

(Approved at April 19, 2013 Board of Trustees Meeting)
COLLEGE OF CHARLESTON BOARD OF TRUSTEES
Randolph Hall Boardroom¹
College of Charleston, Charleston, South Carolina
January 18, 2013
8:30 a.m.

Presiding:
Gregory D. Padgett, Chair

Board Members Present: Mr. Donald H. Belk, Mr. J. Philip Bell, Mrs. Demetria Noisette Clemons, Dr. L. Cherry Daniel, Mr. Frank M. Gadsden, Mr. William D. Johnson, Mrs. Marie M. Land, Mr. G. Lee Mikell, Mr. Lawrence R. Miller, Mrs. Annaliza O. Moorhead, Mr. Daniel Ravenel, and Mr. Joseph F. Thompson, Jr., and Mr. John B. Wood, Jr.

Participation by Conference Call: Mr. John H. Busch and Mr. Jeffrey M. Schilz

Board Members Absent: Mr. James F. Hightower and Dr. Toya D. Pound

Trustee Emeritus Present: Mr. David Watson

Others Present: President George Benson; Drs. Beverly Diamond (Senior Vice Provost for Academic Affairs), Bob Cape (Senior Vice President/Chief Information Officer), George Hynd (Provost and Executive VP for Academic Affairs), and Brian McGee (Chief of Staff and Senior Policy Advisor); Messrs. Mike Haskins (Executive VP for External Relations), Jack Huguley (Director of Alumni Relations), Sam Jones (Director of Budgeting and Payroll Services), Bobby Marlowe (Senior VP, Economic Development), Ron Menchaca (Director of Executive Communication), Steve Osborne (Executive VP for Business Affairs), Jonathan Ray (Director of Institutional Events and Chef Concierge), Chris Tobin (Vice President for Development), and George Watt (Executive VP for Institutional Advancement); Mses. Priscilla Burbage (Vice President, Fiscal Services), Jeri Cabot (Dean of Students/Associate Vice President), Shirley Hinson (Director of Governmental Relations), Elizabeth Kassebaum (Executive Secretary to the Board of Trustees), Sharon Kingman (President, Foundation Board), Gail Long (Internal Auditor), and Monica Scott (VP for Facilities Planning).

Also attending were Dr. Lynn Cherry (Speaker of the Faculty); Mses. Penny Brunner (Associate VP, Institutional Effectiveness and Planning), Alison Hynd, Anne McNeal (Director, Student Retention), Gibbon Miler (Assistant Director, Economic Development), Marcia White (Chair, Staff Advisory Committee to the President), and Dawn Willan (Controller), Mr. Greg Fisher (Office of Information Technology), Mr. Mike Robertson (Senior Director, Media Relations), and Ms. Erica Arbetter (President, Student Government Association).

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.

The regular meeting of the College of Charleston Board of Trustees was called to order at 8:35 a.m. by Chair Padgett noting that the meeting notice has been posted and the press notified as required by the Freedom of Information Act.

Chair Padgett began the meeting with sad news. “President Ted Stern, one of the most important people in the history of the College of Charleston, passed away in his sleep earlier this morning. As we all know, Ted Stern was a transformational figure. The College of Charleston would not exist as we know it today, but for Ted Stern.

We will, in a variety of ways, honor the achievements of this legendary figure, and I will provide more information to you as soon as it becomes available.

For now, I would like to pause for a moment of silence so that we may reflect on the meaning and significance of Ted Stern’s life.”

APPROVAL OF MINUTES:

It was moved by Trustee Joe Thompson, and seconded by Trustee Philip Bell, that the minutes of the October 19, 2012 Board Meeting be approved. The Chair called for the yeas and nays, and the Minutes were unanimously approved by voice vote.

It was moved by Trustee Larry Miller, and seconded by Trustee Frank Gadsden, that the minutes of the November 30, 2012 Special Board Meeting be approved. The Chair called for the yeas and nays, and the Minutes were unanimously approved by voice vote.

PRESIDENT’S REPORT:

[Trustee Marie Land provided the beautiful camellias on the table.]

Below is President George Benson’s Report as delivered to the Board of Trustees:

Eddie Ganaway

“As you have heard, College of Charleston alumnus Eddie Ganaway passed away Sunday. He was 68.

In 1971, Eddie became the first African American to graduate from the College.

A native of Charleston, Eddie served in the Navy for four years before coming to the College. He earned a master’s degree in history from Duke. He went on to teach history at Illinois State University and South Carolina State College before embarking on a 21-year career as an insurance adjuster.

In 2008, the College established the Eddie Ganaway Distinguished Alumni Award to recognize alumni who have become leaders in their professions and who dedicate themselves to community service and support of the College.

The viewing is today (Friday) from 2:00 to 6:00 p.m. at Suburban Funeral Home in North Charleston. The funeral is Saturday at 11 a.m. at the Sand Hill United Methodist Church in Ridgeville.

Fundraising/Campaign Update

We are ‘closing out the books’ on private giving for the 2012 calendar year, and I’m pleased to say that we continue to establish new fundraising records for the College, and, more importantly, philanthropy continues to become more ingrained in our campus culture.

While Marie Land will delve more deeply into the calendar year results during her Institutional Advancement Committee Report, I want to offer my perspective on not just the past year but the past several years.

We must not rest on these positive results, but it’s important that we stop occasionally to reflect on how far we have come. Since 2008 — while navigating through an unprecedented economic recession — we more than doubled private giving to the College. Total commitments have grown from \$7.6 million in calendar year 2008 to \$16 million in 2012.

We now have concrete results over a five-year period showing consistent and sustained growth. What’s more, we are seeing growth in virtually every giving category across the board — from scholarships to campus programs to our 13 annual giving funds.

Our donors, friends, and supporters are telling us loud and clear through their extraordinary generosity that they support the strategic of the College and that they believe in our vision for the future.

In previous reports, I highlighted transformative gifts such as those from Sam and Gina Shapiro, who pledged \$2 million in support of Jewish Student Life and Scholarships ... And alums Steve and Emily Swanson, who gave \$2.25 million to establish and endow merit scholarships in our Honors College.

Recently, CofC friends Harry and Reba Hugel committed \$500,000 to support study abroad scholarships, merit-based scholarships in the Honors College, and the Reba Kinne Hugel Award in Music in the School of the Arts.

Even more recently, we received a new commitment from past CofC parents Steve and Maureen Kerrigan of \$770,000 to create two new investment programs in the Business School and to support the Bonner Student Leader Program, the Cougar Club, and the College of Charleston Fund. Steve serves on the Foundation Board.

Led by our Development Team, our Executive Team, and our Deans, our faculty and staff are more engaged in fundraising than ever before. A great example of this is a \$193,000 grant we recently received from the Andrew Mellon Foundation. This grant will enable our Special Collections to digitize the William A. Rosenthal Judaica Collection, which includes internationally significant fine art prints, sermons, artifacts, and other historical papers.

I want to thank the following people in Addlestone Library for securing this grant: John White, Interim Dean of the Library; Marie Ferrara, Head of Special Collections; Dale Rosengarten, Curator of the Jewish Heritage Collection; Harlan Greene, Senior Archivist in

Special Collections; and Claire Fund, Director of Administrative Services.

These upward trends in all aspects of our fundraising are exactly what we expect and want to see as we prepare to launch the public phase of our comprehensive campaign in the fall.

To date, we have raised \$42 million toward our \$125 million campaign goal. I am very pleased with this progress. But we shouldn't rest, we must build on this momentum and continue to develop a strong culture of philanthropy.

As you have heard me say many times before and will hear me say again and again, these results are no accident. I have made fundraising a priority of my administration. These numbers are a direct result of our investments in the people and processes that comprise a professional fundraising operation. Fundraising is part art, part science, and we know how to do both!

Strategic Plan and Annual Action Plan

As you know, we are deep into our annual planning and budgeting cycle.

It begins with the annual review of our Strategic Plan in the fall semester, then to the development of our Annual Action Plan, then to the creation of a sources-and-uses document that takes a first pass at revenues and expenses, then that is followed by the development of a full budget proposal for consideration by the Board.

This past semester, we received feedback from faculty, staff, and other constituents on the latest revisions to our Strategic Plan. Later this month, we will provide you with the final version of that plan.

In addition, we are working on the development of the Annual Action Plan. That plan isn't ready to share with you, but we will send it to you for review in the spring.

As was the case last year, the Annual Action Plan will include spending that is required by state law, along with unavoidable inflationary spending. In addition, I expect that we will make recommendations for strategic spending in several categories, including faculty and staff salaries, operating budgets, economic development, information technology, and the implementation of the Diversity Strategic Plan.

I look forward to working with you on the critical task of creating a budget that meets the strategic needs of our students, while keeping the cost of higher education affordable.

House Higher Education Subcommittee

On Wednesday I made my annual presentation to the House Higher Education Subcommittee in Columbia to make the College's budget requests for the 2013-2014 fiscal year.

We made three requests. Each will move us toward our envisioned future and each supports "New Charleston," a concept that I described at our luncheon yesterday.

The College requested \$2 million to support the establishment of an Interactive Digital Technology Center and Incubator. This funding request would require a one-to-one match of non-state dollars.

You will recall that non-recurring state funding was previously approved for this project in last year's Appropriations Act. But as a result of the shortfall in surplus funds, this funding was eliminated.

The mission of the technology Incubator would be to establish South Carolina as a leading center for the commercialization of digital and interactive technologies for applications in medicine, healthcare, education, manufacturing, entertainment, and the arts.

We also requested funding to help complete the renovation of the Hollings Science Center. We are seeking \$5 million toward this \$45 million project.

The Hollings Science Center houses our biology, physics, and psychology programs. The building needs a new roof, and its mechanical, electrical, and ventilation systems are in need of significant upgrades. When completed, the building will house classrooms, laboratories, offices, and ancillary spaces.

The project is currently under design, and the College plans to seek construction approval in the next fiscal year.

The third request was for an increase of 32 FTE positions with no request for additional state appropriations.

These FTEs are a combination of faculty and staff lines and would be used primarily for the conversion of temporary and adjunct employees and for supporting our online education initiatives.

Boeing Event

On Wednesday evening, our Office of Economic Development hosted a reception in Towell Library and a dinner in Alumni Hall for about 40 Boeing Higher Education executives from around the country.

Newly appointed Senator Tim Scott attended the reception. Chair Padgett represented the board at the event.

I gave the welcome and highlighted some of the College's Boeing-related activities and initiatives.

My thanks to Bobby Marlowe and Gibbon Miler in the Office of Economic Development for organizing this event and to Jonathan Ray and his staff for implementing the event.

Supply Chain Summit

On March 22, the School of Business, the South Carolina Department of Commerce, the South Carolina State Ports Authority, BMW, and Michelin will host the first South Carolina Supply Chain Summit. The summit will take place in the Beatty Center.

The summit will bring industry experts and academic leaders together to discuss the state's capabilities, talent resources, and research in supply chain and engineering management. The summit is designed to enhance the state's economic future and better position South Carolina as a world-class leader in supply chain capabilities.

The event will include discussion panels and keynote speeches by Secretary of Commerce Bobby Hitt and President and CEO of the South Carolina State Ports Authority Jim Newsome.

The evening before the summit, Jane and I will host a dinner at the President's House for several of the summit participants.

This summit could not come at a better time. The Georgia Center of Innovation for Logistics recently issued a report detailing the possibility of more than 270,000 jobs being added in the field of supply chain management in the U.S. each year through 2018. The College is working to strengthen its supply chain management program in an effort to meet this growing demand.

College Logo

As some of you are aware, the College is continuing the evaluation of our institutional logos and graphic identity systems.

Our goal is to explore the possibility of developing and adopting a new graphic element for the College that will complement and work with our current word mark. If this development process is successful, the new graphic element could unify the various existing visual identities used by the campus, the athletics program, and the Alumni Association. By adopting a new graphic system, we hope to further distinguish the College from our competitors and increase our visibility.

This project is a partnership between our Division of Marketing and Communications, Alumni Relations, Athletics, and the Office of the President.

To facilitate the design process, we have retained the services of Gil Shuler Graphic Design, a well-established and highly regarded design firm based in Mount Pleasant. Among some of the firm's local work that you might be familiar with are logos for the Town of Mount Pleasant, Pearlstine Distributors, the Charleston Riverdogs, Husk Restaurant, and several other organizations and events.

Later this month, as part of its research and planning, the design firm will be holding a series of one-hour focus groups with faculty, staff, students, alumni, and athletics. The purpose of these focus groups is to gather feedback on the logos currently in use at the College.

We are excited that this project is getting underway. Now is the ideal time to undertake this process as we prepare for our transition to the Colonial Athletic Association. As recognition of the College's name and visual identity continue to grow, it is imperative that we have a recognizable and memorable logo or logos that provide a clear and consistent representation of who and what we are.

Office of Institutional Diversity

As you know, since Tom Trimboli stepped down as General Counsel, the Office of Institutional Diversity has reported on an interim basis to Chief of Staff Brian McGee. The Office of Institutional Diversity has continued to do important programmatic work on campus and to help lead the implementation of the Diversity Strategic Plan. I commend John Bello-Ogunu and everyone associated with this office for their critical contributions to the College.

Envision South Carolina

At the October board meeting I told you about a new initiative called Envision South Carolina, for which the College is a sponsor. Local businessman Phil Noble is the founder of Envision South Carolina.

As you may recall, the initiative is an innovative, multimedia project aimed at identifying ideas and strategies that can help South Carolina achieve world-class status in education, business, technology, the arts, science, and other areas.

Envision South Carolina already has conducted several video interviews with important business and government leaders, including Mayor Joe Riley and Anita Zucker.

The media partners for Envision South Carolina and the permanent website for this project will be carrying this content beginning in late February. I am pleased that we are involved in and contributing to this important conversation about the future of our state.

College Efficiency Ranking

The College continues to receive national recognition and exposure through a variety of university rankings. I want to share one recent ranking with you.

In December, the College was one of only 40 universities listed in a U.S. News national ranking of universities that offer a high quality education but spend less to do so.

The analysis took into account how much each school spends per student on instruction, research, student services, and related educational expenditures in relation to their overall ranking by U.S. News and World Report. (per student per index point).

New HSS Dean

As you know, last week the College announced that Jerry Hale will be the new Dean of the School of Humanities and Social Science.

Jerry comes to the College from the University of Michigan-Dearborn where he is the Dean of the College of Arts, Science and Letters.

Jerry earned a bachelor's degree in political science at UCLA and a master's degree and Ph.D. in communication from Michigan State University. Prior to his tenure at University of Michigan-Dearborn, Jerry spent about a decade at the University of Georgia.

He will start at the College on July 1.

My thanks to Dean Mike Auerbach for chairing the search committee and to all of the committee members for their hard work on this very important search.

I also want to thank Professor Maureen Hays for serving as interim dean throughout the search process. Well done. Maureen!

Cougar Club's Silver Society

I want to make you aware of our newest donor recognition group. The Silver Society was recently established by the Cougar Club for those who have been supporting our student-athletes for at least 25 consecutive years.

I spoke at the Silver Society's Induction Ceremony on Saturday, January 5.

The 91 inductees of the inaugural class represent a true cross-section of the College community — members of our Board of Trustees, Foundation Board, Alumni Association Board, former faculty and staff, alumni, and friends.

The Silver Society was also honored at halftime of the men's basketball game against Furman that same afternoon.

Colonial Athletic Association Update

As you know, we will officially join the Colonial Athletic Association on July 1. While we have not started competing in the Colonial, we now are members of the Colonial Academic Alliance and the Council of Presidents.

You'll recall that through the Academic Alliance, our students, faculty and staff now have access to an array of learning, research, study abroad, and professional development programs. The Alliance is led by the provosts of the Colonial universities.

In December, Athletic Director Joe Hull participated in his first Colonial Athletic Directors meeting. The topics were conference realignment and Colonial expansion. The next meeting is in February.

All of our athletic teams have begun scheduling for the upcoming academic year. The College's first official Colonial competition will be a women's soccer game the weekend of September 27, with men's soccer and volleyball beginning a week later.

There continues to be a tremendous amount of activity swirling around athletic conference realignments. The rumor mill is active following the recently announced departure of seven schools from the Big East, the so-called "Catholic Seven," which includes Georgetown, Marquette, Villanova, St. John's, Seton Hall, Providence, and DePaul. More changes involving the Big East and other conferences could happen well before the start of competition in the next academic year.

Suffice it to say that the College is closely monitoring all of this activity. In addition, our colleagues in the Colonial are keeping us informed of the latest developments and how they might affect the Colonial going forward.

The bottom line is that the College, as a result of its move to the Colonial, is in a much stronger and more stable position than we otherwise would have been during this period of upheaval. When all of the dust settles, we expect the Colonial to be an even stronger conference than it already is today.

R.E.A.C.H.

Lastly, I want to briefly mention the College's R.E.A.C.H program. R.E.A.C.H. stands for Realizing Educational and Career Hopes.

As you heard at yesterday's luncheon from R.E.A.C.H Program Director Edie Cusack, R.E.A.C.H is a four-year fully inclusive certificate program for students with mild intellectual disabilities.

Several years ago, Donald Bailey brought the concept of this type of an educational program to my attention. With your support, we were able to launch it at the College in March 2010. The program has grown from six students in the first class to 21 students this year.

I was honored to speak on November 10 at the annual R.E.A.C.H Scholarship Gala, which raises funds to support scholarships for R.E.A.C.H. students.

We are a stronger and more diverse university because of this program, and I look forward to its continued growth in the years ahead.

Sottile Theatre/King Street Storefront

We plan to open a College store where Barton's and Silver Puffin used to operate. The store will serve as a "front door" to the College for tourists and others shopping or walking on King Street.

The 2nd and 3rd floors will be renovated for use as event space for seminars, classes, retreats, and receptions. We will also convert the rooftop to an outdoor event space for weddings, receptions, and meetings.

Dixie Barn

The barn and studio conversions are wrapping up, and we will soon be able to use the air-conditioned barn for meetings, classes, and events."

COMMITTEE REPORTS:

EXECUTIVE COMMITTEE:

Executive Committee members present: Trustees Greg Padgett (chair), Demetria Clemons (conference call), Cherry Daniel (conference call), Lee Mikell, and Dan Ravenel. **Other Board members present:** Trustees Don Belk, John Busch (conference call), Frank Gadsden (conference call), Marie Land (conference call), Jeff Schilz (conference call.) **Others present:** President Benson, Mike Haskins, George Hynd, Brian McGee, Steve Osborne, George Watt, Victor Wilson, Kathryn Bender, Bob Cape, Elizabeth Kassebaum, Mike Robertson, JoAnn Throckmorton, and Betty Craig. Diane Knich, *Post and Courier* Reporter, also attended the meeting.

Chair Padgett presented the following committee report:

The Executive Committee met on Tuesday, January 8, and approved the minutes of the October 4, 2012 Executive Committee meeting.

The Committee received brief informational updates on a number of topics, all of which will be covered in the various upcoming committee reports.

The Committee approved a Resolution to Amend the Bylaws to Change the Ad Hoc Committee on Information Technology to a Standing Information Technology Committee of the Board of Trustees.

The Executive Committee moves that the Resolution to Amend the Bylaws to Change the Ad Hoc Committee on Information Technology to a Standing Information Technology Committee of the Board of Trustees be approved by the full Board as presented. (*A copy of the Resolution, as presented below, was sent to the full Board on December 13 to satisfy the “30-day notice” as required by the Board of Trustees’ Bylaws for all bylaws amendments. Therefore, reading of the Resolution was suspended.*) **The Chair called for the yeas and nays, and the Resolution was unanimously approved by voice vote.**

COLLEGE OF CHARLESTON

RESOLUTION TO AMEND THE BYLAWS

TO CHANGE THE AD HOC COMMITTEE ON INFORMATION TECHNOLOGY TO A STANDING INFORMATION TECHNOLOGY COMMITTEE OF THE BOARD OF TRUSTEES

January 18, 2013

WHEREAS, the *Ad Hoc Committee on Information Technology* was established in October, 2006 to advise the Board on Information Technology issues, with initial deliberations centered on the College BATTERY project;

WHEREAS, in furtherance of that purpose the *Ad Hoc Committee* has convened numerous meetings, has conducted diligent inquiries on the state of the College’s Information Technology system and has reported on the same at every Board meeting since the *Ad Hoc Committee* was first established;

WHEREAS, the Board recognizes the strategic importance of Information Technology in advancing the College’s mission and ensuring its success and is of the opinion that the *Ad Hoc Committee* has provided important strategic guidance to both the Board and the Information Technology division of the College; and

WHEREAS, the Board wishes to continue the work of the *Ad Hoc Committee on Information Technology*, subject to the terms and conditions of this Resolution.

NOW THEREFORE, BE IT –

RESOLVED, that pursuant to Section G. of the By Laws the Board hereby changes the *Ad Hoc Committee on Information Technology* to a standing *Information Technology Committee*, to be constituted with such membership and a Chair as may be appointed by the Chair of the Board; and

RESOLVED, that the *Information Technology Committee* shall continue to ensure that Information Technology successfully fulfills its role in supporting the College's mission, goals, and strategic plans, and shall continue to provide strategic guidance to both the Board and the Information Technology division of the College.

Trustee Frank Gadsden, Chair of the Information Technology Committee, expressed his thanks to the Executive Committee for approving the Resolution, noting that it was an innovative move for the Board of Trustees.

ACADEMIC AFFAIRS COMMITTEE:

Committee members present: Trustees Cherry Daniel (Chair), Demetria Clemons, Frank Gadsden, Marie Land, and Jeff Schilz (conference call). **Committee members not present:** Trustee Toya Pound. **Other Board members present:** Trustees Greg Padgett, Don Belk, Jimmy Hightower, Larry Miller, and Dan Ravenel. **Staff Liaisons present:** George Hynd (Executive VP for Academic Affairs/Provost), Beverly Diamond (Senior Vice Provost for Academic Affairs), Deanna Caveny-Noecker (Associate Provost for Faculty Affairs), and Lynne Ford (Associate Provost for Curriculum and Academic Administration). **Others present:** President George Benson, Susan Anderson (Director, Office of Research and Grants Administration), Erica Arbetter (President, Student Government Association), Kathryn Bender (Senior VP for Legal Affairs/General Counsel), Penny Brunner (Associate Vice President for Planning and Institutional Effectiveness), Don Burkard (Associate Vice President for Enrollment Planning), Bob Cape (Senior VP for Information Technology, Chief Information Officer), Lynn Cherry (Speaker of the Faculty and Associate Professor of Communication), David Cohen (Dean, School of Languages, Cultures and World Affairs), Trisha Folds-Bennett (Associate Dean, Honors College), Conseula Frances (Director, African American Studies Program, and Associate Professor of English), Godfrey Gibbison (Dean, College of Charleston North Campus), Alyson Goff (Executive Assistant to EVP for Business Affairs), Mike Haskins (Executive VP for External Relations), Maureen Hays (Interim Dean, School of Humanities and Social Sciences), Alison Hynd, Elizabeth Kassebaum (Executive Secretary to the Board of Trustees/VP for College Projects), Amy McCandless (Dean, Graduate School), Brian McGee (Chief of Staff and Senior Policy Advisor), Mindy Miley (Assistant VP for New Student Programs), Deni Mitchell (Director of Strategic Initiatives), Steve Osborne (Executive VP, Business Affairs), Ashleigh Parr (Manager of Administrative Assessment and Accreditation), Jim Posey (Associate VP for Institutional Research and Planning), Alan Shao (Dean, School of Business), Kay Smith (Associate VP for the Academic Experience), Michelle Smith (Associate Director, Institutional Research and Planning), Melissa Thomas (Director, Center for Student Learning), Fran Welch (Dean, School of Education, Health, and Human Performance), John White (Interim Dean, Libraries), Marcia White (Senior Director, Marketing for Admissions and Academics), and Robin Zemp (Lecturer, Department of Music). Also present was Katherine Shidler (Trustee Frank Gadsden's student mentee).

Trustee Cherry Daniel presented the following committee report:

Provost's Report:

- Provost Hynd announced that they are updating the *Faculty/Administration Manual*. The Committee will be provided with a summary list of changes at the April Board Meeting.
- He introduced Melissa Thomas, new Director of the Center for Student Learning. Melissa replaces Steve Gibson who retired in the summer.
- Jerry Hale has been hired as the new Dean of the School of Humanities and Social Sciences effective July 1. Provost Hynd thanked Maureen Hays for her service as Interim Dean, and noted that she will continue in that capacity until Dr. Hale arrives on campus on July 1.
- Search for the Lowcountry Graduate Center Director is still ongoing.

Trustee Daniel then turned the floor over to Lynne Ford and Godfrey Gibbison to present recommendations of the Online Task Force.

- Provost Hynd outlined the Task Force's charge.
- Lynne Ford noted the College's growth in online education to date.
- Robin Zemp showcased his online MUSC 131, Music Appreciation, in OAKS, the College's Learning Management System, and answered the Board members' questions.
- Lynne Ford highlighted the Task Force's primary recommendation to move forward to expand online education at the College once the necessary infrastructure and resources are in place.
- The Task Force recommends a phased approach, with Phase 1 focused on "improving the IT, computing, and administrative support infrastructure, developing policies and processes, and significantly expanding faculty development, TLT, and online student support services to meet 'best practice' standards appropriate to the current level of online engagement," and Phase 2 focused on "expansion of online education with the development of selected online graduate programs and a more robust and strategic development of online courses at the undergraduate level and expansion of summer school [offerings]."
- Lynne Ford closed the presentation with an outline of the next steps:
 - Creation of a financial model;
 - Acknowledge that "with the exception of new online graduate programs and expansion of online summer courses and enrollments, we do not find that online education will provide the College with a new revenue stream;"
 - Recognition of the essential nature of Phase 1 for current online and face-to-face offerings; and
 - Development of detailed plans and measurable performance benchmarks, as well as detailed plans for faculty development, student support services, and policies.

Action Items:

Approval of Committee Meeting Minutes:

The motion was made by Trustee Marie Land, and seconded by Trustee Demetria Clemons, to approve the October Committee Meeting Minutes. The minutes were unanimously approved by voice vote.

African American Studies BA/AB:

Provost Hynd introduced the African American Studies BA/AB Resolution by highlighting current student interest and noting that we have hired one regular faculty member and are in the search process for a second faculty member.

The Academic Affairs Committee moves that the Resolution to approve the Curricular proposal, BA/AB in African American Studies, be adopted as presented.

Trustee John Wood inquired about the number of graduates and as courses are added, what can we expect? Provost Hynd responded that enrollment will grow, and we have a marketing advantage – only three other universities in the state have this program.

Trustee Cherry Daniel noted that if we are going to expand these existing courses, we must have the resources.

Following discussion, the Chair called for the yeas and nays, and the following Resolution was unanimously approved by voice vote.

**COLLEGE OF CHARLESTON
RESOLUTION OF THE BOARD OF TRUSTEES
PROPOSAL FOR A
BACHELOR OF ARTS DEGREE PROGRAM
IN
AFRICAN AMERICAN STUDIES**

January 18, 2013

WHEREAS, upon the recommendation of the President, the Provost, the Dean of the School of Languages, Cultures, and World Affairs, and the Faculty Senate, the Board has been requested to approve a Bachelor of Arts degree program in African American Studies (to be available with or without a concomitant A.B. degree) (the “Program”);

WHEREAS, the Board has been advised that the African American Studies minor has been in existence at the College since 1994 and has recently experienced significant growth;

WHEREAS, the structure of the Program reflects a dynamic interdisciplinary field of inquiry requiring students to master a diverse set of intellectual tools and understanding derived from a variety of disciplines contributing to African American Studies.

WHEREAS, The major in African American Studies aims to (1) provide students an understanding of the history and culture of African Americans, and of race and diversity in the United States; (2) introduce students to the diversity of methodological approaches to these issues by examining them in a variety of disciplines; (3) promote the study of African American history and culture in Charleston and the Lowcountry; and (4) make African American Studies an integral part of intellectual life at the College of Charleston;

WHEREAS, an important component of the program is the opportunity for students to make use of and contribute to the unique history, places, and resources of Charleston consistent with the values of the Strategic Plan;

WHEREAS, the College plans to commence the Program in August 2014;

WHEREAS, the Board has also been informed that two faculty positions have been committed to the Program and that there are no significant additional Program costs associated with moving from a minor to a major in African American Studies; and

WHEREAS, the Board has been further advised that there is sufficient student demand for the Program, and that adequate resources are available, or are likely to become available, to finance the operations and management of the new Program.

NOW THEREFORE BE IT - - -

RESOLVED, that the President and the Provost, or either of them, are hereby authorized to submit the new Program to the South Carolina Commission on Higher Education (“CHE”) pursuant to S.C. Code Ann. § 59-103-35 and to the Southern Association of Colleges and Schools (“SACS”) for such approvals and notifications as may be required under controlling law or regulation; and

RESOLVED, that the College may take such further actions as may be necessary or appropriate to secure approval of the Program from CHE and the SACS and to implement the new Program, as described herein and presented to the Board through its Committee on Academic Affairs by the Provost.

Information Items:

- Provost Hynd updated the Committee regarding the search for the Dean of the Libraries. The search, chaired by Dean Fran Welch, has been launched. The goal is for the new Dean of the Libraries to be hired by July 1.
- Susan Anderson provided an external funding report. We have received 33 grants, totaling almost \$5 million, compared to approximately \$3 million at this time last year.
- Godfrey Gibbison reported on the search for a new College of Charleston North Campus facility. They must vacate the current facility by June 30, 2014.
- Lynne Ford and Jim Posey presented the “Recruit Back” Project. They are looking at students with more than 122 credit hours in good standing who have not yet earned a degree, in a staged approach, first focusing on those admitted in the last six years, then those enrolled in the last ten, followed by other groups. A broad group of faculty and staff will develop an approach for each group and work individually with students on curricular plans. Included in the group is a large group of students who may be candidates for the Bachelor’s of Professional Studies.
- Lynn Cherry reported positive feedback from the Trustee and faculty participants in the Faculty Shadowing Program. Trustees Don Belk, Cherry Daniel, Marie Land, Jimmy Hightower, and Joe Thompson were paired with a faculty member from different disciplines. They spent a portion of the day together, attended classes, etc. Trustee Cherry Daniel encouraged all Board members to participate in the program this year. The program may be extended to staff if there’s interest.
- Lynne Ford shared the new No-Alcohol Policy for May graduation.
- Dean David Cohen reported that we have entered into discussions to develop an MOU with the South Carolina Historical Society to house their extensive collection of South Carolina papers. The project involves adding compact shelving, 230 additional library seats, a new

classroom, and space for our digital collections staff. We will contribute to the preservation of these records, while also enhancing access. Trustee Dan Ravenel spoke regarding the nature of the collection which will be a tremendous resource for our faculty and students and will bring national attention to the College.

ALUMNI RELATIONS COMMITTEE:

Committee members present: Trustees John Wood (chair), Don Belk, Demetria Clemons, Frank Gadsden, and Annaliza Moorhead. **Committee members absent:** Trustees Toya Pound and Jeff Schilz. **Staff Liaisons present:** Jack Huguley and John Hartman. **Guests present:** Chuck Baker (President, Alumni Association Board), Erica Arbetter (President, Student Government Association), and Katherine Shidler (Higdon Student Leadership “Leadership of CofC” participant and Trustee Gadsden’s mentee).

Trustee Wood presented the following committee report:

Approval of Committee Meeting Minutes:

The October Committee Meeting Minutes were unanimously approved.

Alumni Association Strategic Initiatives Update:

- Stay Informed
 - Promotion of Alma Mater: - In order to preserve and promote one of the traditions of the College, the Alumni Association has been working with Athletics to incorporate the alma mater at the Men’s Basketball games. Before the games, the music of the alma mater is played by the band; following the games, the Alma Mater is played and sung by all attendees with the team and students. To increase student participation at games, the Alumni Relations Committee suggested introducing the alma mater to the freshman class beginning with orientation or Freshman Seminar. Alumni Relations is working to inform internal and external audiences of this new tradition.
 - MyCofC Pre-Registrations – MyCofC was previously an opt-in online alumni community, but in an effort to increase online engagement, all alumni and graduating seniors have been pre-registered. Trustee Wood expressed his thanks to John Hartman who has done a wonderful job with this project.
- Get Involved
 - 2012 Alumni Awards Gala and 2013 Nominations – The Gala was held on November 8, 2012 at Memminger Auditorium in Charleston. Six outstanding alumni were recognized, and the James P. and Carolyn N. Anderson Endowed Alumni Scholarship, given by the Anderson’s sons (Philip Anderson ’81 and Joseph Anderson ’86) was announced.

The Alumni Association recognized the following Board members for their participation in this year’s celebration: Don Belk, Demetria Clemons, Cherry Daniel, Marie Land, Lee Mikell, Greg Padgett, Toya Pound, David Ravenel, along with Sylvia Harvey and David Watson (Trustee Emeriti).

Nominations for the 2013 Alumni Awards are now being accepted until February 1, 2013 through <http://alumni.cofc.edu>

- Nationwide Basketball Watching Events – The College of Charleston Men’s Basketball games against St. John’s and Louisville were featured on ESPNU in November and December 2012. To celebrate the College’s presence on the national stage, twenty-four watch parties were hosted by Alumni Chapters throughout the country.
- A Charleston Affair – This year’s event will be held on Saturday, May 4, 2013. Alumni that give \$25 or more, or seniors that give \$10 or more, to the College of Charleston Fund by January 31, 2013 will receive early access to tickets beginning February 4, 2013. As of January 16, 2013, 114 alumni and 125 seniors have made a gift to the CofC Fund as a direct result of solicitations regarding “A Charleston Affair.”
- Give Back
 - 100% Participation in the CofC Fund by the Alumni Association Board – The Alumni Association Board is leading by example with 100% participation in the CofC Fund for the sixth consecutive year. Trustee Wood announced that Chuck Baker has agreed to serve another year as President of the Alumni Association Board.
 - 100% Participation in the CofC Fund by the Alumni Relations Staff – The Alumni Relations Staff is also leading by example with 100% participation in the College of Charleston Fund.
 - Senior Class Matching Gift – Johnnie Baxley ‘92, Alumni Association Board Member, has made a gift to the College of Charleston Fund that will be used to initiate a Senior Class Giving Challenge to the Class of 2013.

ATHLETICS COMMITTEE:

Committee members present: Trustees Dwight Johnson (chair) and Philip Bell. **Committee members absent:** Trustees John Busch and Jimmy Hightower. **Others present:** Otto German (Assistant Athletics Director, Compliance), Laura Lageman (Associate Director of Athletics), Brian McGee (Chief of Staff/Senior Policy Advisor), Keith Merritt (Director of Academic Services), Steve Stroud (Associate Director of Athletics/External Affairs), and Parker Jacobs (Recording Secretary).

Trustee Johnson presented the following committee report:

Athletics Director’s Comments:

In Joe Hull’s absence, Laura Lageman informed the Committee that the 2013 Hall of Fame class will be inducted on February 16 in the McAlister Hospitality Suite.

Compliance Update:

Otto German informed the Committee that the APR Report has been submitted to the NCAA, but it is not available for public viewing.

Academic Update:

Over 400 student-athletes achieved an overall and term GPA above 3.0. Eleven achieved a 4.0 GPA with two of them freshmen. Ten out of the 19 sports improved their team GPA from last fall.

Trustee Johnson recognized Charlotte Napier who has resigned her position as Administrative Assistant for the Athletics Department to return to Kentucky. Charlotte will be missed!

AUDIT COMMITTEE:

Committee members present: Trustees Larry Miller (chair), Don Belk, Philip Bell, and Joe Thompson. **Others present:** Steve Osborne (Executive VP for Business Affairs), Kathryn Bender (Senior VP for Legal Affairs/General Counsel), Priscilla Burbage (VP for Fiscal Services), Gail Long (Internal Auditor), and Dawn Willan (Controller). George Kennedy and Howie Houston from Elliott Davis also attended the meeting.

Trustee Miller presented the following committee report:

George Kennedy and Howie Houston from Elliott Davis gave a report related to their findings of the 2011-2012 fiscal year-end audits. An unqualified opinion was issued on both the CAFR (Comprehensive Annual Financial Report) and the OMB Circular A-133 report.

Mr. Kennedy also gave the Committee an overview of GASB 68, Accounting and Financial Reporting for Pensions. This GASB pronouncement will go into effect for the College for fiscal year 2015. Currently, no information about net pension liability is reported in the College's financial statements. With the implementation of GASB 68, the College and other participating cost-sharing governments will report their proportionate share of the cumulative net pension liability in its own financial statements. The College's allocated net pension liability is not yet known. Based on today's number, the pension liability, when recorded, may cause the College's unrestricted net assets to be negative. Mr. Kennedy indicated that major bond rating agencies are currently re-calibrating the way they evaluate governmental financial statements in light of GASB 68.

Dawn Willan reported the findings of an independent accounts payable recovery audit performed in the Controller's Office. This audit is a new requirement by the state to recover overpayments. The audit firm, Recovery Audit Specialists, was selected by the state. This audit report reflected that:

- No recovery items were found.
- Good internal controls are in place to prevent overpayments.
- The Controller's Office has a good knowledge of sales/use tax rules.

Gail Long reviewed the 2013 Audit Plan with the Committee.

BUDGET AND FINANCE COMMITTEE:

Committee members present: Trustees Lee Mikell (chair), Philip Bell, Frank Gadsden, Larry Miller, Dan Ravenel, and Joe Thompson. **Committee members absent:** Trustee John Busch. **Other Board members present:** Trustees Greg Padgett and Don Belk. **Staff Liaisons present:** Steve Osborne (Executive VP for Business Affairs), Priscilla Burbage (VP for Fiscal Services), and Sam Jones (Associate VP of Budgeting and Payroll Services). **Others present:** Kathryn Bender, Jan Brewton (Director, Business & Auxiliary Services), John Campbell (Dean, Residence Life), Bob Cape, Lynn Cherry, Bev Diamond, Alyson Goff, Shirley Hinson, George Hynd, and Alison Hynd.

As Chair Mikell missed a majority of the Committee meeting, Trustee Thompson presented the following committee report:

Steve Osborne updated the Committee on several capital projects underway, which will be covered in the Facilities Committee report.

Sam Jones reviewed the budget adjustments reflected through December 31, 2012. **The Budget and Finance Committee moves that the resolution to approve the budget adjustments for the quarter ended December 31, 2012 be approved as presented behind the Budget and Finance Committee tab. The Chair called for the yeas and nays, and the following Resolution was unanimously approved by voice vote.**

COLLEGE OF CHARLESTON
RESOLUTION OF THE BOARD OF TRUSTEES
BUDGET ADJUSTMENTS

January 18, 2013

WHEREAS, College management has reviewed its projections of revenues and expenses for the year 2012-2013 and, based on that review, has recommended certain reallocations and adjustments to the budget previously approved by the Board; and

WHEREAS, those recommended reallocations and adjustments were presented to the Board's Budget and Finance Committee and were determined to be reasonable and appropriately supported by College management.

NOW THEREFORE, be it –

RESOLVED, that the Board hereby approves the recommended reallocations and adjustments to the approved budget for year 2012-2013, as presented by College management to the Budget and Finance Committee and as further detailed in the table captioned "College of Charleston 2012-2013 Revenue and Expense Budget Adjustments December 31, 2012" contained in the Board of Trustees briefing book dated January 18, 2013; and

RESOLVED, that all actions of College management to effectuate these reallocations and adjustments prior to the effective date of this Resolution are hereby ratified and affirmed.

Steve Osborne reviewed a proposal for a new Health and Human Performance course fee. The fee is for Coastal Kayaking and the fee of \$250 will cover the cost of equipment and additional instruction that will be provided by an outside vendor. **The Budget and Finance Committee moves that the resolution to approve the fee for a new physical education course be approved**

as presented behind the Budget and Finance Committee tab. The Chair called for the yeas and nays, and the following Resolution was unanimously approved by voice vote.

**COLLEGE OF CHARLESTON
RESOLUTION OF THE BOARD OF TRUSTEES
FEES FOR A NEW PHYSICAL EDUCATION COURSE**

January 18, 2013

WHEREAS, upon the recommendation of the Dean of the School of Education, Health, and Human Performance, the Provost has approved a new undergraduate Physical Education course on Coastal Kayaking (the "Course") that would commence in the summer of 2013;

WHEREAS, the Course has been developed to meet the needs and expressed interest of our students;

WHEREAS, in order to make the Course essentially cost neutral to the College it is necessary to charge a fee for the course that will pay for the retention of instructional services and equipment; and

WHEREAS, the Board has also been advised that there is sufficient student demand for such a Course and that the proposed fee is equal to the direct costs that will be incurred to conduct the Course.

NOW THEREFORE BE IT - - -

RESOLVED, that the proposed fee of \$250 per student for the Course is hereby approved until such time as a different fee may be approved by the Board; and

RESOLVED, that the College may take such further actions as may be necessary or appropriate to implement this Resolution.

Steve Osborne reviewed the proposed fees for Housing and Food Services for 2013-2014. The proposed fees reflect a 2% increase for housing and an average 1.8% increase for food services. **The Budget and Finance Committee moves that the resolution to approve the Student Housing Fees and Food Service Fees for 2013-2014 be approved as presented behind the Budget and Finance Committee tab. The Chair called for the yeas and nays, and the following Resolution was unanimously approved by voice vote.**

**COLLEGE OF CHARLESTON
RESOLUTION OF THE BOARD OF TRUSTEES
STUDENT HOUSING FEES
AND
FOOD SERVICE FEES**

January 18, 2013

WHEREAS, College management utilizes a multi-year pro-forma estimate for calculating the revenue needed to meet the operating costs of College student residence housing, as well as, debt service requirements for the facilities and other planned improvements for student residential housing;

WHEREAS, College management has advised the Board that it has reviewed its residential housing needs against pro-forma income and expenses and has determined that an increase in the student housing fee is needed to provide sufficient revenue to meet housing operational costs, debt service requirements, and future planned improvements to student residence housing;

WHEREAS, College management has recommended that the Board increase the allowable charges on residential housing for students to the extent needed to address these matters and to maintain the quality of student residential housing services on or about the campus of the College;

WHEREAS, the College contracts with Aramark™ for the provision of food services for the College Community;

WHEREAS, pursuant to that contract Aramark™ provides services to meet the meal plan needs of the College on a cost reimbursable basis;

WHEREAS, College management utilizes a multi-year pro-forma estimate for calculating the revenue needed to meet the operating costs of the College food service needs, as well as, debt service requirements for the facilities and other planned improvements for student food services; and

WHEREAS, College management is recommending that the Board increase the allowable charges on certain meal plans and related programs to the extent needed to address increases in costs and maintain the quality of food services for the College Community.

NOW THEREFORE, be it --

RESOLVED, that the Board hereby approves the percent increases for residential housing and related programs (approximately 2 percent over current levels) as further detailed in the schedule captioned "College of Charleston 2013-2014 Proposed Fees (Housing and Food Services)" contained in the Board of Trustees briefing book dated January 18, 2013;

RESOLVED, that the Board hereby approves the percent increases for meal plans and related programs (overall increase of 1.8%) as further detailed in the schedule captioned "College of

Charleston 2013-2014 Proposed Fees (Housing and Food Services)” contained in the Board of Trustees briefing book dated January 18, 2013; and

RESOLVED, that all such increase shall not become effective prior to August 1, 2013 and that the effective date of each such increase is timely communicated to the College Community well in advance of the respective effective dates.

The members of the Budget and Finance Committee were given a copy of the FY 2012 Comprehensive Annual Financial Report. A copy of the report is at each Board member’s place. The Executive Secretary to the Board of Trustees will mail copies to those members not in attendance.

Steve Osborne informed the Committee of a news item related to efficiency. U.S. News and World Report ranked the College of Charleston as one of the “Highly Ranked Universities that Operates Efficiently.” The new list by U.S. News and World Report ranks which schools are able to produce the “highest educational quality but spend relatively less money to achieve that quality.” According to the report, “Schools that are featured on this list are doing a good job in managing their financial resources relative to other schools that may have larger state funding, higher tuition, or larger endowments.” The College of Charleston ranked #4 on the list of regional universities in the south.

Steve Osborne updated the Committee on a timeline for the institutional budget process for FY14. This would include the prioritized annual plan items which will be identified at the April Board meeting. In mid-May, the Budget and Finance Committee will meet in a budget workshop to review a preliminary budget. In late May, they will then meet again to agree on a final budget to be brought to the full Board at the early June meeting. All Board members will be invited to attend all of the Committee meetings.

Steve Osborne updated the Committee on the state budget. In November, the Board of Economic Advisors (BEA) revised its revenue projections upward and state revenue is on track to meet and surpass that estimate. There is currently anticipated both a recurring and non-recurring surplus going into FY14. President Benson appeared before the Higher Education/Tech and Culture Subcommittee of the House Ways and Means Committee on Wednesday. The College presented a request for non-recurring funds for capital needs. The request is for \$2 million for the Interactive Digital Technology Pilot Program and \$5 million for the Rita Hollings Science Center Renovation. Additionally, the College proposed a proviso change which would allow for management efficiency decisions using a reduction in force without the mandatory furlough of the agency head.

The Committee was given a presentation on the Charleston Regional Development Alliance (CRDA) Economic Scorecard. It compares the Charleston metro area to six similar metro areas and two leading metros for benchmarking. Steve Osborne serves on the Executive

Committee and the Board of Directors for the CRDA, and President Benson serves as a member of the CRDA Economic Leadership Council.

[Break at 10:00 a.m.]

[Meeting resumed at 10:25 a.m.]

FACILITIES COMMITTEE:

Committee members present: Trustees Dwight Johnson, Marie Land, Lee Mikell, and Dan Ravenel. **Committee members absent:** Trustee Jimmy Hightower (chair). **Other Board members present:** Trustee Greg Padgett. **Staff Liaisons present:** Monica Scott (VP for Facilities Planning). **Others present:** President Benson, Kathryn Bender, Jan Brewton (Director, Business and Auxiliary Services), Priscilla Burbage, John Campbell (Dean, Residence Life and Housing), Lynn Cherry (Speaker of the Faculty), David Cohen (Dean, School of Languages, Cultures, and World Affairs), John Cordray (Director of the Physical Plant), Jim Deavor (Associate Dean, School of Sciences and Math), Bev Diamond, Godfrey Gibbison (Dean, C of C North Campus), Alison Hynd, Sam Jones, Elizabeth Kassebaum, Brian McGee, Valerie Morris, Susan Morrison (Professor, Biology Department), Alex Niefer (Senior Development Officer), Steve Osborne, and Alyson Goff (Executive Assistant, Business Affairs Office).

In Chair Hightower's absence, Trustee Ravenel presented the following committee report:

Capital Projects Update:

Monica Scott provided the Committee with an update on current capital projects.

- **Dixie Plantation** – The barn and studio are under construction and are still on track to be completed by February 2013.
- **Grice Marine Lab** – The project needs \$4M in additional funding.
- **Arena Marquee** – The College is in the process of submitting an application to the BAR to request the relocation of the marquee.
- **Dixie Plantation Field Stations** – Construction documents are in development, and the project is expected to be bid for construction in May 2013. The field stations are expected to be completed by January 2014.
- **New Science Center Build-out** – Construction has started and is expected to be complete by the end of the year with occupancy in January 2014.
- **Rita Hollings Science Center Renovation** – The design kick-off meeting was held last week with the architect and construction management teams. The next meeting is scheduled for early February where programming and project phasing plans will be discussed. The College has requested \$5 million from the General Assembly to help fund the project.
- **Jewish Studies Addition** – Staff is currently reviewing architect proposals. The Jewish Studies Advisory Council raised \$1 million in private funds to provide a kosher/vegan kitchen and dining hall on the first floor. The second and third floors of the expanded building will provide much needed classroom space. Completion is scheduled for 2014.

ADA Compliance:

Monica Scott informed the Committee that the external review of the College's ADA compliance of physical facilities has been completed. The report provides a detailed inventory of areas to be addressed as well as cost estimates to repair. The repairs total \$18 million. The next step will be to prioritize the repairs recognizing that academic buildings will likely be addressed first.

Addlestone Library Renovations:

David Cohen reported to the Committee regarding plans for renovations to the Addlestone Library. The project will allow for additional general purpose seating, additional small study rooms, a new modular classroom, and expansion of the College's Special Collections area. The College has the opportunity to house many of the South Carolina Historical Society's collections, which would accelerate the College becoming the premier research center for the region. The Historical Society has the most comprehensive documents on the history of the state of South Carolina in particular plantation records.

Swing Space:

Steve Osborne reported that the staff is in the process of identifying swing space in preparation for the renovations of the Rita Hollings Science Center and the Simons Center, as well as the relocation of the Department of Computer Science to the Robert Scott Small Building. Work is underway to identify the exact amount of swing space needed. The College will likely have to complete a lease solicitation.

Executive Session:

Trustee Mikell made a motion, seconded by Trustee Johnson, for the Committee to go into Executive Session to consider potential leases and land acquisitions. All approved.

The Committee returned to regular session, and Trustee Ravenel stated that no action was taken in Executive Session.

GOVERNMENTAL AFFAIRS AND EXTERNAL RELATIONS COMMITTEE:

Committee members present: Trustees Dan Ravenel (chair), Cherry Daniel, and Joe Thompson.

Committee members absent: Trustee Lee Mikell. **Staff Liaisons present:** Shirley Hinson (Director of Governmental Relations) and Bobby Marlowe (Senior VP, Economic Development).

Others present: Mike Haskins, Lynne Ford (Associate Provost for Curriculum and Academic Administration), Gibbon Miler (Assistant Director, Economic Development), and Mike Robertson (Senior Director of Media Relations).

Trustee Ravenel presented the following committee report:

Approval of Committee Meeting Minutes:

Trustee Cherry Daniel moved, and Trustee Joe Thompson seconded, to approve the minutes from the October 2012 committee meeting. Minutes were approved.

Budget Update:

Steve Osborne reported that the budget outlook continues to look good, estimates appear accurate, and no shortfalls are projected. President Benson presented the College's budget request

to the House Ways and Means Committee's Higher Education, Technical, and Cultural Budget Subcommittee on January 16.

Outreach Initiatives – Elected Officials:

Shirley Hinson reported that the 2nd Annual African-American Tourism Conference will be held on campus on February 2, 2013. The Conference is being organized by Senator Robert Ford and Representative Wendell Gilliard.

The College will host a Legislative Reception at the Palmetto Club in Columbia on March 6, 2013.

Trustee Ravenel encouraged everyone to attend the Accepted Students Weekend, March 22-23. He noted that it is one of the most rewarding events that you will attend.

Legislative Update:

Trustee Ravenel asked Ms. Hinson to present the Legislative Update to the Board of Trustees.

Ms. Hinson informed the Board that the committee charged with overseeing the Board of Trustees elections met yesterday. Senator Harvey Peeler was elected to chair the committee. The Election of Trustees will be an open process with screenings and elections before June.

She noted that thirty three bills pertaining to higher education or public employees have been pre-filed and are being monitored.

Economic Development:

Bobby Marlowe reported that the major tech companies in the area are asking the College to produce more computer science graduates. The Office of Economic Development is working with the Computer Science Department regarding this effort.

Trustee Daniel suggested that the College consider developing a computer science professional certificate program to produce more technically trained workers.

Clemson University and the College of Charleston are working together to create a shared endowed chair in supply chain management. The two universities presented the idea to Bobby Hitt, S. C. Commerce Secretary, who is interested in a chair position that focuses on the business community and includes the University of South Carolina and Trident Technical College. Chris Starr, Chair of the Computer Science Department, is chairing the committee.

The Office of Economic Development is working with the School of Business to host a Supply Chain Management Summit on March 22, and Bobby Hitt will be the keynote speaker.

Mr. Marlowe reported that the College is looking at the possibility of developing a MBA program for engineers in collaboration with Clemson University and a MBA program for medical professionals in collaboration with MUSC.

Dean Godfrey Gibbison of the North Campus is developing a survey to identify programs that Boeing employees would like offered at the North Campus.

Marketing and Communications:

Mike Haskins reported that the Marketing Department will examine the possibility of enhancing the College's logo and visual identity, per requests by the Athletics Department and the Alumni Association.

Mr. Haskins informed the Committee that Marketing and Communication is focused on maintaining strategic alignment with the Admissions Office, particularly with regard to the recruitment of male students.

INSTITUTIONAL ADVANCEMENT COMMITTEE:

Committee members present: Trustees Marie Land (chair), Frank Gadsden, Larry Miller, and John Wood. **Committee members absent:** Trustee Jeff Schilz. **Staff Liaisons present:** George Watt (Executive VP, Institutional Advancement), Chris Tobin (VP for Development), Jennifer Lorenz (Director, Marketing and Communications for Institutional Advancement), and Sheila Vanek (Administrative Assistant). **Volunteer Board Liaisons present:** Dr. Renee Anderson (Campaign Steering Committee), Chuck Baker '80 (President, Alumni Association), Sharon Kingman '80 (Chair, Foundation Board), and J.J. Lamberson '93 (Cougar Club Board). **Campus Executives present:** Dr. George Hynd (Provost and Executive Vice President, Academic Affairs) and Dr. Trisha Folds-Bennett (Dean, Honors College).

Trustee Land presented the following committee report:

Trustee Land opened the meeting with a reminder that the meeting notice has been posted and the press notified as required by the South Carolina Freedom of Information Act.

Minutes of the October 18, 2012 Committee meeting were approved.

Calendar Year Fund-Raising Results:

George Watt provided an overview of the meeting agenda and informed the Committee that they will hear of remarkable calendar year fund-raising results to include the five-year trends in giving to the College. Also, he noted that Dr. Hynd and Dr. Folds-Bennett were in attendance to "spotlight" a recent and significant campaign commitment in support of the Honors College.

Chris Tobin presented the following report regarding the College's fundraising results for calendar year 2012:

- New philanthropic commitments were just over \$16 million, an increase of 58% over 2011;
- Total cash receipts to the 13 campus-wide Annual Giving Programs were \$2.7 million, an increase over 7%. Included in that total is the College of Charleston Fund which raised \$1.19 million, an approximate 13% increase;
- Total unique donors to the College for the calendar year were 5,998;
- Total cash, stock and in-kind receipts were approximately \$11.8 million, which is also a new high water mark in gift receipts.

Mr. Tobin reported that the current vacancies in the Development Division will be filled in the next few months:

- One Web Strategy Manager
- Two Senior Development Officers

- One Assistant Director, Parent Giving Programs

College of Charleston Comprehensive Campaign:

Provost Hynd introduced the new Dean of the Honors College, Dr. Trisha Folds-Bennett, who spoke regarding a recent \$500,000 commitment from the Huge [HUUU-GEEE] Family in support of Honors College scholarships and study abroad programs. Dr. Folds-Bennett and Provost Hynd highlighted that this investment was the result of a collaborative campus effort toward campus priorities and the Huge's extraordinary generosity and interest in the College.

Mr. Tobin reported that over \$42 million has been raised in the comprehensive campaign, over a third of the working goal of \$125 million. Also, he shared other recent leadership gifts in support of the Campaign and noted that the foremost areas of support thus far are scholarships, academic and campus programs, and the 13 annual giving funds.

Dr. Renee Anderson shared the progress made with the Campaign Steering Committee, in the campaign planning process and roles for those volunteers. She also reported that Dr. Ted Stern enthusiastically accepted the invitation from President Benson and Steve Swanson to serve as the Campaign's honorary national chairman.

Mr. Watt discussed a proposed Gift Acceptance Policy and a recommendation for a set of protocols for naming opportunities (primarily buildings and schools). Trustee Marie Land will talk with Board Chair Padgett to determine how those naming decisions requiring Board of Trustees approval will be brought to the Board.

Also, Mr. Watt provided an update on the Foundation's Balance Sheet as of December 31. The College of Charleston endowment was slightly more than \$61 million. The total cash and investable assets held at the Foundation now exceed \$72 million.

And finally, Board Liaisons Mr. Chuck Baker '80, Ms. Sharon Kingman '80, and J.J. Lamberson '93, presented updates of the Alumni Association, Foundation Board, and Cougar Club, respectively, in support of the College's advancement efforts. Ms. Kingman and Mr. Baker both reported 100% giving from their respective Board members for 2011. Congratulations to the Alumni Association for its 6th consecutive year of 100% Board Giving!

Chair Padgett thanked Sharon Kingman for her work with the Foundation.

STUDENT AFFAIRS COMMITTEE:

Committee members present: Trustees Demetria Clemons (chair), Don Belk, and Annaliza Moorhead. **Committee members absent:** Trustee Toya Pound. **Staff Liaisons present:** Jeri Cabot (Dean of Students and Associate VP for Student Affairs), representing Victor Wilson (Executive VP for Student Affairs). **Others present:** Erica Arbetter (President, Student Government Association), John Bello-Ogunu (Associate VP/Chief Diversity Officer), Kathryn Bender (Senior VP for Legal Affairs/General Counsel), Margaret Edling (Graduate Student Association Representation Chair), Robin LaRocque (Director of Victim Services), Deni Mitchell (Director for Strategic Initiatives and Staff Resource Coordinator), Marjorie Thomas (Associate VP for Student Affairs), Paul Verrecchia (Assistant VP for Student Affairs and Chief of Police), and Susan Hartman (Executive Assistant to the Executive VP for Student Affairs).

Trustee Clemons presented the following committee report:

Department Update – Public Safety:

Chief Verrecchia provided an overview of the services, training, resources, and staff in three areas:

- Public Safety (37 state law enforcement officers and 20 security officers),
- Fire and EMS (including two emergency vehicles and a computer monitored detection and suppression system, with three officials and a trained student volunteer EMS unit), and
- Security Technology Services (over 450 cameras on closed circuit TV and over 40 call boxes monitored 24/7).

Sexual Misconduct Committee:

Dean Cabot distributed an informational brochure offered primarily to students, to relay the policy and procedures on sexual misconduct, including sexual violence. [*Copy of brochure was distributed to all Board members*].

Trustee Johnson inquired regarding whether or not the brochure will be a part of the Student Handbook. He would like the brochure to model the Student-Athletes Manual. Dean Cabot responded that the brochure will not be a part of the Student Handbook.

Absence Memo Office:

Robin LaRocque provided an overview of the benefits to both students and faculty for the documentation collected and data maintained by the Absence Memo Office in transmitting information on student absences. The faculty ultimately makes the decision on authorizing excused absences, but the efforts of this office promote student retention and identification of campus resources, primarily within the Division of Student Affairs.

New Staff Update:

Dean Cabot informed the Committee that Montrez Green is serving as Interim Director of Greek Life.

Announcements:

Dean Cabot informed the Committee that a group of 26 students and staff traveled to New Jersey to participate in Hurricane Sandy relief efforts.

Graduate Student Association Update:

Trustee Clemons asked Margaret Edling, GSA Representation Chair, to update the Board of Trustees regarding GSA activities. Ms. Edling reported on the Graduate Student Association's initiative to provide financial support for selected graduate students for research and conference attendance. She noted that they are trying to become more involved on campus.

Student Government Association Update:

Trustee Clemons asked Erica Arbetter, SGA President, to report on SGA activities. Ms. Arbetter reported that the SGA is experiencing an increase in student involvement at its meetings and activities. She spoke regarding student health and wellness issues, i.e., the students are in favor of a tobacco-free campus.

AD HOC COMMITTEE ON INFORMATION TECHNOLOGY:

Committee members present: Trustees Frank Gadsden (chair) and Cherry Daniel

Committee members absent: Trustees John Busch and Dwight Johnson

Staff Liaison present: Bob Cape, Senior VP for Information Technology/CIO.

Others present: Deanna Caveney-Noecker (Associate Provost), Lynn Cherry (Speaker of the Faculty Senate), and Erica Arbetter (President, Student Government Association).

Trustee Gadsden presented the committee report:

The Ad Hoc Committee on Information Technology was called to order on January 17, 2013, at 7:55 a.m. in Beatty 201 by Chair Gadsden. He noted that this will be the *final* meeting of the Ad Hoc Committee as standing Committee status was expected to be approved. Following introductions and approval of the October 2012 meeting minutes, Bob Cape presented several discussion and information items.

Over the Christmas holiday vacation period, several IT staff persons worked almost 1,000 hours at very significant personal sacrifice to accomplish a major software upgrade of the College Oracle database system; also OAKS was upgraded, and progress was made on the campus wireless project and at the technology requirements at Dixie Plantation.

The Department of Revenue data breach was discussed as it relates to the institutional risks of breach at the College. The success of the IT-developed Phishing Quiz was noted and the need for all faculty and staff to complete the Quiz was strongly endorsed by the Committee. While the Inspector General denied IT's request for \$400K of supplemental security electronics to further strengthen the College's security posture, IT will be going forward with Data Loss Prevention (DLP) hardware investment and will implement new rules approved by the IT Executive Steering Committee to block non-secure flows of College Social Security Numbers, thereby mitigating institutional risk in a meaningful fashion. Prospective SC legislation addressing the Revenue breach could impose unwelcome requirements and control on IT.

The plan for the making of the IT Strategic Plan for the next fiscal year was presented. All expressed enthusiasm for the extensive campus participation the plan will engender.

TechQual survey results were briefly reviewed.

Following discussion of the IT wireless project, Erica Arbetter reported the students are very pleased already with the improvement in wireless access. The classroom technology upgrade project is on schedule to complete 20 classrooms by June 30; the pace is constrained by the availability of classroom swing space.

Network Engineering permanent positions are fully staffed for the first time in years; the ability of the College to offer market-competitive technology salaries in the 'new Charleston' is increasingly handicapped.

IT is expecting a burst of time-critical work to provide networking and classroom technology in whatever facility is selected as the new home for the North Campus and Low Country Graduate Center.

Bob demonstrated the College mobile app; Erica expressed the delight of the students, saying it would be hugely appreciated by the students.

NEW BUSINESS:

Chair Padgett informed the Board that Ted Stern's funeral will be held on campus. He thanked everyone in advance for their involvement with the Stern funeral.

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

- Elizabeth reminded the Board that the Statement of Economic Interest Forms must be submitted to the State Ethics Commission before April 15.
- A date for the New Board Member Orientation will be scheduled once the Board Candidate Elections are held.
- A date for the Board Retreat will be confirmed once the Board Candidate Elections are held.

[Break to pick up box lunches at 11:35 a.m.]

John Busch and Jeff Schilz left conference call during lunch break.

[Meeting resumed at 11:50 a.m.]

The motion was made by Trustee Joe Thompson, and seconded by Trustee John Wood, to go into Executive Session at 11:50 a.m. (1) to consider candidate(s) qualification for honorary degree(s); (2) Legal Counsel will consult and provide legal advice on litigation, including actual and potential legal claims; and (3) Discussion of Contractual arrangements and proposed sale or purchase/lease of properties. All in favor.

First, Chair Padgett asked the following staff members, in addition to the President, to remain and attend the Executive Session: Mike Haskins, George Hynd, Brian McGee, Steve Osborne, George Watt, Elizabeth Kassebaum, Kathryn Bender, Jeri Cabot (representing Victor Wilson), Monica Scott, and Betty Craig.

Sandy Senn (attorney in private practice) joined Executive Session.

John Busch returned to conference call at 12:05 p.m.

George Watt left Executive Session at 12:35 p.m.

John Busch left conference call at 12:50 p.m.

At 1:00 p.m., Chair Padgett announced that only President Benson and the Board shall remain in Executive Session at this time. All others left Executive Session.

The motion was made by Trustee John Wood, and seconded by Trustee Larry Miller, to come out of Executive Session at 1:10 p.m. All in favor.

[Regular session resumed at 1:10 p.m. and everyone returned to the Boardroom.]

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

A motion was made by Trustee Joe Thompson, and seconded by Trustee Cherry Daniel, that Chloe Knight Tonney be approved as the Commencement Speaker and receive an honorary degree at the May 2013 Graduate School Commencement Ceremony. Chair Padgett called for the yeas and nays, and the motion passed unanimously by voice vote.

A motion was made by Trustee Marie Land, and seconded by Trustee John Wood, that Jasper Johns be approved to receive an honorary degree at the May 2014 Undergraduate Commencement Ceremony. Chair Padgett called for the yeas and nays, and the motion passed unanimously by voice vote. [Trustee Land recommended that if Mr. Johns is not available to receive an honorary degree at the May 2014 Commencement Ceremony, his honorary degree be presented at another time.]

A motion was made by Trustee Frank Gadsden, and seconded by Trustee Larry Miller, that Senator Tim Scott be approved as the Commencement Speaker at the May 2014 Undergraduate Commencement Ceremony. Chair Padgett called for the yeas and nays, and the motion passed unanimously by voice vote.

A motion was made by Trustee Larry Miller, and seconded by Trustee Frank Gadsden, that the meeting be adjourned at 1:15 p.m. All in favor.