally, Trustee Golding noted that the Committee's Executive Session items will be discussed during Executive Session later today.

BUDGET AND FINANCE COMMITTEE:

Committee members present: Trustees Ricci Welch (chair), Chuck Baker, Beth Burke, Hank Futch, Henrietta Golding, Shawn Holland, and Renée Romberger

Committee members absent: Trustee Brian Stern

Other Board members present: Trustees David Hay, Demetria Clemons, Randy Lowell, Steve Swanson, Tav Swarat, Craig Thornton, and John Wood

Others present: **Interim President Steve Osborne**, **Michael Adeyanju** (Director, Executive Communications), **Ruth "Rudy" Alisaukas** (Chair, Staff Advisory Committee to the President), **Emily Beck** (Associate Professor, Hispanic Studies), **Divya Bhati** (Associate VP, Institutional Effectiveness and Strategic Planning), **Alicia Caudill** (Executive VP, Student Affairs), **Trisha Folds-Bennett** (Dean, Honors College), **Jimmie Foster** (VP, Enrollment Planning), **Godfrey Gibbison** (Dean, School of Professional Studies), **Jerry Hale** (Dean, School of Humanities and Social Sciences), **Zach Hartje** (Director, Teaching, Learning and Technology), **Shirley Hinson** (Director of Government Relations), **Timothy Johnson** (Interim Dean, School of Languages, Cultures, and World Affairs), **Sam Jones** (Senior VP, Fiscal Services), **Elizabeth Jurisich** (Faculty Speaker/Professor, Department of Mathematics), **Elizabeth Kassebaum** (Executive Secretary to the Board and VP for College Projects), **Brian McGee** (Provost/Executive VP, Academic Affairs), **Valerie Morris** (Dean, School of the Arts), **Angela Mulholland** (General Counsel), **Amy Orr** (Director, Business and Auxiliary Services), **Paul Patrick** (Executive VP, Business Affairs), **Jim Posey** (Associate VP, Institutional Research, Planning, and Information Management), **Matt Roberts** (Director of Athletics), **Alan Shao** (Dean, School of Business), **Mark Staples** (Chief Information Officer), **Kendra Stewart** (Senior Advisor to the President), **William Veal** (Professor, Teacher Education/Chair, Senate Budget Committee), **Fran Welch** (Dean, School of Education, Health, and Human Performance),

Trustee Ricci Welch presented the following committee report:

Paul Patrick informed the Committee that he would forego the usual capital projects report in the interest of time, but he did note that the College was in possession of the Certificate of Occupancy for the Rita Hollings Science Center which was reopened for classes for the Summer II Session.

Mr. Patrick noted that the BEA did not meet in July but that overall revenues of \$8.4B were \$174M over budget of \$8.2B. The next BEA is scheduled for later in August.

Paul Patrick and Jimmie Foster updated the Committee on the current enrollment for the upcoming Fall 2018 Semester. Students of color deposits are up. African-American freshman enrollment is up 21%. This is confirmation that the new financial aid model put into place for Fall 2018 was successful. Trustee Golding noted that as a long-serving Board member, it is important to note that the goal of increasing African-American enrollment is not a new endeavor but one that has been longstanding and ongoing.

Paul Patrick and Tim Johnson discussed the M.Ed. Languages/ESOL Graduate Program and the proposal for a special tuition fee structure. Interim Dean Johnson discussed the genesis and evolution of the program from the current traditional face-to-face program to one that is available completely online. **The Budget and Finance Committee moved that the Resolution to approve the M.Ed. Languages/ESOL – Special Tuition and Fee Structure, be approved as presented. The Chair called for the yeas and nays, and the Resolution was passed by voice vote. Motion passed.**

**COLLEGE OF CHARLESTON
RESOLUTION OF THE BOARD OF TRUSTEES
M.Ed. Languages / ESOL – Special Tuition & Fee Structure**

August 10, 2018

WHEREAS, the M.Ed. Languages / ESOL is on track for its launch in the fall semester 2018;

WHEREAS, this will be the first graduate degree at the College of Charleston available completely on-line;

WHEREAS, it is common for both regional and non-regional competitors to adjust tuition rates for on-line programming;

WHEREAS, it is recognized that on-line delivery results in this population of students having a reduced direct impact on the campus and the utilization of those resources;

WHEREAS, the College of Charleston wishes to be competitive in attracting these students;

NOW THEREFORE, be it --

RESOLVED, that the Board hereby approves a special tuition and fee structure for these students which shall be indexed annually at 80% of the published in-state graduate rate per credit hour and said rate shall be applicable for both in-state and out-of-state participants, effective with the fall 2018 semester at \$455 (\$569 X 80%);

RESOLVED, that the allocation of those fees be based on the applicable percentages of current graduate in-state rates; and that all other special course fees, library fees, technology fees, etc. be applied as they would ordinarily be so.

Dean Godfrey Gibbison engaged the Committee in a discussion related to the importance of a tuition differential for non-traditional students and specifically as it relates to the new Bachelor of General Studies degree. Following considerable discussion, it was requested that it be tabled for discussion at the October Board meeting.

DEVELOPMENT COMMITTEE:

Committee members present: Trustees Steve Swanson '89 (chair), Chuck Baker '80, Hank Futch '88, Henrietta Golding '74, Randy Lowell '95, Renée Romberger '81, Craig Thornton '02, and John Wood '83

Volunteer Board Liaison present: Michael Renault '95, President, Alumni Association

Volunteer Board Liaisons absent: David Crowley '02, President, Cougar Club; and Jeff Kinard '77, President, Foundation Board

Others present: **Maria Alfieris '76** (Administrative Assistant, Annual Giving Programs), **Jerry Baker '74** (Executive Director, Cougar Club), **Trisha Folds-Bennett** (Dean, Honors College), **Jimmie Foster** (VP, Enrollment Planning), **Cathy Mahon '80** (VP of Development), **Brian McGee** (Provost/Executive VP, Academic Affairs), **Ann Pryor '83** (VP, Alumni Affairs), **Chris Tobin** (Executive VP, Institutional Advancement and Executive Director, College of Charleston Foundation), **Sebastian van Delden** (Interim Dean, School of Sciences and Mathematics), and **Fran Welch** (Dean, School of Education, Health, and Human Performance)

Trustee Steve Swanson presented the following committee report:

Fundraising Report:

Cathy Mahon reported on the College's fundraising results for FY18 – exceeded the FY18 goal of \$13.5M - \$15M by raising \$15.6M.

Trustee Swanson noted that the main emphasis is on receiving 100% participation by the Board of Trustees. Instead of being a last minute effort at the end of the fiscal year, he suggested a Trustee Giving Plan that will provide each Trustee with an assigned professional from the Development team who will meet with each Board member to discuss his/her philanthropic interest. The Development Office's goal will be for each Board member to make his/her intentions known by the end of the year and by fiscal year end have a check in hand.

Discussion ensued regarding the strategic opportunity to prepare for the recruitment of a permanent president by making initial steps toward a 250 Campaign but ensuring a new president could help shape a celebration and campaign. It was suggested that in the meantime, the Board and the College work on building the foundational structure for the College's next strategic plan.

[Break at 10:16 a.m.; meeting reconvened at 10:34 a.m.]

FACILITIES COMMITTEE:

Committee members present: Trustees John Wood (chair), Beth Burke, Henrietta Golding, Shawn Holland, and Randy Lowell

Committee member absent: Trustee Brian Stern

Other Board members present: Trustee David Hay (Chair of the Board)

Others present: **Angela Mulholland** (General Counsel), **Amy Orr** (Director, Business and Auxiliary Services), and **Paul Patrick** (Executive VP, Business Affairs)

Trustee John Wood presented the following committee report:

Trustee Wood spoke briefly regarding the passing of Jed Heames. Jed was a Project Manager at the College and passed away while at work on Tuesday, July 31, 2018.

Paul Patrick updated the Committee on the progress of current capital projects and the work conducted over the summer. His report to the Board will continue in Executive Session later in this meeting.

GOVERNMENTAL AFFAIRS AND EXTERNAL RELATIONS COMMITTEE:

Committee members present: Trustees Cherry Daniel (Chair), Beth Burke, John Busch, and Tav Swarat

Committee members absent: Trustees Brian Stern and Steve Swanson

Others present: **Shirley Hinson** (Director, Government Relations), **Mark Berry** (Executive VP, Division of Marketing and Communications), **Angela Mulholland** (General Counsel), and **Paul Patrick** (Executive VP, Business Affairs)

Trustee Daniel presented the following committee report:

Budget Update:

Paul Patrick provided the following budget update:

- Final state appropriations for FY 2018-19
 - Technology funding – estimated \$600K
 - Recurring funding - \$1,039,956
 - Non-recurring funding - \$3.5 million (Stern Center renovations)
- The State continues to cover premium increases for health insurance.
- Employee bonuses were not included in the final Conference Report.

Legislative Update:

Shirley Hinson provided the following Legislative Update:

- Legislators will return to Columbia later this year to consider 42 vetoes from Governor McMaster. Two vetoes directly affect the College:
 - Veto #19 – Reimbursement to state agencies for Disaster Preparedness expenses covering 2017 Hurricane Irma and 2014 ice storm. The College would collect approximately \$17,000. The Governor vetoed because it allows the Legislature to use \$500,000 of funds which were set aside and gives the funds to legislatively selected non-profits for repairs to renovate homes from the 2015 flood.
 - Veto #35 – Removes \$3.45 billion from OTHER FUNDS in Higher Education. The Governor vetoed because it removes transparency for higher education in the budget process.
- CHE drafted the “Student Bill of Rights” and it was approved by the Commission. It outlines affordability, access and sustainability.

College Tuition Tax Credit:

College Tuition Tax Credit was a part of the “Roads Bill” passed last year. A provision was included to increase the allowed tax credit for student tuition. The credit for students at four-year colleges moves from 25% to 50% of tuition and is capped at a maximum benefit of \$1,500.

Marketing and Communications:

Mark Berry, Executive Director of Marketing and Communications, presented a few highlights of the work produced by MarComm since April 2018.

INFORMATION TECHNOLOGY COMMITTEE:

Committee members present: Trustees John Busch (Chair), Cherry Daniel, Hank Futch, and Craig Thornton

Committee members absent: Trustee Penny Rosner

Staff Liaison present: **Mark Staples** (Senior VP/Chief Information Officer) and **Zach Hartje** (Director of Teaching, Learning and Technology)

Others present: **Bissell Anderson** (Chief Engineering Officer), **John Anderson** (IT Support), **Jim Bennett** (Network Manager & Senior Architect/Engineer), **Sylvia Burwell** (Director, Enterprise Applications), **Kathryn Drinkuth** (Director of IT Communications), **Philip Paradise** (Director, IT Support Services), and **Portia Prioleau** (Director, Finance and Planning)

Trustee Busch presented the following committee report:

Trustee Busch noted that the IT Staff is committed to making everything work and to producing good digital citizens.

Project Management Office Update:

Portia Prioleau provided the Committee with the Project Management Office Update.

- Project status page via the IT home page at <http://help.cofc.edu>
 - Conducting a soft launch
 - Standardizing measurements
 - Full marketing blitz on September 1, 2018 promoting full utilization of this page to the campus

Academic Initiatives Update:

Zach Hartje provided the Committee with the Academic Initiatives (Teaching Learning & Technologies) Update.

- Turnitin
 - Piloted and implemented with Teaching Learning and Technologies and Godfrey’s Gibbison’s area
 - Integrated with OAKS (learning management system)
 - Generally available for campus in the fall
- Proctoring Software
 - Identifying an institutional online proctoring solution that can be used in distance education courses
 - Some on campus who have been reluctant to move to the online environment due to a lack of proctoring and fear of cheating
- Distance Education
 - Distance education faculty training enrollments continue to be on the rise and we continue to see departments and faculty

Information Security and Assurance Update:

Jamey Rudisell provided the Information Security and Assurance Update.

- Security Awareness
 - Required for all employees
 - Basic training modules – 30 minutes
- Compliance
 - GDPR
 - Attorney with expertise in GDPR has been secured to review institutional policies (in particular privacy) to provide guidance on how GDPR impacts our institution.

Infrastructure Update:

Bissell Anderson provided the Committee with the Infrastructure Update.

- Wireless Network Upgrade
 - Complete - ~1050 APs installed
 - TD Arena is also now fully serviced.

Enterprise Applications Update:

Sylvia Burwell provided the Committee with the Enterprise Applications Update.

- Completed projects since last IT Committee meeting
 - Preferred First Name
 - Phase 1 was implemented August 1.
 - We now display Preferred First Name in the online directory, on class rolls in Self-Service Banner, in Active Directory, MyCharleston, and Cougar Club system.

STUDENT AFFAIRS COMMITTEE:

Committee members present: Trustees Demetria Clemons (chair), Shawn Holland, Penny Rosner, and Ricci Welch

Committee members absent: Trustees Toya Pound and Todd Warrick

Other Board members present: Chair David Hay

Staff Liaison present: Alicia Caudill (Executive VP for Student Affairs)

Others present: Michael Adeyanju (Director of Executive Communications), Melantha Ardrey (Director of Residence Life), Divya Bhati (Associate VP for Institutional Effectiveness and Strategic Planning), Jeri Cabot (Dean of Students and Associate VP for Student Affairs), Michael Duncan (Assistant VP for Student Affairs), Rénard Harris (Chief Diversity Officer), Susan Hartman (Executive Assistant to the Executive VP for Student Affairs), Sylvia Harvey (Trustee Emeritus), Rochelle Johnson (Associate Director, Multicultural Student Programs and Services), Tripp Keeffe (President, Student Government Association), Megan Rowe (Director of Campus Housing), Gene Sessoms (Director of Campus Recreation), Zachary Stephens (President, Graduate Student Association), Kendra Stewart (Senior Advisor to the President), Bridget McLernon Sykes (Director, Student Health Services), Stephanie Visser (Director, Center for Student Engagement), and Christine Workman (Director, Student Life)

First, Chair Hay thanked Trustee Demetria Clemons and Rénard Harris for attending the James E. Clyburn Scholarship and Research Foundation's Scholarship Awards Banquet on Saturday, August 6, in Santee.

Trustee Demetria Clemons presented the following committee report:

Presentation on Club Sports – Focus on Men's Lacrosse:

Gene Sessoms, Director of Campus Recreation, shared that nearly 800 students participate in recreational programs, including 29 club sports teams. The Men's Lacrosse team was highlighted as a particularly strong program since 2006, receiving an additional \$15,000 in student activity fee

funding this year. The team is a member of the Men's Collegiate Lacrosse Association (in 43 states and two other countries) with a governing structure similar to NCAA.

- Updates:
 - SPECTRA: Rochelle Johnson, Associate Director, Multicultural Student Programs and Services, gave a presentation of the five-week summer program for accepted underrepresented students.
 - Move-In Overview: Melantha Ardrey, Director of Residence Life; and Megan Rowe, Director of Campus Housing, provided an overview of Move-In 2018.
 - Weeks of Welcome Overview: Christine Workman, Director of Student Life, shared a WOW Schedule of Activities planned for the first six weeks and also featured in the Cougar Connect app. A new event, Maroon Mayhem, is scheduled for August 20 with a Street Festival and Block Party/Live Music before classes begin. Also new this year, Maroon Mondays, will further promote school spirit.
 - Student Activity Fee and Student Health Fee Priorities: Alicia Caudill highlighted areas where enhanced student activity fee allocations were targeted this year: Men's Lacrosse, Maroon Mayhem event, Cougar Night Lights, Pep Band, and Cougarpalooza.
 - Diversity and Inclusion – Restorative Justice Training: Rénard Harris, Associate VP and Chief Diversity Officer; and Alicia Caudill described the purposes of a Restorative Justice training/model for a group of student leaders/faculty/staff held June 20-21.

Student Government Association Update:

Tripp Keefe, President of the Student Government Association, provided the Board with an update regarding SGA summer activities.

Graduate Student Association Update:

Zachary Stephens, President of the Graduate Student Association, provided the Board with an update regarding a number of GSA summer initiatives.

ADMINISTRATIVE COST STUDY POWER POINT PRESENTATION:

Paul Patrick presented the Administrative Cost Study findings:

- Between FY 2010 (\$134M) and FY 2017 (\$182M) the total College operating expenditures increased \$48M or 35.6%.
- Personal Services & Fringes (FY 2010 - \$98M; FY 2017 - \$128M) represented nearly 2/3rds of that increase or \$30M.
- Changes in expenditures were measured across four functional areas:
 - Institutional Aid
 - Aid increased 54% or \$5.6M
 - Total institutional aid expenditures in FY17 were \$16M
 - Administration
 - Administration increased 39% or \$18.8M
 - Total administrative expenditures in FY17 were \$66.6M
 - Academic
 - Academics increased 33% or \$21M
 - Total academic expenditures in FY17 were \$84M
 - Academic Support
 - Academic Support increased 20% or \$3M
 - Total academic support expenditures in FY17 were \$16M
- All FY10 expenditures are stated in 2010 dollars and have not been adjusted for inflation
 - Based on CPI, inflation between 2010 and 2017 has been 12.4%

EXECUTIVE SESSION:

The motion was made by Trustee Demetria Clemons, and seconded by Trustee Cherry Daniel, to go into Executive Session at 11:26 a.m. for the following purposes: (1) Legal Counsel will consult and provide legal advice on litigation, including actual and potential legal claims (2) Consideration of Candidates' Qualifications for Commencement Speaker and Candidates' Qualifications for Honorary Degrees; (3) Discussion of negotiations incident to proposed contractual arrangements and proposed purchase/lease of property; (4) Employee Records – legal matters and executive contract negotiations – personnel matters; (5) Contract Negotiations; and (6) Discussion of employment – Presidential Search – consistent with S.C. Freedom of Information Act [Section 30-4-70 (a) (1)]. All in favor.

Trustee Toya Pound participated by conference call. Chair Hay asked Toya to acknowledge that she was on a phone line not being recorded and in a private venue and alone while on the call. Trustee Pound responded affirmatively.

Chair Hay asked the following staff members, in addition to Interim President Osborne, to remain and attend Executive Session: Mark Berry, Alicia Caudill, Betty Craig, Jimmie Foster, Rénard Harris, Elizabeth Kassebaum, Brian McGee, Angela Mulholland, Paul Patrick, Jim Posey, Matt Roberts, Mark Staples, and Chris Tobin. The following Academic Deans joined Executive Session: Trisha Folds-Bennett, Godfrey Gibbison, Jerry Hale, Tim Johnson, Valerie Morris, Alan Shao, Sebastian van Delden, and Fran Welch.

[Everyone not requested to attend Executive Session left the Boardroom.]

At this point, only the Board Members, Interim President Osborne, Mark Berry, Alicia Caudill, Betty Craig, Jimmie Foster, Rénard Harris, Elizabeth Kassebaum, Brian McGee, Angela Mulholland, Paul Patrick, Jim Posey, Matt Roberts, Mark Staples, and Chris Tobin shall remain and attend Executive Session at this time. *[Academic Deans left the meeting.]*

[Lunch was available during Executive Session at 11:50 a.m.]

At this point (12:32 p.m.), only the Board and Interim President Osborne will attend Executive Session at this time. All others were asked to leave the Boardroom

The motion was made by Trustee Demetria Clemons, and seconded by Trustee Renée Romberger, to come out of Executive Session at 2:25 p.m. All in favor.

[Regular session resumed and everyone returned to the Boardroom.]

Chair Hay noted for the record that no action was taken during Executive Session.

NEW BUSINESS:

The motion was made by Trustee John Busch, and seconded by Trustee Cherry Daniel, to approve Candidates A, B, C, D, and E as Commencement Speakers/honorary degree recipients during the December 2018 Commencement Ceremony. All in favor.

Housekeeping Items:

Next, Elizabeth Kassebaum briefed the Board on a number of housekeeping items:

- Remaining 2018 Board of Trustees Meeting Dates:
 - Thursday, October 18, and Friday, October 19

- 2019 Board of Trustees Meeting Dates:
 - Thursday, January 24, and Friday, January 25
 - Thursday, April 18, and Friday, April 19
 - Monday, June 3, and Tuesday, June 4
 - Thursday, August 8, and Friday, August 9
 - Thursday, October 17, and Friday, October 18

- Executive Committee Meeting Dates:
 - Wednesday, October 3, 2018, 10:00 – 11:00 a.m.

- Information regarding the Board/Faculty/Students/Staff/Deans Shadowing Program for Fall 2018 will be sent to all Board members next week.

- Current and new Board members are welcome to subscribe to Inside Higher Education – it’s free – <https://www.insidehighered.com>

- Updated Board event calendars are at Board members’ places.

The motion was made by Trustee Renée Romberger, and seconded by Trustee Demetria Clemons, that the meeting be adjourned at 2:29 p.m. All in favor.