

COLLEGE OF CHARLESTON

UNIVERSITY OF CHARLESTON, SOUTH CAROLINA

BOARD OF TRUSTEES

President's Board Room

College of Charleston

Charleston, South Carolina

January 18, 2002

10 a.m.

Presiding:

Joel H. Smith, Chairman

Members of the Board in attendance:

M. J. Philip Bell
Mrs. Charlotte L. Berry
Dr. John F. Clark, III
Mr. Timothy N. Dangerfield
Dr. L. Cherry Daniel
Cheryl Whipper Hamilton, Esquire
Mrs. Marie Land
Mr. F. C. McMaster
Mr. J. Vincent Price, Jr.
Mrs. Anne T. Sheppard
Mr. Joseph F. Thompson, Jr.
Mr. Lawrence O. Thompson
J. David Watson, Esquire
Thomas W. Weeks, Esquire

Absent:

Mr. Lawrence R. Miller
Mr. Robert S. Small, Jr.

Others in attendance: President Lee Higdon., Drs. Andrew Abrams, Jeri Cabot, Beverly Diamond, Amy McCandless, Susan Morrison, and William Lindstrom; Messrs. Tom Casey, Denny Ciganovic, Fred Daniels, Daniel Dukes, Sam Jones, Gary McCombs, and Scott Ranger; Mses. Priscilla Burbage, JoAnn Diaz, Virginia Friedman, Elizabeth Kassebaum, and Monica Scott, also Dr. Hugh Wilder, Speaker of the Faculty; Mr. Rhodes Bailey, President of the Student Government Association; and Ms. Kaycie Hoffman, *George Street Observer*.

(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).

The regular meeting of the College of Charleston Board of Trustees was called to order at 10:10 a.m. by Chairman Smith.

Chairman Smith called for approval of the minutes. It was moved (Watson) and seconded (Berry) that the minutes of the October 16, 2001, meeting be approved.

All in favor.

Chairman Smith introduced Mr. Tom Casey, the new Director of Human Resources, who joined the College of Charleston on January 2, 2002, and welcomed him to the College.

Chairman Smith requested that the members of the Board update the Address List included in their information packets. He asked them to update their addresses, phone numbers, fax numbers, e-mail addresses, etc.

Chairman Smith informed the members of the Board that Mr. Ted Stern had some health problems during the holidays that caused him to pass out and fall. As a result, he had some bruises on his face. He had some tests done, but he seems to be doing fine now. He thought they may want to send Mr. Stern a note.

President's Report

President Higdon reported that Mid-Year graduation was held on Sunday, December 16, 2001. Four hundred undergraduate and 50 graduate degrees were awarded. This is a slight increase over last year. Mr. Charles Way, Secretary of Commerce, delivered a thoughtful Commencement address which was well received by all in attendance. Honorary degrees were awarded to Mr. Way and to Dr. Charles Darby, nationally renown pediatrician and former director of the Children's Hospital at the Medical University of South Carolina. It was the smoothest graduation ever – a very nice affair.

President Higdon noted that when the Board met in October, there was some information about the freshman class that was not complete, and he was unable to provide them with the information at that time. He gave an update:

First, compared to last year, there was a slight increase in the number of new students that enrolled. A total of 2,942 students enrolled – an increase of 57 students – less than a 2% increase. We enrolled fewer freshmen (20) and provisionals (7) and more transfers (39) and non-degree (45). The SAT scores were up a total of 24 points. The verbal scores increased by 8 points and the math scores increased by 16 points. Ninety-two percent of the new students graduated in the top 50% of their high school class, which is a 1% increase over last year.

President Higdon reported that second semester classes began on January 9, and he provided these unofficial figures: There were 289 additional undergraduate students enrolled over last year (3.1% increase) and an estimated additional 67 graduate students (4.3% increase over last year) – a total of 356 additional undergraduate and graduate students which was an increase from the Spring 2001 in excess of 3%.

The new student enrollment for spring semester was higher – a slight increase from last year – slightly fewer freshmen (-8), no new provisional students, transfers were up by 71 students, and non-degree students were up by 25.

In the three years that it has been possible for students to apply for admission on-line, the number of students who exercise this option has risen from about 6.3% in 1999, to slightly less than 15% in 2000, to almost 23% in 2001. Students have been assured that their applications are secure when they apply for admission electronically. Therefore, this number is expected to continue to increase.

President Higdon reported that applications for Fall 2002 are currently 4.5% ahead of last year and up about 17% over 2000.

The foundation piles for the new library are being driven as we meet. The Library continues to move along.

The College's winter sports teams are doing very well. The women's basketball team stands at 10-5 and 4-3 in the conference; the men's basketball team is at 13-3 and 3-2 in the conference. They have beat some good teams – UNC, Georgia State and UNC-Wilmington.

The softball and baseball teams have started spring training and both coaches are very hopeful.

The men's swimming team has shown some progress. The men's team stands at one win and five losses, and the women's team looks a little better than the men's team. The women's team stands at three wins and six losses. For the women, this is probably the best record in a while.

President Higdon called on Daniel Dukes to report on what we can expect in Columbia. Daniel reported that they're working on the economic forecast for the next fiscal year. Right now it doesn't look too good – there may be some budget cuts next year. President Higdon noted that the State is experiencing the same thing businesses are experiencing. He reported that the College tries to stay close to the situation in Columbia and find out what our legislators are dealing us. Daniel reported that the Bond Bill for the Science Center is still in the Finance Committee, and they're trying to work on that. President Higdon advised that this is a \$33-\$35 million project and that the College has received \$5 million this year. He and Daniel Dukes will spend considerable time in Columbia during the next two weeks to make sure the legislators know about our priorities.

President Higdon reported that we have issued a request for proposals for a master plan for the campus. The closing date for proposals was January 16. Therefore, it won't be too much longer before we can tell you who has been selected to develop a campus master plan.

An RFP has been issued to hire a consultant to assist in the search for a provost. A committee of faculty has been organized and a few applications have already been received. Advertisements have been placed in all of the professional publications where such ads are usually placed. Dr. James Deavor, acting chair of the School of Sciences and Mathematics, is serving as the chair of the search committee.

Academic Affairs Committee:

Mr. Watson recognized Bill Lindstrom for a report on enrollment management. Dr. Lindstrom reported

that he is impressed with the improvements since Mr. Higdon has been at the College. Ninety senior citizens have enrolled at the College – some are auditing classes, but most are in degree programs.

Dr. Lindstrom provided an update on the College's Retention plans. As part of the strategic plan to become a nationally preeminent public liberal arts and sciences university, one measurable objective will be improved student retention. We're looking at regular freshmen, African American freshmen, and transfer students. Retention is important because the students we lose are usually good students who leave early because college isn't what they thought. They leave in the first year, and we want to change that. The first year retention rate of full-time freshmen stayed close to 80%. For African American students, the retention rate is 85-86%, and the retention rate for transfer students is 80%. These rates will need to improve. This spring a cross-departmental task force on student retention is being assembled from members of the administration, faculty and students. It will be led by both enrollment management and student affairs. The goal of the task force will be to find ways to connect students to the College of Charleston at all stages of their academic life resulting in their retention at the College, including graduation and becoming supportive alumni. It is our goal that future retention reports for freshmen students, African American students, and transfer students will reflect an upward trend.

Dr. Lindstrom reported that the average graduation rate for new full-time freshmen is about 50% compared to 80% at the College of William and Mary and 78% at James Madison University. The reason we lose these students is because they haven't declared a major. It is our expectation that future graduation rate reports will show improvement as retention improves.

The average GPA (2.443) for provisional students is slightly lower than that of normal students (2.839), but the retention rate is about the same as other students.

The Early Warning Program helps students stay in school. Students who are having academic problems are contacted and offered assistance. A good trend is that the number of students on probation continues to decrease which is an indication that we are doing better in this area. This shows the good job being done by the faculty.

The Business Department ranks number one in the number of degrees awarded at the College, while the Communication Department ranks number two.

Dr. Lindstrom noted that senior citizens 65+ can take as many classes as they want for \$25.

Budget and Finance Committee:

Mr. Bell reported that the Budget and Finance Committee had a constructive meeting. Priscilla Burbage gave the committee an update on the ECDC fee increase. A modest fee increase will be effective in the fall.

Ms. Cindy Johnson reported that the Foundation has raised \$7 million to date, including \$2 million from the Guy Beatty Family to be used for the purchase and renovation of a building adjacent to the J. C. Long Building/Tate Center on Liberty Street, and four thoroughbred horses which will be used in the College's Equestrian program.

Mr. Daniel Dukes reported that the College received \$5.5 million from the U. S. Government for the

Science building and gave an update on the state scholarships. The Legislature voted to have a lottery, but no decision yet about how the money will be spent. The Life Scholarship has a current annual award of \$3,000, but there's a proposal to change the scholarship to free tuition plus \$300 for books for the FY 2002-03. The Need-Based Scholarship will remain at \$1,300. There's a proposal to change The Palmetto Fellows Scholarship from the current \$5,000 annual award to \$7,000-\$8,000 for the FY 2002-03. Currently, there is no annual award for the Hope Scholarship, but \$2,000-\$3,000 award is proposed for FY 2002-03. The tax credit will remain at \$850. These are items that we can expect to be passed by the Legislature.

Mr. Bell asked the Board to review the adjustments to the expense and revenue statement at Tab IV of the booklet. Sam Jones advised of a 4% mid-year reduction -- that's \$1,381,876 that we have to give back. All others are typical adjustments to the unrestricted areas of the Education & General budgets (a copy of which was presented at Tab IV of the Board Information Booklet).

It was moved (Bell) and seconded (Land) that the Financial Statement, with adjustments, be approved as reported at Tab IV.

All in favor.

Mr. Bell reported that the Board approved the purchase of the Kelly House and the construction of a new residence hall/parking deck, and the time has come when we need to pay for them. He requested that the Board adopt a resolution giving the Executive Committee the authority necessary to issue bonds to purchase the Kelly House. Mr. Bell called on Mr. Bill Youngblood, the College's bond attorney, from the McNair Law Firm, to brief the Board on the issuance of bonds.

Mr. Youngblood stated that the process is in consultation with the State Treasurer's Office to sell at competitive sales for any bank to bid on the bond. The interest rate is now at 6% which is a great rate. He asked that the Executive Committee be given the authority to work with a working group for the public sale of the bonds. Joel Smith noted the reason for getting the Executive Committee's approval is that we will need to maximize the timing. The Board will be given a final bond resolution at the April 2002 Board meeting. Mr. Gary McCombs noted that there's a lot of work to be done between now and April. We need to close the Kelly House -- appraisal is good for six months. Mr. Smith asked about the kinds of actions that the Executive Committee will have to decide. Mr. Youngblood doesn't think we will have to go to the Executive Committee with any issues.

It was moved (Bell) and seconded (Watson) that the Board approve the "Initial Authorizing Resolution."

"Authorizing the Executive Committee of the Board of Trustees of the College of Charleston to make arrangements necessary for the offering and sale of not exceeding \$12,000,000 Higher Education Facilities Revenue Bonds, Series 2002A, and not exceeding \$14,000,000 Higher Education Facilities Revenue Refunding Bonds, Series 2002B, of the College of Charleston." (Copy of document attached for the record).

All in favor.

(Please note that Tom Weeks abstained from voting on the above matter as a possible conflict of interest).

Motion approved.

Student Affairs Committee:

Mr. Price recognized Dr. Jeri Cabot for an update on activities in the Student Affairs Department.

Dr. Cabot reported that the Attorney Assistance Program has a deep connection to the College. It provides assistance to students – the #1 issue involves landlord/tenant issues, then alcohol and traffic tickets.

The C.A.R.E. Program assists students with a 96% retention rate.

The GPA of the athletic teams is remarkable.

Mr. Higdon asked Dr. Cabot to tell about the Committee for the Stern Student Center. She reported that the current Student Center does not fit the needs of our student body, and a committee of faculty, staff and students has been established to take a look at the requirements of the Student Center. A survey is being sent out today to determine what we want in the student center; an ad is being placed in the student paper to encourage insight into the project.

Mr. Higdon noted that we should not minimize the importance of having a student center that is open and inviting to our students. The new library and a renovated or new student center are crucial, especially because we have so much off-campus housing. This is a very important project.

Facilities Committee:

Mrs. Land reported on information at Tab V of the booklet. All current projects are on schedule.

Construction of the new library is on schedule.

The basketball arena land acquisition is underway.

The renovation of the Early Childhood Development Center is going well. The low bidder was Emory J. Infinger with a base bid of \$939,200. The completion date is July 24, 2002.

The renovation of the College Lodge is still being reviewed.

The renovation and expansion of the Simons Center is coming along, but we're still a long way from having the necessary funding. The College received state appropriated funds of \$3,000,000 in capital improvement bonds in 1999 and \$3,000,000 in 2000 toward the project. The estimated construction cost for the project following the completion of the programming phase is \$17,000,000.

The College is waiting for final approvals from the Patriot's Point Development Authority for the sub-lease of land for its golf practice facility..

The College has selected LS3P to design the Tennis Center. The estimated cost is \$1,400,000.

The Residence Hall project is ahead of schedule. The anticipated completion date is Fall 2002.

Construction on the Parking Garage has not started yet. They're still working on impact studies.

Construction on the Jewish Studies Building is well underway. The project is being privately financed and constructed under the Jewish Studies 501 C.3 Corporation. The Jewish Studies Program will be housed in part of the facility. The College will lease the remaining space for offices for other programs in the Humanities and Social Sciences. The estimated completion date is August 2002.

We're hoping that state bond money will be available for The Science Center Expansion/Renovation project. A preliminary study was done a year ago that proposed the construction of a new biology/chemistry building to cost \$38,000,000 and the renovation of the Science Center for the remaining departments to cost \$10,000,000. This is a top priority project. National firms have expressed an interest in the project, and it has been narrowed down to nine firms.

Mrs. Land discussed the status of the Facilities Master Plan. Fifteen firms have responded to this big project. This Plan will help the College know the direction in which we want to go. The project will take from nine months to a year to complete after the selection of a firm by March 1. We must take a look at the evaluation of such things as campus housing needs, deferred maintenance, re-use of buildings, parking and circulation issues and signage.

The College has hired LS3P to work with a college committee to update and re-evaluate the existing study of the Stern Center. The results of this effort will be used to determine the best way to provide the required space during the master planning process.

We have advertised for the architectural and engineering services for the construction of the Business School. The targeted completion date is December 2003.

Monica Scott announced that the property at 84/86 Wentworth Street and 14 A/B St. Philip Street is becoming available -- "Yo Burrito" and the old Coles Building. The building on the corner can be used as faculty offices, but the cinder block buildings could be torn down and a new faculty office building constructed on the site. The appraised value of the property is \$1,959,000. President Higdon asked Monica to tell the Board about the lease terms for the ground floor of the 86 Wentworth Street building. She noted that they have two four-year options on the lease.

It was moved (Land) and seconded (McMaster) that "The College of Charleston Board of Trustees approves the purchase of the property known as 84/86 Wentworth Street and 14 A/B St. Philip Street from Pastime Amusement Company in the amount of \$1,959,000, subject to the approval of the Commission on Higher Education, the Joint Bond Review Committee, and the Budget and Control Board."

All in favor.

Motion passed.

Mr. Smith noted how impressed he is with the level of commitment and professionalism of the people who work at the College and thanked everyone.

Mrs. Land expressed her thanks for the opportunity to meet with the faculty and hopes there will be more

opportunities for such meetings.

Old Business:

It was moved (Dangerfield) and seconded (Watson) that the minutes of the special meeting on December 16, 2001, be approved.

“It was proposed that the President enter into an agreement with the Guy Beatty Family to give him the authority to bind the \$2,000,000 gift for the purchase and renovation of the building adjacent to the J. C. Long Building/Tate Center, with assertion of completion of purchase with College funds.”

All in favor.

New Business:

Mr. Smith discussed the national search for a new provost. Advertisements have been placed in various publications. Dr. Jim Deavor, Acting Dean of the School of Sciences and Mathematics, and Professor of Chemistry, has been appointed chair of the Search Committee. An RFP has been prepared to hire a consultant to assist in the national search.

President Higdon, in a memo dated January 18, 2002, requested approval for a change to the Faculty/Administration Manual adding a new standing campus-wide Committee on Recycling and Environmental Responsibility.

Andy Abrams noted that this is not a faculty committee. It will be a college-wide committee to look at recycling and environmental issues on campus. President Higdon noted that students have been pro-active on this project, and he asked that we make sure we're doing everything we can to assist them.

It was moved (Land) and seconded (Sheppard) that the Board approve the memo dated January 18, 2002.

All in favor.

Motion passed.

There being no further old business or new business, it was moved (Land) and seconded (Watson) that the Board adjourn the Regular Session and go into Executive Session after a short break.

All in favor.

It was moved (Watson) and seconded (L. Thompson) that the Board come out of Executive Session and resume Regular Session.

All in favor.

Regular session resumed at 11:50 a.m.

During Executive Session, the following items were discussed: Naming of one distinguished professorship and policies for awarding such professorships, as well as the endorsement of President

Higdon's Fourth Century Initiative.

It was moved (Weeks) and seconded (L. Thompson) that Dr. Peter McCandless be named "Distinguished Professor" at the College of Charleston.

All in favor.

It was moved (Watson) and seconded (Weeks) that a moratorium be placed on all applications for the awarding of further Distinguished Professorships until the Long Range Planning Committee completes its work.

All in favor.

It was moved (L. Thompson) and seconded (Price) that an endorsement of the Fourth Century Initiative as discussed in Executive Session be approved.

All in favor -- a unanimous decision.

There being no further business, it was moved (Weeks) and seconded (Dangerfield) that this meeting of the Board of Trustees be adjourned.

All in favor. Meeting adjourned at 12:50 p.m.