

(Approved at April 22, 2016 Board of Trustees Meeting)

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

Board of Trustees Meeting
Randolph Hall Boardroom¹

January 29, 2016

9:00 a.m.

Presiding:

Gregory D. Padgett, Chair

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

Board Members Participating by Conference Call: Trustee Renee B. Romberger

Board Members Absent: Trustees Pansy King-Reid and John B. Wood, Jr.

Others Present: President Glenn McConnell; Drs. Mike Auerbach (Dean, School of Sciences and Mathematics), Divya Bhati (Associate VP, Institutional Effectiveness and Strategic Planning), Bob Cape (Senior Vice President/Chief Information Officer), Alicia Caudill (Executive VP, Student Affairs), Trisha Folds-Bennett (Dean, Honors College), Amy McCandless (Dean, The Graduate School), Brian McGee (Provost and Executive VP for Academic Affairs), Valerie Morris (Dean, School of the Arts), Alan Shao (Dean, School of Business); and Messrs. Michael Adeyanju (Director of Executive Communications), Mark Berry (Executive Director, Division of Marketing and Communications), Joshua Bloodworth (President, Graduate Student Association), Joe Hull (Director of Athletics), Sam Jones (Associate VP, Budgeting and Payroll Services), Bobby Marlowe (Senior VP, Economic Development), Todd Mc Nerney (Speaker of the Faculty/Associate Professor, Department of Theatre and Dance), Michael Miner (Vice President, Graduate Student Association), Steve Osborne (Executive VP for Business Affairs), Paul Patrick (Vice President for Administration and Planning), Dan Ravenel (President, Alumni Board), Jonathan Ray (Director of Institutional Events and Chef Concierge), Mike Robertson (Senior Director of Media Relations), Zach Sturman (President, Student Government Association), Chris Tobin (VP, Development), David Watson (Trustee Emeritus), and George Watt (Executive VP for Institutional Advancement); Meses. Priscilla Burbage (Vice President, Fiscal Services), Betty Craig (Executive Assistant to the Board of Trustees), Mercedes Fabers (Assistant General Counsel), Debbie Hammond (Senior Executive Administrator for the President), Sylvia Harvey (Trustee Emeritus), Karen Hauschild (Director, Academic Advising and Planning Center), Shirley Hinson (Director of Government Relations), Elizabeth Kassebaum (Executive Secretary to the Board of Trustees and VP for College Projects), Deni Mitchell (Ombudsperson), Angela Mulholland (General Counsel), Ann Pryor (Vice President, Alumni Affairs), Monica Scott (VP for Facilities Planning), JoAnn Throckmorton (Administrative Assistant), and Tomi Youngblood (President-Elect, Cougar Club Board). Also attending were Greg Fisher (IT Field Support Coordinator), Liza Gearhead (Audio Visual Events Support Staff), Leslie McKellar (Photographer, College Publications), Ben Powers (Telecommunication Coordinator), and Roy Snipe (Audio Visual Events Coordinator). Also in attendance because of their interest in the College were Neil Hunt and Paula Brady, new residents of Charleston residing at 12 George Street.

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

WELCOME AND INTRODUCTIONS

Today in Alumni Hall, Chair Padgett recognized those employees who are new to campus or have new positions:

- David Aurich, Associate Dean of Students;
- Mercedes Fabers, Assistant General Counsel; and
- Ann Pryor, Vice President for Alumni Affairs

Also, Chair Padgett recognized six outstanding computer science students:

- Three computer science students who are Association for Computing Machinery Intercollegiate Programming Contest Division II winners. They were joined on stage by Mike Auerbach, Dean, School of Sciences and Mathematics; and Sebastian van Delden, Chair of the Computer Science Department and Coach of the winning team.
 - Clay Gardner – senior majoring in Computer Science and Applied Mathematics from Hilton Head, SC;
 - John Zeringue – senior majoring in Computer Science from Mt. Pleasant, SC; and
 - Henry Stocker – senior majoring in Computer Science with minors in Math and Archaeology from Greenwich, Connecticut.

Three of the five computer science students who won the Wells Fargo Analytics Challenge. They were joined on stage by Dr. Paul Anderson, Director of the Data Science Program.

- Danielle Schwartz – senior majoring in Biology from Greenwood, SC;
 - Jake Schwartztrauber – junior majoring in Information Systems from Huntsville, Alabama; and
 - Katie Balcewicz – senior majoring in Data Science from Mt. Pleasant, SC.
- Next, four Interdisciplinary Center for Applied Technology (ICAT) students – the Center provides learning experiences for business, computer science, and liberal arts students to accelerate startups in technology entrepreneurship. ICAT is a collaborative program between the School of Business and the Office of Economic Development.
 - Katherine Lawson – junior majoring in Business Administration & Economics from Arlington, Virginia. Her ICAT Team is “Dew”, a company with the aim to bring greater access of local food to Charleston consumers. Working with SILO, a Charleston supplier of local food, “Dew” provides to the door delivery and a consumer online platform to alleviate the challenges of buying local food by making it more convenient and less time consuming;
 - Emily Johnson – senior majoring in Marketing from Conway, SC. Her ICAT Team is Black Lab App, a web app that cuts out the middle man and allows students to buy and sell textbooks to one another on campus;
 - Christopher Ruppe – junior majoring in Accounting and Finance from Rock Hill, SC. His ICAT Team is “Monotto” which is bringing personal finance into the modern era. Using our bank grade security, users will be able to connect to their bank account allowing us to learn about their income and expenses, analyze their financial data to create saving and investing goals and then build to those goals with automated small deposits that won’t adversely affect the customers; spending patterns; and
 - Declan Wesley Whitmyer – junior Finance major from Stamford, Connecticut. His ICAT Team is “Rodbug” which is revolutionizing the way people fish. The “Rodbug” app pairs to a small fishing rod-mounted sensor that collects data on a fisherman’s activities and allows them to record, analyze, share, and improve.

- And finally, Chair Padgett recognized Eliza Hay, former member of the Equestrian Team. Her parents, Lewis and Kim Hay, Equestrian Coach Bob Story, and Trustee David Hay joined her on stage. Trustee David Hay presented Eliza with a silver cup.

Eliza graduated from the College last May with a B.S. in Business Administration with a concentration in Hospitality & Tourism Management and was the winner of the Intercollegiate Horse Show Association 2015 Cacchione Cup, signifying her as the best collegiate rider in America.

Kim, Eliza's mother, graduated from the College and Kim's father, Fred Daniels, was a long-time administrator at the College. While Eliza's father, Lewis, is not an alum, his mother Elizabeth Lofton Hay graduated from the College in 1922.

Coach Story and his Horseback Riding Team are wonderful examples of decades long and outstanding athletic accomplishments at the College.

[Board members moved to the Boardroom to continue the Board of Trustees meeting.]

The regular meeting of the College of Charleston Board of Trustees was called to order at 9:10 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 noted that, in an effort to allow Board members to exchange ideas and information with other members with whom they may not have regular contact, it has been recommended that the Board table seating be adjusted. While the Executive Committee will continue to sit at the front of the table at today's meeting, the other Board members are seated based on their respective committee membership. Different seating arrangements will be determined for each Board meeting.

Chair Padgett welcomed everyone attending the meeting and noted that all Trustees are present except Trustees Pansy King-Reid, Renee Romberger, and John Wood. Trustee Renee Romberger will participate by conference call.

Also, Chair Padgett acknowledged Sylvia Harvey and David Watson, Trustees Emeriti, who joined today's meeting.

Chair Padgett thanked President McConnell for hosting the Tailgate at the President's House last evening, followed by the Men's basketball game vs. Northeastern at TD Arena. It was a great event enjoyed by all.

And finally, Chair Padgett noted that the Board Committee Liaisons and a number of Academic Deans are present today, as well as Neil Hunt and Paula Brady, Charleston residents who share an interest in the College.

APPROVAL OF MINUTES:

It was moved by Trustee David Hay, and seconded by Trustee Cherry Daniel, that the minutes of the October 23, 2015 Board Meeting be approved. The Chair called for the yeas and nays, and the Minutes were approved by voice vote.

PRESIDENT'S REPORT:

President McConnell provided a brief update on the following topics:

- Basketball team's phenomenal performance last evening
- SACSCOC Accreditation
- House Ways and Means Committee Budget Presentation in Columbia on January 19
- Budget/Enrollment
- Boundless Campaign

PRESIDENT'S DIVERSITY CAMPUS REVIEW COMMITTEE:

Trustee John Busch presented an update on the work of the President's Diversity Campus Review Committee. He reported that the committee met in December and continues to work on the recommendations to the President.

Before beginning the Committee reports, Chair Padgett acknowledged the retirement of two long-time College of Charleston administrators and presented each of them with a CofC presentation folder.

[Trustee Lee Mikell joined the meeting at 9:30 a.m.]

- (1) Jan Brewton, Director of Business and Auxiliary Services, came to the College in 2002 as Special Projects Coordinator. She was promoted to Director of Business and Auxiliary Services in January 2004.
- (2) Bob Cape, Senior VP/Chief Information Officer, came to the College ten years ago when President Lee Higdon created the Senior VP/Chief Information Officer position and hired Bob as the first incumbent in March 2006.

In addition, Chair Padgett acknowledged Trustees Lee Mikell and Renee Goldfinch, who will not submit their names for re-election to their respective Board seats. Both of their terms will end June 30, and they will be recognized for their service on the Board at the April Board of Trustees meeting.

COMMITTEE REPORTS:

EXECUTIVE COMMITTEE:

Committee members present: Trustees Greg Padgett (Chair) and David Hay

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

Other Board members present: Trustee Don Belk

Other Board members participating by conference call: Trustees John Busch, Frank Gadsden, Henrietta Golding, Randy Lowell, Jeff Schilz, Ricci Welch, and John Wood

Others present: President Glenn McConnell, Mark Berry (Executive Director, Division of Marketing and Communications), Divya Bhati (Associate VP, Institutional Effectiveness and Strategic Planning), Joshua Bloodworth (President, Graduate Student Association), Bob Cape (Senior VP/Chief Information Officer), Alicia Caudill (Executive VP, Student Affairs), Betty Craig (Executive Assistant to the Board of Trustees), Greg Fisher (IT Support), Debbie Hammond (Senior Executive Administrator for the President), Karen Hauschild (Director, Academic Advising and Planning Center), Joe Hull (Director of Athletics), Elizabeth Kassebaum (Executive Secretary to the Board and VP for College Projects), Brian McGee (Provost/Executive VP, Academic Affairs), Angela Mulholland (General Counsel), Steve Osborne (Executive VP, Business Affairs), Paul Patrick (VP for Administration and Planning), Ben Powers (Telecommunications Coordinator), JoAnn Throckmorton (Administrative Assistant), and George Watt (Executive VP, Institutional Advancement)

Chair Padgett presented the following committee report:

The Executive Committee met on Tuesday, January 12, and approved the minutes of the October 7, 2015 Executive Committee meeting.

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

ACADEMIC AFFAIRS COMMITTEE:

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

Committee members absent: Trustees Frank Gadsden and Toya Pound

Other Board members present: Trustees Don Belk, David Hay, Randy Lowell, Greg Padgett, Renee Romberger, Eddie Thomas, Joe Thompson, and Ricci Welch

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

Others present: President Glenn McConnell, Michael Adeyanju (Director, Executive Communications), Mike Auerbach (Dean, School of Sciences and Mathematics), Divya Bhati (Associate Vice President, Institutional Effectiveness and Strategic Planning), Alicia Caudill (Executive VP for Student Affairs), Deanna Caveny-Noecker (Associate Provost for Faculty Affairs), Mercedes Fabers (Assistant General Counsel), Greg Fisher (IT Support), Trisha Folds-Bennett (Dean, Honors College), Jimmie Foster (Assistant VP, Admissions and Financial Aid), Godfrey Gibbison (Dean, School of Professional Studies), Jerry Hale (Dean, School of Humanities and Social Sciences), Debbie Hammond (Senior Executive Administrator for the President), Karen Hauschild (Director, Academic Advising and Planning Center), Elizabeth Kassebaum (Executive Secretary to the Board of Trustees/VP for College Projects), Aron Kuch (Data Analyst, Admissions Office), Amy McCandless (Dean, The Graduate School), Todd McNerney (Speaker of the Faculty/Associate Professor, Department of Theatre and Dance), Mindy Miley (Assistant VP, Educational Programs and Services), Valerie Morris (Dean, School of the Arts), Angela Mulholland (General Counsel), Steve Osborne (Executive VP for Business Affairs), Alan Shao (Dean, School of Business), Melissa Thomas (Director, Center for Student Learning), Antonio Tillis (Dean, School of Languages, Cultures, and World Affairs), Fran Welch (Dean, School of Education, Health and Human Performance), and John White (Dean of Libraries). Also present was Paul Bowers, *Post & Courier* reporter.

Trustee Cherry Daniel presented the following committee report:

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

Interim Provost's Report:

- Update on enrollment
- Undergraduate students in Spring 2016
- Continue December Commencement for the next two years
- Faculty Senate approved changes to the Bachelors of Professional Development at the North Campus to be implemented in the Fall.
- More information regarding the Real Estate major will be presented at the April Board of Trustees meeting.
- Intellectual Property Policy has been updated.
- College Reads update
- More information will be provided in the future regarding school fees for the various schools.

The Academic Affairs Committee moved that the Resolution of the Board of Trustees in Honor of the City of Trujillo (Spain) 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
UNIVERSITY OF CHARLESTON, SOUTH CAROLINA
RESOLUTION OF THE BOARD OF TRUSTEES
IN HONOR OF THE CITY OF TRUJILLO (SPAIN)**

January 29, 2016

WHEREAS, the College of Charleston Board of Trustees has been advised that the city of Trujillo is the heart of Spain's Extremadura Region southwest of Madrid, about 60 miles from the Portuguese border;

WHEREAS, Trujillo is known as a thriving center of tourism with a rich historical past, notably, it is the place of origin of many conquistadors, including the Pizarros;

WHEREAS, the College of Charleston has a strong study abroad program in Trujillo, Spain, which was established in 1996 to complement Spanish courses with other relevant areas in order to provide students with a greater opportunity to understand and live in the culture of the host country;

WHEREAS, through the generous donation of two properties in Trujillo – the Casa and La Casita – from James and Esther Ferguson, the faculty who travel with College of Charleston students have a home in which to reside during their time abroad;

WHEREAS, the College of Charleston Foundation has been a dutiful steward of both properties since inception;

WHEREAS, the city and people of Trujillo have warmly welcomed and continue to welcome College of Charleston students into their homes, teaching and sharing their language, lives and cultures firsthand with them;

WHEREAS, the faculty and staff of the College of Charleston, including representatives of the College's Center for International Education and the College's senior academic administrators, have been generously greeted and received by the city leadership and the people of Trujillo; and

WHEREAS, 2016 marks the twentieth anniversary of the College of Charleston study abroad program in Trujillo.

NOW THEREFORE BE IT –

RESOLVED, that the Board of Trustees hereby acknowledges the pride and passion that the City of Trujillo has demonstrated in providing lifelong learning and educational opportunities for College of Charleston students;

RESOLVED, that the Board of Trustees hereby expresses its tremendous gratitude to the City of Trujillo for helping to elevate the quality and reputation of the College of Charleston; and

RESOLVED, that the Board of Trustees hereby conveys its highest respect, admiration, and thanks to the City of Trujillo for the lasting and transformative impact the City has had and will continue to have on the lives of College of Charleston students.

The Academic Affairs Committee moved that the Resolution to approve the Bachelor of Arts in Meteorology be adopted as presented. The Chair called for the yeas and nays, and the following Resolution was unanimously approved by voice vote.

**COLLEGE OF CHARLESTON
UNIVERSITY OF CHARLESTON, SOUTH CAROLINA
RESOLUTION OF THE BOARD OF TRUSTEES
PROPOSAL FOR
A BACHELOR OF ARTS DEGREE PROGRAM IN
METEOROLOGY**

January 29, 2016

WHEREAS, upon the recommendation of the President, the Provost, the Dean of the School of Sciences and Mathematics, and the Faculty Senate, the Board has been requested to approve a Bachelor of Arts degree program in Meteorology (the “Program”);

WHEREAS, the Board has been advised that the new Program is designed to prepare graduates with a knowledge base related to weather and climate and that students awarded degrees in this Program will be prepared for a career in meteorology or for entry into graduate programs in meteorology;

WHEREAS, the College plans to commence the Program in either the 2016 Fall Semester or the 2017 Fall Semester, depending on the final date of receipt for all necessary approvals, and the Program will be sited in the School of Sciences and Mathematics; and

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

NOW THEREFORE BE IT - - -

RESOLVED, that the President and the Provost, or either of them, are hereby authorized to submit the new Program to the South Carolina Commission on Higher Education pursuant to S.C. Code Ann. § 59-103-35 and to the Southern Association of Colleges and Schools

Commission on Colleges (“SACSCOC”) for such approvals and notification as may be required under controlling law or regulation; and

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

Speaker of the Faculty’s Report:

Todd McNerney, Speaker of the Faculty, spoke briefly to the full Board regarding faculty work and activities during the current semester.

Staff Advisory Committee to the President Report:

Karen Hauschild, Chair of the Staff Advisory Committee to the President, spoke briefly on behalf of the staff.

ALUMNI RELATIONS COMMITTEE:

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

Committee members absent: Trustees Pansy King-Reid and John Wood

Staff Liaison present: Ann Pryor (VP, Alumni Relations)

Others present: President Glenn McConnell, Mark Berry (Executive Director, Marketing & Communications), Amy McCandless (Dean, Graduate School, University of Charleston, SC), Dan Ravenel (President, Alumni Association) and George Watt (Executive VP, Institutional Advancement)

Trustee Ricci Welch presented the following committee report:

Ann Pryor updated the Committee regarding Alumni Affairs and Alumni Association Strategic Initiatives:

- Stay Informed
 - The President of the Alumni Association and VP of Alumni Relations plan to have quarterly meetings with President McConnell.
 - Alumni Weekend will be held April 29–May 1. Tickets for the event will go on sale February 29.
 - Once the Lockwood Boulevard facility comes online in early 2017, Alumni Affairs will move into the Towell Library to create an Alumni Welcome Center. The Center will house relics and memorabilia from the College. Also, President McConnell shared that the class ring belonging to Mary Agatha Aimar, Class of 1923 and the second female graduate of the College, will be displayed in the Alumni Center. Her wish was for the ring to be an inspiration to others.
- Get Involved
 - The 2016 Alumni Awards Gala will be held on Saturday, November 19, at Charleston Place.
 - The deadline for nominations for the 2016 Alumni Awards is February 1.

- Two 2016 Cougar Trail events were coordinated by Alumni Affairs, Admissions, Institutional Advancement, and Athletics. (1) The pre-game on January 9 in Philadelphia was attended by over 100 alumni, parents, and accepted students for the Class of 2020; and (2) More than 3,000 alumni, parents, friends, and accepted students have been invited to the February 25 pre-game event which will be held before the Northeastern game. Several other “Yield Events” are planned through April.
- A survey was sent to more than 25,000 alumni in early January to measure engagement. More than 1,500 completed the survey, and the results are being analyzed and will be presented in the spring.
- Give Back
 - George Watt reported on the success of the Boundless Campaign. By the end of the Campaign on June 30, the goal is to have more than 10,000 alumni donors.
 - Mark Berry briefed the Committee on an event planned for February 12 to celebrate the Campaign’s success.

Other Business:

- Regarding ways to improve the relationship with African American alumni, Trustee Demetria Clemons suggested focusing efforts on juniors and seniors and career development and networking initiatives. Trustee Clemons will assist Alumni Relations in developing meaningful and effective ways to re-engage African American alumni.
- Ann Pryor reported on collaborative efforts with the Admissions Office to engage alumni in recruitment efforts to increase enrollment overall, as well as to increase recruitment of legacy students.

ATHLETICS COMMITTEE:

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

Committee members absent: Trustee Frank Gadsden

Other Trustees present: Trustees Cherry Daniel, David Hay, and Greg Padgett

Others present: President Glenn McConnell, Mark Berry (Executive Director, Division of Marketing and Communications), Alicia Caudill (Executive VP, Student Affairs), Joe Chealey (Men’s Basketball Student-Athlete), Michael Duncan (Director/Assistant VP, Higdon Student Leadership Center), Mercedes Fabers (Assistant General Counsel), Greg Fisher (Information Technology), Debbie Hammond (Senior Executive Administrator for the President), Joe Hull (Director of Athletics), T.J. Isaacs (Associate Director of Athletics/External Affairs), Cameron Johnson (Men’s Basketball Student-Athlete), Elizabeth Kassebaum (Executive Secretary to the Board of Trustees/VP for College Projects), Laura Lageman (Associate Director of Athletics/Senior Women’s Administrator), Todd McNerney (Speaker of the Faculty/ Associate Professor, Department of Theatre and Dance), Melissa Morello (Volleyball Student-Athlete), Angela Mulholland (General Counsel), Paul Patrick (VP for Administration and Planning), J.D. Powell (Director of Operations, Men’s Basketball), and Tomi Youngblood (Past President-Elect of Cougar Club)

Trustee Jeff Schilz presented the following committee report:

Student Athletes:

The following student-athletes spoke regarding their experiences at the College of Charleston both as a student and as an athlete:

- Melissa Morello – senior on the volleyball team from Milwaukee, Wisconsin;
- Joe Chealey – junior on the men’s basketball team from Orlando, Florida; and
- Cameron Johnson – sophomore on the men’s basketball team from Athens, Georgia.

Athletic Director’s Comments:

- Joe Hull announced that the Colonial Athletic Association (CAA) will hold a Press Conference later in the day to announce that the CAA Men’s Basketball Tournament will be hosted at the North Charleston Coliseum in 2017, 2018, and 2019.

Academic Update:

- Thirteen student-athletes earned a 4.0 GPA.

Fundraising/Cougar Club Report:

- Tomi Youngblood reported that the Cougar Club has increased its membership to 670 members.
- New Varsity Club is reaching out to 1,600 former student-athletes in an effort to get them involved in giving to the Cougar Club.
- T.J. Isaacs announced additional fundraising efforts:
 - A donor has committed to a \$100,000 annual gift with a five-year commitment to be announced in February.
 - Al Eads committed to a basketball endowment of \$50,000 minimum over the next five years.
 - They are meeting with the parents of a former men’s golf member, Jackson Moore, to discuss a memorial golf endowment.

AUDIT COMMITTEE:

Committee members present: Trustees Henrietta Golding (chair), Don Belk, Joe Thompson, and John Wood (conference call)

Committee members absent: Trustee Pansy King-Reid

Others present: Lindsay Ball (Senior Manager, Elliott Davis), Priscilla Burbage (Vice President, Fiscal Services), Betty Craig (Executive Assistant, Board of Trustees’ Office), Howie Houston (Shareholder, Elliott Davis – conference call), Sam Jones (Associate VP, Budgeting and Payroll Services), Gail Long (Internal Auditor), Everett McInnis (Payroll Manager), Steve Osborne (Executive VP, Business Affairs), Dawn Willan (Controller)

Due to laryngitis, Trustee Henrietta Golding asked Trustee Joe Thompson to present her committee report:

Call to Order:

Henrietta Golding called the meeting to order noting that the meeting notice had been posted and the press notified as required by the Freedom of Information Act.

Meeting Minutes:

Minutes of the October Audit Committee meeting were approved.

2014-15 Fiscal Year-End Audits:

Howie Houston and Lindsay Ball from our external auditing firm, Elliott Davis, gave a report related to their findings of the 2014-15 fiscal year-end audits. Unmodified opinions were issued on

the CAFR (Comprehensive Annual Financial Report) and the OMB Circular A-133. The CHE Agreed-Upon Procedures were performed and no exceptions were found.

Also, the College received a Certificate of Achievement for Excellence in Financial Reporting which is given by the Government Finance Officers Association. This award has been given to the College for more than 20 consecutive years.

IRS Employment Tax Examination:

Steve Osborne reviewed the findings from the IRS employment tax examination. Two written advisories were issued related to payments to trustees and supplemental payments made to employees. No penalties or fines were incurred. The IRS agent specifically commended the College's Payroll Director, Everett McInnis, on his thorough efforts and understanding of the various aspects of the Federal Employment Tax laws and compliance with these laws.

Recommendations were made by Mr. Osborne regarding options for handling payments to Trustees which would bring the College in compliance with IRS regulations. Chair Golding requested that a Resolution be drafted with three alternatives for Board members to choose from regarding per diem and travel payments.

Chair Padgett noted that the Resolution recommending options for handling per diem and travel payments to the Board of Trustees to ensure compliance with Internal Revenue Regulations will be vetted more and presented for the full Board's approval later in the Board meeting.

State Procurement Audit:

Steve Osborne provided an update regarding the ongoing State Procurement Audit. He noted that the Board of Trustees' approval is needed to increase the single transaction limit of Procurement Card transactions for student group travel to \$20,000. **The Audit Committee moved that the resolution to approve the recommended policy allowing the use of P-Card travel accounts to be used for student group travel in compliance with S.C. state law, approval from the Chief Procurement Officer of the South Carolina SFAA, and the CofC P-Card Administrator. 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
P-CARD USAGE**

January 29, 2016

Whereas, the Board of Trustees of the College of Charleston is empowered to approve policy relevant to extended use of the P-Card; and,

Whereas, the College has a need to pay for travel for various student groups, especially athletic teams and study abroad travel, that is critical to our academic mission; and

Whereas, it is the intent of this policy to allow those travel expenditures for group transportation, group lodging, and group meals, when applicable, to be paid for using a P-Card

travel account that is specifically approved by the Chief Procurement Officer of the South Carolina State Fiscal Accountability Authority (SFAA) and the College of Charleston (CofC) P-Card Administrator for use by named individuals in each area responsible for making travel arrangements for student groups, to more efficiently oversee and manage those expenses, it is recommended that a P-Card travel account be used to make those payments and that the single transaction limit for this purpose be increased to \$20,000 with approval of the Chief Procurement Officer of the South Carolina SFAA and the CofC P-Card Administrator or Director of Procurement This resolution shall remain in effect until otherwise rescinded, modified, or amended by the Board of Trustees.

NOW, THEREFORE, be it

RESOLVED, that the Board hereby approves the recommended policy allowing the use of P-Card travel accounts to be used for student group travel in compliance with S.C. state law, approval from the Chief Procurement Officer of the South Carolina SFAA and the CofC P-Card Administrator. The P-Card travel account is subject to all the current rules included in the P-Card Manual regarding student group travel. The single transaction limit is increased to \$20,000 with approval by the Chief Procurement Officer of the South Carolina SFAA and the CofC P-Card Administrator or Director of Procurement.

RESOLVED, that all actions of College management to effectuate the approval process and usage of P-Card travel accounts prior to the adoption of this Resolution are hereby ratified and affirmed.

BUDGET AND FINANCE COMMITTEE:

Committee members present: Trustees Lee Mikell (chair), Henrietta Golding, David Hay, Annaliza Moorhead, Eddie Thomas, Joe Thompson, and Ricci Welch

Other Board members present: Trustees Greg Padgett, Don Belk, Renee Goldfinch, Randy Lowell, and Renee Romberger

Others present: President Glenn McConnell, Michael Adeyanju (Director of Executive Communications), Divya Bhati (Associate VP, Institutional Effectiveness and Strategic Planning), Jan Brewton (Director of Business and Auxiliary Services), Priscilla Burbage (VP for Fiscal Services), Bob Cape (Senior VP, Information Technology/Chief Information Officer), Alicia Caudill (Executive VP, Student Affairs), Deanna Caveny-Noecker (Associate Provost, Faculty Affairs), Julia Eichelberger (Professor, English Department/Chair, Senate Budget Committee), Mercedes Fabers (Assistant General Counsel), Greg Fisher (IT Support), Trisha Folds-Bennett (Dean, Honors College), Jimmie Foster (Assistant VP, Admissions and Financial Aid), Godfrey Gibbison (Dean, School of Professional Studies), Debbie Hammond (Senior Executive Administrator for the President), Karen Hauschild (Director, Academic Advising and Planning Center), Shirley Hinson (Director of Government Relations), Sam Jones (Associate VP for Budgeting and Payroll), Amy McCandless (Dean, The Graduate School), Brian McGee (Provost and Executive VP for Academic Affairs), Todd McNerney (Speaker of the Faculty/Associate Professor, Department of Theatre and Dance), Valerie Morris (Dean, School of the Arts), Angela Mulholland (General Counsel), Amy Orr (Business Director for Housing), Steve Osborne (Executive VP for Business Affairs), William Veal (Associate Professor, Teacher Education), and Dawn Willan (Controller).

Trustee Lee Mikell presented the following committee report:

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

Sam Jones reviewed the budget adjustments reflected through December 31, 2015. **The Budget and Finance Committee moved that the resolution to approve the budget adjustments for the quarter ended December 31, 2015 be approved as presented behind the Budget and Finance Committee tab. The Chair called for the yeas and nays, and the following Resolution was unanimously approved by voice vote. For the record, Trustees Pansy King-Reid and John Wood were absent and did not vote on the issue.**

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

January 29, 2016

WHEREAS, College management has reviewed its projections of revenues and expenses for the year 2015-2016 and, based on that review, has recommended certain reallocations and adjustments to the budget previously approved by the Board; and

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

NOW THEREFORE, be it

RESOLVED, that the Board hereby approves the recommended reallocations and adjustments to the approved budget for year 2015-2016, as presented by College management to the Budget and Finance Committee and as further detailed in the table captioned "College of Charleston 2015-2016 Revenue and Expense Budget Adjustments December 31, 2015" contained in the Board of Trustees briefing book dated January 29, 2016; and

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

Steve Osborne reviewed the proposed fees for Housing and Food Services for 2016-2017. They reflect a range of increases for housing based on the tier levels, and increases of 2.9% or 2.5%, depending on the plan, for food services. The Committee commended Jan Brewton, who is retiring, on the great job that she has done as Director of Business and Auxiliary Services. **The Budget and Finance Committee moved that the resolution to approve the Student Housing Fees and Food Service Fees for 2016-2017 be approved as presented behind the Budget and Finance Committee tab. The Chair called for the yeas and nays, and the following Resolution was approved by voice vote. Trustee Jeff Schilz voted "no" because he prefers that all fees be**

approved at the same time. For the record, Trustees Pansy King-Reid and John Wood were absent and did not vote on the issue.

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

January 29, 2016

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

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

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

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

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

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

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

NOW THEREFORE, be it --

RESOLVED, that the Board hereby approves the percent increases for residential housing and related programs as detailed in the schedule captioned “College of Charleston 2016-2017

Proposed Fees (Housing and Food Services)” contained in the Board of Trustees briefing book dated January 29, 2016;

RESOLVED, that the Board hereby approves the charges for meal plans and related programs as detailed in the schedule captioned “College of Charleston 2016-2017 Proposed Fees (Housing and Food Services)” contained in the Board of Trustees briefing book dated January 29, 2016; and

RESOLVED, that all such increase shall not become effective prior to August 1, 2016 and that the effective date of each such increase is timely communicated to the College Community well in advance of the respective effective dates.

For the record, the members of the Budget and Finance Committee were given a copy of the FY 2015 Comprehensive Annual Financial Report at the Budget and Finance Committee meeting. All other Board members received a copy of the report at the Board meeting except copies were mailed to those Board members not present at the Board meeting – Pansy King-Reid, Renee Romberger, and John Wood.

[Break at 10:30 a.m.]

[Meeting reconvened at 10:50 a.m.]

[Trustee Henrietta Golding left the meeting.]

Audit Committee Continues Vetting of Board of Trustees’ Per Diem and Travel Payments:
Following the Audit Committee’s continued vetting of per diem and travel payments to the Board of Trustees, **the Audit Committee moved that the Resolution recommending options for handling per diem and travel payments to the Board of Trustees to ensure compliance with Internal Revenue Regulations be adopted as presented. The Chair called for the yeas and nays, and the following Resolution was approved by voice vote. For the record, Trustees Pansy King-Reid and John Wood were absent and did not vote on the issue.**

**COLLEGE OF CHARLESTON
RESOLUTION OF THE BOARD OF TRUSTEES
PAYMENTS TO TRUSTEES**

January 29, 2016

WHEREAS, the College has received a written advisory from the Internal Revenue Service dated November 4, 2015 stating that payments made to Trustees for the quarterly meetings should be reported on forms W-2, and subjected to payroll tax withholding. Three alternatives are proposed to Board Members to bring the College in to compliance with IRS regulations. It is recommended that individual Board members have the option to choose from these alternatives plans.

- 1) Accept the per diem and be classified as an employee of the College. Board members will receive a W-2 and travel reimbursements that do not meet the accountable plan rule will also be taxable. Trustees will also be required to complete an I-9.
- 2) Decline the per diem and not be considered an employee of the College. Travel payments that do not meet the accountable plan rule will not be taxable.
- 3) Decline both the per diem and travel payments that do not meet the accountable plan rule.

WHEREAS, the advisory and recommendations were presented to the Board’s Audit Committee and were determined to be reasonable and appropriately supported by College management and Internal Revenue documentation.

NOW THEREFORE, BE IT --

RESOLVED, that the Board hereby approves the recommended options for handling per diem and travel payments to ensure compliance with Internal Revenue Regulations stated in the written advisory as presented to the Audit Committee; and

RESOLVED, that all actions of College management to implement policies and procedures to administer the proposed options effective January 28, 2016 are approved.

FACILITIES COMMITTEE:

Committee members present: Trustees David Hay (chair), John Busch, Henrietta Golding, Randy Lowell, Annaliza Moorhead and Joe Thompson

Committee members absent: Trustee Lee Mikell

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

Others present: Priscilla Burbage (Vice President, Fiscal Services), John Cordray (Director of the Physical Plant), Aaryne Elias (Campus Planning Manager), Mercedes Fabers (Assistant General Counsel), Sam Jones (Associate VP, Budgeting and Payroll Services), Valerie Morris (Dean, School of the Arts), Angela Mulholland (General Counsel), Amy Orr (Business Director for Housing Administration), Steve Osborne (Executive VP, Business Affairs), and Paul Patrick (VP for Administration and Planning)

Trustee David Hay presented the following committee report:

Current Capital Projects Update:

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

- Rita Hollings Science Center Renovation – Construction has commenced and interior demolition is 50% complete.
- Jewish Studies Center Expansion – The project is substantially complete and Marty’s Place, a vegetarian/kosher food service outlet, opened in early January.
- Simons Center for the Arts Renovation – Conceptual design is complete. A new schedule, dependent on funding and swing space availability, is being developed. It is projected that the project will be completed by Fall 2019.
- Rutledge Rivers Residence Hall Renovation – Monica Scott distributed a rendering of the housing suites. The project is on schedule and budget.

- 176 Lockwood Drive Renovation – Construction documents are in development and completion is expected by Winter 2016. When the renovation is completed, the facility will house the Procurement Office, the Controller’s Office, and the Riley Center.
- 14 Green Way (Lesesne House) – This historic facility will become the Center for Sustainability and will be LEED certified. The project is scheduled to be completed by Summer 2017.
- 11 Glebe Street – The historic house at 11 Glebe Street is being converted from guest housing into offices for the dean and administrative staff of the School of Languages, Culture, and World Affairs.
- 133 Calhoun Street (Physical Plant) – The facility will be renovated and reconfigured to address code and safety requirements, as well as accommodate the merger of the Physical Plant and Residence Life facilities staff. The College is currently in negotiation to secure a Construction Manager at Risk contract.
- 58 George Street (Rivers Communication Museum) – This facility was taken offline in August 2015 due to structural and safety issues. A feasibility study is underway to develop a firm project scope and cost estimate.
- Avery Research Center – A state capital project to address mechanical system failures and envelope issues has been submitted for approval. The state project is estimated at \$1.3 million and is expected to be completed in Summer 2017.
- King George Inn (32 George Street) – The College is pursuing the acquisition of the Inn in an effort to address its space deficit. The Inn will allow the College to consolidate its guest services, which will allow buildings on the campus core currently serving as guest housing to be repurposed for academic and administrative needs. The property is now under contract for \$3.4 million (includes furnishings) and will be a turn-key purchase. The goal is to close on the property in March 2016.
- Carolopolis Awards – On January 20, 2016, 36 Coming Street and 327 King Street renovation projects received Carolopolis Awards. This award is given by the Preservation Society of Charleston to recognize outstanding achievement in exterior preservation, restoration, and rehabilitation.
- Defective Work Update – Defective mechanical work was identified at the TD Arena and the School of Sciences and Mathematics Building by the College’s engineering staff. The College is working with the responsible contractors to repair/replace defective elements.

Executive Session:

The Facilities Committee went into Executive Session for a discussion of negotiations incident to proposed contractual arrangements and proposed purchase/lease of property on the peninsula. No action was taken during Executive Session.

GOVERNMENTAL AFFAIRS AND EXTERNAL RELATIONS COMMITTEE:

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

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

Others present: Mark Berry (Executive Director, Division of Marketing and Communication), Mercedes Fabers (Assistant General Counsel), Angela Mulholland (General Counsel), Steve Osborne (Executive VP for Business Affairs), Paul Patrick (VP for Administration and Planning), and Mike Robertson (Senior Director, Media Relations)

Trustee John Busch presented the following committee report:

Outreach Initiatives:

Shirley Hinson informed the Committee about outreach initiatives:

- First, Chair Busch thanked Shirley Hinson for organizing the Sailing Team to be recognized by the Legislators in Columbia on January 21.
- CofC Day at the State House in Columbia will be held on February 16, 2016, followed by the Legislative Reception at the Palmetto Club that evening.
- Representative Gilda Cobb-Hunter will speak at the College on February 12 at 6:00 p.m.

Legislative Update

- Over 60 bills have been filed that could potentially affect higher education.

Charleston Chamber and Faculty Meetings, CofC & MUSC Collaborative Council:

- Shirley Hinson reported that the Charleston Chamber and Faculty Meetings are progressing.
- Collaborative Council efforts continue with a focus on health care at MUSC and a 4+1 program in Biomedical Imaging.

Marketing and Communications Update

- Mark Berry presented five major highlights:
 - The School of Business article in the December 2015 issue of Forbes magazine;
 - The Education Nation created a Boundless poster that was distributed to over 1,500 teachers and administrators;
 - The Admissions presentation was revamped to appeal to Generation Z and tailoring our message to them.
 - The Bully Pulpit works with the Department of Communication to host guests such as Presidential candidates, etc.
 - President McConnell gave the welcome at the CSPAN event by the Honors College and the School of Education on the Crisis to Action at Mother Emanuel.

Diversity Committee Report

Chair Busch updated the Committee on the work of the Diversity Review Committee.

Budget Update:

Steve Osborne reported that the budget requests were presented to the Ways and Means Higher Education Subcommittee on January 19. More money is available this year than last year, and the total new money is approximately \$1.3 billion. An addition to the budget was made at this subcommittee level which was not included in the request to the Governor. The College added a request of \$2 million in the operating budget to help offset tuition to grow in-state enrollment.

INFORMATION TECHNOLOGY COMMITTEE:

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

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

Others present: Deanna Caveny-Noecker (Associate Provost, Faculty Affairs), David Desplaces (Faculty, Management and Marketing), Debbie Hammond (Senior Executive Administrator for the President), Sylvia Harvey (Trustee Emeritus), Todd McNerney (Speaker of the Faculty), and Joyce Wilson (Executive Assistant to Bob Cape)

Trustee Goldfinch presented the following committee report on behalf of Chair Gadsden:

Bob Cape described the extent and impact on IT of the two recent College across-the-board budget reductions. Two permanent vacant IT positions were de-funded. Workload associated with the Data Base Administrator (DBA) position was assigned to the remaining DBAs; and the work of the Director of IT Communications and Customer Advocacy was assigned to a part-time temp who recently graduated from the College, and to the Executive Assistant to the Sr. VP/CIO.

Bob's presentation at the Faculty Senate Special Meeting centered on the College budget. His remarks summarized an extensive written response to questions posed in advance by the Speaker. Strong consensus all around was that the Special Meeting was very worthwhile.

IT upgrades the technology in 25-30 classrooms each year. Commensurate Physical Plant expenditures are required in each classroom to address power, lighting, structural issues, and wall treatments, including writeable surfaces. This fiscal year only ten classrooms will be upgraded because Physical Plant lacks the funding to support any more upgrades. IT is requesting Physical Plant cost estimates for three additional classrooms in hopes of being able, on an exception basis, to fund the Physical Plant costs of those rooms.

IT is now developing a set of FY 17 action items and work plans addressing the IT Strategic Plan crafted by the IT Strategic Planning Committee (ITSAC.) The IT draft budget request will be discussed with ITSAC in early March, then presented to the Executive Steering Committee in late March. After the College budget is approved by the Board in June, IT will finalize its prioritized work plan for FY 17 to the extent made possible by the funding made available.

New state Information Technology job classifications have been made available to the College. All IT positions are being reviewed relative to the new classifications which better reflect today's IT job content and offer higher salaries. This will help IT to better recruit and retain staff in our extremely competitive technology marketplace.

Bob Cape announced his March 2016 retirement in October 2015. The College has not yet finalized the position description for his successor. Chair Gadsden spoke briefly regarding Bob's masterful job in creating the Information Technology department and wished him well in his retirement. Also, Bob Cape thanked the Board of Trustees for their support.

And finally, Chair Gadsden thanked Trustee Goldfinch for presenting the IT Committee Report.

INSTITUTIONAL ADVANCEMENT COMMITTEE:

Committee members present: Trustees Renee Romberger '81 (chair) (conference call), Frank Gadsden, Henrietta Golding '74, David Hay '81, and Eddie Thomas '76

Committee members absent: Trustee John Wood '83

Staff Liaisons present: George Watt (Executive VP, Institutional Advancement), Robert Marlowe '71 (Senior VP, Economic Development), and Chris Tobin (VP for Development)

Volunteer Board Liaisons present: Fleetwood Hassell (Foundation Board), Dan Ravenel '72 (Alumni Association), and Steve Swanson '89 (Campaign Steering Committee)

Others present: President Glenn McConnell, Shannon Caulk '17 (ICAT alumna), Ashley Earnhart (Administrative Assistant, Development), Trisha Folds-Bennett (Dean, Honor's College), Amy McCandless (Dean, Graduate School), Brian McGee (Provost and Executive VP for Academic Affairs), Gibbon Miler '10 (Assistant Director, Economic Development), Christian Ruppe '16 (ICAT student), and Chris Starr '83 (Associate Professor, Supply Chain and Information Management)

Since Committee Chair Renee Romberger'81 participated in the meeting via conference call, Trustee David Hay presented the following committee report:

Bobby Marlowe'71 introduced Chris Starr'83 who provided an update on the College's *Interdisciplinary Center for Applied Technology* program (ICAT).

Christian Ruppe '16, a senior majoring in accounting and finance, shared how the ICAT program provided him with the connections and knowledge to start his own entrepreneurial venture, a personal finance platform called Monotto.

Gibbon Miler '10 spoke about the Women's Entrepreneurship Summit in March 2016. It will feature several dynamic women speakers in hopes of inspiring the next generation of female entrepreneurs. Shannon Caulk '17 shared the impact the program had on her and stated that she will serve as the Student Liaison for the upcoming Women's Summit.

Chris Tobin presented the College's fundraising results for the first half of fiscal year 2016. He reported through six months of the fiscal year, just over \$5 million has been raised in new philanthropic commitments toward the fiscal year goal of \$16 million. Mr. Tobin highlighted recent outstanding commitments received in December, including a pledge from Mark and Judy Buono '81 whose gift created the first fully-funded Colonial Scholarship to recruit a high academic merit, out-of-state student; a leadership pledge from Patty Scarafile '66 to help start the College's newly established *Collegiate Recovery Program*; and a gift from Al Eads '82 that created a newly endowed basketball scholarship. Mr. Tobin also spoke about the fundraising priorities and plans for the remainder of FY 16.

George Watt presented the annual "Return on Development Investment" [ROI] report. This report is the result of a methodology jointly developed with Foundation Board directors over four years ago and aligned to national CASE standards as one way of measuring the effectiveness of the institution's fundraising program. Mr. Watt provided context on how this information is used by management, and offered both the FY 15 and three-year average returns. For every \$1 invested in development operations at the College of Charleston, the average annual return is \$4 in new philanthropic commitments.

Mr. Watt and Steve Swanson '89 provided an update on the BOUNDLESS Campaign. Mr. Swanson announced that \$127.3 million has been raised thus far and reinforced the importance of maintaining the positive momentum through a call for continued support as the campaign finishes on June 30, 2016. They both spoke to the strategic impact of broad-based alumni engagement as a top priority, aiming to secure at least 10,000 alumni to make at least one gift during the campaign.

President McConnell and Provost McGee spoke about the importance of the Learning Technology Center as a top campaign priority and how this project will significantly elevate teaching methods, provide a unique learning environment, and act as a recruitment tool.

Mr. Watt invited the committee to attend an upcoming announcement where the President will celebrate the achievements thus far in the BOUNDLESS Campaign and reinforce the "alumni roll call" and the quest of 10,000 alumni donors. This announcement will be held in Alumni Hall at 11:30 a.m. on February 12.

Fleetwood Hassell (Foundation Board) and Dan Ravenel '72 (Alumni Association) provided the Committee with reports from their respective boards.

Chair Romberger '81 (on phone) asked Trustee David Hay '81 to share his most recent gift to the Boundless Campaign. David informed the Board that he and his wife Mariana made a commitment to the Boundless Campaign. Trustee Lee Mikell noted that David sets an example for Board of Trustees' commitments. Also, Fleetwood Hassell made a commitment in David and Mariana Hay's name.

[Trustee Henrietta Golding joined the conference call at 11:30 a.m.]

STUDENT AFFAIRS COMMITTEE:

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

Committee members absent: Trustee Pansy King-Reid

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

Others present: Divya Bhati (Associate VP, Institutional Effectiveness and Planning), Joshua Bloodworth (VP, Graduate Student Association), Jeri Cabot (Dean of Students and Associate VP for Student Affairs), Andrea DeMaria (Assistant Professor), Michael Duncan (Assistant VP for Student Affairs), Michael Faikes (VP, Student Government Association), Debbie Hammond (Senior Executive Administrator for the President), Susan Hartman (Executive Assistant to the Executive VP for Student Affairs), Sylvia Harvey (Trustee Emeritus), Karen Hauschild (Direct of Academic Advising and Planning Center), Christy Kollath-Cattano (Assistant Professor), and Deni Mitchell (Institutional Ombudsperson)

Trustee Demetria Clemons presented the following committee report:

Division Dashboard for Student Affairs Committee: Statistics related to services and activities in Campus Recreation, Student Health Services, Student Life, Counseling and Substance Abuse Services, Conduct Cases, and Civic Engagement were distributed.

Spotlight on the Student Experience: Katherine Calabro, a junior Political Science major; and Joshua Bloodworth, a Graduate Student in the MPA Program, each gave a brief summary of their student experience at the College.

Collegiate Recovery Program Overview: The program began with a \$10,000 capacity-building grant and is now advancing in the planning stages. Two students in recovery shared their personal connection and support for the program. Institutional Advancement is responding to a recent lead donor and to raise additional funds to sustain office operations and hire a director for the program.

Diversity and Inclusion Initiatives: Alicia Caudill reported that the division continues to facilitate individual group meetings with the President for discussions on enhancing diversity and inclusion. Underrepresented student leaders, their organization advisors, and administrators have participated in these discussions.

Student Activity Fee Allocation Overview of Budgets and Process: Alicia Caudill provided a summary of the student fee distribution process in support of student organizations, programs, and services.

Key Searches: Currently, they are searching for an Executive Director of the Career Center. The search for Director of Student Health Services will begin in March.

Alcohol in TD Arena: Controls are in place for events where beer is sold to patrons in the TD Arena.

Graduate Student Association Update:

Joshua Bloodworth, Graduate Student Association Vice President, briefed the Board regarding the GSA's activities on campus.

Student Government Association Update:

Zach Sturman, President of the Student Government Association, briefed the Board regarding SGA initiatives on campus.

[Trustee Henrietta Golding left the conference call at 11:45 a.m.]

NEW BUSINESS:

President McConnell informed the Board that the Hibernian Society and Knights of Columbus will install a granite plaque in Rivers Green before St. Patrick's Day. They will pay all costs. The plaque will read:

“Bishop England High School was once located on these grounds. The school moved here in 1916 and opened a newly erected main building in 1922. When the high school relocated to Daniel Island in 1998, the College of Charleston acquired the property to build the Addlestone Library. An institution of the Catholic Church, Bishop English High School provided the spiritual, intellectual and physical education to thousands of students at this site and prepared them for a productive life in service to God, family and community.

Placed here by Bishop England alumni to celebrate the high school's centennial year – March 13, 2016”

Housekeeping Items:

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

- The Friday, April 22, Board meeting will be held at the North Campus, but the committee meetings will be held here on campus on Thursday, April 21.
- Please hold June 13 and 14 on your calendars for the scheduled Board Meeting/Retreat at Wampee.
- Cherry Daniel, Eddie Thomas, Renee Romberger, Pansy King-Reid, Ricci Welch, and David Hay have submitted Letters of Intent and application packets to seek re-election to their respective Board seats. Lee Mikell will not seek re-election. Carl Blackstone and Brian Stern from Columbia have submitted Letters of Intent for Lee's Board Seat. Renee Goldfinch will not seek re-election, but she will continue to serve on the Board until June 30. Penny Rosner from Myrtle Beach submitted a Letter of Intent for Renee's Board Seat.
- We are making plans for a New Board Member Orientation in May.
- Elizabeth thanked those Board members who have committed to participate in the Faculty Shadowing program.
- JoAnn Throckmorton developed a new Admissions Application Tracking Process.
- Statement of Economic Interest forms must be submitted on line by March 30.
- Updated Board event calendars and Board Diversity event calendars are at everyone's places.

EXECUTIVE SESSION:

The motion was made by Trustee John Busch, and seconded by Trustee Frank Gadsden, to go into Executive Session at 11:55 a.m. for the following purposes: (1) Legal Counsel will consult and provide legal advice on litigation, including actual and potential legal claims; (2) Consideration of Candidates' Qualifications for Commencement Speaker and Candidates' Qualifications for Honorary Degrees; (3) Discussion of negotiations incident to proposed contractual arrangements and proposed purchase/lease of property on the peninsula, (4) Legal Counsel will consult and provide legal advice on Licensing Issues; and (5) Employment records – legal matters and contract negotiations – personnel matters. All in favor.

Chair Padgett asked the following staff members, in addition to the President, to remain and attend the Executive Session: Mark Berry, Alicia Caudill, Betty Craig, Mercedes Fabers, Debbie Hammond, Elizabeth Kassebaum, Brian McGee, Angela Mulholland, Steve Osborne, Paul Patrick and George Watt.

Chair Padgett asked Jimmie Foster and Divya Bhati to remain close by the Boardroom to be available to the Board when needed during this Executive Session.

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

Trustees Henrietta Golding, Renee Romberger, and John Wood will participate by conference call. Chair Padgett, for reasons of confidentiality in Executive Session, asked Henri, Renee, and John to acknowledge that they are on a phone line not being recorded and in a private venue and alone while on the conference call. *[Henri, Renee, and John responded affirmatively.]*

[Lunch was available during Executive Session.]

[Executive Session began at 12:15 p.m.]

[Only Trustee Renee Romberger remained on the conference call.]

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

[At 1:25 p.m., everyone left the Boardroom except the Board of Trustees and President McConnell.]

The motion was made by Trustee John Busch, and seconded by Trustee Frank Gadsden, to come out of Executive Session at 3:20 p.m. All in favor.

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

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

The motion was made by Trustee Ricci Welch, and seconded by Trustee Toya Pound, to approve Candidate A as one of the May 2017 Commencement Speakers and receive an honorary degree. The Chair called for the yeas and nays, and the motion was unanimously approved by voice vote.

The motion was made by Trustee Frank Gadsden, and seconded by Trustee John Busch, to approve Candidate B as one of the May 2017 Commencement Speakers and receive an honorary degree. The Chair called for the yeas and nays, and the motion was unanimously approved by voice vote.

The motion was made by Trustee Frank Gadsden, and seconded by Trustee John Busch, to approve Candidate C as one of the May 2017 Commencement Speakers and receive an honorary degree. The Chair called for the yeas and nays, and the motion was unanimously approved by voice vote.

The motion was made by Trustee Eddie Thomas, and seconded by Trustee Cherry Daniel, to approve Candidate D as back-up speaker at one of the May 2017 Commencement ceremonies and receive an honorary degree. The Chair called for the yeas and nays, and the motion was unanimously approved by voice vote.

The motion was made by Trustee Frank Gadsden, and seconded by Trustee John Busch, to approve Candidate E for an honorary degree at one of the May 2017 Commencement ceremonies. The Chair called for the yeas and nays, and the motion was unanimously approved by voice vote.

The motion was made by Trustee Don Belk, and seconded by Trustee John Busch, to approve Candidate F for an honorary degree at one of the May 2017 Commencement ceremonies. The Chair called for the yeas and nays, and the motion was unanimously approved by voice vote.

The motion was made by Trustee Don Belk, and seconded by Trustee Toya Pound, to approve Candidate G for an honorary degree at one of the May 2017 Commencement ceremonies. The Chair called for the yeas and nays, and the motion was unanimously approved by voice vote.

The motion was made by Trustee Cherry Daniel, and seconded by Trustee John Busch, to approve Candidate H for an honorary degree at one of the May 2017 Commencement ceremonies. The Chair called for the yeas and nays, and the motion was unanimously approved by voice vote.

The motion was made by Trustee Ricci Welch, and seconded by Trustee Frank Gadsden, to approve the proposed amended bylaws. The Chair called for the yeas and nays, and the motion was unanimously approved by voice vote.

The motion was made by Trustee Frank Gadsden, and seconded by Trustee Ricci Welch, to approve the amendments to the amended bylaws. The Chair called for the yeas and nays, and the motion was unanimously approved by voice vote.

The motion was made by Trustee John Busch, and seconded by Trustee Randy Lowell, that the meeting be adjourned at 3:25 p.m. All in favor.