

(approved at January 20, 2012 Board of Trustees Meeting)
COLLEGE OF CHARLESTON BOARD OF TRUSTEES
Randolph Hall Boardroom¹
College of Charleston, Charleston, South Carolina
October 14, 2011
8:30 a.m.

Presiding:
Gregory D. Padgett, Chair

Board Members Present: Mr. Donald H. Belk, Mr. J. Philip Bell, Mr. John H. Busch, Mrs. Demetria Noisette Clemons, Dr. L. Cherry Daniel, Mr. Frank M. Gadsden, Mrs. Marie M. Land, Mr. G. Lee Mikell, Mrs. Annaliza O. Moorhead, Dr. Toya D. Pound, Mr. Daniel Ravenel, Mr. Jeffrey M. Schilz, and Mr. Joseph F. Thompson, Jr.

Participation by Conference Call: Mr. John B. Wood, Jr.

Absent: Mr. James F. Hightower, Mr. William D. Johnson, and Mr. Lawrence R. Miller

Trustee Emeritus: 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. Gus Gustafson (Chairman, Foundation Board of Directors), Mike Haskins (Executive VP for External Relations), Jack Huguley (Director of Alumni Relations), Joe Hull, (Director of Athletics), Sam Jones (Director of Budgeting and Payroll Services), Bobby Marlowe (Legislative Affairs Liaison), 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), Tom Trimboli (Senior Vice President for Legal Affairs), and Victor Wilson (Executive VP for Student Affairs); Mses. Priscilla Burbage (Vice President, Fiscal Services), Margaret Frierson (President, Alumni Association), Alyson Goff (Executive Assistant to the Executive VP for Business Affairs), Shirley Hinson (Director of Governmental Relations), Elizabeth Kassebaum (Executive Secretary to the Board of Trustees), Gail Long (Internal Auditor), and Monica Scott (VP for Facilities Planning)

Also attending were Dr. Lynn Cherry (Speaker of the Faculty), Mr. Herbert Frasier (Member, Staff Advisory Committee to the President), Professor Tom Heeney (AAUP Chapter Representative), Professor Heath Hoffmann (Chair, Faculty Welfare Committee), Mr. Daniel Kassim (President, Graduate Student Association), Professor Joe Kelly (Department of English/Co-Chair, President's Commission on Diversity, Access, Equity, and Inclusion), Mr. Ross Kressel (President, Student Government Association), Professor Simon Lewis (College of Charleston AAUP Chapter Representative), Ms. Anne McNeal (Secretary, Staff Advisory Committee to the President), Mr. John Neita (SunGard Representative); Mr. Robert Reese (Vice Chair, Staff Advisory Committee to the President), Mr. Mike Robertson (Senior Director, Media Relations), Ms. Marcia White (Chair, Staff Advisory Committee to the President), Mr. Geoff Yost (Editor-in-Chief, *George Street Observer*), Ms. Sarah Sheaffer (News Editor, *George Street Observer*; and Sophomore Class Senator, Student Government Association), and Ms. Diane Knich (*Post and Courier* Reporter).

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 8:30 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.

WELCOME AND INTRODUCTIONS:

Chair Padgett welcomed everyone and briefly introduced new employees. Detailed bios can be found behind Tab II of the Board Book.

He welcomed Daniel Kassim, President of the Graduate Student Association; Marcia White, Senior Director of Marketing for Admissions and Academics, who will serve as Chair of the provisional Staff Advisory Committee to the President; Anne McNeal, Director of Retention in the Academic Experience Office, who will serve as Secretary to the Staff Advisory Committee to the President; Robert Reese of the Public Safety Office who will serve as Vice Chair of the Staff Advisory Committee to the President; Herbert Frasier, member of the Staff Advisory Committee to the President; Geoff Yost, Editor-in-Chief, *George Street Observer*; Sarah Sheafer, News Editor, *George Street Observer* and Sophomore Class Senator, Student Government Association; and Professor Heath Hoffmann, Chair of the Faculty Welfare Committee.

He thanked Greg Fisher from Information Technology for being available to assist anyone with IPAD/technology issues.

And finally, Chair Padgett welcomed David Watson, Trustee Emeritus.

John Wood joined the meeting by conference call.²

APPROVAL OF MINUTES:

It was moved by Trustee Thompson, and seconded by Trustee Bell, that the minutes of the August 26, 2011 Board Meeting be approved. The Chair called for the yeas and nays, and the Minutes were unanimously approved by voice vote.

PRESIDENT'S REPORT:

Family Weekend

President Benson informed the Board that the College held its annual Family Weekend during the last weekend of September. It is a time for parents to visit their students on campus through a variety of special events. More than 350 families participated in numerous events, including tours of campus facilities, film screenings, lectures, live music, an oyster roast, etc. On Friday night, President Benson spoke at a donor reception hosted by the Parent Advisory Council. On Sunday morning, President Benson and Ross Kressel, SGA President, spoke at an event titled "Conversation with the Presidents." Also on Sunday morning, President Benson spoke at the Family Weekend brunch in the Stern Center Ballroom.

²John Wood joined the meeting by conference call at 8:35 a.m.

Dr. Elie Wiesel's visit to campus was made possible by Anita Zucker and the College's Zucker/Goldberg Center for Holocaust Education. On Sunday afternoon, Dr. Wiesel participated in a student-panel discussion and interacted with students and parents following the panel. On Sunday evening, Dr. Wiesel was awarded an honorary degree prior to delivering a powerful lecture to a packed Sottile Theatre.

Fundraising and Development

George Watt usually provides a fundraising report, but in Mr. Watt's absence, President Benson spoke briefly regarding fundraising and development. For the first three quarters of this year, the College has made significant gains in total new commitments, number of donors, and annual giving. New philanthropic commitments are up 4.5% (\$6.6 million) over last year's record pace, the total number of donors increased by almost 20%, and Annual Giving is up by nearly 28%.

Facilities Master Plan

President Benson noted that the Campus Master Plan Consultants met with the Board yesterday following lunch. According to the consultants, the College has a current space deficit of roughly 226,000 assignable square feet. Based on the goals of our Strategic Plan, that deficit is projected to grow to roughly 750,000 gross square feet by 2020.

Accountability-Based Funding

As President Benson has reported at past meetings, Governor Haley has proposed creating a new performance-based funding system for South Carolina's public four-year colleges and universities. President Benson announced that Governor Haley will hold a Town Hall meeting on campus tomorrow, October 15, at 11:00 a.m. in Physician's Auditorium.

Last week, President Benson participated in a conference call with all of the college and university presidents to discuss the development of a formal accountability-based funding proposal. A draft proposal is being circulated among the Presidents over the next week or so. The Presidents plan to meet at least two more times between now and the end of the calendar year, and President Benson will keep the Board informed regarding the process.

Neighborhood Relations

President Benson reported that Evie Nadel, Associate Dean of Students and Director of Community Relations, works closely with the neighborhoods to address residents' concerns.

President Benson called a meeting of the neighborhoods so he could hear directly from the residents regarding their concerns. Many of their concerns revolved around recurring student behavior issues. The meeting produced some excellent ideas, including the establishment of a student mentor program and assigning neighborhood liaisons to each neighborhood. President Benson noted that community and neighborhood relations are a very high priority for the College.

Strategic Plan

At the August Board meeting, President Benson informed Board members that the College is initiating a process to evaluate and revise the Strategic Plan so that it better aligns with available resources. For the first phase, President Benson has asked the Executive Team to revisit the tactics and actions and to prioritize them in rank order. In the second phase, we will involve a broader cross-section of the institution in the review process.

President Benson plans to bring the Strategic Plan revisions to the Board in January. The first Annual Plan is being developed and will be presented to the Board in April. In addition, the budget will be presented to the Board in April.

Diversity Strategic Plan

President Benson informed the Board in August that the President's Commission on Diversity, Access, Equity, and Inclusion has submitted a draft Diversity Strategic Plan. The next step is to present the draft plan to the President's Community Advisory Board at its next meeting on October 27. The Diversity Strategic Plan will be presented to the Board at the January Board meeting.

CPQE

At the August Board meeting, President Benson reported on the results of the first full year of the Comprehensive Program for Quality and Efficiency (CPQE). We are now in the second phase of CPE. Improved quality and greater efficiency will be an ongoing and continuous pursuit.

New Initiatives

President Benson reported that on September 13 he made a presentation to the Faculty Senate and announced the creation of two new initiatives in support of the faculty and staff.

- (1) Professional Development Incentive Fund – staff employees can apply for support of professional travel and other professional development opportunities. For the first year, the program will be funded at the \$20,000 level.
- (2) Piloting a small grants program to enhance our teaching in the liberal arts and sciences – the maximum amount for each grant will be \$1,500. For the first year, \$20,000 will be set aside to support this program. The Provost will administer the program.

Staff Advisory Committee to the President

President Benson informed the Board at the August Board meeting of the establishment of the Staff Advisory Committee to the President (SAC). The committee is charged with writing the committee's bylaws. He noted that Faculty and Student Advisory Committees already exist at the College. President Benson thanked Marcia White (Chair), Robert Reese (Vice Chair), and Anne McNeal (Secretary) for attending the Board meeting today.

Center for Peer Education

President Benson reported that the College has opened the Center for Excellence in Peer Education, led by Page Keller. Peer educators take a two-credit course in the Department of Teacher Training where they develop peer education skills. The center prepares outstanding students to mentor, tutor, and assist other students while also saving the College money.

Marketing Video

President Benson reported that the use of video is one of the most important ways that the College connects to students, parents, alumni, and others. For example, these videos are used by Admissions counselors when they travel, e-mailed to prospective students and parents, featured on the College's website, etc.

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. **Facilities Committee members present:** Trustees Jimmy Hightower (chair), Dwight Johnson, Marie Land (conference call), Lee Mikell, and Dan Ravenel. **Other Board members present:** Trustees Don Belk and Jeff Schilz (conference call). **Others present:** President Benson, Bob Cape, Sherrye Carradine, Bev Diamond, Alyson Goff, Mike Haskins, Joe Hull, George Hynd, Brian McGee, Ron Menchaca, Steve Osborne, Monica Scott, Tom Trimboli, George Watt, Victor Wilson, Elizabeth Kassebaum, Betty Craig, Mike Robertson, and Diane Knich of the *Post and Courier*. Steve Gift and Scott Miller, master planners, also attended the meeting.

Chair Padgett presented the following committee report:

On Wednesday, September 21, a joint meeting of the Executive and Facilities Committees was held with the facilities master planners. The College has been working with the master planners from Hanbury Evans Wright Vlattas & Company to develop a Ten-Year Facilities Master Plan to provide for potential growth of the College.

Steve Gift and Scott Miller, master planners, presented a Power Point Presentation on the “College of Charleston Campus Master Plan.” They provided an overview of campus facilities, square footage, where the College is in terms of space, and where it should be in 2020.

The Executive Committee approved a Resolution to award an honorary degree to Elie Wiesel, world renown Nobel Peace Prize Recipient. His honorary degree was presented preceding his lecture to the public on Sunday, September 25.

ACADEMIC AFFAIRS COMMITTEE:

Committee members present: Trustees Cherry Daniel (Chair), Demetria Clemons, Frank Gadsden, Marie Land, Toya Pound, and Jeff Schilz. **Other Board members present:** Greg Padgett, Don Belk, and Dan Ravenel. **Staff Liaisons present:** George Hynd (Executive VP for Academic Affairs/Provost), Beverly Diamond (Senior Vice Provost for Academic Affairs), Deanna Caveny (Associate Provost for Faculty Affairs), and Lynne Ford (Associate Provost for Curriculum and Academic Administration). **Others present:** President George Benson, Penny Bruner (Interim Associate Vice President for Institutional Effectiveness and Planning), Don Burkard (Associate VP for Enrollment Management), Debbie Counts (Associate Director of Admissions), Lynn Cherry (Speaker of the Faculty and Associate Professor of Communication), Don Griggs (Director of Financial Assistance and Veterans’ Affairs), Heath Hoffmann (Chair, Faculty Welfare Committee), Alex Kasman (Chair, Faculty Academic Planning Committee), Joe Kelly (Professor, Department of English), Simon Lewis (College of Charleston AAUP Chapter Representative), Amy McCandless (Dean of the Graduate School), Bob Mignone (Professor and Chair, Department of Mathematics), Steve Osborne (Executive VP for Business Affairs), Sue Sommer-Kresse (VP of Community Relations, Interim Director of the Lowcountry Graduate Center, and Interim Director of C of C North Campus), and Tom Trimboli (Senior VP for Legal Affairs).

Due to Chair Daniel’s late arrival at the committee meeting, Trustee Marie Land presented the following committee report:

Trustee Land introduced Debbie Counts for a presentation on the Senior Project, a summer program for minorities who are potential applicants to the College of Charleston.

Provost's Report:

Provost Hynd presented the following report:

- Exercise Science proposal was approved by CHE, and the Public Health proposal is working its way through that process. Hopefully, students will be admitted to these programs in August 2012.
- Jim Posey, currently at the University of Washington, Tacoma, will be joining the College as Associate VP for Institutional Research and Planning.
- National searches will be conducted to hire deans of the School of Humanities and Social Sciences, the Honors College, and the north campus.

Provost Hynd made introductory remarks regarding the instructional cost study and turned the floor over to Senior Vice Provost Bev Diamond for presentation of the study.

Highlights of the instructional cost study:

- Graduate programs are most costly.
- Free-standing minors are less costly.
- Our three lowest cost majors are all interdisciplinary.
- Even computer science, our most expensive program, is healthy at 150 majors and is significantly less expensive than peers.

Major conclusions of the instructional cost study:

- Instructional costs at the College of Charleston are reasonable, from an efficiency perspective, compared to our peers, with approximately 85% of our programs at or below peers. This does not address quality or the effectiveness of our programs.
- Efficient management of enrollments, not the number of majors or minors we offer, is the key to keeping our instructional costs reasonable.

Provost Hynd provided the committee with information regarding the College's process for tenure and promotion reviews as it relates to the Reardon case. Following a review of the case in Executive Session, the committee unanimously approved a motion to deny Reardon's request for a hearing, given that none of the grounds for an appeal had been met.

A motion was made by Trustee Dan Ravenel, seconded by Trustee Frank Gadsden, that the Board table action on the Reardon resolution until after the scheduled Executive Session concluded. The Chair called for the yeas and nays, and the motion to table was unanimously approved by voice vote.

The Chair of the Academic Affairs Committee then moved that the Board adopt a Resolution, approved by the Committee, to authorize the awarding of degrees for the December 2011 Graduation. After 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
AWARDING OF DEGREES**

October 14, 2011

WHEREAS, pursuant to S.C. Code Ann. §59-130-30 the Board of Trustees of the College is constituted as a body corporate and politic and is empowered, among other things, to “confer degrees upon students and other persons as the board considers qualified;”

WHEREAS, the President has made available to the Board a preliminary list of candidates for the award of baccalaureate and graduate degrees from the several Schools of the College;

WHEREAS, each such candidate has been certified by the appropriate Dean, the Registrar, and the Provost, as Chief Academic Officer of the College, as meeting the requirements and prerequisites for the award of the appropriate degree upon the candidate’s successful conclusion of the Fall 2011 Semester;

WHEREAS, the Board has accepted such representations and certifications as being true and accurate in all material respects and has determined that all such degree candidates are so qualified for the award of their respective degrees upon the successful conclusion of the Fall 2011 Semester; and

WHEREAS, all of the relevant degree-awarding programs of the College related to degrees to be awarded under this Resolution have been duly approved by the South Carolina Commission on Higher Education.

NOW THEREFORE, BE IT

RESOLVED, that the Board hereby authorizes the President to confer on each and all of the aforementioned described degree candidates who have successfully completed the Fall 2011 semester, the names of each of which shall be published in the Official Program for the December 2011 Graduation Ceremony, those degrees for which they have been found qualified, together with all the rights, honors, privileges and responsibilities appertaining thereto;

RESOLVED, that the President and the Provost, or either of them, may make such adjustments to the preliminary list of candidates for the award of baccalaureate and graduate degrees from the several Schools of the College, as may be necessary and appropriate to account for the actual academic performance of degree seeking candidates during the Fall 2011 semester; and

RESOLVED, that the President and Provost, and such employees as may be designated by both or either of them, are hereby authorized and directed to take any and all action as may be necessary and appropriate to implement this Resolution and effectuate its purposes.

ALUMNI RELATIONS COMMITTEE:

Committee members present: Trustees Don Belk, Demetria Clemons, Frank Gadsden, Annaliza Moorhead, Toya Pound, and Jeff Schilz. **Committee members absent:** Trustee John Wood (chair). **Staff Liaisons present:** Jack Huguley, John Hartman, and Karen Jones. **Guests present:** Margaret Frierson (Alumni Association President) and Gibbon Miler (Events Coordinator in the Alumni Relations Office).

In Chair Wood's absence, Trustee Gadsden presented the following committee report:

50th Anniversary Alumni Scholars Reception:

Karen Jones reported on the 50th Anniversary Alumni Scholars Reception. Over the past 50 years the Alumni Association has given more than 150 scholarships to recipients based upon demonstrated leadership. To mark the 50th anniversary of the program, all former recipients were invited to attend this year's reception. The reception gave all Alumni Association scholarship recipients and their families the opportunity to meet donors and Alumni Association Board members, as well as other campus leaders. The event was held on September 22, 2011 in the Hill Exhibition Gallery and Halsey Institute of Contemporary Art in the Marion and Wayland H. Cato, Jr. Center for the Arts.

Alumni Awards Gala:

The Alumni Awards Gala will be held on Thursday, November 10, 2011 in the Crystal Ballroom at the Marriott Hotel on Lockwood Boulevard in Charleston. This year's recipients are:

Howard F. Rudd, Jr. Business Person of the Year Award:

Harry "Trey" Thorton Harvin III '92 – men's basketball player

Pre-Medical Society's Outstanding Service Award in Medicine:

John F. Tisdale '86

Young Alumnus of the Year Award:

Cyrus A. Buffum '06

Alumna of the Year Award:

Kellie N. Bentz '04

Distinguished Alumnus Award:

Neil W. Draisin '65

Alumni Award of Honor:

Willard "Billy" A. Silcox, Jr. '65

2012 A Charleston Affair:

Gibbon Miler reported on "A Charleston Affair."

- In an effort to reduce overcrowding in Cistern Yard, the outdoor event space footprint will be expanded.
 - The Cistern Yard and Cougar Mall will be the two main event locations.
 - College Way and Green Way will be utilized for entrances and overflow areas.
- A Sponsorship Committee has been formed to acquire sponsorships and donations.
- Alumni Weekend – events will be held throughout the entire weekend of "A Charleston Affair, Friday, May 4, through Sunday, May 6.

Alumni Data Harvest:

John Hartman reported that the Alumni Office is continually trying to increase and improve alumni data through various processes at little or no cost. The ability to contact alumni is crucial to increasing alumni engagement and alumni giving.

2012-2015 Alumni Association Strategic Planning:

Jack Huguley closed the committee meeting by reporting on 2012-2015 Alumni Association Strategic Planning. In preparation for the next three years, a Strategic Planning Committee has been established. One of the primary goals of the Strategic Plan will be to increase alumni relevancy on an institutional level. The Alumni Relations Office requests counsel from the members of the Board of Trustees Alumni Relations Committee regarding ways to increase alumni relevancy in addition to training peers to become better advocates and utilize the talents of the alumni base.

ATHLETICS COMMITTEE:

Committee members present: Trustees Philip Bell, John Busch, and Jimmy Hightower.

Committee members absent: Trustee Dwight Johnson (chair). **Staff Liaisons present:** Joe Hull.

Others present: Laura Lageman (Associate Athletics Director/SWA), Steve Stroud (Associate Director of Athletics/External Affairs), Otto German (Assistant Director of Athletics/Compliance), Keith Merritt (Director of Academics), Peter Pitchione (Student Affairs/Athletics Committee Member), and Charlotte Napier (Recording Secretary).

In Chair Johnson's absence, Trustee Bell provided the following committee report:

Nancy Wilson, Head Women's Basketball Coach, will retire in March 2012. There will be an alumni game and celebration in her honor on February 18 at the TD Arena. A search committee will be established in January for the new Head Coach.

The Women's Basketball team will play UConn on December 21, 2011 at the TD Arena. This will be the first of a two-game set with the second game being played in the 2012-2013 season at UConn.

Sarah Havel, a senior middle blocker for the volleyball team, is one of ten finalists for the Lowe's Senior CLASS Award. The annual award honors student-athletes who excel in the areas of community, classroom, character and competition. Sarah is a first team all-conference performer who has taken two trips to Honduras to help provide medical care to poor children.

TV Broadcasts/ESPN and Local TV:

Joe Hull reported that the use of ESPN3 and the production of our own games will increase the viewing availability for our games, therefore, reaching more people and enabling us to broadcast more sports.

Hall of Fame:

The Hall of Fame delivery date is scheduled for November 10, 2011. The TD Arena lobby will have a pictorial display of all current teams. A Hall of Fame room will be opened on the concourse and will honor all of the past and future inductees with a picture and a brief bio. Ipad's will be available to access in-depth information regarding the inductees.

Compliance Update:

Otto German presented the committee with a Compliance Update. He reported that APR preliminary data was presented to the Board. Compliance/Academic software has been purchased to significantly help with compliance, academics, and recruiting.

Academic Update:

Keith Merritt presented the committee with an Academic Update. He reported that updated Academic software, Grades First, will help with communication between professors, student-athletes, and academic advisors.

TD Arena Marquee:

The TD Arena Marquee will be placed on Meeting Street between the TD Arena and the Silcox building in December 2011. The new Athletics website will be available in the next few weeks and will feature a substantial increase in video content.

Fundraising Campaign Update:

Steve Stroud provided the committee with a Fundraising Campaign Update. Ticket sales for Fall sports have increased. Season ticket sales for Men's Basketball have increased as well. The Annual Fund set a new fundraising high last year and had a good first quarter this year. Eight new donors have given at the \$10,000 annual giving level.

Conference Realignment/NCAA Possible Changes:

Joe Hull informed the committee regarding the NCAA's proposal that institutions may provide additional monies to athletes up to the cost of attendance along with several other significant changes that may have substantial alarming impacts throughout college athletics. There are indications that there may be large conference realignment that could have a trickle-down effect on College of Charleston athletics.

AUDIT COMMITTEE:

Committee members present: Trustees Larry Miller (chair) (via conference call), Don Belk, and Philip Bell. **Committee members absent:** Joe Thompson. **Others present:** Gail Long, Brian McGee, Steve Osborne, and Tom Trimboli.

In Chair Miller's absence at the full Board meeting, Trustee Bell presented the following committee report:

Following discussion regarding the Revised Ethics Policy, the Audit Committee approved a Resolution to adopt the new policy to be submitted to the full Board for approval.

The Chair of the Audit Committee then moved that the Board adopt a resolution to approve the Revised Ethics Policy, as previously approved by the Committee. After 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
ADOPTION OF REVISED ETHICS POLICY**

October 14, 2011

WHEREAS, the Board has determined that the College's present Ethics Policy is in need of revision to remain current with statutory changes and legal interpretations;

WHEREAS, the Board also believes it desirable and appropriate to periodically review those ethical standards that must be observed by members of the College community when conducting the affairs of the College and when dealing with the government, members of the public, and with all other persons who govern, work at, attend or visit the College;

WHEREAS, the Board's Audit Committee has recommended that the Board adopt a revised Ethics Policy that reaffirms the College's commitment to integrity and fairness and to the faithful observance of the law while in pursuit of its academic mission; and

WHEREAS, such revised Ethics Policy is attached to and incorporated into this Resolution.

NOW THEREFORE, BE IT

RESOLVED, that the attached revised Ethics Policy is hereby approved and adopted by the Board;

RESOLVED, that such Policy be appropriately disseminated and made available to all members of the College community and that each new employee of the College be appropriately advised of the College's Ethics Policy and be required to sign an acknowledgement of the same; and

RESOLVED, that the attached Policy shall become effective as of December 1, 2011.

In addition, Gail Long reviewed audit reports for procurement card purchases.

And finally, Gail Long updated the members on the status of the audit plan.

BUDGET AND FINANCE COMMITTEE:

Committee members present: Trustees Lee Mikell (chair), Philip Bell, John Busch, Frank Gadsden, Dan Ravenel, and Joe Thompson. **Committee members absent:** Trustee Larry Miller.

Other Board members present: Greg Padgett, Marie Land, Toya Pound, and Jeff Schilz. **Staff Liaisons present:** Steve Osborne (Executive VP for Business Affairs), Priscilla Burbage (VP for Fiscal Services), and Sam Jones (Director of Budgeting and Payroll Services).

Others present: President George Benson, Deanna Caveny, Lynn Cherry, Bev Diamond, Alyson Goff, Mike Haskins, Tom Heeney, Shirley Hinson, Heath Hoffman (Chair, Faculty Welfare Committee), George Hynd, Linda Jones (member of the Faculty Senate Budget Committee), representing Kendra Stewart, Chair, Faculty Senate Budget Committee), Phil Jos (Chair, Political Science Department), Elizabeth Kassebaum (Executive Secretary to the Board of Trustees), Joe Kelly (Professor in the English Department), Ross Kressel (President, Student Government Association), Gail Long, Bobby Marlowe, Brian McGee, Ron Menchaca, Tom Trimboli, and Victor Wilson. Also, Diane Knich of the *Post and Courier* attended the committee meeting.

Trustee Mikell presented the following committee report:

Steve Osborne updated the committee on several capital projects underway, which will be covered in the Facilities Committee report. Additionally, he briefed the committee on the long-term takeout of the Bond Anticipation Notes for the New Science Center. All of the necessary approvals for this bond issue were attained when the BANs were originally issued. Based on the most recent analysis, the timing of the long-term takeout should be excellent given the current historically low interest rates. It is anticipated that the bonds will be issued in very early December.

The committee discussed the proposal for hiring an external consultant to review the operations of the College. In response to the request for additional information made at the August Board meeting, Steve provided the committee information shared with the College from The Citadel, MUSC, Clemson, and USC. A sub-committee comprised of Lee Mikell, Philip Bell, and Joe Thompson reviewed the information and provided feedback. The committee tasked Steve with developing an RFP based on a combination of objectives from the proposals from Clemson and USC.

The committee was updated on the current enrollment and the potential fiscal impact of additional students. The revenue associated with the additional students will be budgeted as non-recurring for the current fiscal year. The additional revenue for the Fall 2011 semester is estimated at \$2.7 million.

Related to the enrollment discussion, Steve briefed the committee on instructional costs associated with the additional students. The committee was updated on the criteria that would be applied in the implementation of a bonus program for faculty and staff. Comparisons to programs at other state universities were shared with the committee. In addition to funding the bonuses, it was noted that a portion of the additional revenue should be used for scholarships.

Steve briefed the committee on the potential benefits of refunding two previous bond series. The combined present value savings for the two series is currently estimated to be in excess of \$1.1 million. The gross cash-flow savings is calculated to be in excess of \$1.7 million.

The Chair of the Budget and Finance Committee then moved that the three resolutions associated with the refunding that were previously approved by the Committee during its meeting be adopted by the Board. The texts of the resolutions were as presented behind Tab IX of the Board Book. The Chair called for the yeas and nays, and the Resolutions were unanimously approved by voice vote. (See Appendix A for copies of resolutions).

Sam Jones reviewed the budget adjustments reflected through September 30, 2011.

Thereafter, the Chair of the Budget and Finance Committee moved that the Resolution approved by the Committee to authorize and ratify certain budget adjustments for the quarter ended September 30, 2011 be adopted by the Board. After 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
BUDGET ADJUSTMENTS**

October 14, 2011

WHEREAS, College management has revised its projections of revenues and expenses for the year 2011-2012 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 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 2011-2012, as presented by College management to the Finance Committee and as further detailed in the table captioned "College of Charleston 2011-2012 Revenue and Expense Budget Adjustments September 30, 2011" contained in the Board of Trustees briefing book dated October 14, 2010; 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.

In addition, Steve Osborne briefed the committee on the status of the Housing RFP. It is currently undergoing final review and, hopefully, will be posted within the next two to three weeks.

And finally, Steve Osborne updated the committee on the current year budget projections, which have State revenue collections at September 30 at 4% above BEA estimates. There does not appear to be any immediate risk of budget cuts for the remainder of FY 2012. The BEA is scheduled to meet in November when they will set the estimates for FY 2013.

The handout, "Additional Fall 2011 Revenue Projections/Plans," was distributed to all Board members. There was a discussion about the disposition of unanticipated College revenues realized from enrollment that exceeded initial projections. Management suggested that a portion of those revenues be allocated to bonuses for employees based on merit. During a discussion regarding the proposed Bonus Program, Trustee Jeff Schilz questioned the timing of providing bonuses for employees. Because of current economic conditions, he proposed that all additional revenues be put in the institutional reserve fund to, among other things, offset (in whole or in part) the need for a tuition increase next year. Trustee Schilz proposed to offer a resolution to achieve that purpose. Chair Padgett ruled that such a resolution would be in order during that portion of the Board Meeting reserved for new business (see "New Business" below).

[Break at 10:00 a.m.]

[Meeting resumed at 10:20 a.m.]

FACILITIES COMMITTEE:

Committee members present: Trustees Jimmy Hightower (chair), Lee Mikell, Marie Land, and Dan Ravenel. **Committee members absent:** Trustee Dwight Johnson. **Staff Liaisons present:** Monica Scott (VP for Facilities Planning). **Others present:** President George Benson, Lynn Cherry (Speaker of the Faculty), John Cordray (Director of the Physical Plant), Bev Diamond, George Hynd, Susan Morrison (Professor, Biology Department), Tom Trimboli, and Alyson Goff (Executive Assistant, Business Affairs Office).

In Chair Hightower's absence at the full Board meeting, Trustee Ravenel presented the following committee report:

Monica Scott provided an update on current capital projects:

- **Dixie Plantation:** The trail has been completed, and the interpretative signage will be completed this week. The design drawings are being finalized for the barn and studio. The College re-examined the initial program for the barn, which required additional time. However, the College feels the new programming to include meeting and classroom space will meet many needs.
- **Grice Marine Lab:** Staff is working with the project architect to finalize the programming and cost estimate, which is currently \$10.5 million. The College has secured \$6 million in funding. Once constructed, the current facility is planned for renovation.
- **5 College Way:** The renovation work continues with the construction to be completed in early spring with an occupancy date of August 2012. This will be the first building on campus with a geothermal system.
- **72 George Street:** The renovation work has started with the construction to be completed in early spring with an occupancy date of August 2012.
- **74 George Street:** The construction documents are being developed with an expected November 2011 bid date. The College hopes to complete the project for August 2012 occupancy.
- **Hungry Cougar Renovation:** The project has experienced a delay due to unforeseen infrastructure issues. The facility is expected to reopen on October 24.
- **Center for Social Science Research:** The College is in contract negotiations with the successful design/build firm. The project is expected to be completed in August 2012.
- **Robert Scott Small Classroom Conversion:** Mashburn Construction submitted the low bid, and the contract is being finalized. The project is expected to be completed for Spring 2012 use.

Old Business:

Ms. Scott provided the committee with brief updates:

- **Facilities Master Plan:** The master planning team updated the full Board at its informal lunch yesterday. The team will return to campus twice before making its final presentation to the Board in January 2012.
- **Arena Marquee:** Mashburn Construction was awarded the construction contract, and work should begin shortly. The project is expected to be completed by the end of December.

- **Residence Hall RFP:** The College has received comments from the Office of the State Engineer and will work with the local representative to finalize the document. The College's request to complete this project via an alternative delivery method was approved.
- **Sciences Facilities Use Study:** The College has finalized the programming for the build-out of the new science center and the Rita Hollings Science Center. Geology will move to the new science building. Due to the lack of swing space, the renovation will most likely be phased. The College will interview architect firms for the build-out project at the beginning of November. The project is currently estimated at \$14 million, and the renovation is estimated at \$41 million.

GOVERNMENTAL AFFAIRS AND EXTERNAL RELATIONS COMMITTEE:

Committee members present: Trustees Dan Ravenel (chair), Cherry Daniel, Lee Mikell, and Joe Thompson. **Staff Liaisons present:** Shirley Hinson (Director of Governmental Relations) and Bobby Marlowe (Legislative Affairs Liaison). **Others present:** Steve Osborne, Lynne Ford (Associate Provost for Curriculum and Academic Administration), Mike Haskins, Elizabeth Kassebaum (Executive Secretary to the Board of Trustees), and Mike Robertson (Senior Director of Media Relations).

Trustee Ravenel presented the following committee report:

Shirley Hinson highlighted several items of the Outreach Plan for 2011-12 and informed the committee that the Charleston Legislative Delegation meeting was held on campus on September 19.

Ms. Hinson announced that the Legislative Reception is planned for January 11, 2012 at the Palmetto Club in Columbia, SC.

Ms. Hinson provided a Legislative Update. Currently, there are two bills in the House that affect College students: H.4092 concerning smoking on campus and H.3558 regarding duty, training and disaster relief for students in the military.

Further, Ms. Hinson provided an update on the status of Accountability-Based Funding.

And finally, Mike Haskins gave a Media Update highlighting several Marketing efforts. Marketing and Communications will continue to focus on advertising the College's MBA program. The College will have advertisements featured in many new publications locally and nationally. Mike also informed the Committee of a number of videos that Marketing has produced in order to highlight successes in many of the College's academic departments.

INSTITUTIONAL ADVANCEMENT COMMITTEE:

Committee members present: Trustees Marie Land (chair), Larry Miller (via conference call), and Jeff Schilz were present. **Committee members absent:** Trustee John Wood. **Other Board members present:** Trustee Greg Padgett. **Volunteer Board Liaisons and guests present:** Dr. Renee Anderson (Chair, Foundation Development Committee), Margaret Frierson '85 (President, Alumni Association), and J. J. Lamberson (Treasurer, Cougar Club Board). **Committee Staff Representatives present:** George Hynd (Provost/Executive VP, Academic

Affairs), George Watt (Executive VP, Institutional Advancement), Chris Tobin (VP for Development), and Sheila Vanek (Development Administrator).

Trustee Land presented the following committee report:

George Watt spoke regarding the continued focus, strategy and return on investment in the College's development efforts. He also delivered the College of Charleston Foundation's financial report. As of September 30, 2011, the Foundation's endowment was \$51.9 million and the Foundation's total financial portfolio was \$60.3 million.

Chris Tobin presented the College's fundraising summary results from January 1 through September 30, 2011:

- Total new philanthropic commitments were \$6,622,722.
- Total Annual Fund dollars raised were \$1,478,202. Included in this total is the College of Charleston Fund which raised \$469,629.
- Total unique donors to the College were 4,781.
- Five vacancies are expected to be filled in the Development Division:
 - Two Senior Development Officers
 - One Director of Research and Prospect Management
 - One Research Analyst
 - One Assistant Director of the Cougar Calling Center
- Greg Padgett, Chair of the Board, will send a letter to each Trustee asking the Board to achieve 100% giving to the College for the third consecutive year in 2011.

George Hynd, Renee Anderson, George Watt, and Chris Tobin presented a report on the College's comprehensive campaign planning efforts. This update focused on the progress made in the following activities:

- The strategic prioritization process,
- Campaign Leadership Briefings and Interviews with the Top 100 Prospects,
- The campus gift acceptance policy and naming guidelines,
- Campaign counting, and
- The campaign feasibility study reports.

STUDENT AFFAIRS COMMITTEE:

Committee members present: Trustees Demetria Clemons (chair), Don Belk, Annaliza Moorhead, and Toya Pound. **Other Board members present:** Trustee Frank Gadsden. **Staff Liaisons present:** Victor Wilson (Executive VP for Student Affairs). **Others present:** Jeri Cabot (Dean of Students), Michelle Futrell (Chair, Faculty Student Affairs & Athletics Committee), Ross Kressel (President, Student Government Association), Deni Mitchell (Director for Strategic Initiatives and Staff Resource Coordinator), Gene Sessoms (Director of Campus Recreation), Kay Smith (Associate Vice President, Academic Experience), Marjorie Thomas (Assistant VP for Student Affairs), and Susan Hartman (Executive Assistant to the Executive VP for Student Affairs).

Trustee Clemons presented the following committee report:

Campus Recreation Update:

Gene Sessoms provided the committee with an update on the Department of Campus Recreation. Campus Recreation is a strong proponent of the need to build a fitness facility which is a high priority on the Campus Master Plan and Strategic Plan.

Housing Update:

On behalf of John Campbell, Dean of Residence Life and Housing, Victor Wilson presented a housing update.

Staff Update:

Victor Wilson provided a staff update within the Division of Student Affairs:

- The Director of Student Conduct and Case Management position is vacant.
- Two Assistant Directors and a Business Manager are vacancies soon to be filled.
- In Public Safety, two corporals have been promoted to sergeant positions.
- Marjorie Thomas, Assistant VP for Student Affairs, is adopting a 15-month old and will soon be taking family leave with her new daughter.

Announcements:

- Family Weekend was held on September 23-25. The Parent's Advisory Council also convened that weekend.
- The 8th Annual Division of Student Affairs Breakfast was very successful.
- Public Safety went through the accreditation process with a team from The Commission on Accreditation for Enforcement Agencies, Inc. (CALEA) in September. The team was very complimentary of Public Safety's work and left the impression that the department will receive accreditation to be announced at their conference in November.

Update from Student Government Association:

Ross Kressel, Student Government Association President, updated the Board on SGA activities.

- The SGA launched a discussion with the city regarding skateboarding as a transportation option in the downtown area.
- The SGA recently established a Cycling Safety Committee with student representatives and members of the local community. Trustee Gadsden applauded this effort.
- The SGA is very supportive of the College's Diversity Strategic Plan.
- Ross encouraged Board members to attend the many wonderful theatre productions on campus.

Heath Hoffmann joined the meeting.³

³Heath Hoffmann joined the meeting at 10:38 a.m.

AD HOC COMMITTEE ON INFORMATION TECHNOLOGY:

Committee members present: Trustees Frank Gadsden (chair).

Committee members absent: Trustees John Busch, Cherry Daniel, and Dwight Johnson.

Staff Liaisons present: Bob Cape (Senior VP for Information Technology/CIO).

Others present: Andrew Bergstrom, Director of Web Strategies; Priscilla Burbage, VP for Fiscal Services; Sylvia Burwell, Programming Manager for Ancillary Applications; Deanna Caveny, Associate Provost for Faculty Affairs; Lynn Cherry, Speaker of the Faculty Senate; and Ross Kressel, President of the Student Government Association.

Trustee Gadsden presented the committee report:

Phishing events continue to disrupt operations of the College email system whenever anyone volunteers their personal, secret credentials to distant persons with hostile intent. Since April, 2010 we have had 36 phishing events – 14 by students, 14 by staff, and 7 by faculty. Information Technology (IT) combats phishing by electronically screening all arriving emails and filtering out 95% of them as “known bad” Spam including most phishing solicitations. The remaining 5% are delivered to College addressees, some emails in quarantine and some bearing an IT-supplied label as “possible phishing.” IT is stepping up education and training to the College community with the goal of reducing the frequency to harmful phishing events; and IT is complying with the Leadership team mandate to develop and implement an enhanced plan for data loss prevention (DLP) and for the protection of “Protected Information” as that term is defined in the Privacy Policy. IT has an e-tool implemented but not yet deployed to do so.

A new set of BATTERY success stories was published October 11, each story citing specific improvements to our students’ experience at the College that derive from the new applications suite.

Famis (facilities management software application with support for space management, capital projects, and maintenance management) implementation is underway but in “caution” status due to the vendor’s performance relative to project planning and scheduling best practices.

As the BATTERY Project concludes and we operate in normal production mode, new BATTERY-related work requests and upgrade requests are treated via a Checkpoint process proposed by our consultants Collegiate Project Services, prioritized by the BATTERY Team leads and representative ‘scorers’, and operationalized by IT. Some 41 projects have been prioritized for completion by the respective functional office(s) and IT. Checkpoint defines a governance mechanism designed to prioritize administrative applications projects into the future.

Availability of Recruitment Plus, a mission-critical application central to Admissions, is terminated by the vendor (College Board) effective August 2013. The entire installed base of Recruitment Plus customers, including the College, must define requirements, select and procure, install, test and utilize a replacement application. The College must complete this work by approximately August 2012 to utilize it in recruiting the class entering August 2013. Admissions will collaborate with Procurement to publish a Request for Proposal soon.

Google Applications for Education accounts are in place for students. Google accounts (but not including Gmail) are now available for faculty and staff subscription. A final plan to offer Google accounts for the alumni is in preparation.

BDMS (Banner Document Management System) is used by more than two dozen offices to scan, index, file and retrieve document images in the conduct of their business. Sylvia Burwell demonstrated use of BDMS by Admissions to create electronic files per each student prospect and showed how new electronic applications submitted by the student to College Net clearing house are seamlessly transmitted and incorporated into the applicant's College e-file in Banner. Altogether there are 2.7 million documents comprising 5.1 million pages in BDMS.

OLD/UNFINISHED BUSINESS:

Elizabeth Kassebaum informed the Board that there is no CHE Trusteeship Conference scheduled this year. The conferences are held every other year so there will be a conference scheduled next year.

NEW BUSINESS:

Chair Padgett announced that Trustee Marie Land will not seek re-election to the Board of Trustees. Her term expires June 30, 2012. Also, he thanked Marie for 24 years of dedicated service to the Board.

Elizabeth Kassebaum thanked those Board members who returned their forms to participate in the Board Mentor Program. She also reminded those Board members whose terms expire June 30, 2012, to submit their letters of intent to run for their respective Board seats to Julia Keenan Norwood at the Legislative Screening Committee by November 9. Board members whose terms expire June 30, 2012 are: Philip Bell, Cherry Daniel, Jimmy Hightower, Dwight Johnson, Marie Land, Lee Mikell, and Larry Miller.

Further, Elizabeth Kassebaum noted that the recently established 7th Congressional District for South Carolina has not yet been approved by the courts. As a result, no additional Board Seat Election(s) have been scheduled at this time.

Elizabeth Kassebaum informed the Board that Board license plate information will be distributed to the Board next week. Also, she announced that Edward Jones will be on campus on Tuesday, November 1, for The College Reads Program. Mr. Jones' book, *The Known World*, will be presented at 5:00 p.m. at the TD Arena.

Regarding the Board Portal, Elizabeth asked the Board members to call the "Help Desk" with any problems/questions.

At that point, discussion continued regarding the handout distributed during the Budget and Finance Committee report, "Additional Fall 2011 Revenue Projects/Plans."

A motion was made by Trustee Jeff Schilz, and jointly seconded by both Trustee Philip Bell and Trustee John Busch, that the additional unanticipated net revenues of the College be allocated to the institutional reserve fund "to be applied for use in the event of a mid-year reduction in State support, or to defray the costs of attendance through a reduction of the amount

that may be requested for tuition increases in the next academic year, or for the award of need-based scholarships.”

There was discussion on the proposed Bonus Program for College employees and the alternative, suggested by Trustee Jeff Schilz. **At the conclusion of discussions, the Chair called for the yeas and nays, and the following Resolution was defeated by voice vote.**

**COLLEGE OF CHARLESTON
RESOLUTION OF THE BOARD OF TRUSTEES
ALLOCATION OF ADDITIONAL UNBUDGETED RECEIPTS**

October 14, 2011

WHEREAS, College management has informed the Board that due to an unanticipated increase in enrollment there has been an increase in actual and anticipated net revenues for the current fiscal year;

WHEREAS, the budget for fiscal year 2011-2012 approved by the Board on June 30, 2011 did provide for the allocation of such additional net revenues;

WHEREAS, College management has indicated its intent to use some or all of these net revenues for the award of one-time bonuses for qualified employees of the College; and

WHEREAS, the Board is of the opinion that due to the current economic climate it is more advisable to reserve such additional revenue in order to address potential reductions in assistance from the state and/or to defray the cost of attendance for our students.

NOW THEREFORE, be it

RESOLVED, that all additional unanticipated and unbudgeted net increases in College revenues realized as a result of increased enrollment during the current fiscal year be allocated exclusively to the institutional reserve fund to be applied for use in the event of a mid-year reduction in State support, or to defray the costs of attendance through a reduction of the amount that may be requested for tuition increases in the next academic year, or for the award of need-based scholarships;

RESOLVED, that nothing contained herein is intended to amend or supersede the *Resolution on Budget Adjustments* adopted by the Board on this date because such adjustments did not provide for the allocation of such unanticipated and unbudgeted increases in the College next revenues; and

RESOLVED, that College management is directed to take such actions as may be necessary and appropriate to effectuate these allocations and adjustments in a timely manner.

Steve Osborne reported that there will be a \$3,000 cap/year on bonuses, but the average bonus will be \$2,000. It will be performance based at different levels. It will be a set dollar amount, not a percentage amount. Those employees making over \$100,000 will not be eligible for the bonus.

Chair Padgett noted that three topics will be discussed in Executive Session today.

The motion was made by Trustee Philip Bell, and seconded by Trustee Joe Thompson, to go into Executive Session at 11:15 a.m. (1) to consult with Counsel on litigation, actual and potential legal claims and related matters protected by attorney-client privilege; (2) to discuss a personnel matter regarding the denial of tenure and promotion; and (3) to finalize the State Agency Head Survey Data Tally Sheet. 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, Steve Osborne, Tom Trimboli, George Watt, Victor Wilson, Elizabeth Kassebaum, Brian McGee, and Betty Craig.

[Break at 11:15 a.m.]

[Executive Session resumes at 11:30 a.m.]

Next, Chair Padgett noted that the next item for discussion will be a personnel matter regarding the denial of tenure and promotion. Only the Board, Tom Trimboli, George Hynd, Elizabeth Kassebaum, and Betty Craig shall remain and attend Executive Session at this time. All persons not requested to attend this Executive Session were asked to leave the Board Room.

Chair Padgett noted at 12:10 p.m. that they will discuss finalization of the State Agency Head Survey Data Tally Sheets. Only the Board shall remain and attend Executive Session at this time. All persons not requested to attend this Executive Session were asked to leave the Board Room.

The motion was made by Trustee Dwight Johnson, and seconded by Trustee Philip Bell, to come out of Executive Session at 12:55 p.m. All in favor.

[Regular session resumed at 12:55 p.m. and everyone returned to the Boardroom.]

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

Chair Padgett then took from the table the Resolution on the Appeal Request of Michael Reardon for additional consideration.

Trustee Cherry Daniel, Chair of the Academic Affairs Committee, moved adoption of the following resolution that was previously approved by the Committee.

**COLLEGE OF CHARLESTON
RESOLUTION OF THE BOARD OF TRUSTEES
ON THE
APPEAL REQUEST OF MICHAEL REARDON, Ph.D.**

OCTOBER 14, 2011

WHEREAS, with respect to his denial of tenure and promotion by the College, Michael Reardon, Ph.D. has failed to present to the Board newly discovered evidence that was previously unknown at the time of his denial of tenure and promotion that could have affected the outcome of that decision, nor has he presented any irregularity in the tenure and promotion process that adversely affected a finding of material fact or that otherwise improperly influenced the outcome of such decision.

NOW THEREFORE, be it --

RESOLVED, that the Board of Trustees hereby declines to accept the appeal of Michael Reardon, Ph.D., dated August 31, 2011, from the denial of tenure and promotion determination made by the President of the College on March 15, 2011 and subsequently reaffirmed by the President on August 17, 2011.

After discussion, the Chair called for the yeas and nays and the Resolution passed unanimously by voice vote.

A motion was then made by Trustee Daniel, and seconded by Trustee Mikell, that the meeting be adjourned at 1:00 p.m. All in favor.