

**(Approved at October 18, 2013 Board of Trustees Meeting)**  
**COLLEGE OF CHARLESTON BOARD OF TRUSTEES**

Randolph Hall Boardroom<sup>1</sup>  
College of Charleston, Charleston, South Carolina  
August 2, 2013  
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, Mrs. Renee B. Goldfinch, Ms. Henrietta U. Golding, Mr. David H. Hay, Ms. Pansy King-Reid, Mr. G. Lee Mikell, Mrs. Annaliza O. Moorhead, Dr. Toya D. Pound, Mr. Daniel Ravenel, Mrs. Renee B. Romberger, Mr. Jeffrey M. Schilz,, Dr. Edward L. Thomas, Jr., Mr. Joseph F. Thompson, Jr., and Mrs. Ricci Land Welch.

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

Board Members Absent: n/a

Others Present: President George Benson; Drs. Renee Anderson (Campaign Steering Committee), Beverly Diamond (Senior Vice Provost for Academic Affairs), Bob Cape (Senior Vice President/Chief Information Officer), Tom Heeney (Senate Budget Committee), George Hynd (Provost and Executive VP for Academic Affairs), and Brian McGee (Chief of Staff and Senior Policy Advisor); Messrs. John Bello-Ogunu (Associate VP/Chief Diversity Officer), Mike Haskins (Executive VP for 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), Ron Menchaca (Director of Executive Communication), Steve Osborne (Executive VP for Business Affairs), Jonathan Ray (Director of Institutional Events and Chef Concierge), Chris Tobin (Vice President for Development), and George Watt (Executive VP for Institutional Advancement); Mses. Kathryn Bender (Senior VP Legal Affairs/General Counsel), Priscilla Burbage (Vice President, Fiscal Services), Jeri Cabot (Interim Executive VP for Student Affairs), Shirley Hinson (Director of Governmental Relations), Elizabeth Kassebaum (Executive Secretary to the Board of Trustees and VP for College Projects), Sharon Kingman (President, Foundation Board), Gail Long (Internal Auditor), and Monica Scott (VP for Facilities Planning).

Also attending were Dr. Lynn Cherry (Speaker of the Faculty), Ashleigh Parr (Chair, Staff Advisory Committee to the President), Dawn Willan (Controller), Mike Robertson (Senior Director, Media Relations), and Jordan Hensley (President, Student Government Association).

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

Special guests: Teresa Smith (Director, Multicultural Student Programs and Services), Ernest Brevard (Campus Outreach and Student Events Coordinator), Deni Mitchell (SPECTRA Mentor), and six SPECTRA students: Brandi Rollins, Mamiko Higa, Dalena Huynh, Taylor Tapia, Anfernee Robinson, and Sierra Small; Dean Fran Welch (School of Education, Health and Human Performance); and Associate Dean Karen Hakim-Butt.

The regular meeting of the College of Charleston Board of Trustees was called to order at 8:40 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, especially our new Board of Trustees members – Renee Goldfinch, Henrietta Golding, David Hay, Pansy King-Reid, Renee Romberger, Eddie Thomas and Ricci Welch.

Chair Padgett recognized several guests and noted that their bios are in the Board Book.

- Sarah Buchanan, Director of Student Conduct and Case Manager
- Jerry Hale, Dean, School of Humanities and Social Sciences
- Ashleigh Parr, Manager of Administrative Assessment and Accreditation and the newly elected Chair of the Staff Advisory Committee to the President
- Katie Walker, Assistant General Counsel
- Tomi Youngblood, President of the Cougar Club Board

Also, Chair Padgett recognized the outstanding students selected to attend this Board meeting:

- Darcy Dorton, a volleyball player, who was named AVCA All-American Honorable Mention, the first AVCA All-American in program history, AVCA All-South Region, and the All-SoCon First Team selection. Darcy will graduate in 2014 with a degree in psychology. She's from Muncie, Indiana, and transferred to the College of Charleston from Penn State before the beginning of the 2012 season. *[Volleyball Schedule is at Board members' places.]*
- Teresa Smith, Director of Multicultural Student Programs and Services, introduced the six SPECTRA Students:
  - Brandi Rollins (senior), Mamiko Higa (sophomore), Dalenda Huynh (sophomore), Taylor Tapia (sophomore), Anfernee Robinson (incoming freshman) and Sierra Small (incoming freshman).

And finally, Chair Padgett thanked Trustee David Hay for attending the Boston Send-Off Reception on July 20, Trustee Don Belk for hosting the SPECTRA party on Friday night at the beach, Sharon Kingman for hosting the Greer Send-Off Reception on July 29, and Trustees Henrietta Golding and Renee Goldfinch for hosting the Myrtle Beach Send-Off Reception this Saturday, August 4.

Presentation to Retiring Board Member Dwight Johnson:

Chair Padgett thanked Dwight Johnson, whose term expired June 1, for his many years of service on the Board of Trustees. He asked Dwight to come forward to receive special tokens of appreciation for his service on the Board.

“Dwight, as small tokens of genuine appreciation for your many years of service to the Board, we present you with two items. First, a small silver coaster with the College of Charleston Seal that reads ‘*William D. Johnson, on behalf of a grateful college, we thank you for your dedicated service as a member of the College of Charleston Board of Trustees, 2002-2013*’ 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*’.”

In addition, Jane Benson made the wonderful suggestion that all of our retiring Board members receive a charger plate that has a black-etched sketch of Randolph Hall on a gold-rimmed plate as another token of our deepest gratitude.

*[Dwight Johnson gave a few remarks.]*

**APPROVAL OF MINUTES:**

**It was moved by Trustee Joe Thompson, and seconded by Trustee John Busch, that the minutes of the June 10, 2013 Board Meeting be approved. The Chair called for the yeas and nays, and the Minutes were unanimously approved by voice vote.**

**PRESIDENT’S REPORT:**

“President’s Announcement:

As you all know, on Thursday I announced that I will be stepping down as president, effective June 30, 2014, and returning to the classroom in our School of Business.

Today, I am requesting that you begin a national search for the next president of the College of Charleston within the next two or three months. A later start risks not having someone in place by July or August.

Convocation:

On Monday, August 19, we will hold Convocation in Cistern Yard and officially welcome the Class of 2017 to the College of Charleston.

Recall the format change:

- Small groups first
- All gather in Cistern Yard
- Provost and I welcome students
- We remind them to get involved, to reach out and find not wait for opportunities to find them.
- We remind them to be good neighbors as they progress through school.

They begin their College careers on the Cistern, and end it on the Cistern with our unique graduation ceremony.

Fundraising and Campaign update:

Among my top priorities this coming academic year is to continue our progress on fundraising and at some point take our comprehensive fundraising campaign public.

For Fiscal Year 2013, the College raised \$15.4 million. That is an all-time high for any fiscal year in the College's history.

More importantly, this total represents five consecutive years of sustained fundraising growth. In each year, we set a new record.

In his Institutional Advancement Committee Report, David Hay will share with you a bar chart that illustrates this five-year trend.

What these results tell us loud and clear is that we are developing a culture of philanthropy at the College. Our donors have confidence in the College and its leadership team; our case for support is strong and resonates with our supporters; and we continue to see increased fundraising activity and excitement among our faculty, staff, and volunteers.

Through the quiet phase of our comprehensive fundraising campaign, which began in October 2009, we have raised nearly \$50 million toward our \$125 million goal. While still in the silent phase, the current campaign is already the most successful in College history.

Working with my Co-Chair Steve Swanson and the other members of our Campaign Steering Committee, we are probably going to do a public launch of the campaign in Spring 2014.

I want to briefly highlight some recent gifts that recognize the hard work of our faculty and further contribute to our growing culture of philanthropy.

In October, the Honors College Advisory Board established the John Newell Endowed Honors Scholarship Fund. John Newell, of course, was the first dean of the Honors College and a professor of history. He retired from the College last year.

The scholarship will honor John's legacy and service. Under John's leadership, the Honors College grew from a small, start-up program, to a point of pride and signature asset of the College.

The merit scholarship will be awarded to a resident of South Carolina who is accepted into the William Aiken Fellows Society.

In January, friends of the College — Norman and Gerry Sue Arnold, Anita Zucker, Alan Kahn, and Art and Annie Sandler — pledged \$1 million to build a vegan/vegetarian dining facility as part of the expansion of the Yaschik Jewish Studies Center.

The dining facility will be named in honor of Dr. Marty Perlmutter, director of our Jewish Studies program, for his unyielding dedication to the program and its students.

The dining facility is scheduled to open in the Fall of 2014.

In April, our School of Business announced the creation of the Howard F. Rudd, Jr. Distinguished Faculty Award for Service Leadership. The award celebrates the legacy of Howard Rudd, Dean Emeritus and professor of management, who retired from the College last semester after 29 years of service.

The \$250,000 endowed award was made possible by Anita Zucker and Class of 1998 alumnus Justin McLain. Anita and Justin are members of our School of Business Board of Governors.

It is so wonderful to see our donors, friends, and supporters recognizing our outstanding faculty and all that they do to foster our student-focused community.

#### MUSC Merger; Ray Greenberg:

At the April Board meeting, I discussed the ongoing discussions between the College and MUSC regarding increased academic collaboration between our universities, including the possibility of a merger.

A joint CofC/MUSC committee studying these issues has continued to meet over the summer. The College is represented on the committee by Trustees Dan Ravenel and Demetria Clemons, along with Provost George Hynd and Steve Osborne.

On a related matter, you all are aware that MUSC President Ray Greenberg announced last month that he is stepping down from his position at MUSC to become Executive Vice Chancellor for Health Affairs in the University of Texas System.

I meet regularly with Ray and have great respect for him personally and professionally. I will miss him. This is a great loss for our community.

#### Colonial Update:

As you know, we officially joined the Colonial Athletic Association on July 1.

While our athletic competition in the Colonial has not yet begun, we have been actively involved in the Athletic Directors' meetings, the Colonial Academic Alliance, and the Council of Presidents. On June 11, Joe and I attended the Council of Presidents meeting in Arlington, Virginia.

Through our membership in the Colonial, the College is now a contributor to NBC Learn, which is the educational arm of NBC News. NBC Sports televises Colonial basketball and football games.

NBC Learn is an online digital archive of historic news footage, images, and primary source documents available on-demand to millions of teachers, students, and parents in K-12 and higher education.

The NBC Learn website includes video content from select academic institutions. Several videos produced by the College's Division of Marketing and Communications are now part of that website.

All of our fall sports have finalized their competition schedules, and our winter and spring sports are in the process of finalizing their schedules.

The College's first official Colonial competition will be on September 21, when our men's and women's Cross Country teams compete at Towson University in Maryland. On September 27, our Volleyball team will travel to Boston to compete against Northeastern.

The College's first home competitions are conference games for women's and men's Soccer. Women's soccer will play Northeastern on September 27 and men's Soccer plays UNC Wilmington on September 28.

College Investigation: On July 17, I sent an e-mail to the College community regarding an investigation of alleged sexual misconduct by a former member of our music faculty.

You should have received that e-mail, which discusses the College's investigation into the allegations and subsequent actions. Most of what I am legally permitted to disclose is contained in that e-mail.

My reason for bringing this issue up today is to reiterate my confidence in the fairness and thoroughness of the investigation and our administration's response to the investigation's conclusions.

I believe this case also emphasizes the importance of carefully written policies, a commitment to rigorous investigations of any allegation of sexual harassment or misconduct, and a strong and committed management team who do the right thing and handle complex cases with the highest degree of professionalism.

I want to thank all those who worked to protect the due process rights of our employees while giving alleged victims the College's respect and support. More people worked on this case than I can acknowledge today, but I want to thank Kathryn Bender, George Hynd, Brian McGee, and Valerie Morris for all they have done, along with many faculty and staff members. I'm so proud of the work they've done.

Diversity:

We are now entering our second full year for implementing the Diversity Strategic Plan.

Thus far, we have worked to enhance our recruiting of diverse students, begun building better support systems for diverse students, initiated a comprehensive study of our diversity

climate, and identified scholarship funds to support the recruitment and retention of a more diverse student body.

As I have said before, progress in building a more diverse community will not happen instantly or overnight, but we are now seeing some early signs of progress. While even rough numbers are not yet available for this year's incoming freshman class, I'm told there is early evidence that this year's class will be one of our most diverse in years. I look forward to sharing more data with you on this point at the October Board meeting.

On a related topic, some of you have wondered why the College has offices in two different divisions that support the College's diversity programming, recruitment, and retention. Our organization for these offices is not unusual, and it may be that the current organization structure is fine. However, now that we are really ramping up our diversity initiatives, I believe that the College would be well served by conducting a comprehensive review of our diversity functions and responsibilities, with the assistance of an objective and experienced outside observer.

To that end, it is my intent during the coming semester to secure the services of a distinguished professional to conduct such a review.

#### SACS Submission:

On March 22, the College submitted its Fifth-Year Interim Report to the Southern Association of Colleges and Schools Commission on Colleges, or SACSCOC.

I am pleased to report that last month we received the good news that SACSCOC requested no additional reports or information for our Fifth-Year Interim Report or our Quality Enhancement Plan, or QEP, Impact Report.

We now get to look beyond the interim report and continue preparations for some future site visits by SACSCOC, and, ultimately, to our ten-year reaffirmation visit in 2017.

The College continues to learn from and improve its processes as a result of our work with SACSCOC, which is exactly the point of regional accreditation. The College has been accredited by SACSCOC for many decades, but we can never be complacent, as accreditation requirements continue to be ever more rigorous.

I want to congratulate the literally hundreds of people who have worked on getting our Fifth-Year Interim Report ready. I particularly want to thank Provost George Hynd and his team in the Office of Academic Affairs, including Penny Brunner and her staff in the Office of Institutional Effectiveness and Planning. Penny is our SACSCOC accreditation liaison and works directly with SACSCOC staff to address their concerns and to answer our questions. With respect to her SACS work, she reports directly to me.

Today, I want to announce a change in the College's organization. For the past few decades, most colleges and universities have treated accreditation as primarily an academic

matter, with limited support from other college offices. As a result, those institutions usually have had the institutional effectiveness function report to the Provost.

In recent years, larger universities in particular have recognized that accreditation is an institutional function, which affects every division and office and campus. In light of national trends and the growing complexity of accreditation work, the newly renamed Office of Institutional Effectiveness and Strategic Planning will now report to the Office of the President and to Chief of Staff Brian McGee, with Associate Vice President Penny Brunner continuing to report directly to me in her role as Accreditation Liaison.

I am confident this new organization structure will create a strong foundation for our institutional accreditation efforts. Of course, Penny's team will continue to work closely with Academic Affairs and all the Executive Vice Presidents.

#### Athletics Logo:

Following up on an item from my report to you in January, the College continues to evaluate our institutional logos and graphic identity systems.

As a reminder and for the benefit of our new members, the goal of this evaluation is to explore the development and adoption of a new graphic element for the College that will complement and work with our current wordmark.

This project has been spearheaded by an internal committee that includes representatives from the Division of Marketing and Communications, Alumni Relations, Athletics, and the Office of the President.

To facilitate the design process, we retained the services of Gil Shuler Graphic Design, a well-established and highly regarded design firm based in Mount Pleasant. To solicit input from the College community, the design firm held a series of focus groups with faculty, staff, students, alumni, and athletics supporters.

While the committee and the design firm continue to evaluate possible new logos for College-wide use, I'm pleased to announce today that the College has selected and I have approved a new logo for use by our athletics programs.

Being passed out to you now are hard copy printouts of the new athletics logo.

The new athletics logo, shown in the rendering of the court in TD Arena, contains design elements that refer back to our athletics history and various College logos from the 1890s, 1920s, 1940s and 1960s. We have had strong positive reactions to the new logo. Also shown are alternate versions of the new logo that were developed for use on in-game gear and merchandise.

For some of our athletics teams, the new logo will be phased in, as we don't order new uniforms and gear every year.

This rebranding was done now because the College is about to receive more national exposure in the Colonial conference and in top media markets such as New York, Boston, and Philadelphia.

We had to complete our work in time for conference play but also in time for the TD Arena floor to be refinished this summer.

Later today, we will make an official public announcement of the new athletics logo.

Closing:

That concludes the formal portion of my report. I would be happy to answer any questions.”

**COMMITTEE REPORTS:**

**EXECUTIVE COMMITTEE:**

Chair Padgett presented the following committee reports:

**Executive Committee Report #1:**

**Committee members present:** Trustees Greg Padgett (chair), Demetria Clemons, Cherry Daniel (conference call), Lee Mikell (conference call), and Dan Ravenel. **Other Board members present:** Trustees Don Belk, Frank Gadsden (conference call), Henrietta Golding (conference call), Renee Romberger (conference call), and Jeff Schilz. **Others present:** President Benson (conference call), Kathryn Bender, Mike Haskins, George Hynd, Elizabeth Kassebaum, Brian McGee, Steve Osborne, George Watt, Victor Wilson, Mike Robertson, Jo Ann Throckmorton, and Betty Craig.

The Executive Committee met on Thursday, July 18, and approved the minutes of the April 4, 2013 Executive Committee meeting.

First, Chair Padgett thanked the new Board members and the Executive Committee for attending the New Board Member Orientation Supper on June 18.

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

**New Board Meeting Requirement Update:**

Trustee Lee Mikell updated the Board with his findings regarding the New Board Meeting requirement from the Legislative Screening Committee Questionnaire: “If elected to the Board of Trustees, I will attend all stated or called meetings of this entity. If I am absent from three consecutive meetings, or if I am absent from half of the meetings within a six-month period, then I will resign my seat.”

At the April Board Meeting, Trustee Dan Ravenel inquired about whether or not this New Board Member requirement includes only the Board meetings or does it include the committee meetings as well. Trustee Mikell reported that he spoke to Martha \_\_\_\_\_ in the Legislative Screening Office and was informed that the requirement pertains to Board meetings only and not committee meetings. Martha indicated that they will revise the Legislative Screening Committee Questionnaire to make the statement clearer.

**Executive Committee Report #2:**

**Committee members present:** Trustees Greg Padgett (chair), Demetria Clemons, Cherry Daniel, Lee Mikell, and Dan Ravenel. **Other Board members present:** Trustees Don Belk, John Busch, Renee Goldfinch, Henrietta Golding, David Hay, Pansy King-Reid, Annaliza Moorhead, Toya Pound, Renee Romberger, Jeff Schilz, Eddie Thomas, Joe Thompson, and Ricci Welch. **Board members absent:** Trustees Frank Gadsden and John Wood. **Others present:** President George Benson, Mike Haskins, Elizabeth Kassebaum, Brian McGee, Mike Robertson, and Betty Craig. Diane Knich, *Post and Courier* Reporter, also attended the meeting.

The Executive Committee met again on Thursday, August 1, to discuss negotiations incident to proposed contractual arrangements and following an Executive Session voted on the motion, "Authorization to Execute an Amendment to an Employment Agreement." *[A copy of the Resolution was distributed to all Board Members.]*

Chair Padgett asked for the Board's unanimous consent to waive reading of the Resolution as it was distributed to all Board members. All in favor.

**The Executive Committee moves that the Resolution, "Authorization to Execute an Amendment to an Employment Agreement," be approved as presented. 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 EXECUTIVE COMMITTEE  
AUTHORIZATION TO EXECUTE AN AMENDMENT TO AN EMPLOYMENT  
AGREEMENT**

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**August 1, 2013**

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**WHEREAS**, from time to time the College of Charleston Board of Trustees and the President of the College conduct reviews of the terms of the President's Employment Agreement;

**WHEREAS**, the results of such reviews may lead to a mutual desire to modify the terms of that agreement; and

**WHEREAS**, the parties believe that it is in the mutual interest of the College of Charleston, the Board of Trustees and the President to conduct such reviews and to consider amendments to the Employment Agreement.

**NOW THEREFORE, BE IT –**

**RESOLVED**, that the Board of Trustees Executive Committee authorizes the Chair of the Board of Trustees to execute such an amendment or amendments to the Employment Agreement of President P. George Benson as the Board Chair deems appropriate, consistent with the By-Laws of the College of Charleston Board of Trustees, subject to the approval of the Board of Trustees; and

**RESOLVED**, that any agreement resulting from this authorization shall be signed and executed no later than August 14, 2013.

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**ACADEMIC AFFAIRS COMMITTEE:**

**Committee members present:** Trustees Cherry Daniel (Chair), John Busch, Demetria Clemons, Renee Goldfinch, Toya Pound, and Jeff Schilz. **Other Board members present:** Trustees Don Belk, Henrietta Golding, Pansy King-Reid, Greg Padgett, Dan Ravenel, Renee Romberger, Eddie Thomas, Joe Thompson and Ricci Welch. **Staff Liaisons present:** George Hynd (Executive VP for Academic Affairs/Provost), Beverly Diamond (Senior Vice Provost for Academic Affairs), Deanna Caveny-Noecker (Associate Provost for Faculty Affairs), and Lynne Ford (Associate Provost for Curriculum and Academic Administration). **Others present:** President George Benson, Stephanie Auwaerter (Director of Orientation, New Student Programs), Kathryn Bender (Senior VP for Legal Affairs/General Counsel), John Bello-Ogunu (Associate P for Institutional Diversity), Diane Bowers (Assistant Director, Academic Advising & Planning Center), Jennifer Bradley (Academic Experience & Center for Excellence in Peer Education), Penny Brunner (Associate Vice President for Institutional Effectiveness & Planning), Don Burkard (Associate Vice President for Enrollment Planning), Jeri Cabot (Interim Executive VP for Student Affairs), Bob Cape (Senior VP for Information Technology/Chief Information Officer), Lynn Cherry (Speaker of the Faculty and Associate Professor of Communication), Denny Ciganovic (Director, Career Services), Lindy Coleman (Associate Director, Center for Student Learning), Andrea DeMaria (Assistant Professor, Department of Health and Human Performance), Bruce Fleming (Director of Living & Learning Communities, New Student Programs), Trisha Folds-Bennett (Dean, Honors College), Jimmie Foster (Assistant VP for Admissions), Michelle Futrell (Director, Undergraduate Academic Services), Godfrey Gibbison (Dean, College of Charleston North Campus), Jerry Hale (Dean, School of Humanities & Social Sciences), Mike Haskins (Executive VP for External Relations), Tom Heeney (President, CofC Chapter of the AAUP), Jordan Hensley (President, Student Government Association), Shirley Hinson (Director of Government Relations), Tom Holcomb, Jr. (Director, ROAR Program), Shula Holz (Office Manager, Center for Student Learning), Melissa Hortman (Study Skills Program Coordinator, Center for Student Learning), Elizabeth Kassebaum (Executive Secretary to the Board and VP for College Projects), Page Keller (Director, Center for Excellence in Peer Education), Chris Korey (Director, First-Year Experience), Brian McGee (Chief of Staff and Senior Policy Advisory), Deborah Mihal (Director, Disability

Services), Mindy Miley (Assistant VP for New Student Programs), Deni Mitchell (Director of Strategic Initiatives), Steve Osborne (Executive VP, Business Affairs), Ashleigh Parr (Manager of Administrative Assessment and Accreditation), Bob Perkins (Chair, Academic Planning Committee), Jim Posey (Associate VP for Institutional Research & Planning), Karen Roof (Director of Academic Assessment and Planning), Kay Smith (Associate VP for the Academic Experience), Teresa Smith (Director, Multicultural Student Programs and Services), Tamara Spargur (Data Coordinator, Center for Student Learning), Andrew Sobiesuo (Associate Provost for International Education), Melissa Thomas (Director, Center for Student Learning), George Watt (Executive VP, Institutional Advancement), Fran Welch (Dean, School of Education, Health, and Human Performance), and John White (Interim Dean, Libraries).

Trustee Cherry Daniel presented the following committee report:

#### Provost's Report:

- Dr. Hynd introduced Jerry Hale, Dean of the School of Humanities & Social Sciences.
- He provided an update on the library dean search and thanked Dean Fran Welch for her leadership of the committee.
- He directed the Committee to the list of new faculty and the latest ten-year tenure and promotion data.
- He announced that the Commission on Colleges of the Southern Association of Colleges and Schools has reviewed the College's fifth-year interim report and has requested no additional information.
- Curricular updates:
  - Use of new faculty positions in environmental resource management and logistics and supply chain management.
  - Online education
- Lynn Ford provided background information on the "College Reads" Program. She reported that the book selection committee is broadly representative of our college community, and she highlighted the primary principles driving the book selection – books that are contemporary but with a timeless quality, intellectually stimulating, readable for our audience, and by a currently living author.

Board members are encouraged to offer books for consideration.

Trustee John Busch stated that it is unfortunate that "Fun Home" has had a negative impact on the College. He recommended that the Committee make better selections in the future.

#### Information Items

- Associate Vice President Kay Smith spoke briefly regarding student success programs.
- Melissa Thomas, Director of the Center for Student Learning, provided a brief presentation. Trustee John Busch noted that the Center is a great program which increases retention.
- Dr. Hynd reported that Associate Vice President Jim Posey is working with the Student Success Committee on a Retention Study (focused on student retention, not just state scholarship retention).
- Senior Vice Provost Beverly Diamond presented an external funding report.

- Faculty Speaker Lynn Cherry noted that the Board’s Faculty Shadowing Program has been a big success, and she invited Board members to contact her or Committee Chair Daniel if they are interested in participating in the program. She, Committee Chair Daniel, and Elizabeth Kassebaum have been invited to the AGB Conference in April 2014 to give a presentation on faculty shadowing. Trustee Jeff Schilz congratulated Faculty Speaker Lynn Cherry and Trustee Cherry Daniel for their time spent working with the Faculty Shadowing Program.
- Chair Daniel informed the Board members that they will receive a copy of the latest edition of the College’s Planning and Reference Guide at Friday’s full Board meeting.

**ALUMNI RELATIONS COMMITTEE:**

**Committee members present:** Trustees John Wood (chair) (conference call), Don Belk, Demetria Clemons, Annaliza Moorhead, Toya Pound, Jeff Schilz and Ricci Welch. **Staff Liaisons present:** Jack Huguley and Karen Jones. **Guests present:** John Hartman (Assistant Director of Alumni & Campus Engagement), and Jordan Hensley (President, Student Government Association).

In Trustee Wood’s absence, Trustee Welch presented the following committee report:

**Approval of Committee Meeting Minutes:**

The April 18, 2013 Committee Meeting Minutes were unanimously approved.

Jack Huguley, Director of Alumni Relations, reported on “Stay Informed” initiatives from the Alumni Association Strategic Plan.

- An ad hoc committee of the Alumni Association, in conjunction with representatives from the Foundation and the College, are researching multiple locations and building options for the proposed Alumni Center. The goal over the next few months is to narrow the options and estimate building costs. This will enable the Alumni Association to set a target philanthropy goal for incorporation into the comprehensive campaign.
- An announcement regarding the new athletics logo is underway. Work is still in progress on finalizing the College’s institutional logo which will lead to a finalization of the Alumni Association’s logo.
- Karen Jones, Director of Alumni Communications, reported that a new Traditions Book is in the works with a target distribution to all freshmen during Convocation 2014. This is a project of the Student Alumni Association (SAA) in which the traditions of the College have been codified with space for a photo commemorating the completion of each tradition. Initial plans call for a supporting iphone/ipad app.

In addition, Mr. Huguley provided a report on “Get Involved” initiatives.

- The Alumni Relations Office, with the support of the Career Center, has reclassified one of its staff lines and has posted for an Assistant Director of Alumni Career Services. This full-time permanent position addresses the demand levels identified during our evaluation phase (September 2012 – still ongoing). During the evaluation phase, a half-time alumni career counselor has been employed on a temporary basis. Currently, the backlog for an appointment with the alumni career counselor is four to five weeks. Hopefully, the position will be filled and operating by the first week of September.

John Hartman, Assistant Director of Alumni & Campus Engagement, provided a report on “Give Back” initiatives.

- A new student philanthropy group, Committed to Charleston (C2C), is being formed. C2C is a joint venture between the Alumni Office and the Development Office which recognizes students who make an annual gift of at least \$17.70 to the College of Charleston Fund. The goal is to instill a culture of philanthropy in our students which we expect to grow during their alumni lifetime.

The FY 2014 fundraising goal for this group is \$10,000, or to induct 565 members. Alumni Association Board Member Johnnie Baxley '92 and his wife, Michelle, have again challenged current students with a matching gift. Johnnie and Michelle will make a matching gift up to \$10,000 for all gifts made by a student to the CofC Fund.

C2C will hold its first membership drive September 1 through November 1 with a launch event on November 1 in the Stern Center Ballroom.

### **ATHLETICS COMMITTEE:**

**Committee members present:** Trustees Jeff Schilz (chair), John Busch, Pansy King-Reid, Dan Ravenel, Renee Romberger, Eddie Thomas and Ricci Welch. **Others present:** Vince Benigni (Faculty Athletics Representative), Andrea DeMaria (Assistant Professor of Health and Human Performance), Jimmie Foster (Assistant VP for Admissions & Enrollment Management), Otto German (Assistant Athletics Director/Compliance), Tom Heeney (Director of the American Association of University Professors), Joe Hull (Director of Athletics), Laura Lageman (Associate Director of Athletics/Senior Women’s Administrator), Monte Lee (Head Baseball Coach), Ralph Lundy (Head Men’s Soccer Coach), Brian McGee (Chief of Staff/Senior Policy Advisor), Keith Merritt (Director of Student-Athlete Academic Services), Christian Michner (Head Women’s Soccer Coach), Steve Stroud (Associate Director of Athletics/External Affairs), Tomi Youngblood (Executive Director of the Cougar Club), and Alexandria Rogers (Assistant to the Director of Athletics).

Trustee Schilz presented the following committee report:

- Joe Hull’s Comments:
  - The College’s co-ed sailing team won the National Championship this spring.
  - Softball Coach Shelly Hoerner was hired by Georgia Tech.
  - Assistant Director of the Cougar Club April Albritton was hired by Stony Brook.
  - Academic Advisor Mindy Reger was hired by her alma mater Syracuse.
- Steve Stroud provided a Fundraising/Cougar Club Update:
  - Michele Wolfert, the new Executive Director of the Cougar Club, will begin work on August 19.
- Keith Merritt provided an Academic Update:
  - Student-athletes posted an average of 3.0 GPA during the spring for the sixth consecutive semester.

- Eleven student-athletes earned a 4.0 GPA during the spring semester.
- Twenty-four student-athletes are in the honors program.
- Logo:
  - Joe Hull presented apparel displaying the new athletics logo which will be released to the public on Friday, August 2.
- Patriots Point Facilities:
  - Ralph Lundy, Christian Michner and Monte Lee spoke regarding the need for major upgrades to the Patriots Point facilities.
  - Trustee Schilz noted that Trustee Dan Ravenel said he would like the Facilities Committee to include future discussions on athletic facility improvements.

**AUDIT COMMITTEE:**

**Committee members present:** Trustees Joe Thompson (chair), Don Belk, Henrietta Golding and John Wood (conference call). **Others present:** Steve Osborne (Executive VP for Business Affairs), Gail Long (Internal Auditor), and Dawn Willan (Controller).

Trustee Thompson presented the following committee report:

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.

- Gail Long reviewed the following audit reports:
  - Mail Services Cash Receipts
  - Purchasing Cards 1<sup>st</sup> Quarter 2013
  - Certification of Central Stores Physical Inventory
  - Petty Cash Counts
- Ms. Long reviewed the status of the 2013 Audit Plan with the Committee.

President Benson would like a Risk Assessment performed on an annual basis covering things the College will face in the years ahead.

**BUDGET AND FINANCE COMMITTEE:**

**Committee members present:** Trustees Lee Mikell (chair), David Hay, Annaliza Moorhead, Dan Ravenel, and Joe Thompson. **Committee member absent:** Trustee Frank Gadsden. **Other Board members present:** Trustees Greg Padgett, Don Belk, Henrietta Golding, Renee Goldfinch, Pansy King-Reid, Renee Romberger, Eddie Thomas and Ricci Welch. **Staff Liaisons present:** Steve Osborne (Executive VP for Business Affairs), Priscilla Burbage (VP for Fiscal Services), and Sam Jones (Associate VP of Budgeting and Payroll Services). **Others present:** Kathryn Bender (Senior VP, Legal Affairs/General Counsel), Jan Brewton (Director, Business and Auxiliary Services), Don Burkard (Associate VP, Enrollment Planning), Deanna Caveny-Noecker (Associate Provost, Faculty Affairs), Lynn Cherry, Beverly Diamond, Aaryne Elias (Administrative Assistant), Jimmie Foster (Assistant VP for Admissions), Alyson Goff (Executive Assistant), Tom Heeney (Chair,

Faculty Senate Budget Committee), Shirley Hinson, George Hynd, Gail Long, Brian McGee, Mike Robertson, Monica Scott and Dawn Willan. Also in attendance was *Post and Courier* reporter Diane Knich.

Chair Mikell presented the following committee report:

In the interest of time, Chair Mikell deferred one agenda item – the Capital Project Update.

Steve Osborne discussed two budget issues. The first was the funding related to the anticipated 1% COLA which was not included in the Conference Committee and final state budget. There is \$841,969 (including fringe benefits) in the recurring College FY 14 budget. The second item is the funding, \$538,151, related to the Affordable Care Act which has been delayed until January 1, 2015. Chair Mikell made the motion, seconded by Trustee David Hay, to reallocate the funding associated with the 1% COLA to the Institutional Reserve. After discussion by the Committee members, the motion was withdrawn. A subsequent motion made by Trustee Annaliza Moorhead, and seconded by Trustee Joe Thompson, was approved to direct the use of the funding to increase the merit pool.

**The Budget and Finance Committee moves that the resolution to approve the use of the funding related to the 1% COLA for additional merit funding, and the sequester of the funding related to the Affordable Care Act until its implementation, be approved as presented in the Resolution (below) distributed to all Board members.**

**COLLEGE OF CHARLESTON  
RESOLUTION OF THE BOARD OF TRUSTEES  
BUDGET ADJUSTMENTS**

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August 2, 2013

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**WHEREAS**, by Resolution dated June 10, 2013, the Board approved the College of Charleston 2013-2014 Proposed Budget; and

**WHEREAS**, that budget included funding for the institution's portion of an anticipated 1% state mandated cost of living increase (COLA) which was subsequently not included in the state budget; and funding for the institution's portion of coverage for the Affordable Care Act with an expected implementation date of January 1, 2014 which was subsequently delayed until January 1, 2015; and

**WHEREAS**, the 2013-2014 Annual Action Plan prepared by the College, and presented to the Board, contained a 2% merit pay plan;

**NOW THEREFORE**, be it

**RESOLVED**, that the Board hereby approves the use of the funding identified for the College's portion of the 1% anticipated state mandated COLA as additional merit funding, to be used in conjunction with the 1% merit funding set aside in the original budget; and that the funding identified for the implementation of the Affordable Care Act be sequestered in the budget until implementation of the Act; and

**RESOLVED**, that all actions of College management to effectuate this reallocation and adjustment are hereby ratified and affirmed.

\*\*\*\*\*

**Following discussion, the Board voted to table the Committee's motion until the October Board Meeting. All in favor.**

Monica Scott reviewed the proposed renovation of the Rita Hollings Science Center. Then Steve Osborne briefed the Committee on the necessary bond issue related to the renovation. The anticipated cost, including capitalized interest, is approximately \$67M. With \$2M from the state Capital Reserve fund and \$3M earmarked from College funds, the anticipated bond issue is a not-to-exceed amount of \$62M. Trustee Joe Thompson made the motion, seconded by Trustee Annaliza Moorhead, to approve the Authorizing Resolution, Bond Resolution, and Petition. **The Budget and Finance Committee moves that the two resolutions, and petition associated with the issue, be approved as presented behind the Budget and Finance Committee Tab. The Chair called for the yeas and nays, and the following Resolutions and Petition were approved by voice vote. Trustee Henrietta Golding abstained from voting because of a conflict.**

**For the record, the two resolutions and petition are attached as part of these minutes:**

**Attachment 1: Authorizing Resolution**

**Attachment 2: Series 2014A Bond Resolution**

**Attachment 3: Petition**

The members of the Budget and Finance Committee were updated on the RFP related to the search for downtown swing space. Steve Osborne informed the Committee that the space originally identified, and which had been in the approval process, was again the only responsive proposal to the RFP. This is the Fountain Walk property. Additionally, Mr. Osborne updated the Committee that the College is in final lease negotiations for the new North Campus site.

The Committee was informed that in order to comply with NCAA rules, Food Services has developed a 21-meal plan. The new plan will be \$1,795 per semester. The rate was determined by taking the All Access PLUS! Plan which was \$1,895 per semester and removing the additional Dining Dollars and reducing the number of meals per week to 21.

*[Break at 10:35 a.m.]*

*[Meeting resumed at 11:00 a.m.]*

## **FACILITIES COMMITTEE:**

**Committee members present:** Trustees Dan Ravenel (chair), John Busch, Henrietta Golding, David Hay, Lee Mikell, Renee Romberger, and Joe Thompson. **Staff Liaisons present:** Monica Scott (VP for Facilities Planning). **Others present:** Kathryn Bender (Senior VP, Legal Affairs/General Counsel), George Hynd (Executive VP for Academic Affairs/Provost), Priscilla Burbage, John Campbell (Dean, Residence Life and Housing), John Cordray (Director of the Physical Plant), Beverly Diamond (Senior Vice Provost), Godfrey Gibbison (Dean, North Campus), Sam Jones, Steve Osborne (Executive VP for Business Affairs), Hilton Smith (Vice Chair, Foundation Board), Aaryne Elias (Executive Assistant, Facilities Planning), and Alyson Goff (Executive Assistant, Business Affairs Office).

Trustee Ravenel presented the following committee report:

### Current Project Updates:

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

- Dixie Plantation – A 4.3-mile trail has been completed, and the College recently received the certificate of occupancy for the barn and studio.
- Dixie Plantation Field Stations – The project will create two 3,500 sq. ft. field research stations. Construction documents are under review by the Office of the State Engineer. The project is expected to be bid for construction in September 2013 with completion in May 2014. This is a slight delay from what has been previously reported.
- Grice Marine Lab – The new construction project will create research-centered space for teaching and researching marine science at a single location. The initial schematic design has been completed, and the project is estimated to be \$12M with \$6M already committed to the project. Mr. Osborne noted that the College will seek construction approval within the next year given the difficult political climate.
- Arena Marquee – The original renderings were incorrect, which resulted in sightline issues. The College applied to the BAR to relocate the marquee ten feet to the north; however, this request was denied. The College will reapply.
- New Science Center Build-out – When the new building was constructed, 19,000 sq. ft. shell of space was left uncompleted due to budget restrictions. The build-out of the shell space is nearing completion with occupancy expected in January 2014. This will allow for the consolidation of Chemistry and Geology into a single building.
- Rita Hollings Science Center Renovation – The current structure has long-term infrastructure problems and the space configuration is insufficient. In order to better utilize Physicians Auditorium, which joins Hollings, the design team proposed creating a flat floor large meeting space on the first floor with two classrooms and then adding two additional floors to house faculty offices. This frees up space in Hollings to create labs and classrooms. By including the reconstruction of Physicians Auditorium, the total project cost has increased from \$45M to \$60M. However, the additional square footage meets the long-term needs for the sciences and negates the need for a third building as called for in the Campus Master Plan. Mr. Osborne noted that the Board members will be asked to approve a bond issuance on Friday in order to fund the majority of the project.
- Jewish Studies Center Expansion – The project will expand the existing structure to add 15,000 sq. ft. The first floor will have a vegan/vegetarian kitchen and dining hall, which will be funded through private money. The second and third floors will have general

purpose classrooms. The College anticipates construction approval by the Budget and Control Board on September 3.

- Simons Center for the Arts Renovation – The project will provide for the renovation of the building. Contracts with the architect and construction management firms have been finalized. A project kick-off with stakeholders will occur soon.
- Addlestone Library Adaptation – The project will provide for the expansion of the rare books collection and allow the College to house items belonging to the South Carolina Historical Society. The Society has committed \$500,000 to the College for the project. The College has received Phase I design approval.
- Sottile Theatre Retail Space – The space previously housing Barton’s Card Shop will be converted into a welcome center/high-end retail space for the College. The College currently lacks a “gateway to campus”, which the welcome center will create. The space is expected to be ready by February 2014. At a later time, the space previously housing the Silver Puffin will be renovated to restore the King Street entrance to the Sottile Theatre. The upper floor space that was previously used as apartments will also be renovated to create event space, which the College currently lacks.

The Committee went into Executive Session to consider potential leases and land acquisitions. No action was taken in Executive Session.

#### **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, Economic Development). **Others present:** Gibbon Miler (Assistant Director, Economic Development), Steve Osborne (Executive VP for Business Affairs), and Aaryne Elias (Executive Assistant, Facility Planning).

Trustee Busch presented the following committee report:

#### **Budget Update:**

Steve Osborne provided a budget update. Mr. Osborne noted that all College budget requests were granted at some level for the 2013-2014 fiscal year.

#### **Outreach Initiatives:**

Shirley Hinson reported that an oyster roast will be held on October 17. The event will be an opportunity for Board members to reach out to local and state officials.

Trustee Mikell suggested having a future event at Dixie Plantation.

Chair Busch suggested inviting community members/spouses to the oyster roast to foster relationships in the neighborhoods.

The annual Legislative Reception will be held on February 5, 2014 in Columbia.

### Legislative Update:

Shirley Hinson distributed a document summarizing bills that may be relevant to the College, its students and/or its employees.

### Economic Development:

Bobby Marlowe reported that the College has submitted a proposal for an additional \$650,000 charitable contribution from Boeing to extend the Farm-to-School Program. Dr. Dianne Chong, VP for The Boeing Company, will visit the College on August 29 to familiarize herself with the research being conducted at the College.

The Office of Economic Development is working with Secretary Hitt on the design of a Center of Excellence for Supply Chain Management and Logistics to be located in Charleston. It is anticipated to be a consortium of the College of Charleston, Clemson, University of South Carolina, and Trident Technical College.

Also, the Office of Economic Development is working with Dr. Alice Hamilton, Director of Continuing Education, to develop new opportunities, i.e., Job Bridge Certificate Program, Professional Development for Licensed Professionals, a series of non-credit leadership courses, and more than 65 online courses.

### **INFORMATION TECHNOLOGY COMMITTEE:**

**Committee members present:** Trustees Frank Gadsden (Chair, conference call), Cherry Daniel, Renee Goldfinch, Pansy King-Reid, and Eddie Thomas. **Staff Liaison present:** Bob Cape (Senior VP for Information Technology/CIO). **Others present:** Deanna Caveney-Noecker (Associate Provost), Lynn Cherry (Speaker of the Faculty Senate), Philip Paradise (Director of IT Support), and Katie Walker (Assistant Legal Counsel).

In Trustee Gadsden's absence, Trustee Cherry Daniel presented the committee report:

The Information Technology Committee was called to order on August 1, 2013 at 3:45 p.m. in Beatty 201 by Trustee Daniel with Chair Gadsden attending by telephone. Bob Cape presented several discussion and information items, organized by recommendations of the past Huron consultancy.

The IT Plan for FY14 resulted from the work of the IT Plan Committee comprising faculty, students and staff, as well as the views expressed at the IT Open Forum for all faculty and staff. The Plan was used as the foundation of the IT budget request for FY14, and the resulting funding approved by the Board has shaped the major elements of the IT work plan for the current fiscal year.

The IT campus wireless project is proceeding on schedule to be completed in August 2014. This completion date is accelerated by a semester thanks to the Board's approval of \$200,000 supplemental funding. All major IT projects are described and their progress is reported on the IT web pages.

The classroom technology upgrade project is also being executed very successfully. Funding is available to complete 28 classroom technology upgrades in FY14. In fact, at least 24 of the 28 classrooms will be upgraded by the start of classes in August 2013 – enabling student use of finished classrooms a semester or two ahead of schedule. The Committee viewed a video featuring Monica Lavin demonstrating to faculty how to utilize the classroom technology. The long view is more discouraging. We have approximately 200 more learning spaces to upgrade. At the rate of 30 per year we will complete in 2020. This is thought to be unacceptable. An informal survey of peer institutions suggests that our peers have a higher percentage of technology-enabled classrooms and that our classroom technology refresh cycle is almost three years longer than our peers. The College is competitively disadvantaged and our students and faculty require a faster pace of technology upgrade.

Bob Cape informed the Committee of a July 16, 2013 NY Times article discussing data breaches in universities and a July 17 announcement by the University of Delaware of a data breach exposing as many as 72,000 people to identity theft. The hackers stole names, addresses, Social Security numbers and university identification numbers of current and past employees, including student workers. Recent experience suggests the first cost of such a data breach is approximately \$250 per person, or \$18,000,000 for the University of Delaware incident. Not included are follow-on costs for litigation. IT is doing its best to thwart phishing, a leading cause of such data breaches. IT is also exploring cyber-insurance.

The Information Technology Disaster Recovery plan, oriented specifically to the threat of hurricanes, was briefly summarized. Emphasis is placed on ensuring that a complete and timely copy of institutional information maintained by IT is safeguarded in a location remote from Charleston. There is no current provision for ability to process that information from any remote location to conduct any College business. As part of the IT Strategic Plan, IT has the intent to define a project and a matching funding request to create the ability to do remote processing sufficient to keep critical information systems operational in the event the Data Center in Bell is damaged.

Philip Paradise gave a well-received presentation about the IT Helpdesk and the many ways in which it serves the College community.

The meeting was adjourned at 5:00 p.m.

#### **INSTITUTIONAL ADVANCEMENT COMMITTEE:**

**Committee members present:** Trustees David Hay (chair), Frank Gadsden, Henrietta Golding, Pansy King-Reid, and Eddie Thomas. **Committee members absent:** Trustee John Wood. **Staff Liaisons present:** George Watt (Executive VP, Institutional Advancement), Chris Tobin (VP for Development), and Sheila Vanek (Administrative Assistant). **Volunteer Board Liaisons present:** Dr. Renee Anderson (Campaign Steering Committee), Sharon Kingman '80 (Chair, Foundation Board), Tomi Youngblood (President, Cougar Club Board).

Trustee Hay presented the following committee report:

Mr. Hay reviewed the Institutional Advancement Committee charter and stated his foremost goal for this Committee is to serve as educated and inspired advocates to help advance the College.

George Watt, Executive VP of Institutional Advancement, spoke regarding the advancement profession; the mission, strategy, and role of the Division of Institutional Advancement; and the working relationships between Institutional Advancement, campus, the Foundation and the College of Charleston. He emphasized the importance of consistent communication, collaboration and coordination between the College Boards, senior administration, faculty, staff, and donors as critical strategies to successfully advance the College.

Chris Tobin, Vice President of Development, presented fundraising results for fiscal year 2013, July 1 – June 30.

- New philanthropic commitments were approximately \$15.4 million, a growth of 5% over last fiscal year and a new record of fiscal year fundraising performance.
- Other highlights from last fiscal year include growth in donors. Total donors were nearly 7,000 -- up 6% -- with alumni leading the way with almost 3,000. Also, donors to all eight Dean's Excellence Funds grew and five of them showed growth in dollars raised.
- This chart illustrates the impressive trend of growth in fundraising. As you can see, total new philanthropic commitments have increased over the past four years by nearly 150%! Additionally, all cash and in-kind receipts have steadily increased as well by over 110%. This shows that our work in approaching, cultivating, soliciting, and stewarding donors to the College is clearly working.

Mr. Watt reported on the Foundation Funds and Endowments as of June 30, 2013.

- The total endowment was \$65.1 million and total cash and investments under management was \$74.9 million.

Mr. Hay thanked fellow Board liaison leaders Sharon Kingman (Foundation), Tomi Youngblood (Cougar Club), Dr. Renee Anderson (Campaign Steering Committee), and Chuck Baker (Alumni Association) for their service, advocacy, and partnership with the Trustees in advancing the College.

Finally, Mr. Watt closed the meeting with an invigorating charge about the opportunities – and responsibilities – donors, alumni, and volunteers have now by “standing on the shoulders” of those previous leaders who advanced the College for future generations.

#### **STUDENT AFFAIRS COMMITTEE:**

**Committee members present:** Trustees Demetria Clemons (chair), Don Belk, Renee Goldfinch, Annaliza Moorhead, Toya Pound, Renee Romberger, and Ricci Welch. **Staff Liaisons present:** Jeri Cabot (Interim Executive VP for Student Affairs), John Campbell (Dean of Residence Life and Housing) and Paul Verrecchia (Assistant VP for Student Affairs/Chief of Police). **Others present:** John Bello-Ogunu (Associate VP/Chief Diversity Officer), Kathryn Bender (Senior VP for Legal

Affairs/General Counsel), Lynn Cherry (Speaker of the Faculty), Andrea DeMaria (Chair, Faculty Student Affairs and Athletics Committee), Michael Duncan (Director, Higdon Student Leadership Center and Assistant VP for Student Affairs), Jordan Hensley (President, Student Government Association), Susan Hartman (Executive Assistant to the Executive VP for Student Affairs), and Lina Wayman (VP, Graduate Student Association).

Trustee Clemons presented the following committee report:

Jeri Cabot, Dean of Students and Associate VP for Student Affairs, assumed the role of Interim Executive VP for Student Affairs effective August 1.

#### Department Update – Higdon Student Leadership Center:

Michael Duncan provided an overview of the programs, training, resources, and staffing at the Higdon Student Leadership Center which was organized at 69 Coming Street in 2005.

#### Off-Campus Student Behavior Discussion:

Jeri Cabot reported on the multiple offices that communicate with students regarding their behavior on and around our urban campus and/or provide services for off-campus students: Office of the President (Community Relations), Academic Affairs (New student Programs), and Student Affairs (Victim Services, Public Safety, Fire & EMS, Greek Life, Civic Engagement, Counseling and Substance Abuse Services, Residence Life and Housing, and Office of the Dean of Students). Chief Verrecchia described the joint patrol with City of Charleston Police Department and the citation process which includes referral to the Dean of Students. (Students are held accountable both to the campus code of conduct and city ordinances.) Michael Duncan will continue to explore the Student Affairs strategic initiative which addresses the needs and concerns of commuter students.

#### Residence Life and Housing Current Update:

John Campbell reported that we can expect the residence halls to be at full capacity for the opening of the 2013-2014 academic year, but must take into account that several of the historic houses will be offline while undergoing scheduled repairs or renovations.

#### Staff Update:

- Sarah Buchanan, Director of Student Conduct and Case Manager, was introduced.
- Sara Loge, Director of Greek Life Hiring, will bring her experience from Duke University effective August 26.
- Deni Mitchell, Director of Strategic Initiatives, in the Provost's Office will take on the responsibilities of Student Resource Coordinator.

#### Graduate Student Association Update:

Lina Wayman, Vice President of the Graduate Student Association, reported that with continued expansion of its membership, ten organizations now comprise the GSA and all board positions are filled.

#### Student Government Association Update:

Jordan Hensley, President of the Student Government Association, reported that to date 175 incoming freshmen have expressed an interest in a role in student government with elections planned for September 11-12. The SGA plans to continue advancing the support of a Tobacco-Free Campus with increasing awareness and prevention efforts.

### **SCHOOL OF EDUCATION, HEALTH AND HUMAN PERFORMANCE UPDATE:**

Dean Fran Welch updated the Board on activities of the School of Education, Health and Human Performance. Dean Welch spoke regarding the organizational structure of the School of Education, Health and Human Performance, i.e., Teacher Education and Health and Human Performance, as well as programs/majors offered in each department.

### **NEW BUSINESS:**

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

- Ms. Kassebaum recommended that all Board members complete the College of Charleston Governance Guidelines Board of Trustees' Self-Evaluation at their places. These self-evaluations are for Board members' personal use and not intended to be shared.
- Board license plate information will be sent to everyone as soon as it becomes available, probably sometime in September.
- Ms. Kassebaum informed the Board that information regarding the Board/Faculty Shadowing Program will be emailed to them by the end of August.
- Ms. Kassebaum encouraged all Board members to consider participating in the Board Mentoring Program this year. An email regarding the program will be sent to them by the end of August.
- Ms. Kassebaum informed the Board that an Experts Guide providing a list of available CofC speakers on every topic is available for any Board member wishing to have a speaker come to his/her community.
- Ms. Kassebaum called the Board members' attention to a list of special events at their places.
- Ms. Kassebaum noted that travel vouchers and Board Meeting Surveys are at their places.
- Due to the busy schedule following the Board meeting this afternoon, Ms. Kassebaum told Board members that their Board Portal training and Cougar Card Acquisition can be rescheduled if they would like to take the Campus Facilities Tour.

**The motion was made by Trustee Henrietta Golding, and seconded by Trustee John Busch, that the Administration prepare a comprehensive policy for a tobacco-free campus, including all facilities, and present the policy at the October Board Meeting. The Chair called for the yeas and nays, and the motion was approved by voice vote. For the record, Trustee Jeff Schilz did not vote in favor of the motion.**

*[Lunch at 12 noon.]*

*[Meeting resumed at 12:20 p.m.]*

**The motion was made by Trustee Lee Mikell, and seconded by Trustee Cherry Daniel, to go into Executive Session at 12:20 p.m. (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. 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, Elizabeth Kassebaum, Brian McGee, Steve Osborne, George Watt, Katie Walker (Assistant Legal Counsel representing Kathryn Bender), and Betty Craig.

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

*[Trustees Frank Gadsden and John Wood were on conference call. For confidentiality purposes, both trustees acknowledged that they were on a phone line not being recorded and alone in a private venue while on the call.]*

At 1:00 p.m., Chair Padgett announced that only the Board shall remain in Executive Session at this time.

**The motion was made by Trustee Don Belk, and seconded by Trustee Cherry Daniel, to come out of Executive Session at 1:30 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.

**A motion was made by Trustee Cherry Daniel, and seconded by Trustee John Busch, that the meeting be adjourned at 1:30 p.m. All in favor.**