

October 12, 2017, 1:00 p.m. (BC)

(Approved at October 20, 2017 Board of Trustees Meeting)

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

Board of Trustees Meeting
Randolph Hall Boardroom¹
August 11, 2017
9:00 a.m.

Presiding:
David M. Hay, Chair

Board Members Present: Trustees Donald H. Belk, John H. Busch, Demetria Noisette Clemons, L. Cherry Daniel, Frank M. Gadsden, Henrietta Golding, Randy R. Lowell, Annaliza Moorhead, Gregory D. Padgett, Renee B. Romberger, Penny S. Rosner, Jeffrey M. Schilz, Brian Stern, Joseph F. Thompson, Jr., Craig C. Thornton, Ricci Land Welch, and John B. Wood, Jr.

Board Members Absent: Trustees Toya Pound and Todd Warrick

Others Present: President Glenn McConnell, Ruth “Rudy” Alisaukas (Chair, Staff Advisory Committee to the President), Mike Auerbach (Dean, School of Sciences and Mathematics), Mark Berry (Executive Director, Division of Marketing and Communications), Alicia Caudill (Executive VP, Student Affairs), Betty Craig (Executive Assistant to the Board of Trustees), Kendall Deas (Director of Diversity Education, Training, and Grant Initiatives, Office of Institutional Diversity), Trisha Folds-Bennett (Dean, Honors College), Jimmie Foster (Assistant VP, Admissions and Financial Aid), Godfrey Gibbison (Dean, School of Professional Studies), Jerry Hale (Dean, School of Humanities and Social Sciences), Debbie Hammond (Senior Executive Administrator for the President), Fleetwood Hassell (Foundation Board), Shirley Hinson (Director of Government Relations), Timothy Johnson (Interim Dean, School of Languages, Cultures and World Affairs), Sam Jones (VP, Fiscal Services), Elizabeth Jurisich (Speaker of the Faculty/Professor, Mathematics Department), Elizabeth Kassebaum (Executive Secretary to the Board of Trustees/VP, College Projects), Carly Kerr (Graduate Assistant), Cathy Mahon (Associate VP, Development), Erica McDaniel (Assistant General Counsel), Brian McGee (Executive VP for Academic Affairs/Provost), Valerie Morris (Dean, School of the Arts), Angela Mulholland (General Counsel), Steve Osborne (Senior Advisor to the President), Paul Patrick (Executive VP, Business Affairs), Ann Pryor (Vice President, Alumni Affairs), Jonathan Ray (Director of Institutional Events and Chef Concierge), Robert Reese (Chief of Police), Michael Renault (President-Elect, Alumni Association), Matt Roberts (Director of Athletics), Mike Robertson (Senior Director of Media Relations), Monica Scott (VP for Facilities Planning), Alan Shao (Dean, School of Business), Mark Staples (Chief Information Officer/Senior VP), Jo Ann Throckmorton (Administrative Assistant to the President), Chris Tobin (Interim Executive VP for Institutional Advancement), 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), Ben Powers (Telecommunication Coordinator), Roy Snipe (Audio Visual Events Coordinator), and Reese Moore (Photographer). Special guests: Professor Sebastian van Delden (Chair/Professor, Computer Science Department/Director of COMPASS Program); and Computer Science graduates: Casey Brenard, Brett Johnson, and Carson Smith.

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

First, Chair Hay recognized employees who are new to campus or have new positions:

- Chad Holbrook, Head Baseball Coach
- Kevin Nichols, Assistant Baseball Coach
- Jim Toman, Assistant Baseball Coach
- Erica McDaniel, Assistant General Counsel
- Bridgett McLernon Sikes, Director of Student Health Services

Next, Chair Hay recognized members of the Commencement Committee (*identified by lanyards and Commencement Committee nametags*) and thanked them for the excellent job they (and their respective staff and faculty members) did regarding the set-up and execution of this year's May Commencement Ceremonies. It was truly a historic year for the three Commencement Ceremonies – all of which were a huge success.

[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 9:00 a.m. by Chair Hay noting that the meeting notice had been posted and the press notified as required by the Freedom of Information Act.

First, Chair Hay welcomed everyone attending the meeting, especially David Watson, Trustee Emeritus.

In addition, he welcomed other special guests:

- Rudy Alisauskas, newly-elected Chair of the Staff Advisory Committee to the President;
- Kendall Deas, Faculty Fellow for the Honors College and Director of Diversity Education, Training, and Grant Initiatives for the College's Office of Institutional Diversity;
- Elizabeth Jurisich, Speaker of the Faculty/Professor, Department of Mathematics (replaced Todd McNeerney);
- Michael Renault, President-Elect of the Alumni Association; and
- Fleetwood Hassell, Foundation Board Member.

APPROVAL OF MINUTES:

It was moved by Trustee Don Belk, and seconded by Trustee John Busch, that the minutes of the June 5-6, 2017 Board Meeting/Retreat be approved as presented. The Chair called for the yeas and nays, and the Minutes were approved by voice vote.

PRESIDENT'S REPORT:

President McConnell spoke on the following topics:

- "Most Beautiful Campus" designation by *Travel and Leisure* magazine
- "Vision 250: Mind, Body, and Spirit" Year One accomplishments
- Expanded Senior Leadership Team meets regularly – Mark Berry, Divya Bhati, Alicia Caudill, Jimmie Foster, Debbie Hammond, Rénard Harris, Brian McGee, Angela Mulholland, Steve Osborne, Paul Patrick, Matt Roberts, Mark Staples, and Chris Tobin

- Creation of Administrative Council (does not replace the Senior Leadership Team) – made up of key university leaders; serves in an advisory capacity to the President’s Office; meets monthly.
- Permanent Diversity Officer – Dr. Rénard Harris, Associate Vice President and Chief Diversity Officer
- “Crossing the Cistern” Program Update
- New Admissions Recruitment Initiatives
- Collegiate Recovery Program celebrated its one-year anniversary
- Career Services Programs Update
- Alicia Caudill has realigned areas in the Student Affairs Division
- Philanthropic Efforts Update – he will announce a major philanthropic effort this fall

COMPASS PROGRAM PRESENTATION:

Professor Sebastian van Delden, Chair of the Computer Science Department, provided a Power Point Presentation regarding the COMPASS (Computing Professionals and Student Scholars) Program. Established in Fall 2015, the program connects our students to industry through internships.

Professor van Delden was joined by two recent graduates from the Computer Science Program and one of our COMPASS partners who spoke regarding their College of Charleston experience.

- Students from the Computer Science Program
 - Casey Brenard from Columbia – landed a job with SPAWAR. His capstone project was for netGALAXY Studios.
 - Carson Smith from Rembert, SC – landed a job with Booz Allen Hamilton, another COMPASS partner. His capstone project was for MUSC.
- COMPASS partner – Brett Johnson, Manager of Engineering and Operations representing Bosch

COMMITTEE REPORTS:

EXECUTIVE COMMITTEE:

Committee members present: Trustee David Hay (Chair)

Committee members participating by conference call: Trustees Demetria Clemons, Frank Gadsden (Vice Chair), Renee Romberger (Secretary), and Jeff Schilz

Other Board members present: Trustee Don Belk

Other Board members participating by conference call: Trustees Cherry Daniel, Henrietta Golding, Randy Lowell, Annaliza Moorhead, Greg Padgett, Brian Stern, and John Wood

Other Board members absent: Trustees John Busch, Toya Pound, Penny Rosner, Joe Thompson, Craig Thornton, Todd Warrick, and Ricci Welch

Others present: President Glenn McConnell, Mark Berry (Executive Director, Division of Marketing and Communications), Alicia Caudill (Executive VP, Student Affairs), Betty Craig (Executive Assistant to the Board of Trustees), John Curtis (IT Support), Sarah Franciscus (President, Staff Advisory Committee to the President/Director, Fraternity and Sorority Life), Debbie Hammond (Senior Executive Administrator for the President), Rénard Harris (Chief Diversity Officer), Elizabeth Kassebaum (Executive Secretary to the Board and VP for College Projects), Brian McGee (Provost/Executive VP, Academic Affairs), Angela Mulholland (General Counsel), Steve Osborne (Senior Advisor to the President), Paul Patrick (Executive VP, Business Affairs), Jonathan Ray (Director of Institutional Events)

and Chef Concierge), Matt Roberts (Director of Athletics), Mike Robertson (Senior Director, Media Relations), Mark Staples (Chief Information Officer), and Chris Tobin (VP, Development)

Chair Hay presented the following committee report:

The Executive Committee met on Tuesday, July 25, 2017, and approved the minutes of the April 4, 2017 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), Don Belk, Demetria Clemons, Cherry Daniel, Renee Romberger, Penny Rosner, and Jeff Schilz

Committee members absent: Trustee Toya Pound

Other Board members present: Trustees David Hay (Chair), John Busch, Frank Gadsden, Henrietta Golding, Greg Padgett, Joe Thompson, and Ricci Welch

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

Others present: President Glenn McConnell, Rudy Alisaukas (Chair, Staff Advisory Committee to the President), Mike Auerbach (Dean, School of Sciences and Mathematics), Alicia Caudill (Executive VP for Student Affairs), Deanna Caveny-Noecker (Associate Provost for Faculty Affairs), Lynn Cherry (Associate Provost for Curriculum and Institutional Resources), John Curtis (IT Support), Kendall Deas (Grants and Research Coordinator, Office of Institutional Diversity), Trisha Folds-Bennett (Dean, Honors College), Lynne Ford (Associate VP, Academic Experience), Jimmie Foster (Assistant VP, Admissions and Financial Aid), Chad Galuska (Co-Chair, Faculty Curriculum Committee), Godfrey Gibbison (Dean, School of Professional Studies), Jerry Hale (Dean, School of Humanities and Social Sciences), Debbie Hammond (Senior Executive Administrator for the President), Zach Hartje (Director of Teaching, Learning, and Technology), Clara Hodges (Administrative Assistant to the Provost), Tim Johnson (Interim Dean, School of Languages, Cultures and World Affairs), Liz Jurisich (Speaker of the Faculty/Professor, Mathematics Department), Elizabeth Kassebaum (Executive Secretary to the Board of Trustees/VP for College Projects), Melinda Miley (Assistant VP, New Student Programs), Valerie Morris (Dean, School of the Arts), Angela Mulholland (General Counsel), Robert Pitts (Chair, Academic Planning Committee/Professor, Management and Marketing Department), 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/Senior VP), Chris Tobin (Interim Executive VP, Institutional Advancement), 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 from Provost McGee's Report to the Committee:

- Enrollment, Financial Aid, and Retention Report
- Charleston Bridge Program Update
- Construction Programs/Fall 2017 Fall Semester
- Faculty Workload and Program Cost Progress Report
- ad hoc Report on Organization of the Graduate School
- Distance Education Update

- College of Charleston Grading System Discussion
- Curriculum and Program Development
- *Faculty/Administration Manual Changes*

Chair Lowell informed the Board that Academic Affairs will continue to provide Board of Trustees Dashboards (available in Board Effect).

Speaker of the Faculty:

Liz Jurisich, newly-elected Speaker of the Faculty, was introduced to the Board of Trustees. Chair Hay noted that the Board looks forward to working with her in the new academic year.

Staff Advisory Committee to the President:

Ruth “Rudy” Alisauskas, newly-elected Chair of the Staff Advisory Committee to the President, spoke briefly regarding recent activities, i.e., successful Staff Awards Luncheon on June 14. There were 50 award nominees, 9 winners, 3 categories.

ALUMNI RELATIONS COMMITTEE:

Committee members present: Trustees Ricci Welch (chair), Demetria Clemons, and Greg Padgett

Committee members absent: Trustees Toya Pound and Todd Warrick

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

Others present: Cathy Mahon (VP, Development), Michael Renault (President-elect, Alumni Association), and Chris Tobin (Interim Executive VP, Institutional Advancement)

Trustee Ricci Welch presented the following committee report:

Spring Alumni Weekend 2017:

Spring Alumni Weekend was successful with more than 4,000 alumni and guests attending the events. Net proceeds of \$83,000 were realized from the weekend’s events to benefit scholarships and programs for the College.

Milestones in Diversity Web Pages:

Profiles of 12 distinguished alumni, including Trustee Demetria Clemons, who have contributed to creating an inclusive community at the College are now featured on the Alumni website. Fifteen additional profiles are being written and will be posted to the website in the next few months.

Alumni Welcome Center at Towell Library:

Alumni Affairs staff will move to the Towell Library in the fall, and it will become the new Alumni Welcome Center. The grand opening of the Center will be held during Fall Alumni Weekend. The Center will provide alumni with a place to check in on campus, to sign up for a campus tour, to learn about the history of the College, and to re-engage with their alma mater.

Fall Alumni Weekend 2017:

Fall Alumni Weekend will be held November 17-19. On Friday evening, receptions will be held across campus and a “Grand Opening” open house will launch the new Alumni Welcome Center in Towell Library.

On Saturday, the Lowcountry Chapter will host an oyster roast in Cistern Yard to kick off the holiday season.

On Saturday evening, the annual Alumni Awards Gala will be held at the Charleston Marriott. Award recipients this year include:

Dr. Deborah Deas '78 – Pre-Medical Society's Outstanding Service Award in Medicine
Bobby Creech '86 – Howard F. Rudd, Jr. Business Person of the Year
Donald Schneider '12 – Young Alumnus Award
Quentin Baxter '98 – Alumnus of the Year
Stephanie Wheeler '03 – Distinguished Alumni Award
Emily Molony Swanson '89 and Steve Swanson '89 – Alumni Award of Honor

Admissions:

Alumni Affairs continues to work closely with Admissions to increase enrollment. Nearly 1,000 legacy high school students have been identified. Postcards were sent to their parents, encouraging them to bring the students for a campus tour. This fall, each out-of-state alumna and alumnus will be asked to recruit two qualified, out-of-state students to submit an application for admission.

250th Anniversary:

Planning is underway for the College's 250th Anniversary in 2020. The theme will be President McConnell's "Vision 250: Mind, Body, Spirit," honoring our history and tradition, and focusing on the next 250 years.

Student Alumni Associates:

Student Alumni Associates continue to be among the strongest leadership groups on campus and will serve as ambassadors at the new Alumni Welcome Center.

2017-18 Alumni Association Scholarships:

Fifty-two students will receive support from the Alumni Association this academic year. Ten scholarships have been added in the past four years. New scholarships are added each year, and the Alumni Association hopes to finish endowing all of them in the next year. The newest scholarship was named for Karen Jones '74.

Alumni Engagement and Institutional Advancement:

Chris Tobin shared his vision of Institutional Advancement and how alumni engagement will be a key priority for the Institutional Advancement team in the coming year.

ATHLETICS COMMITTEE:

Committee members present: Trustees Jeff Schilz (chair), John Busch, Frank Gadsden, Randy Lowell, Renee Romberger, Craig Thornton, and Ricci Welch

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

Others present: Jerry Baker (Executive Director, Cougar Club), Vince Benigni (Faculty Athletics Representative), Mark Berry (Executive Director, Division of Marketing and Communications), Alicia Caudill (Executive VP, Student Affairs), David Crowley (President, Cougar Club), Jimmie Foster (Assistant VP, Admissions and Financial Aid), Otto German (Assistant Athletics Director for Compliance), Debbie Hammond (Senior Executive Administrator for the President), Weston Ijames

(Assistant Director of Athletics), Laura Lageman (Associate Director of Athletics), Steve Osborne (Senior Advisor to the President), Matt Roberts (Director of Athletics), Chris Tobin (Interim Executive VP, Institutional Advancement), and Jamaal Walton (Associate Director of Athletics)

Trustee Jeff Schilz presented the following committee report:

Student-Athletes:

Matt Roberts introduced senior women's soccer player, Mary Kate Bowers, and junior volleyball player, Devon Rachel. Both student-athletes spoke regarding what attracted them to the College of Charleston.

New Employees:

Matt Roberts introduced Chad Holbrook, the new head baseball coach. Coach Holbrook spoke regarding his vision for the baseball program and introduced the assistant coaches:

- (1) Kevin Nichols (offense and hitting)
- (2) Jim Toman (recruiting)
- (3) Will Dorton (CofC alum – pitching)

Director of Athletics' Report:

Matt Roberts shared a Power Point presentation on the "Strategic Plan for College of Charleston Athletics" with the Committee. He shared the following highlights of the Strategic Plan with the Board of Trustees:

- **Mission Statement:** In alignment with the educational mission of the College, we inspire and empower our student-athletes and staff to realize their intellectual, athletic, and personal potential. Embracing a culture of respect, integrity, and inclusion, we serve as ambassadors for the College and a source of pride for our alumni and the Charleston community. Through student-athlete focused programming, we compete for championships and graduate leaders.
- **Vision:** Through the pursuit of our mission, the College of Charleston Department of Athletics shares a unified vision of (1) Empowering Growth, (2) Shaping Champions, and (3) Fulfilling Dreams.
- **Core Values**
 - Integrity – We do the right thing.
 - Teamwork – We achieve together.
 - Service – We are here for others.
 - Enthusiasm – We pursue with passion.
 - Respect – We honor traditions and embrace differences.
 - Competitive Excellence – We strive for greatness.
- **Goals**
 - Academic Excellence – We will achieve academic success by recruiting, retaining and graduating future leaders.
 - Community Engagement – We will strengthen our impact on the Charleston community by creating lasting memories and developing enduring relationships.
 - Competitive Success – We will provide the resources necessary for student-athletes, coaches and staff to pursue and win conference and national championships.

- Program Integrity – We will emphasize a culture of integrity in NCAA compliance, diversity and inclusion, and adherence to The College’s policies and procedures. [*Handout: “Department of Athletics’ Compliance Policy Development and Operations Improvement Implementation Plan, July 27, 2017*] – Trustee Jeff Schilz noted that the Board of Trustees discussed this issue and recognizes that President McConnell and Matt Roberts met with the NCAA compliance staff.

AUDIT AND GOVERNANCE COMMITTEE:

Committee members present: Trustees Henrietta Golding (Chair), Don Belk, Greg Padgett, and Joe Thompson

Committee members absent: Trustees Todd Warrick and John Wood

Others present: President Glenn McConnell, Elizabeth Kassebaum (Executive Secretary to the Board of Trustees/VP for College Projects), David Katz (Treasurer), Gail Long (Internal Auditor), Paul Patrick (Executive VP, Business Affairs), and Steve Osborne (Senior Advisor to the President)

Trustee Henrietta Golding presented the following committee report:

Gail Long reviewed the following audit reports:

- Purchasing Cards, First Quarter 2017
- Central Stores Physical Inventory
- Petty Cash

Gail Long reviewed the 2017 Audit Plan with the Committee.

David Katz provided an overview of the Payment Card Industry Data Security Standards and the College’s compliance with these standards.

BUDGET AND FINANCE COMMITTEE:

Committee members present: Trustees Frank Gadsden (chair), Henrietta Golding, Annaliza Moorhead, Greg Padgett, Renee Romberger, Brian Stern, Joe Thompson, and Ricci Welch

Other Board members present: Trustees David Hay, Don Belk, John Busch, and Demetria Clemons

Others present: President Glenn McConnell, Ruth “Rudy” Alisaukas (Chair, Staff Advisory Committee to the President), Alicia Caudill (Executive VP, Student Affairs), Deanna Caveny-Noecker (Associate Provost for Faculty Affairs), Lynn Cherry (Associate Provost, Curriculum & Institutional Resources), Trisha Folds-Bennett (Dean, Honors College), Jimmie Foster (Assistant VP, Admissions and Financial Aid), Godfrey Gibbison (Dean, School of Professional Studies), Debbie Hammond (Senior Executive Administrator for the President), Zach Hartje (Director of Teaching, Learning & Technology), Shirley Hinson (Director of Government Relations), Timothy Johnson (Interim Dean, School of Languages, Cultures, and World Affairs), Sam Jones (VP for Fiscal Services), Elizabeth Jurisich (Faculty Speaker-Elect/Professor, Department of Mathematics), Elizabeth Kassebaum (Executive Secretary to the Board of Trustees/VP for College Projects), Aron Kuch (Associate Director, Research & Data Analyst, Admissions Office), Brian McGee (Provost/Executive VP, Academic Affairs), Valerie Morris (Dean, School of the Arts), Angela Mulholland (General Counsel), Amy Orr (Business Director for Housing), Steve Osborne (Senior Advisor to the President), Paul Patrick (Executive VP, Business Affairs), Matt Roberts (Director of Athletics), Mark Staples (Chief Information Officer), and William Veal (Chair, Senate Budget Committee)

Trustee Frank Gadsden presented the following committee report:

Paul Patrick updated the Committee on several capital projects which will be covered in the Facilities Committee report.

Paul engaged the Committee in a discussion of the role that each of the Board Committees might play in the budget process. The current schedule of Budget Workshop, Budget and Finance Committee meeting, and full Board approval of the budget was reviewed, and Paul proposed perhaps restructuring the Budget Workshop to be more of a real workshop and involve input from the various committees as it relates to their respective institutional divisions. There was discussion regarding the degree of involvement of Board members (micro vs. macro) in the budget. The general consensus is that more information leads to a better process. A takeaway from the discussion was a request for staff to prepare a comprehensive budget timeline (schedule), including both the College's internal process as well as the state budget process.

Jimmie Foster updated the Committee on the current enrollment statistics for the upcoming Fall 2017 semester. The current projection of enrollment for incoming freshmen slightly exceeds the numbers used in the budget for both in-state and out-of-state students. Students of color make up just over 20% of the projected incoming class, and the male / female mix is 34% / 66%. The Charleston Bridge Program has 214 students enrolled, transfer students are on target with projections used in the budget, and iCharleston has a total of 63 students. Jimmie reported that there are several process changes in the works, including (1) early decision, (2) reworking the scholarship/financial aid model, (3) matching scholarship offers at the same time as admissions decisions. Applications are open earlier this year than in previous years and there seems to be greater interest. The challenge is to turn that interest into actual enrollments.

Paul reviewed with the Committee the anticipated uses of the \$1M strategic enrollment initiative funds. Several key positions are currently in recruitment and several other action items are in progress.

The final version of the state budget included an additional \$418,218 in recurring appropriations for the College. The recognition of that revenue will be included in the first quarter adjustments which will be brought to the Board in October. Trustee Golding recommended that since the Deans were asked to take reductions in the original budget, the administration work with the Deans to solicit input on how that funding might be used.

Paul noted that the BEA did not meet in July so there was no report. He noted that FY17 state revenue was \$30M short, however, the thirteenth month accounting period had not been closed so it was likely that some of that deficit could be reduced. The College does not have any funding tied to state year-end funds and so has nothing at risk.

Paul reported that the College is working to finalize the fiscal year-end for 2017 and reported that we should be able to add to the College's Renovation Reserve as well as increase our carry-forward which is part of the Institutional Reserve.

DEVELOPMENT COMMITTEE:

Committee members present: Trustees Renee Romberger '81 (chair), Frank Gadsden '80, Randy Lowell '95, Greg Padgett '79, Craig Thornton '02, and John Wood '83

Committee members absent: Trustee Henrietta Golding '74

Other Board members present: Trustee David Hay '81 (Chair) and Jeff Schilz '00

Volunteer Board Liaisons present: Jerry Baker '74 (Executive Director, Cougar Club), Fleetwood Hassell (Foundation Board), and Michael Renault '95 (President-Elect, Alumni Association)

Others present: President Glenn McConnell '69, Cathy Mahon '80 (Interim VP of Development), Brian McGee (Provost/Executive VP, Academic Affairs), Debbie McQueeney (Administrative Assistant, Development), Valerie Morris (Dean, School of the Arts), Ann Pryor '83 (VP, Alumni Affairs), Matt Roberts (Director of Athletics), and Chris Tobin (Interim Executive VP, Institutional Advancement)

Trustee Renee Romberger presented the following committee report:

Development Update/Fundraising Results

Cathy Mahon reported on the College's fundraising results from FY 2017. Approximately \$13.5 million has been raised in new philanthropic commitments towards the FY goal of \$12-\$14 million. More than 3,800 alumni (27% of the total donors to the College during this time) contributed approximately \$3.6 million of the \$13.5 million total. This is the second year in a row that alumni have led in both new gifts and new donors to the College.

Institutional Advancement – Looking Forward

Chris Tobin led the Committee through a review of the mission, values, goals, and future plans of the Institutional Advancement Division. He showed how the IA Division is designed and emphasized the importance the IA Team has placed on shared objectives and integration of the roles of fundraising alumni engagement, communications, and donor stewardship to build upon the performance achieved over the past several years. Also, he identified key campus partners that are necessary to work together for the College's benefit, especially as plans are being organized for the 250th anniversary celebration in 2020.

Chair Romberger noted that the IA Division will focus on ways to increase unrestricted giving. Their dashboard is available in Board Effect. Also, she reported that there was 100% giving from the Board of Trustees. This is important because it sets a standard for philanthropy.

In closing, Chair Romberger expressed her congratulations to Chris Tobin and the IA team. Chris has elevated donor stewardship to be one of the Division's top priorities.

FACILITIES COMMITTEE:

Committee members present: Trustees John Wood (chair), Henrietta Golding, Randy Lowell, Annaliza Moorhead, Brian Stern, and Joe Thompson

Committee members absent: Trustee Brian Stern

Other Board members present: Trustee David Hay (Chair)

Staff Liaison present: Monica Scott (VP for Facilities Planning)

Others present: President Glenn McConnell, Mike Auerbach (Dean, School of Sciences & Mathematics), Lynn Cherry (Associate Provost, Curriculum and Institutional Resources), Aaryne Elias (Campus Planning Manager), Trisha Folds-Bennett (Dean, Honors College), Sam Jones (VP, Fiscal

Services), Brian McGee (Provost/Executive VP, Academic Affairs), Valerie Morris (Dean, School of the Arts), Angela Mulholland (General Counsel), Amy Orr (Business Director for Housing Administration), Steve Osborne (Senior Advisor to the President), Paul Patrick (Executive VP, Business Affairs), and Jennifer Stevens (Administrative Coordinator, Business Affairs)

Trustee John Wood presented the following committee report:

Current Capital Projects Update:

Monica Scott provided a brief update regarding current capital projects:

- Simons Center for the Arts – The pre-construction contract for Construction Manager at Risk process is being signed. Phase two will be submitted for Board of Trustees and state approval in Summer 2018.
- 176 Lockwood Drive – Occupant move-in was completed August 1. The project finished on time and approximately \$300,000 under budget.
- 14 Greenway – The Lesesne House will be occupied by the Office of Sustainability. Occupants are scheduled to move in August 25, 2017.
- 133 Calhoun Street (Physical Plant) – The pre-construction contract is under review by the Office of Legal Affairs.
- Avery Research Center Upgrades – The College is seeking state approval to increase the project budget by \$715,000. The low bid on the construction contract was \$400,000 over estimate. Roof and windows will be replaced, envelope repaired, and mechanical systems repaired/replaced.
- McConnell Hall HVAC Systems Replacement – This is a three-phase project. The first phase is complete. The second phase includes putting equipment on the roof. Construction for phase two is estimated to be completed over the winter break 2017. Phase three is estimated to take place over summer 2017 and will include piping work and interior upgrades.
- McAlister Hall – The project includes HVAC and some interior/exterior painting and cosmetic work. Project will be underway in summer 2018.

New Business

- Amy Orr provided an update on student housing maintenance and refresh work currently being conducted.

GOVERNMENTAL AFFAIRS AND EXTERNAL RELATIONS COMMITTEE:

Committee members present: Trustees Joe Thompson (Chair), Don Belk, John Busch, Cherry Daniel, and Brian Stern

Committee members absent: Trustee Jeff Schilz

Staff Liaison present: Shirley Hinson (Director of Government Relations)

Others present: Paul Patrick (Executive VP, Business Affairs)

Trustee Joe Thompson presented the following committee report:

Budget Update:

Paul Patrick reported that the state budget approved approximately \$400,000 unrestricted funding. There has been no recent action from the BEA.

The College also received technology funding of approximately \$600,000 and 1% of the 2% required by the General Assembly of state agencies for the retirement fund.

Legislative Update by Shirley Hinson:

- Bill S.213 introduced by Senator Peeler codifies the current procedure used by the Joint Screening Committee and renames it the College and University Trustee Screening Commission. No procedures for the Trustees will change with the new legislation.
- Proviso 11.23 (H.3720 Veto) – Auxiliary Project Approval – Proviso removes CHE from its role in the permanent improvement project process.
- Proviso 117.150 (H.3720 Veto) – Governance Summit – Directs Board Chairs to participate in a summit to facilitate an exchange of ideas regarding best practices for the future of higher education governance.
- Teaching Fellows – President McConnell is working on legislation that will amend the current law regarding appropriations to students receiving the Teaching Fellows Scholarship to include students attending technical colleges. This should grow enrollment for future teachers.
- Proviso 1.92 – Committee on Educator Retention and Recruitment – Superintendent of Education shall initiate convening a study committee to address the issue of educator recruitment and retention. A meeting regarding this issue has not been scheduled.
- August 15, 2017 Senate Education Committee – Tuition and Scholarship Committee Chairman Senator Harvey Peeler – Members: Greg Hembree, Tom Young, Darrell Jackson and Vincent Sheheen.

Dr. Harris Pastides, President of the University of South Carolina, will present information on out-of-state tuition abatements. Senator Peeler has asked all four-year colleges to provide copies of any abatement policies the Board has adopted for out-of-state students.

Trustee Cherry Daniel asked Trustee Jeff Schilz to provide information regarding the abatement issue. Trustee Schilz responded that all schools give some abatement (discount) balance between the out-of-state and in-state amount and reiterated that next Tuesday, Senator Peeler and the ad hoc committee will look at this issue.

Charleston Chamber Intern Portal (Career Center):

The Charleston Chamber launched the portal earlier this year and the College of Charleston is linked to the Chamber website, along with other colleges. Companies can add internships at the location and the Chamber also has an intern who is calling companies to collect and post more internships to help build the site.

External Relations Update:

Mark Berry provided the Marketing and Communications update:

- Ron Menchaca, with the help of Mike Robertson, is coordinating the solar eclipse activities on campus scheduled for August 21.
- *Travel and Leisure* magazine has designated the College of Charleston as the most beautiful campus in America.
- The Division of Marketing and Communications, with the help of Monica Scott and Paul Patrick, is working with the City of Charleston on a comprehensive signage package to raise the College's visibility in downtown Charleston and to establish wayfinding options around campus.

[Break at 10:37 a.m.]

[Meeting reconvened at 10:54 a.m.]

INFORMATION TECHNOLOGY COMMITTEE:

Committee members present: Trustees John Busch (Chair), Cherry Daniel, Frank Gadsden, Penny Rosner, and Craig Thornton

Staff Liaison present: Mark Staples (Chief Information Officer) and Zach Hartje (Director of Teaching, Learning and Technology), and Jamey Rudisell (Chief Information Security Officer)

Others present: Bissell Anderson (Director, Infrastructure Services), Andrew Bergstrom (Director, Architecture and Integration), Deana Caveny-Noecker (Associate Provost, Faculty Affairs), Godfrey Gibbison (Dean, School of Professional Studies), Sylvia Burwell (Director, Enterprise Information Management), Philip Paradise (Director, IT Support Services), and Portia Prioleau (Director, Finance and Planning)

Trustee John Busch presented the following committee report:

Mark and his directors provided an overview of the IT reorganization. Among the many changes, with no new FTE:

1. Redirected 2-open positions to Teaching Learning and Technologies to ensure that the College can provide more support for faculty development.
2. Created a new department of Architecture & Integration with the goal of ensuring that our systems and data are appropriately integrated to support automation and improved reporting and outcomes.
3. Established a new Project Management Office in order to better manage projects to ensure timely results, transparency, and accountability.
4. Established an IT Communications position, to be responsible for understanding the effects of technology changes on all stakeholders and groups and designing communication strategy, plans and materials to address these changes.

Discussion Items:

Key Initiatives for the next 6-months:

To support the IT Strategic Plan and its mission of “Transforming the College into a digital workplace leading to a digitally literate campus,” IT has started more than 40 projects that includes:

1. Support for both undergraduate and graduate admissions
2. Support for a future Center for Innovation that includes
 - a. Institutional support for high performance computing
 - b. Institutional support for GIS computing
 - c. Establishment of a digital humanities
3. Support for improved collaboration
4. Forms and workflow that includes digital signatures
5. Replacement of the analog PBX phone system with VoIP phones
6. Establishing a comprehensive plan to support and manage a campus wide computer refresh program
7. Establishing a comprehensive plan to improve classroom technologies
8. Establish three taskforces (student, faculty, staff) to define Digital Literacy and establish a plan to programmatically improve digital literacy across these demographics.

9. Systematically replace and upgrade our aging wireless infrastructure
10. Replaced over 1,100 computers in classrooms, teaching labs, and student areas.

A full listing of the projects is on BoardEffect.

There was a report from the Chief Information Officer:

1. As reported in the Audit Committee – the College signed its PCI compliance attestation this past May.
2. The CISO is working with HR on establishing a Security Awareness training program for all of our faculty, staff, and part-time workers.

STUDENT AFFAIRS COMMITTEE:

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

Committee members absent: Trustees Toya Pound and Todd Warrick

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

Others present: Ruth “Rudy” Alisaukas (Chair, Staff Advisory Committee to the President), Jim Allison (Executive Director, Career Center), Jeri Cabot (Dean of Students and Associate VP for Student Affairs), Jill Caldwell (Interim Director, Student Life), Lynn Cherry (Associate Provost, Curriculum and Institutional Resources), Chris Ciarcia (Associate Director, Civic Engagement), Kendall Deas (Director, Diversity Education and Training), Michael Duncan (Assistant VP for Student Affairs), Meredith Gerber (Associate Director, Career Education), Debbie Hammond (Senior Executive Administrator for the President), Susan Hartman (Executive Assistant to the Executive VP for Student Affairs), Annie Simpson (Chair, Student Government Association Summer Council), and Mark Staples (Chief Information Officer/Senior VP, Information Technology)

Trustee Demetria Clemons presented the following committee report:

Student Spotlight:

Annie Simpson, Chair, Student Government Association Summer Council, shared her student experience as a senior and Business Administration major with an emphasis in Student Leadership.

Weeks of Welcome:

Diane Cumbie and Chris Ciarcia, Weeks of Welcome Task Force Chairs, shared a plan to expand offerings for student involvement at the beginning of the fall and spring semesters. Programmers and student committee members organized the first six weeks of the fall semester to promote programs and events for increasing student engagement and building campus community, with a large event (this year, the Solar Eclipse).

Division Onboarding/Orientation for New Employees:

Meredith Gerber, Task Force Chair, shared the new division initiative for welcoming and onboarding new employees beyond the Human Resources Orientation. Student Affairs Onboarding is designed to help new division staff transition to the City, the College, the Division and their position from the initial acceptance to the first day, with follow-up intervals at 30-60-90 days throughout the first year.

Alicia Caudill's Report:

- Division Organizational Structure Changes – At the Informal Luncheon with the Board of Trustees earlier that day, Alicia presented the August 1 division's reorganization.
- Student Activity Fee Budget Allocation Overview
- Student Activity Fee Funded Speaker Selection Process – a new event process designed to improve communications, expectations and timely planning is in place this year.
- Update on Student Food Insecurity Task Force Efforts – Alicia shared an outgrowth of the Riley Center's project on student food and housing insecurity and an initial interest by the Alumni Association and Student Alumni Associates for promoting donations of money and student meal swipes to support those in need. Through task force efforts, a temporary residence hall housing arrangement for up to ten days has been added as a resource and an application process for food and/or temporary housing support will go online prior to the beginning of the semester.
- Residence Hall Move-In – Melantha Ardrey, Director of Residence Life, provided an overview of the plans for moving 3,434 students into the residence halls.

NEW BUSINESS:

Board Bylaws Amendment – Bylaws Sections D (8) – Officers of the Board; and E (2) Quorum/Voting: Chair Hay called the Board's attention to the Proposed Bylaws Amendment regarding Officer Elections that was discussed at the June 6 Retreat. Due to the inconsistency in our current Board of Trustees' Bylaws, Section D (8) Officers of the Board; and Section E (2) Quorum/Voting, regarding roll call votes, Chair Golding recommended deleting “except for the election of Board officers for which a call of the roll is required” in Section E (2).

Doing so would ensure that the Board complies with all South Carolina statutes. Also, it would allow the continuation of our Board's traditional process for the election of officers with written ballots, while ensuring that if a Board member requests a roll call of the written ballots, the roll call will be made by the Secretary of the Board.

Current Bylaws read as follows:

Section D (*) – Officers of the Board: “At the October meeting of the Board in even-numbered years, the Chair of the Audit and Governance Committee will present the Board Officer candidate(s) names to the Chair of the Board for the voting of Officers by the Trustees. The vote shall be by written ballot of the Trustees, a quorum being present, and the candidate(s) receiving a majority vote for an Office shall be announced by the Chair and shall be deemed elected to that office. In the event any candidate fails to obtain a majority vote, a runoff of the top two vote getters will be conducted. Newly elected Officers shall assume their respective offices at the conclusion of the meeting at which they were elected.”

Section E (2) – Quorum/Voting: “Upon request of any Board or Board committee member, a vote by the Board or committee, as applicable, shall be by call of the roll and results of such roll call shall be recorded in the minutes of the Board or committee. ~~except for the election of Board officers for which a call of the roll is required.”~~”

The motion was made by Trustee Henrietta Golding, and seconded by Trustee Ricci Welch, to approve the proposed amendment to the Board Bylaws, Sections D (8) – Officers of the Board, and E (2) – Quorum/Voting, as presented. The Chair called for the yeas and nays, and the

proposed amendment to the Bylaws was approved by voice vote. For the record, Trustee Randy Lowell abstained from voting.

Housekeeping Items:

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

- 2018 Proposed Board Meeting Dates:
 - January 25-26
 - April 19-20
 - June 4-5
 - August 9-10
 - October 18-19
- Executive Committee Meeting Date:
 - October 10, 2017, 10:00 – 11:30 a.m.
- Board Bylaws – Section G: The Standing Committees

“Each Committee shall have a Chair who shall serve for one-year term with the Chair being selected by the Board’s Chair.”

It is understood that the Board Committee Chairs will continue to serve on their respective committees until the Board Chair appoints another one.

Therefore, no amendment to Section G of the Board Bylaws is recommended.

“The President of the College shall be an ex-officio, non-voting, member of all Standing Committees except the Audit and Governance Committee.”

The President will be added to all committee meeting agendas except the Audit and Governance Committee on the Board website, Board Effect, and all future committee meeting agendas beginning with the October Board meeting.

Therefore, no amendment to Section G of the Bylaws is recommended.

- Board Bylaws Amendment – Section B (1): Trustee Terms

Current Bylaws read:

“The term of office of the at-large Trustee appointed by the Governor is effective upon certification to the Secretary of State and is coterminous with the term of the Governor who appointed the at-large Trustee, but such Trustee shall be permitted to serve after the term of the appointing Governor until a successor is appointed and qualified.”

Proposed Bylaws Amendment:

“The term of office of the at-large and/or designated Trustee(s) appointed by the Governor ...”

This proposed Bylaws Amendment will be presented for approval by the full Board at a future Board meeting.

- Board Bylaws – Section M: Emeritus Board Members

According to the Board Bylaws, Section M – Emeritus Board Members, the Audit and Governance Committee will accept Trustees Emeriti nominations at the August Board meeting in even-numbered years with voting at the October Board meeting in even-numbered years.

Therefore, not this year, but next year in 2018, at the June Board Meeting/Retreat, Elizabeth Kassebaum will remind everyone regarding the Trustees Emeriti process – nominations will be accepted at the August 2018 Board meeting with voting at the October 2018 Board meeting.

- Board/Faculty Shadowing

Elizabeth Kassebaum and Liz Jurisich (Speaker of the Faculty) will work together to ensure more Faculty Senate members are available for shadowing.

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

EXECUTIVE SESSION:

The motion was made by Trustee John Busch, and seconded by Trustee Henrietta Golding, to go into Executive Session at 11:25 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 on the peninsula; (4) Employee Records – legal matters and contract negotiations – personnel matters; (5) Contract Negotiations; and (6) Discussion of Agency Head Survey. All in favor.

Chair Hay asked the following staff members, in addition to the President, to remain and attend the Executive Session: Mark Berry, Alicia Caudill, Betty Craig, Jimmie Foster, Debbie Hammond, Elizabeth Kassebaum, Erica McDaniel, Brian McGee, Angela Mulholland, Steve Osborne, Paul Patrick, Matt Roberts, Mark Staples, and Chris Tobin.

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

[Lunch was available during Executive Session.]

At this point, Chair Hay noted that only the Board, the President, and Angela Mulholland shall remain and attend Executive Session at this time.

[At 12:44 p.m., everyone left the Boardroom except the Board of Trustees and the President.]

At this point, Chair Hay noted that only the Board shall remain and attend Executive Session at this time.

[At 1:37 p.m., President McConnell left the Boardroom.]

The motion was made by Trustee Cherry Daniel, and seconded by Trustee John Busch, to come out of Executive Session at 2:00 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.

The motion was made by Trustee Renee Romberger, and seconded by Trustee Cherry Daniel, to approve Candidate A as the December 2017 Commencement Speaker and receive an honorary degree. The Chair called for the yeas and nays, and the motion was unanimously approved by voice vote.

The motion was made by Trustee Ricci Welch, and seconded by Trustee Cherry Daniel, to approve Candidate B as the December 2017 back-up Commencement Speaker and receive an honorary degree. The Chair called for the yeas and nays, and the motion was unanimously approved by voice vote.

The motion was made by Trustee Demetria Clemons, and seconded by Trustee John Busch, to approve Candidate C for an honorary degree at the December 2017 Commencement Ceremony. The Chair called for the yeas and nays, and the motion was unanimously approved by voice vote.

The motion was made by Trustee John Busch, and seconded by Trustee Brian Stern, to approve Candidate D for an honorary degree at the December 2017 Commencement Ceremony. The Chair called for the yeas and nays, and the motion was unanimously approved by voice vote.

The motion was made by Trustee Frank Gadsden, and seconded by Trustee John Busch, to approve Candidate E for an honorary degree during the December 2017 Commencement Ceremony. The Chair called for the yeas and nays, and the motion was approved by voice vote.

The motion was made by Trustee John Busch, and seconded by Trustee Renee Romberger, that the meeting be adjourned at 2:06 p.m. All in favor.