

(Approved at April 24, 2015 Board of Trustees Meeting)
COLLEGE OF CHARLESTON BOARD OF TRUSTEES
Randolph Hall Boardroom¹
College of Charleston, Charleston, South Carolina
January 30, 2015
8:30 a.m.

Presiding:
Gregory D. Padgett, Chair

Board Members Present: Mr. Donald H. Belk, Mr. John H. Busch, Mrs. Demetria Noisette Clemons, Dr. L. Cherry Daniel, Mr. Frank Gadsden, Mrs. Renee B. Goldfinch, Ms. Henrietta U. Golding, Mr. David H. Hay, Mr. G. Lee Mikell, Mrs. Annaliza O. Moorhead, Dr. Toya Pound, Mr. Daniel Ravenel, Mrs. Renee B. Romberger, Mr. Jeffrey M. Schilz, Dr. Edward L. Thomas, Jr., Mr. Joseph F. Thompson, Jr., Mrs. Ricci Land Welch, and Mr. John B. Wood, Jr.

Board Member Participating by Conference Call: Ms. Pansy King-Reid

Trustee Emeriti Present: Mrs. Sylvia C. Harvey and David Watson

Others Present: President Glenn McConnell; Drs. Jeri Cabot (Interim Executive VP for Student Affairs), Bob Cape (Senior Vice President/Chief Information Officer), Beverly Diamond (Senior Vice Provost), Jerry Hale (Dean, School of Humanities and Social Sciences), Brian McGee (Interim Provost and Executive VP for Academic Affairs), and John White (Dean of Libraries); Messrs. Michael Adeyanju (Associate Director, Executive Communications), Mark Berry (Interim Executive Director, External Relations), Jack Huguley (Director of Alumni Relations), Joe Hull (Director of Athletics), Sam Jones (Associate VP, Budgeting and Payroll Services), Bobby Marlowe (Senior VP, Economic Development), Todd McNerney (Speaker of the Faculty/Associate Professor, Department of Theatre and Dance), Will McPherson (Secretary, Graduate Student Association), Steve Osborne (Executive VP for Business Affairs), Paul Patrick (Vice President for Administration and Planning), Jonathan Ray (Director of Institutional Events and Chef Concierge), Mike Robertson (Senior Director of Media Relations), Ryan Spraker (President, Student Government Association), Steve Swanson (Campaign Steering Committee Chair and Foundation Board Member), Chris Tobin (Vice President for Development), and George Watt (Executive VP for Institutional Advancement); Mses. Priscilla Burbage (Vice President, Fiscal Services), Betty Craig (Executive Assistant to the Board of Trustees), Debbie Hammond (Senior Executive Administrator for the President), Shirley Hinson (Director of Governmental Relations), Elizabeth Kassebaum (Executive Secretary to the Board of Trustees and VP for College Projects), Laura Lageman (Associate Director of Athletics), Valerie Morris (Dean, School of the Arts), Amy Orr (Staff Advisory Committee to the President Representative), Monica Scott (VP for Facilities Planning), JoAnn Throckmorton (Administrative Assistant), and Katie Walker (Interim General Counsel).

Also attending were Greg Fisher (Information Technology), Leslie McKellar (Photographer, College Publications), Ben Powers (Telecommunication Coordinator), and Roy Snipe (Audio Visual Events Coordinator).

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

WELCOME AND INTRODUCTIONS

Chair Padgett welcomed everyone and noted that it has been customary to introduce selected students at the beginning of each Board meeting. Today in Alumni Hall, he introduced three students from the Mentor Matters Program, along with Ernest Brevard, Campus Outreach and Student Events Coordinator in the Office of Multicultural Student Programs and Services.

- Heba Abdin, freshman Biology major from York, SC;
- Julia Lane, sophomore Religious Studies major from Chester, NJ; and
- Jimmy Worthy, sophomore Physical Education major from Rock Hill, SC.

Also, Chair Padgett introduced Debye Alderman, Director of Finance and Administration, College of Charleston Foundation; and Portia Prioleau, Director of Finance and Planning, Information Technology Department.

[Leslie McKellar took a photo of Chair Padgett, President McConnell, Ernest Brevard, and the three students.]

[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 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 welcomed everyone attending the meeting and noted that all Trustees were present except Trustee Pansy King-Reid who will participate by conference call.

PRESENTATION TO RETIRING BOARD MEMBER:

Chair Padgett thanked Dan Ravenel whose Board of Trustees term will expire at the end of this Board meeting. He asked Dan to please come forward to receive a special token of appreciation for his service on the Board.

Dan Ravenel's presentation:

“Dan, as a small token of genuine appreciation for your many years of service to the Board, we present you with a small silver plate with the College of Charleston Seal that reads ‘Daniel Ravenel, on behalf of a grateful college, we thank you for your dedicated service as a member of the College of Charleston Board of Trustees, 2009-2015. Presented on January 30, 2015’ on the front and the following wording on the back of the plate, ‘Your generosity of time, spirit and wisdom contributed significantly to the present and future success of the College of Charleston’.”

[Leslie McKellar took a photo of Chair Padgett, President McConnell, and Dan Ravenel.]

APPROVAL OF MINUTES:

It was moved by Trustee John Wood, and seconded by Trustee Cherry Daniel, that the minutes of the October 17, 2014 Board Meeting be approved. The Chair called for the yeas and nays, and the Minutes were approved by voice vote.

PRESIDENT'S REPORT:

President McConnell provided a brief update on the following topics:

- Budget
- External collaboration and engagement
- Inclusivity and diversity
- Swimming and Diving Programs

Chair Padgett thanked President McConnell for his efforts and the wonderful job he is doing as President.

[Shirley Hinson joined the meeting at 8:47a.m.]

COMMITTEE REPORTS:

EXECUTIVE COMMITTEE:

Committee members present: Trustees Greg Padgett (chair) and Dan Ravenel

Committee members participating by conference call: Trustees Demetria Clemons, Cherry Daniel, and Lee Mikell

Other Board members present: Trustees Don Belk and David Hay

Other Board members participating by conference call: Trustees John Busch, Renee Goldfinch, Henrietta Golding, Jeff Schilz (late), and John Wood

Others present: President Glenn McConnell, Mark Berry (Interim Executive Director, External Relations), Jeri Cabot (Interim Executive VP, Student Affairs), Debbie Hammond (Senior Executive Administrator for the President), Elizabeth Kassebaum (Executive Secretary to the Board and VP for College Projects), Brian McGee (Interim Provost/Executive VP for Academic Affairs), Todd McNerney (Speaker of the Faculty), Steve Osborne (Executive VP, Business Affairs), Paul Patrick (VP for Administration and Planning), Ben Powers (Telecommunications Coordinator), Mike Robertson (Senior Director, Media Relations), Katie Walker (Interim General Counsel), George Watt (Executive VP, Institutional Advancement), JoAnn Throckmorton (Administrative Assistant), and Betty Craig (Executive Assistant).

Chair Padgett presented the following committee report:

The Executive Committee met on Wednesday, January 14, and approved the minutes of the September 30, 2014 Executive Committee meeting.

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

ACADEMIC AFFAIRS COMMITTEE:

Committee members present: Trustees Cherry Daniel (Chair), John Busch, Demetria Clemons, Frank Gadsden, Renee Goldfinch, Toya Pound, and Jeff Schilz.

Other Board members present: Trustees Don Belk, David Hay, Greg Padgett, Renee Romberger, and Eddie Thomas

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

Others present: President Glenn McConnell, Mike Auerbach (Dean, School of Sciences and Mathematics), Beverly Diamond (Senior Vice Provost), Lynne Ford (Associate VP for the Academic Experience), Jerry Hale (Dean, School of Humanities and Social Sciences), Debbie Hammond (Senior Executive Administrator for the President), Elizabeth Kassebaum (Executive Secretary to the Board of Trustees), Amy McCandless (Graduate Dean), Todd McNerney (Speaker of the Faculty), Valerie Morris (Dean, School of the Arts), Steve Osborne (Executive VP for Business Affairs), Paul Patrick (VP for Administration and Planning), Susan Anderson Rivaleau (Assistant VP, Office of Research and Grants Administration), Ryan Spraker (President, Student Government Association), Melissa Thomas (Director, Center for Student Learning), Antonio Tillis (Dean, School of Languages, Cultures, and World Affairs), George Watt (Executive VP for Institutional Advancement), and Fran Welch (Dean, School of Education, Health and Human Performance)

Trustee Cherry Daniel presented the following committee report:

Chair Daniel called the meeting to order at 9:16 am and noted that the meeting notice had been posted and the press notified in accordance with the Freedom of Information Act.

Featured Program

The program featured a report from the Office of Research and Grants Administration, which summarized award activities for the first two quarters of fiscal year 2015. For the current year, the College has received 52 awards so far, with a funding amount in the first two quarters of \$6.8 million. Highlights of our activity include a Major Research Instrumentation grant from the National Science Foundation, our third in the past three years, and a U.S. Department of Education multi-year grant for creating talent development academies in disadvantaged schools. Undergraduate research support is being funded by a new grant from the National Science Foundation and the Howard Hughes Medical Institutes.

Chair Daniel then turned the floor over to Brian McGee for the Provost's Report.

Provost's Report

- President McConnell and the Interim Provost are working to find a replacement for Penny Brunner, our former Associate Vice President for Institutional Effectiveness and Strategic Planning. Dr. Brunner left the College recently to take a similar position at Clemson. Brian McGee will be the Interim SACSCOC Institutional Liaison until a replacement for Brunner is named.
- The College is now studying the cost structure of the six academic schools and is considering whether a school fee should be contemplated for our two highest cost schools. Such a fee could be phased in over multiple years. The fees used at USC Columbia and Clemson were described.
- A new book has been selected for the College Reads! Program for the next academic year, which focused on the role of university students in Mississippi's Freedom Summer of 1963. McGee expressed appreciation for all the students, faculty, staff, and administrators who

contributed to the screening process for this selection, which McGee has now approved, consistent with the previously announced approval procedure.

- McGee provided summaries of the official establishment of the School of Professional Studies, consideration of possible future changes in our December Commencement, changes to the Faculty/Administration Manual, and our cybersecurity program.

Action Items

- The Committee unanimously approved the minutes from the January meeting.
- The Committee unanimously passed the Resolution to approve the Master of Fine Arts (MFA) in Creative Writing. This MFA program would capitalize on the strength of our creative writing faculty, meet a community demand, and be revenue-positive after two years. The program also would be an important next step for the University of Charleston, South Carolina, and our research mission, as the MFA would be the College's first terminal degree program at the graduate level.

The Academic Affairs Committee moves that the Resolution to approve the Master of Fine Arts (MFA) in Creative Writing be adopted as presented. The Chair called for the yeas and nays, and the following Resolution was unanimously approved by voice vote.

**COLLEGE OF CHARLESTON
UNIVERSITY OF CHARLESTON, SOUTH CAROLINA
RESOLUTION OF THE BOARD OF TRUSTEES
PROPOSAL FOR A
MASTER OF FINE ARTS
CREATIVE WRITING**

January 30, 2015

WHEREAS, upon the recommendation of the President; the Provost; the Dean of the School of Humanities and Social Sciences; the Dean of the Graduate School of the University of Charleston, South Carolina; the Graduate Council; and the Faculty Senate, the Board of Trustees has been requested to approve a Master of Fine Arts in Creative Writing (the "Program");

WHEREAS, the Board has been advised that the Program will offer advanced degree training to students who wish to gain expertise in the writing of poetry or fiction with an option for practical training in arts management and publishing;

WHEREAS, the Program is a traditional MFA curriculum with rigorous academic preparation, including training in the history and traditions associated with the student's discipline, training in theoretical and formal approaches to the craft, and intensive peer and faculty feedback;

WHEREAS, the MFA Program in Creative Writing is designed for full-time residential students and is intended to be completed in two years, with the degree requiring a minimum of 39 credit hours, including a Studio emphasis or an Arts Management emphasis;

WHEREAS, upon completion of the program, graduates will be prepared to move on to earn other advanced degrees; pursue teaching positions at the college or secondary level (at

independent schools); or work in the fields of professional writing, editing, publishing; or find employment in a range of other vocations common to students who earn this degree;

WHEREAS, the Program is a two-year program enrolling a cohort of 12 new students each fall and graduating 12 students each spring;

WHEREAS, the College plans to begin the Program in August 2016;

WHEREAS, the Board has been informed that one new faculty position will be required and that this position is a high priority for the Provost and the Dean of Humanities and Social Sciences; and

WHEREAS, the Board has been further advised that there is sufficient student demand for the Program and that tuition collected and deposited into the General Fund will be adequate 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 Commission on Colleges (“SACSCOC”) 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 SACSCOC and to implement the new Program, as described herein and presented to the Board through its Committee on Academic Affairs by the Provost.

Speaker of the Faculty’s Report:

Todd McNerney, Speaker of the Faculty, spoke briefly to the full Board noting that the Faculty/Board Shadowing Program is a rewarding experience. He recommended that everyone consider participating in the program in the future.

Also, Mr. McNerney spoke regarding efforts of the Faculty Senate.

- Curriculum change – Master of Fine Arts in Creative Writing
- Faculty/Administration Manual
- Bylaws – disability policies
- Excused absences for college-affiliated events
- Faculty Senate passed two resolutions – supports SGA’s Resolution to add a student to the Board of Trustees

Staff Advisory Committee to the President Report:

Amy Orr, representing the Staff Advisory Committee to the President, spoke briefly on behalf of the staff. Ms. Orr noted that the Committee is enjoying working with President McConnell.

ALUMNI RELATIONS COMMITTEE:

Committee members present: Trustees John Wood (chair), Don Belk, Demetria Clemons, Annaliza Moorhead, Toya Pound, Jeff Schilz, and Ricci Welch

Staff Liaisons present: Jack Huguley and Karen Jones

Guests present: President Glenn McConnell, Mark Berry (Interim Executive Director, External Relations), Ryan Spraker (President, Student Government Association), and Sylvia Harvey (Trustee Emeritus)

Trustee Wood presented the following committee report:

Approval of Committee Meeting Minutes:

The October 16, 2014 Committee Meeting Minutes were unanimously approved.

Alumni Association Strategic Initiatives Update:

Jack Huguley, Director of Alumni Relations, updated the Committee regarding Alumni Association Strategic Initiatives:

- Stay Informed
 - Progress is being made on identifying prospects for lead donations to building the Alumni Center.
- Get Involved
 - Deadline for Alumni Awards nominations is February 1.
 - Deadline for Alumni Scholarship applications is February 1.
 - New website has been launched for A Charleston Affair which will be held May 9-10.
- Give Back
 - Alumni Board and Alumni staff have 100% participation in the CofC Fund.

ATHLETICS COMMITTEE:

Committee members present: Trustees Jeff Schilz (chair), John Busch, Dan Ravenel, Renee Romberger, Eddie Thomas and Ricci Welch

Committee members absent: Trustee Pansy King-Reid

Other Trustees present: Trustees Cherry Daniel, Frank Gadsden, and David Hay

Others present: President Glenn McConnell, Vince Benigni (Professor/Faculty Athletics Representative), Mark Berry (Interim Executive Director, External Relations), Andrea DeMaria (Chair, Faculty Student and Athletics Committee), Debbie Hammond (Senior Executive Administrator for the President), Joe Hull (Director of Athletics), Weston Ijames (Director of Business Operations for Athletics), T. J. Isaacs (Associate Director of Athletics/External Affairs), Elizabeth Kassebaum (Executive Secretary to the Board of Trustees/VP for College Projects), Laura Lageman (Associate Director of Athletics/Senior Women's Administrator), Brian McGee (Interim Provost/Executive VP for Academic Affairs), Todd McNerney (Speaker of the Faculty/Associate Professor, Department of Theatre and Dance), Paul Patrick (VP for Administration and Planning), Morgan Phillips (Baseball Student Athlete), Ryan Spraker (President, Student Government Association), Morgan Webber (Women's Golf Student Athlete), and Tomi Youngblood (President, Cougar Club Board)

Trustee Schilz presented the following committee report:

Academic Report:

Joe Hull reported that Fall 2014 was the ninth consecutive semester that the Athletics Department achieved a cumulative GPA of greater than 3.0 across all teams. Five students had a 4.0 GPA.

The Women's Golf Team, along with Academic Advisor Kate Tiller, was recognized for its outstanding efforts.

Campaign/Patriots Point Update:

T. J. Isaacs spoke regarding his first few months on the job. The Patriots Point project is a priority, and he has been meeting with donors and architects regarding the project.

NCAA Update:

Joe Hull reported on new legislation signed during the NCAA's meeting last week. The major change affecting the College is redefining a scholarship to include miscellaneous costs, bringing an athletic scholarship to the amount of full cost of attendance which could result in an additional cost of \$450,000 to athletics. Mr. Hull noted that no decisions have been made, but he has asked for input from all head coaches and is waiting to see how similar schools address the issue.

AUDIT COMMITTEE:

Committee members present: Trustees Don Belk and Joe Thompson

Committee members participating by conference call: Trustee John Wood

Committee members absent: Trustee Henrietta Golding

Others present: Priscilla Burbage (VP of Fiscal Services), Beverly Diamond (Senior Vice Provost), Gail Long (Internal Auditor), Brian McGee (Interim Provost/Executive VP for Academic Affairs), Steve Osborne (Executive VP, Business Affairs), Sarina Russotto (Director of Policy and Compliance), Katie Walker (Interim General Counsel), and Dawn Willan (Controller). George Kennedy and Lindsay Ball from Elliott Davis attended the meeting as well.

Chair Thompson called the meeting to order noting that the meeting notice has been posted and the press notified as required by the Freedom of Information Act.

George Kennedy, a shareholder from our external auditing firm, Elliott Davis, gave a report related to their findings of the 2013-2014 fiscal year-end audits. Unmodified opinions were issued on the CAFR (Comprehensive Annual Financial Report), the OMB Circular A-133 and NCAA reports.

Mr. Kennedy also gave an overview of GASB 68, Accounting and Financial Reporting for Pensions which will affect the College's June 30, 2015 financial statements. Currently, net pension liability reporting is not required at the agency level. With the implementation of GASB 68, the College and other participating cost-sharing governments will report their proportionate share of this unfunded liability in its own financial statements.

Brian McGee presented two potential revisions to the existing ethics policy. The first relates to data review and signature attestation of data that is reported to state, federal and other regulatory agencies. The President and Provost will be responsible for certification of student data.

Secondly, Governor Haley's office is developing a model code of conduct that agencies can follow. The Office of Legal Affairs will review our ethics policy and ensure that it aligns with the state model.

BUDGET AND FINANCE COMMITTEE:

Committee members present: Trustees Lee Mikell (chair), Frank Gadsden, David Hay, Annaliza Moorhead, Dan Ravenel, and Joe Thompson

Other Board members present: Trustees Greg Padgett, Don Belk, Renee Goldfinch, and Eddie Thomas

Others present: President Glenn McConnell, Michael Adeyanju (Interim Director of Executive Communications), Jan Brewton (Director of Business and Auxiliary Services), Priscilla Burbage (VP for Fiscal Services), John Campbell (Senior Director of Residence Life and Housing), Beverly Diamond (Senior Vice Provost), Julia Eichelberger (Professor, Department of English), Debbie Hammond (Senior Executive Administrator for the President), Susan Hartman (Executive Assistant to the Executive VP for Student Affairs), Shirley Hinson (Director of Government Relations), Sam Jones (Associate VP for Budgeting and Payroll), Brian McGee (Interim Provost and Executive VP for Academic Affairs), Todd McNerney (Speaker of the Faculty/Associate Professor, Department of Theatre and Dance), Amy Orr (Staff Advisory Committee to the President Representative), Steve Osborne (Executive VP for Business Affairs), Paul Patrick (VP for Administration and Planning), Ryan Spraker (President, Student Government Association), Katie Walker (Interim General Counsel), and Elaine Worzala (Associate Dean, School of Business).

Chair Mikell presented the following committee report:

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

The members of the Budget and Finance Committee were given a copy of the FY 2014 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 Board members not in attendance.]*

Steve briefed the Committee on the Series 2014A bond issue. The proceeds will be used to fund the renovation of the Rita Liddy Hollings Science Center. The bonds were sold in November and closed on December 4. Wells Fargo was the winning bidder. The bonds, \$54,255,000, were sold at a TIC (true interest cost) of 3.795%. This is the lowest interest rate that the College has received on any of the original bond issues. Only a couple of the refunding issues, which have a shorter maturity, have been issued at lower rates.

Steve updated the Committee on a timeline for the institutional budget process for FY 16. This will include the prioritized annual plan items which will be identified at the April Board meeting. On May 20, the Budget and Finance Committee will meet in a budget workshop to review a preliminary budget. On June 5, they will meet again to agree on a final budget to be presented to the full Board at its June 15 meeting.

Steve updated the Committee on the state budget. In November, the S.C. Revenue and Fiscal Affairs Office projected a non-recurring (\$166.6 million) surplus for the fiscal year ending June 30, 2015, and new recurring revenue for FY 15-16 of \$287.6 million. President McConnell appeared before the Higher Education and Technical Colleges Subcommittee of the House Ways and Means Committee on Wednesday, January 21. The College presented a 65-page presentation in response to information requested by the Subcommittee. It included the College's request for \$2 million in recurring state funding for the Computer Science Program, and \$750,000 in recurring state funding

for Supply Chain Management. Additionally, there was a request for 32 FTE positions; and non-recurring funds for capital needs of \$5 million for the Simons Center for the Arts renovation.

Steve briefed the Committee on the issue of school fees, which had been discussed in the Academic Affairs Committee meeting earlier. The administration is evaluating the possibility of school specific fees and will likely bring a proposal to the Board in concert with the budget discussions.

Steve informed the Committee that the College is scheduling a meeting with Fitch Ratings to explore the possibility of getting a second bond rating. The College is currently rated by Moody's Investors Services as A1.

Sam Jones reviewed the budget adjustments reflected through December 31, 2014. **The Budget and Finance Committee moves that the resolution to approve the budget adjustments for the quarter ended December 31, 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
BUDGET ADJUSTMENTS**

January 30, 2015

WHEREAS, College management has revised its projections of revenues and expenses for the year 2014-2015 and, based on that revision, 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 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 2014-2015, as presented by College management to the Finance Committee and as further detailed in the table captioned "College of Charleston 2014-2015 Revenue and Expense Budget Adjustments December 31, 2014" contained in the Board of Trustees briefing book dated January 30, 2015; 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 reviewed the proposed fees for Housing and Food Services for 2015-2016. They reflect a 3% increase for housing, and no increase for food service. **The Budget and Finance Committee moves that the resolution to approve the Student Housing Fees and Food Service Fees for 2015-2016 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 30, 2015

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 not recommending any increase in the allowable charges on meal plans and related programs;

NOW THEREFORE, be it --

RESOLVED, that the Board hereby approves the percent increases for residential housing and related programs (3 percent over current levels) as further detailed in the schedule captioned “College of Charleston 2015-2016 Proposed Fees (Housing and Food Services)” contained in the Board of Trustees briefing book dated January 30, 2015;

RESOLVED, that the Board hereby approves the charges for meal plans and related programs (0% increase) as further detailed in the schedule captioned “College of Charleston 2015-2016 Proposed Fees (Housing and Food Services)” contained in the Board of Trustees briefing book dated January 30, 2015; and

RESOLVED, that all such increase shall not become effective prior to August 1, 2015 and that the effective date of each such increase is timely communicated to the College Community well in advance of the respective effective dates.

For the record, Trustee Henrietta Golding expressed concern regarding a tuition increase next year.

FACILITIES COMMITTEE:

Committee members present: Trustees Dan Ravenel (chair), John Busch, Henrietta Golding, David Hay, Lee Mikell, and Renee Romberger

Committee members absent: Trustee Joe Thompson

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

Others present: John Cordray (Director of the Physical Plant), Beverly Diamond (Senior Vice Provost), Aaryne Elias (Campus Planning Coordinator), Brian McGee (Interim Provost and Executive VP for Academic Affairs), Steve Osborne (Executive VP, Business Affairs), and Paul Patrick (VP for Administration and Planning)

Trustee Ravenel presented the following committee report:

Current Capital Projects Update:

Monica Scott provided the Board with an update regarding current capital projects:

- Dixie Plantation Field Stations – Completion by March or April 2015.
- Rita Hollings Science Center Renovation – Skanska was selected as the construction management firm. The project is on track for completion in time for the Fall 2016 semester.
- Jewish Studies Center Expansion – Construction began in early August 2014, but it was delayed due to the discovery of an underground fuel tank. Construction has resumed, and completion of the project is expected by Spring 2016.
- Simons Center for the Arts Renovation – Final determinations regarding scope, programming, and budget are currently underway.
- Addlestone Library Adaptation – The Historical Society moved in over the holidays and the project is complete.

- Sottile Theatre Retail Space – The project is complete with Barnes and Noble now occupying the space.
- Rutledge Rivers Residence Hall Renovation – SGA was selected as the A&E firm and preliminary design is underway. The residence hall will be open for the Fall 2016 semester.

Executive Session:

The Committee went into Executive Session to discuss proposed contractual arrangements and real estate opportunities. No action was taken.

[Break at 10:15 a.m.]

[Trustee Annaliza Moorhead left the meeting at 10:25 a.m.]

[Meeting reconvened at 10:30 a.m.]

GOVERNMENTAL AFFAIRS AND EXTERNAL RELATIONS COMMITTEE:

Committee members present: Trustees John Busch (chair), Cherry Daniel, Lee Mikell, Jeff Schilz, and Joe Thompson

Staff Liaisons present: Shirley Hinson (Director of Government Relations) and Bobby Marlowe (Senior VP for Economic Development)

Others present: Mark Berry (Interim Executive Director, External Relations), Beverly Diamond (Senior Vice Provost for Academic Affairs), Aaryne Elias (Campus Planning Coordinator), Gibbon Miler (Assistant Director, Economic Development), Steve Osborne (Executive VP for Business Affairs), Paul Patrick (VP for Administration and Planning), Mike Robertson (Director of Media Relations), Katie Walker (Interim General Counsel), and Kim Hart Weldin (administrative assistant)

Trustee Busch presented the following committee report:

First, Mr. Busch noted that he is honored that President McConnell asked him to Chair the President’s Campus Diversity Review Committee. He acknowledged Trustee Demetria Clemons and is excited about working with her and the Diversity Committee.

Chair Padgett expressed his thanks to Trustee Busch for taking on the added responsibility of chairing the Diversity Committee.

Budget Update:

Steve Osborne provided a budget update. The following recurring budget requests were presented last week:

- \$616,089 for pay raises last year and the amount contributed to health insurance
- \$2,000,000 for the Computer Science Program
- \$657,000 for the Supply Chain Management Program
- \$2,500,000 fund authorization level to support additional lines.

The following non-recurring budget requests were presented:

- \$5,000,000 for the Simons Center Renovation

Outreach Initiatives – Elected Officials

- The President’s Fall Reception (Oyster Roast) was well attended.
- The Alumni Reception (Columbia Chapter) is scheduled for February 24.
- College of Charleston Day at the State House is scheduled for February 25 from 10 a.m. to 4:30 p.m. The Alumni Association and Academic Deans will participate.
- Legislative Reception at the Palmetto Club is scheduled for February 25.

Legislative Update:

Shirley Hinson provided the Legislative Update:

- University of Charleston (Research University) Bill dropped in both the House and Senate.
- Daning’s Veteran’s Tuition Bill was filed.
- There have been two Charleston Metro Chamber and Faculty Meetings to discuss opportunities to grow programs needed in the business community.
- The College of Charleston and MUSC Collaborative Council has been formed and the governance structure is in place.

Marketing and Communications Update:

Mark Berry presented the Marketing and Communications Update:

- He shared the new “Boundless” campaign YouTube video with the committee. Full-page ads are running.
- He shared a revamped site and marketing campaign plan to sell more tickets for “A Charleston Affair.”

Economic Development Update:

Bobby Marlowe presented the Economic Development Update:

- Continued efforts to deepen relationships with Boeing. IT students will have significantly more intern opportunities and activities at Boeing.
- Working to expand the College of Charleston Farm-to-School Program state wide.
- ICAT Fact sheet was distributed; ICAT Program did not apply for the second round of funding.
- S.C. Supply Chain & Logistics Research Center is located in the School of Business.

INFORMATION TECHNOLOGY COMMITTEE:

Committee members present: Trustees Frank Gadsden (chair), Cherry Daniel, Renee Goldfinch, and Eddie Thomas

Committee members absent: Trustee Pansy King-Reid

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

Others present: Deanna Caveney-Noecker (Assistant Provost), David Desplaces (Chair, Faculty Education Technology Committee), Amy Orr (Co-Chair, Staff Advisory Committee to the President), and Joyce Wilson (Executive Assistant to Bob Cape).

Trustee Gadsden presented the following Committee report.

The meeting was called to order January 29, 2015 in Beatty 201 at 3:45 PM by Chair Gadsden; adjournment was at 4:49PM. Minutes of the October 16, 2014 IT Committee meeting were approved.

Bob Cape reported that the Business Continuity Task Force of the IT Strategic Advisory Committee has established top priorities for mission-critical IT functionality to be sustained during and beyond a hypothetical three-week outage of the Data Center due to a hurricane: (1) email for faculty and staff communications; (2) OAKS, the College learning management system, to allow faculty to continue class instruction, lest the entire semester and related revenue be lost; and (3) a nucleus Banner system to allow up to twenty persons to conduct truly urgent College transactions and produce reports. IT is now developing project plans and corresponding budget requests to address these business continuity priorities. Emphasis on “cloud” solutions is anticipated, both for business continuity and also to affirm strategic direction for College information systems as feasible.

The Academic Research Network (ARN) Project Charter was distributed and briefly summarized. The project is being designed by IT to facilitate research at the College by addressing the distinctive needs of research for server and networking.

A second research-related effort of IT is collaboration with Dean Mike Auerbach to establish better support for Geographic Information Systems (GIS) – an application that now is a critical success factor for several research projects across multiple Schools, classwork, and some important work in staff departments, for example Public Safety. Needed is a GIS Application Administrator to manage the shared GIS application and to help research staff to best utilize all its capabilities.

BoardEffect is the name of the new board management software, selected to meet the needs of the Trustees at a most economical cost. Many implementation questions now need to be addressed. The IT Committee expressed strong support and also willingness to “go first” in the training and adoption of BoardEffect. It will be in full effect by late in 2015.

Classroom technology upgrades are ahead of schedule with 28 rooms to be completed in FY15. The effects of renovating classrooms as part of capital projects (Rita Hollings, for example) will somewhat shorten the nominal ten year cycle of classroom technology refreshment. More careful analysis will be presented in the next meeting. Also of note, IT is reversing in its decision to not install chalkboards in classrooms with technology. Data has shown increased cost and increased outages and inconvenience for faculty and students attributable to chalk dust in electronics. There are several alternatives to chalkboards such as whiteboards, idea paint, and so on. However, the concept of pedagogy trumping technology is unassailable so when updating classrooms IT will, upon faculty request, provide chalkboards in rooms with technology.

Cyber insurance for the College is now in effect. The provider is Beazley. While we take strong measures to combat malware, prevent data incidents, and refine our incident response plan, no enterprise is immune and it is wise to make financial preparations for an adverse incident.

Yammer is a Microsoft enterprise social networking product that is recommended by IT to IT governance to replace our current set of listservs and forums. The Faculty Education Technology Committee has endorsed Yammer and led discussion of Yammer at a recent Faculty Senate meeting; the Staff Advisory Committee to the President is discussing endorsement. The goal is to secure Executive Steering Committee approval, then prepare a project plan for implementation of Yammer.

Following an intensive communication effort, IT is now quarantining email containing SSNs and credit card numbers as the next step in our Data Loss Prevention (DLP) initiative. This reduces both personal and institutional risks of exposing data.

Results of the Fall 2014 Tech-Qual+ survey of satisfaction with IT services were shared. Survey response relative to a year ago was down significantly, especially for students, due in part to our inability to offer an incentive to complete the survey. For the first time we compared our ratings with those of peer institutions completing the identical survey: happily, ratings for College IT exceeded those of our peers in 12 of the 13 categories.

INSTITUTIONAL ADVANCEMENT COMMITTEE:

Committee members present: Trustees David Hay '81 (chair), Frank Gadsden '80, Henrietta Golding '74, Eddie Thomas '76, and John Wood '83

Committee members absent: Trustee Pansy King-Reid

Staff Liaisons present: George Watt (Executive VP, Institutional Advancement), and Chris Tobin (VP for Development)

Volunteer Board Liaisons present: Dan Ravenel '72 (Alumni Association), Steve Swanson '89 (Campaign Steering Committee), and Tomi Youngblood (Cougar Club Board)

Others present: President Glenn McConnell, Debye Alderman (Director of Finance and Administration), T. J. Isaacs (Associate Athletics Director – Development/External Affairs), Brian McGee (Interim Provost and Executive VP for Academic Affairs), and Emily Padgett '12 (Scholarship Program Coordinator)

Trustee Hay presented the following committee report:

First, Trustee Hay reminded the committee that its overarching role is to serve as educated and inspired advocates to advance the College, and for the members to better understand their roles as donors, champions, and facilitators for the College's advancement efforts.

Chris Tobin presented the fundraising results for the first two quarters of the fiscal year 2015 (July – December).

- Approximately \$6.6 million was raised in new philanthropic commitments.
- Over \$300,000 in new endowed scholarships to the Honors College was made possible by a small group of alumni leaders.
- A seven-figure commitment from Tap and Jean Johnson to support priorities in the School of the Arts; School of Business; School of Education, Health & Human Performance; and Athletics.
- \$100,000 grant from Google to the Lowcountry Hall of Math and Science's "Scratching the Surface" teacher education program at the School of Sciences and Mathematics.

George Watt provided his thoughts regarding the Return on Investment (ROI) achieved thus far in the "Advancement Model" and ways the Board of Trustees can continue to invest in the College's efforts to collectively promote the College to its many constituencies.

George Watt and Steve Swanson provided an update on the College of Charleston Campaign. To date, over \$114 million has been raised toward the \$125 million goal. Since the public launch in November, several *Boundless*-themed events have been held throughout the country to educate and inspire our alumni, parents, and friends to get more engaged in the College through the Campaign. More gatherings hosted by donors across the nation are being scheduled throughout the public phase.

Mr. Watt reported on the Foundation funds and endowment as of December 30, 2014. Total cash and investments under management was approximately \$83 million.

And finally, Board Liaison leaders Tomi Youngblood (Cougar Club) and Dan Ravenel '72 (Alumni Association) presented their respective Board reports.

STUDENT AFFAIRS COMMITTEE:

Committee members present: Trustees Demetria Clemons (chair), Don Belk, Renee Goldfinch, Annaliza Moorhead, Toya Pound, Renee Romberger, and Ricci Welch

Staff Liaison present: Jeri Cabot (Interim Executive VP for Student Affairs)

Others present: John Campbell (Senior Director of Residence Life and Housing), Debbie Hammond (Senior Executive Administrator for the President), Susan Hartman (Executive Assistant to the Executive VP for Student Affairs), Sylvia Harvey (Trustee Emeritus), Todd Mc Nerney (Speaker of the Faculty/Associate Professor, Department of Theatre and Dance), Amy Orr (Staff Advisory Committee), Jordan Ragusa (Faculty Student Affairs and Athletics Committee), Ryan Spraker (President, Student Government Association), and Stephanie Visser (Director of the Center for Civic Engagement)

Trustee Clemons presented the following committee report:

Center for Civic Engagement

Stephanie Visser provided a presentation featuring the four programs in Civic Engagement:

- Bonner Leader Program – 33 students in one of 80 Bonner campuses nationwide and the only public Bonner school in South Carolina. Seventy-two percent of the Bonner Leaders are first generation, minority, and/or high-need students.
- Alternative Breaks – The College of Charleston is one of 100 national college Break Away programs.
- One-Time Service Programming
- Service Learning

The mission of the center is to contribute to the holistic development of College of Charleston students and to cultivate in them a passion for positive social change through the use of education, service, and critical reflection.

Student Affairs Dashboard Statistics

Dr. Cabot provided an update on the Fraternity and Sorority Life community, whose membership represents approximately 21% of the student population. The GPA for Fall 2014 was 3.1 for women and 2.85 for men.

Residence Life and Housing Assignments Update

John Campbell reported that only 15 tripled rooms remain by choice this semester from the original 144 tripled rooms. There were 66 transfer students and 15 freshmen residents added for spring semester.

A plan is in place for Fall 2015 to add triple rooms in Buist and double rooms in 10 Warren to vary price points while increasing housing options.

Graduate Student Association Update:

William McPherson, Graduate Student Association Secretary, briefed the Board regarding the GSA's participation in fall activities on campus.

Student Government Association Update:

Ryan Spraker, Student Government Association President, briefed the Board regarding SGA initiatives on campus. Of special interest is the State of the Student Body Address scheduled for February 4 at 5:00 p.m. in Alumni Hall.

LIBRARY UPDATE:

Dean John White updated the Board on activities and accomplishments of The Marlene and Nathan Addlestone Library. *[Trustee Eddie Thomas recommended that Dean White be recognized for his library work.]*

NEW BUSINESS:

Chair Padgett asked Board members to hold Monday, June 15, and Tuesday, June 16, for the President/Board of Trustees Retreat following the 11:00 a.m. Board meeting at Wampee on Monday, June 15.

Also, Chair Padgett informed the Board that after the Board Candidate Election by the General Assembly for the at-large Board Seat #15 on Wednesday, February 4, new committee assignments will be in place for the April 2015 Board of Trustees meeting.

Housekeeping Items

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

- Faculty and Student Shadowing information will be sent to Board members by the end of next week.
- Elizabeth called the Board members' attention to the Calendar of Events at their places, particularly the William Aiken Fellows Interview Dinner on Friday, February 6, and the upcoming Admissions Yield Receptions.
- Elizabeth has new logo pins available for those Board members who don't have them.
- Form 1099 per diem information has been mailed to Board members.
- Statement of Economic Interest forms are due March 30. Elizabeth will send the Board members a reminder.
- Travel vouchers are at their places.
- Board meeting surveys will be sent after the meeting.

The motion was made by Trustee John Wood, and seconded by Trustee Joe Thompson, to go into Executive Session at 11:50 a.m. for the following purposes: (1) Legal Counsel will consult and provide legal advice on litigation, including actual and potential legal claims; and (2) Discussion of negotiations incident to proposed contractual arrangements and proposed purchase/lease of property, and (3) Employment records – legal matters and contract negotiations – personnel matters and property repairs. All in favor.

First, Chair Padgett asked the following staff members, in addition to the President, to remain and attend the Executive Session: Mark Berry, Jeri Cabot, Elizabeth Kassebaum, Brian McGee, Steve Osborne, George Watt, Katie Walker, Paul Patrick, Debbie Hammond, and Betty Craig.

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

Trustee Pansy King-Reid was on conference call. Chair Padgett, for reasons of confidentiality in Executive Session, asked Pansy to acknowledge that she was on a phone line not being recorded and in a private venue and alone while on the conference call. *[Trustee Pansy King-Reid responded affirmatively.]*

[Lunch was available during Executive Session.]

[At 1:15 p.m., everyone left the Boardroom except the Board of Trustees and President McConnell.]

[Trustee Pansy King-Reid left the conference call at 1:40 p.m.]

The motion was made by Trustee Demetria Clemons, and seconded by Trustee Cherry Daniel, to come out of Executive Session at 1:50 p.m. All in favor.

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

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

The motion was made by Trustee Lee Mikell, and seconded by Trustee Dan Ravenel that the meeting be adjourned at 1:50 p.m. All in favor.