

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

Presiding:
Gregory D. Padgett, Chair

Board Members Present: Mr. Donald H. Belk, Mr. John H. Busch, Mrs. Demetria Noisette Clemons, Dr. L. Cherry Daniel, Mr. Frank M. Gadsden, Mr. James F. Hightower, Mr. William D. Johnson, Mrs. Marie M. Land, Mr. G. Lee Mikell, Mrs. Annaliza O. Moorhead, Mr. Daniel Ravenel, Mr. Jeffrey M. Schilz, Mr. Joseph F. Thompson, Jr., and Mr. John B. Wood, Jr.

Participation by Conference Call: Dr. Toya D. Pound
Absent: Mr. J. Philip Bell and Mr. Lawrence R. Miller

Others Present: President George Benson; Drs. Beverly Diamond (Senior Vice Provost for Academic Affairs), Bob Cape (Senior Vice President/Chief Information Officer), George Hynd (Provost and Executive VP for Academic Affairs), and Brian McGee (Chief of Staff and Senior Policy Advisor); Messrs. Gus Gustafson (Chairman, Foundation Board of Directors), Mike Haskins (Executive VP for External Relations), Jack Huguley (Director of Alumni Relations), Joe Hull, (Director of Athletics), Sam Jones (Director of Budgeting and Payroll Services), Bobby Marlowe (Legislative Affairs Liaison), Ron Menchaca (Director of Executive Communication), Steve Osborne (Executive VP for Business Affairs), Jonathan Ray (Director of Institutional Events and Chef Concierge), Chris Tobin (Vice President for Development), Tom Trimboli (Senior Vice President for Legal Affairs), and Victor Wilson (Executive VP for Student Affairs); Mses. Priscilla Burbage (Vice President, Fiscal Services), Sherrye Carradine (Assistant Counsel), Margaret Frierson (President, Alumni Association), Alyson Goff (Executive Assistant to the Executive VP for Business Affairs), Shirley Hinson (Director of Governmental Relations), Elizabeth Kassebaum (Executive Secretary to the Board of Trustees), Gail Long (Internal Auditor), and Monica Scott (VP for Facilities Planning)

Also attending were Dr. John Bello-Ogunu (Associate Vice President/Chief Diversity Officer), Dr. Lynn Cherry (Speaker of the Faculty), Mr. Michael Del Priore (portrait artist), Mr. Greg Fisher (Office of Information Technology), Mr. Steve Gift (Master Planner, Hanbury Evans Wright and Vlattas), Ms. Silvia Youssef Hanna (Academic Advisor, Academic Advising and Planning Center), Mr. Scott Miller (Master Planner, Hanbury Evans Wright and Vlattas), Professor Joe Kelly (Department of English/Co-Chair, President's Commission on Diversity, Access, Equity, and Inclusion), Ms. Anne McNeal (Secretary, Staff Advisory Committee to the President), Mr. Mike Robertson (Senior Director, Media Relations), Ms. Marcia White (Chair, Staff Advisory Committee to the President), Mr. Elliott Wright (President, Student Government Association), and Ms. Diane Knich (*Post and Courier* Reporter).

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

The regular meeting of the College of Charleston Board of Trustees was called to order at 8:30 a.m. by Chair Padgett noting that the meeting notice has been posted and the press notified as required by the Freedom of Information Act.

WELCOME AND INTRODUCTIONS:

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

He welcomed new employees Kristi Brian (Director of Diversity Education and Training) and Jim Posey (Associate Vice President for Institutional Research and Planning).

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

And finally, he welcomed other staff members joining us today – Jimmie Foster (Director of Freshman Admissions) and Anne McNeal (Director of Student Retention).

PORTRAITS UNVEILING:

Chair Padgett announced that the Board continued its tradition to honor past Board chairs by producing portraits of Marie Land and Bobby Marlowe. He noted that privately raised funds were used to pay for these portraits.

Michael Del Priore, one of the country's most prominent portrait artists, unveiled the portraits, which will be displayed along with the other Board Chair portraits in the Randolph Hall Boardroom. Chair Padgett thanked Marie and Bobby for their service as Chair of the Board of Trustees, and Mr. Del Priore presented each with a sketch of the portrait.

APPROVAL OF MINUTES:

It was moved by Trustee Marie Land, and seconded by Trustee Frank Gadsden, that the minutes of the October 14, 2011 Board Meeting be approved. The Chair called for the yeas and nays, and the Minutes were unanimously approved by voice vote.

PRESIDENT'S REPORT:

Bonus Program:

First, President Benson thanked the Board for its support of the Bonus Program implemented at the end of last year. The program provided for one-time, performance-based bonuses for permanent faculty and staff that have worked at the College for more than one year and earn less than \$100,000. President Benson noted that he has received numerous thank you cards and letters from grateful faculty and staff. Investing in the faculty and staff is one of his top priorities, and it remains a top priority in the Revised Strategic Plan.

Legislative Reception:

President Benson thanked all Board members who attended the annual legislative reception for members of the General Assembly on January 11 at the Summit Club in Columbia.

Also, President Benson informed the Board that he will make his annual presentation to the House Higher Education Subcommittee on Wednesday, January 25, to present the College's budget requests for the 2012-2013 fiscal year.

Sports Broadcasting and Production Capabilities:

Last semester, the College entered into a groundbreaking television production and distribution arrangement with the Southern Conference, ESPN3, and local affiliates MY TV Charleston and Fox 24. Under the College's prior contract with Comcast/Charter Sports Southeast, the College had to pay for many of its games to be televised.

In late November, the College became the first school in the Southern Conference to purchase its own production van. The College is now able to produce and broadcast its own sports programming on location. Eventually it is the plan to broadcast other C of C sporting events, including volleyball, baseball, and soccer.

CARTA Ridership at C of C:

President Benson joined Mayor Riley at a press conference last week to encourage more use of CARTA's many great options.

The College offers the CARTA bus service at no charge to students and employees.

The College first began partnering with CARTA in 2003 to allow College students and employees to ride the DASH shuttle between campus and the South Carolina Aquarium parking garage. This arrangement enabled the College to relocate about 20% of campus parking permit holders to the perimeter of the downtown peninsula.

In 2007, the College expanded its partnership with CARTA through CARTA Express, which caters to commuters from West Ashley, James Island, Mt. Pleasant, North Charleston, Summerville, and other areas.

In 2011, the campus community accounted for over 66,000 rides on the Express service, roughly 127 riders per day, which helped to reduce the demand for parking permits by 7% and ease traffic congestion on the downtown peninsula.

National Spotlight on C of C for GOP Primary:

With the South Carolina Republican Presidential Primary approaching on Saturday, the College has served as a debate and campaign venue over the past couple of months.

The Department of Communication Bully Pulpit Series has brought a number of candidates to campus, including former Utah Governor Jon Huntsman on November 2, and yesterday, Congressman Ron Paul campaigned in the Stern Center gardens.

On November 28, the Bully Pulpit Series and Congressman Tim Scott co-hosted a town hall meeting with Former Speaker of the House Newt Gingrich at the Sottile Theatre. President Benson

introduced both Newt Gingrich and Tim Scott. CNN had a live broadcast from Randolph Hall before the event.

On January 14, former Arkansas Governor Mike Huckabee filmed his Fox News Show, “Huckabee,” in the Sottile Theatre, 8:00 – 10:00 p.m. He conducted one-on-one interviews with most of the candidates. President Benson welcomed the group and introduced Governor Huckabee. Five of the six candidates participated – Ron Paul did not attend the debate.

The Southern Republican Leadership Conference is being held through Sunday at the TD Arena. Yesterday, President Benson introduced former Republican Presidential candidate Herman Cain at the conference.

At 1:00 p.m. today, Stephen Colbert will be on campus to film a segment for “The Colbert Report” in the Cistern Yard. The segment will air on Monday night at 11:00 p.m.

And finally, this evening, CNN is broadcasting “Erin Burnett Outfront” at 7:00 p.m. behind Randolph Hall and “Anderson Cooper 360” at 8:00 p.m. in the Cistern Yard.

Revised Strategic Plan; Diversity Strategic Plan; Facilities Master Plan:

President Benson reported that this is an important year for the College and its future. Yesterday and today, the Board has considered three documents – the Revised Strategic Plan, the Diversity Strategic Plan, and the Facilities Master Plan. These three plans, if fully implemented, will dramatically improve and strengthen the College. President Benson told Board members that he is interested in their feedback regarding how to improve the plan and align it with the evolving needs of the College and of South Carolina.

The Board had an opportunity to review the College’s first-ever Diversity Strategic Plan. This plan is the logical next step to live out the diversity principles announced in the College’s Strategic Plan. Working together, President Benson believes we can take a series of steps that will produce measureable and significant improvements in the diversity of our entire campus community.

Chair Padgett thanked everyone for their work on the Diversity Strategic Plan. He reiterated the importance of feedback from Board members to help strengthen and enhance the plan. The Board will discuss the Plan at the April Board meeting.

President Benson noted that the Board will have an opportunity to discuss the Facilities Master Plan at greater length after hearing the Facilities Committee Report.

Advancement Update:

President Benson noted that Marie Land will provide more details in the Institutional Advancement Committee Report later this morning, but he wanted to highlight a couple of strong indicators in the College’s fundraising efforts.

The College has just completed another consecutive year of significant growth in philanthropy. In 2011, over \$10 million in total new commitments was raised. This represents more than an 8% increase over 2010.

Another important barometer, particularly as we continue to build momentum heading into our national comprehensive campaign, is annual giving. In 2011, over \$2.5 million in cash through the College's 12 annual giving funds was raised. This represents an increase of nearly 18% over 2010.

CPQE:

Last year, as President Benson previously reported, the College's new Comprehensive Program for Quality and Efficiency (CPQE) resulted in over \$900,000 in recurring annual savings. Success in this area is a credit to the hard work of the Executive Vice Presidents and their teams.

The CPQE will become a permanent part of the College's culture. For this year, however, as we anticipate a major review by an outside consulting firm, the CPQE process has been slowed down so that the College's resources can be directed to support an external study.

Dixie Plantation:

President Benson referenced an article by Diane Knich in *The Post and Courier* on Tuesday regarding the College's progress at Dixie Plantation. He reported that the 4.3-mile nature trail on the property has been completed. The trail includes interpretive signage highlighting the property's many natural assets. The next phase will include the conversion of the old barn into air-conditioned meeting and classroom space and also the development of two field research stations for use by the faculty and students.

Lowcountry Graduate Center/North Campus Update:

Provost Hynd reported that a search is underway for a dean for the North Campus. Eighty-four applications have been received.

Also, he reported that the College has signed a Memorandum of Understanding (MOU) with Clemson University to develop the S. C. Historical Magazine. He thanked Dan Ravenel and David Cohen for their efforts in working to form a partnership with the S. C. Historical Society.

Office of Economic Development:

President Benson reported that in November, the College announced the establishment of the Office of Economic Development. This new office will work to promote economic development in the Lowcountry and throughout South Carolina by providing academic and service activities in support of new and existing businesses. The Office will be led by Bobby Marlowe.

Boeing Update:

Bobby Marlowe updated the Board regarding the College's relationship with Boeing. He reported that the College awarded the first Boeing Scholarship this semester.

Over 2,000 Boeing employees have participated in the College's orientation program. Boeing signed an extension for six months, and the orientation program will become the model for its employees.

An award announcement will be made later regarding a grant that the College will be receive through the School of Education, Health and Human Performance.

Two-Way Traffic/Pedestrian Safety:

President Benson reported that in recent months, the College has been meeting with Charleston city officials and residents of the downtown neighborhoods to discuss traffic and pedestrian safety issues on streets and sidewalks surrounding the campus, including Coming Street.

The College's goal is to balance the needs of the campus, the city, and residents, while maintaining safety as the top priority.

Cistern Yard Night-Lighting:

President Benson encouraged everyone to visit the Cistern Yard after dark to see the incredible effect of the new night lighting. This project has significantly enhanced the appearance of the campus.

COMMITTEE REPORTS:

EXECUTIVE COMMITTEE:

Executive Committee members present: Trustees Greg Padgett (chair), Demetria Clemons (conference call), Cherry Daniel (conference call), Lee Mikell (conference call), and Dan Ravenel. **Other Board members present:** Trustees Don Belk, Frank Gadsden (conference call), Marie Land (conference call), Jeff Schilz, and John Wood (conference call). **Others present:** President Benson, Sherrye Carradine, Mike Haskins, George Hynd, Brian McGee, Steve Osborne, Tom Trimboli, George Watt, Victor Wilson, Elizabeth Kassebaum, Betty Craig, and Mike Robertson.

Chair Padgett presented the following committee report:

The Executive Committee met on Friday, January 13, and approved the minutes of the September 21, 2011 Joint meeting with the Executive and Facilities Committees. Because it was a joint meeting, the Facilities Committee also approved the September 21, 2011 meeting minutes at its committee meeting yesterday.

The Executive Committee approved a Resolution to Amend the Bylaws Pertaining to Votes of the Board of Trustees to Change Tuition and Fees and will present it to the full Board for approval.

The Executive Committee moves that the Resolution to Amend the Bylaws Pertaining to Votes of the Board of Trustees to Change Tuition and Fees be approved by the full Board 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
OF THE BOARD OF TRUSTEES
TO AMEND THE BY LAWS
PERTAINING TO
VOTES OF THE BOARD OF TRUSTEES TO CHANGE TUITION AND FEES**

As Adopted by the Executive Committee at a Meeting Held on January 13, 2012

WHEREAS, on August 1, 2011 the Governor signed into law S. 172 (119th Session, 2011-2012), the *South Carolina Higher Education Efficiency and Administrative Policies Act of 2011* (the “Act”);

WHEREAS, Part VI., Section 11 of the Act amended Chapter 112, Title 59 of the 1976 South Carolina Code of Laws by adding a new section that reads, in part, as follows:

Section 59-112-115. When the governing board of a public institution of higher learning ... adopts a change to the tuition or fees imposed on students, the change may be implemented by the institution only after a public vote with the number of trustees voting for and against the change being counted. A majority vote is required to implement any change to the tuition or fees.

WHEREAS, pursuant to S.C. Code Ann. § 59-130-30, the Board has the power to, among other things: “(8) fix tuition fees and other charges for students attending the college, not inconsistent with law;” and

WHEREAS, the Board has determined that it is necessary to amend its By-Laws so that the exercise of its power is in conformity with the Act.

NOW THEREFORE BE IT - - -

RESOLVED, that the portion of Section D. of the By-Laws captioned “Voting:” is amended to read as follows:

Voting:

(1) Except as provided in paragraph (2) of this Section D., in order to conduct business, a majority of the Board or a committee thereof shall be present. Upon request of any Board or committee member, a vote by the Board or committee, as applicable, shall be by call of the roll and results of such roll call vote shall be recorded in the minutes of the Board or committee.

(2) When the Board adopts a change to the tuition or fees imposed on students, the change may be implemented only after a public vote with the number of trustees voting for and against the change being counted. A majority vote is required to implement any change to the tuition or fees.

RESOLVED, that the amendment to the By-Laws approved through the adoption of this Resolution (the “Amendment”) shall become effective immediately; and

RESOLVED, that the Executive Secretary to the Board shall revise the By-Laws to conform with the Amendment and shall cause revised copies of the By Laws, as amended, to be posted on the College’s official web site and to be otherwise disseminated, as appropriate.



ADDITIONAL MATERIAL

**RED LINED BY LAWS AS AMENDED
BY RESOLUTION**

Voting:

(1) Except as provided in paragraph (2) of this Section D., in order to conduct business, a majority of the Board or a committee thereof shall be present. Upon request of any Board or committee member, a vote by the Board or committee, as applicable, shall be by call of the roll and results of such roll call vote shall be recorded in the minutes of the Board or committee.

(2) When the Board adopts a change to the tuition or fees imposed on students, the change may be implemented only after a public vote with the number of trustees voting for and against the change being counted. A majority vote is required to implement any change to the tuition or fees.

ACADEMIC AFFAIRS COMMITTEE:

Committee members present: Trustees Cherry Daniel (Chair), Demetria Clemons, Frank Gadsden, Marie Land, Toya Pound, and Jeff Schilz. **Other Board members present:** Greg Padgett, Don Belk, Dan Ravenel, and Joe Thompson. **Staff Liaisons present:** George Hynd (Executive VP for Academic Affairs/Provost), Beverly Diamond (Senior Vice Provost for Academic Affairs) and Deanna Caveny (Associate Provost for Faculty Affairs). **Others present:** Susan Anderson (Director, Office of Research and Grants Administration), Penny Brunner (Interim Associate Vice President for Institutional Effectiveness and Planning), Bob Cape (Senior VP for Information Technology, Chief Information Officer), Burton Callicott (Member, Faculty Academic Planning Committee), Lynn Cherry (Speaker of the Faculty and Associate Professor of Communication), Jo Ann Ewalt (Director, Master’s in Public Administration), Don Griggs (Director of Financial Assistance and Veterans’ Affairs), Heath Hoffmann (Chair, Faculty Welfare Committee), Page Keller (Director, Center for Excellence in Peer Education), Mindy Miley (Assistant VP for New Student Programs), Deni Mitchell (Director, Strategic Initiatives), Jim Posey (Associate VP for Institutional Research and Planning), Kay Smith (Associate VP for the Academic Experience), and Elliott Wright (President, Student Government Association).

Trustee Cherry Daniel presented the following committee report:

Provost's Report:

Provost Hynd introduced Jim Posey, new Associate Vice President for Institutional Research and Planning.

Also, he provided an update on current deans' searches for the College of Charleston North, Honors College, and School of Humanities and Social Sciences.

A search will be launched for a new Dean of Libraries to replace David Cohen who is retiring.

An interim dean of the School of Languages, Cultures and World Affairs will be appointed in late spring and a search will be launched for that position in August 2012.

And finally, he provided an update on the Lowcountry Graduate Center and announced the formal creation of the Center for Excellence in Peer Education.

Action Items:

Trustee Cherry Daniel reported that the Committee unanimously approved a resolution to offer a graduate certificate in Operations Research through the Department of Mathematics and a second resolution to terminate the graduate certificate in organizational and corporate communication.

The Academic Affairs Committee moves that the Resolution to approve the Proposal for a New Graduate Certificate Program in Operations Research be approved as presented. After discussion, the Chair called for the yeas and nays, and the following Resolution was unanimously approved by voice vote.

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

**PROPOSAL FOR NEW GRADUATE CERTIFICATE PROGRAM
IN
OPERATIONS RESEARCH**

January 20, 2012

WHEREAS, upon the recommendation of the President, the Provost, the Dean of the School of Science and Mathematics, the Dean of the Graduate School, and the Faculty Senate, the Board has been requested to approve a new graduate-level Certificate Program to be named "Certificate in Operations Research" (the "Certificate Program") that would commence in August 2012 and be sited in the Graduate School;

WHEREAS, the Certificate Program has been developed to meet the unique needs and expressed interest of local residents employed by the military, particularly the Coast Guard,

requires 15 credits of graduate coursework, and combines a solid theoretical foundation with a variety of applied tools and techniques;

WHEREAS, there are no new courses associated with the certificate and no new costs are anticipated; and

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

NOW THEREFORE BE IT - - -

RESOLVED, that the Certificate Program is hereby approved and the President and the Provost, or either of them, are hereby authorized to advise the South Carolina Commission on Higher Education (“Commission”), pursuant to S.C. Code Ann. § 59-103-35, and the Southern Association of Colleges and Schools (“SACS”), of the new Certificate Program and to take such further actions, if any, as may be required under controlling law, rule or regulation; and

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

The Academic Affairs Committee moves that the Resolution to approve the Proposal to Eliminate the Graduate Certificate Program in Organizational and Corporate Communication be approved as presented. After discussion, the Chair called for the yeas and nays, and the following Resolution was unanimously approved by voice vote.

**COLLEGE OF CHARLESTON
RESOLUTION OF THE BOARD OF TRUSTEES
PROPOSAL TO ELIMINATE GRADUATE CERTIFICATE PROGRAM
IN
ORGANIZATIONAL AND CORPORATE COMMUNICATION**

January 20, 2012

WHEREAS, upon the recommendation of the President, the Provost, the Dean of the School of Humanities and Social Sciences, and the Dean of the Graduate School, the Board has been requested to eliminate a graduate-level Certificate Program named “Certificate in Organizational and Corporate Communication” (the “Certificate Program”) effective immediately;

WHEREAS, the Certificate Program has failed to produce sufficient student enrollment to justify its continuation; and

WHEREAS, there are no students currently enrolled in the Certificate Program.

NOW THEREFORE BE IT - - -

RESOLVED, that the Certificate Program is hereby eliminated and the President and the Provost, or either of them, are hereby authorized to advise the South Carolina Commission on Higher Education (“Commission”), pursuant to S.C. Code Ann. § 59-103-35, and the Southern Association of Colleges and Schools (“SACS”) of the elimination of the Certificate Program and to take such further actions, if any, as may be required under controlling law, rule or regulation; and

RESOLVED, that the College may take such further actions as may be necessary or appropriate to terminate the Certificate Program, as described herein and presented to the Board by the Provost through its Committee on Academic Affairs.

Information Items:

Bev Diamond, Senior Vice Provost, presented information regarding on-line course offerings which are now primarily offered in Summer School. She reported that the next step is to identify what it would take to expand these offerings into the academic year.

Susan Anderson, Director, Office of Research and Grants Administration, reported that external funding is doing very well.

Lynn Cherry, Speaker of the Faculty, reported on several joint faculty-administration efforts and introduced the idea of a Board of Trustees/Faculty Shadowing Program. Dr. Cherry informed the Board that this program will provide an opportunity for them to “shadow” the faculty for a day once (or perhaps twice) a year. This one-day commitment during the semester will be scheduled for September and/or November for the fall semester, and February and/or late March for the spring semester. Trustee John Busch noted it is an opportunity for Board members to attend faculty meetings to hear the voice of all faculty, not just one faculty member. Chair Padgett asked Board members to let Elizabeth Kassebaum know if they are interested in participating in this great program.

Penny Brunner, Associate Vice President for Planning and Institutional Effectiveness, outlined the SACS accreditation timeline and noted the upcoming five-year interim report.

Provost Hynd presented this year’s faculty diversity data for all current faculty and for this year’s new hires. Trustee Jeff Schilz requested trend diversity data going back ten years, including minority student, race, gender, etc. Trustee Demetria Clemons requested data on the diversity of our applicant pools.

Don Griggs, Director of Financial Aid, presented the College’s State Scholarship Retention Report.

ALUMNI RELATIONS COMMITTEE:

Committee members present: Trustees Don Belk, Demetria Clemons, Frank Gadsden, Annaliza Moorhead, Toya Pound, and Jeff Schilz. **Committee members absent:** Trustee John Wood (chair). **Staff Liaisons present:** Jack Huguley, John Hartman, and Karen Jones. **Guests present:** Margaret Frierson (Alumni Association President) and Meredith Chance (Assistant Director, Chapter Development.)

In Chair Wood's absence at the committee meeting, Trustee Moorhead presented the following committee report:

Recent Events:

- 2011 Alumni Awards Gala – A new scholarship was endowed and announced honoring Billy Silcox by his family. The sponsorship was a direct result of the 505h Anniversary Alumni Scholarship Reception.
- 2012 Alumni Awards Nominations – Nominations are being accepted for next year's recipients.
- Campus Participation in Alumni Chapter Events: In 2011 the Alumni Office began to focus on improving delivery of the College's institutional message at alumni chapter events. This also includes having more representation from the College of Charleston staff and executive leadership.

Upcoming Events:

- 2012 A Charleston Affair – A Charleston Affair has been expanded from a one-night event to a weekend full of alumni activities. Highlights from the upcoming weekend:

Friday May 4, 2012:

- National Alumni Chapter Leaders Conference
- Admissions Campus Tours
- Alumni Welcome Reception honoring class reunions in coordination with Cremins' Challenge Cocktail Party

Saturday, May 5, 2012:

- GOLD Society Luncheon
- Alumni Association Annual Business Meeting
- A Charleston Affair

Sunday, May 6, 2012:

- Farewell Brunch

- Alumni Association Strategic Planning Update: The Alumni Association's Strategic Planning Committee continues to work on the 2012-2013 Plan in alignment with the campus-wide Strategic Plan. Primary areas of focus will include:
 - To increase the relevance of the Alumni Association by strengthening the voice of our alumni and benefactors, and by preserving the College's traditions.
 - To increase the relevance of the Alumni Association by partnering with Institutional Advancement to increase alumni giving.
 - To increase the relevance of the Alumni Association by enhancing a culture of volunteerism, philanthropy and advocacy.

ATHLETICS COMMITTEE:

Committee members present: Trustees Dwight Johnson (chair), John Busch, and Jimmy Hightower. **Committee members absent:** Trustee Philip Bell. **Other Board members present:** Trustee Frank Gadsden. **Staff Liaisons present:** Joe Hull. **Others present:** Otto German (Assistant Director of Athletics/Compliance), Laura Lageman (Associate Director of Athletics/SWA), Keith Merritt (Director of Academics), Peter Pitchione (Committee Member for Student Affairs/Athletics), Steve Stroud (Associate Director of Athletics/External Affairs), and Charlotte Napier (Recording Secretary).

Trustee Johnson presented the following committee report:

Information Items:

- The 2012 Hall of Fame inductees will be:
Thaddeous Delaney, Men's Basketball Class of '97,
Eve Lux-VanderWeele, Women's Golf Class of '97, and
George Wood, Director of Sailing 1976-2007

The induction ceremony will be held on February 11 at 10:00 a.m. in the McAlister Hospitality Suite at the TD Arena.

- Academic Update: The term GPA for all student-athletes for Fall 2011 was above 3.0. This is the second consecutive semester that the term GPA has been above the 3.0 threshold. There were eleven 4.0 student-athletes, including two freshmen, and seven out of the eleven women's sports earned a GPA of 3.0 or higher. In addition, the cumulative GPA for all student-athletes and all sports exceeded 3.0 for the first time.

Discussion Items:

- The Office of Legal Affairs is currently evaluating the College's policies and procedures for summer camps held by College of Charleston coaches in our facilities. This evaluation process is a proactive response to current events involving youth camps at other institutions.

AUDIT COMMITTEE:

Committee members present: Trustees Don Belk and Joe Thompson. **Committee members absent:** Trustee Philip Bell and Larry Miller (chair). **Others present:** Priscilla Burbage, Sherrye Carradine, Gail Long, Steve Osborne, Tom Trimboli, and Dawn Willan (Controller). Also present were George Kennedy and Howie Houston from Elliott Davis.

In Chair Miller's absence, Trustee Thompson presented the following committee report:

George Kennedy and Howie Houston from Elliott Davis gave a report to the Audit Committee regarding the 2010-11 fiscal year-end audits. An unqualified opinion was issued on both the College's financial statements and the OMB Circular A-133 reports. No significant or unusual matters were noted, nor were any material weaknesses identified.

Gail Long updated the members on the status of the 2012 audit plan.

BUDGET AND FINANCE COMMITTEE:

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

Other Board members present: Greg Padgett, Jimmy Hightower, Marie Land, and Toya Pound.

Staff Liaisons present: Steve Osborne (Executive VP for Business Affairs), Priscilla Burbage (VP for Fiscal Services), and Sam Jones (Director of Budgeting and Payroll Services).

Others present: President George Benson, Peggy Boykin (Director of Special Projects for Business Affairs), Jan Brewton (Director, Business and Auxiliary Services), Penny Brunner (Associate VP for Institutional Effectiveness and Planning), John Campbell (Dean, Residence Life and Housing), Bob Cape, Deanna Caveny, Lynn Cherry, Bev Diamond, Alyson Goff, Shirley Hinson, George Hynd, Kendra Stewart (Chair, Faculty Senate Budget Committee), Elizabeth Kassebaum, Brian McGee, Mindy Miley (Assistant VP, New Student Programs), Kay Smith (Associate VP, Academic Experience), and Marcia White (Senior Director, Marketing for Admissions and Academics).

Trustee Mikell presented the following committee report:

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

The Committee discussed the proposal for hiring an external consultant to review the operations of the College. The Committee had reviewed the draft RFP and instructed Steve Osborne to proceed with issuing the RFP. It is anticipated that we could have responses as early as mid-March. After they are evaluated, the matter will be brought before the full Board.

Sam Jones reviewed the budget adjustments reflected through December 31, 2011. **The Budget and Finance Committee moves that the Resolution to approve the budget adjustments for the quarter ended December 31, 2011 be approved as presented behind Tab IX of the Board Book. The Chair called for the yeas and nays, and the Resolution was approved by majority vote. For the record, one negative vote was received from Trustee Jeff Schilz.**

COLLEGE OF CHARLESTON

RESOLUTION OF THE BOARD OF TRUSTEES

BUDGET ADJUSTMENTS

January 20, 2012

WHEREAS, College management has revised its projections of revenues and expenses for the year 2011-2012 and, based on that revision, has recommended certain reallocations and adjustments to the budget previously approved by the Board; and

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

NOW THEREFORE, be it --

RESOLVED, that the Board hereby approves the recommended reallocations and adjustments to the approved budget for year 2011-2012, as presented by College management to the Budget and Finance Committee and as further detailed in the table captioned "College of Charleston 2011-2012 Revenue and Expense Budget Adjustments December 31, 2011" contained in the Board of Trustees briefing book dated January 20, 2012; 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 a proposal for a new Health and Human Performance course fee. The fee is for Stand-up Paddleboarding and the \$200 fee will cover the cost of equipment and additional instruction that will be provided by an outside vendor. The cost seems very reasonable given that the fee for a single lesson (by the vendor) is \$60/hour. **The Budget and Finance Committee moves that the Resolution to approve the fee for a new physical education course be approved as presented behind Tab IX of the Board Book. The Chair called for the yeas and nays, and the Resolution was unanimously approved by voice vote.**

**COLLEGE OF CHARLESTON
RESOLUTION OF THE BOARD OF TRUSTEES
FEES FOR A NEW PHYSICAL EDUCATION COURSE**

January 20, 2012

WHEREAS, upon the recommendation of the Dean of the School of Education, Health, and Human Performance, the Provost has approve a new undergraduate Physical Education course on paddleboarding (the "Course") that would commence in the summer of 2012;

WHEREAS, the Course has been developed to meet the unique needs and expressed interest of our students;

WHEREAS, in order to make the Course essential cost neutral to the College it is necessary to charge a fee for the course that will pay for the retention of instructional services and equipment; and

WHEREAS, the Board has also been advised that there is sufficient student demand for such a Course and that the proposed fee is equal to the direct costs that will be incurred to conduct the Course.

NOW THEREFORE BE IT - - -

RESOLVED, that the proposed fee of \$200 per student for the Course is hereby approved until such time as a different fee may be approved by the Board; and

RESOLVED, that the College may take such further actions as may be necessary or appropriate to implement this Resolution.

Steve Osborne reviewed the proposed fees for Housing and Food Services for 2012-2013. They reflect a 2% increase for housing and an average 3% increase for food services. **The Budget and Finance Committee moves that the Resolution to approve the Student Housing Fees and Food Service Fees for 2012-2013 be approved as presented behind Tab IX of the Board Book. The Chair called for the yeas and nays, and the Resolution was unanimously approved by voice vote.**

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

January 20, 2011

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 (approximately 2 percent over current levels) as further detailed in the schedule captioned "College of Charleston 2012-2013 Proposed Fees (Housing and Food Services)" contained in the Board of Trustees briefing book dated January 20, 2012;

RESOLVED, that the Board hereby approves the percent increases for meal plans and related programs (approximately 3 per cent over current levels) as further detailed in the schedule captioned "College of Charleston 2012-2013 Proposed Fees (Housing and Food Services)" contained in the Board of Trustees briefing book dated January 20, 2012; and

RESOLVED, that all such increase shall not become effective prior to August 1, 2012 and that the effective date of each such increase is timely communicated to the College Community well in advance of the respective effective dates.

Steve Osborne briefed the Committee on the status of the Housing RFP. It was issued in November and responses were due by 2:00 p.m. yesterday, Thursday, January 19. The proposals will be evaluated and a recommendation brought to the Board.

The members of the Budget and Finance Committee were given a copy of the FY 2011 Comprehensive Annual Financial Report. A copy of the report is at each Board member's place. The Executive Secretary to the Board of Trustees will mail copies to those members not in attendance.

Steve Osborne briefed the Committee on the potential benefits of refunding two previous bond series. Based on calculations as of January 13, the combined present value savings for the two series was estimated to be in excess of \$3 million. It is anticipated that the bonds will be issued the first week of February.

The Committee agreed on a timeline for the institutional budget process of FY 13. This would include the prioritized annual plan items of the strategic plan which will be identified at the April Board meeting. In May, the Budget and Finance Committee will meet to review a

preliminary budget. They will then have a week (or more if necessary) to review, ask questions, or request additional information. They will then meet again to agree on a final budget to be brought to the full Board at the June meeting.

Steve Osborne updated the Committee on the FY 13 state budget projections, which anticipate a non-recurring surplus of \$483 million and a recurring surplus (over the FY 12 base) of \$535 million. The College is formulating a request for non-recurring funds for capital needs. Additionally, Steve reported that the Governor's budget included a 2.3% increase in appropriations for higher education and included accountability/performance based budget metrics for higher education.

The Committee was updated on the additional revenue from the enrollment growth. The additional revenue for the Fall 2011 semester was \$2.7 million. Roughly, \$1 million of those funds were used, along with \$1 million in carryforward funds from the prior fiscal year, to fund the bonuses which were given in November. Additionally, \$1.6 million will be carried forward to fund scholarships in the next four years.

GOVERNMENTAL AFFAIRS AND EXTERNAL RELATIONS COMMITTEE:

Committee members present: Trustees Dan Ravenel (chair), Cherry Daniel, Lee Mikell, and Joe Thompson. **Staff Liaisons present:** Shirley Hinson (Director of Governmental Relations) and Bobby Marlowe (Senior Vice President, Economic Development). **Others present:** Steve Osborne, Mike Haskins, Elizabeth Kassebaum (Executive Secretary to the Board of Trustees), and Mike Robertson (Senior Director of Media Relations).

Trustee Ravenel presented the following committee report:

Steve Osborne presented a budget summary, noting that there will be a significant surplus this year.

Shirley Hinson highlighted some initiatives on the 2012 Outreach Plan for elected officials. The College hosted an oyster roast in October 2011 and a Legislative Reception in Columbia on January 11, 2012.

Also, Ms. Hinson provided a brief legislative update, introducing several bills that may affect higher education. Special attention should be given to the Veterans Day Recognition Bill (H-4420) and the Smoke-Free Campus Bill (H-3558).

Bobby Marlowe presented an Economic Development update. The Economic Outlook Conference was hosted by the Darla Moore School at the University of South Carolina on December 7, 2011. The current emphasis is that higher education needs to focus on logistics and supply chain management. Also, Mr. Marlowe stressed that Charleston is considered to be the best economic area in the state of South Carolina. He spoke to John Kelly, Clemson's Vice President for Economic Development, regarding work force development.

*Silvia Youssef Hanna joined the meeting.*²

Mike Haskins and Mike Robertson presented a Marketing and Communication update. Mr. Robertson highlighted ongoing notable collaborations between the College of Charleston and cable television networks. CNN and Comedy Central both will utilize the campus to cover the South Carolina primary election which will garner national publicity for the College.

Elizabeth Kassebaum announced that there will be no Legislative Screening Committee Hearings for the Board of Trustees candidates until after February 21.

INSTITUTIONAL ADVANCEMENT COMMITTEE:

Committee members present: Trustees Marie Land (chair) and Jeff Schilz. **Committee members absent:** Trustees Larry Miller and John Wood. **Volunteer Board Liaisons and guests present:** Margaret Frierson '85 (President, Alumni Association), Gus Gustafson '75 (Chair, Foundation Board), and George Hynd (Provost and Executive Vice President, Academic Affairs). **Committee Staff Representatives present:** George Watt (Executive VP, Institutional Advancement), Chris Tobin (VP for Development), and Sheila Vanek (Development Administrator).

Trustee Land presented the following committee report:

George Watt provided an overview for the meeting highlighting the 2011 fundraising totals.

Chris Tobin presented the College's fundraising summary results from January 1 – December 31, 2011:

- New commitments were \$10,092,818, an 8.3% increase from 2010.
- Total Annual Fund dollars raised were \$2,522,554, an increase of 17.7% from 2010.
- College of Charleston Fund raised \$1,053,126, which also surpassed last year's total.
- Five vacancies in the Development Division are expected to be filled this year.

George Hynd, George Watt, and Chris Tobin reviewed the progress of the College's 2011 comprehensive campaign planning efforts.

Mr. Watt presented the Foundation Financial Report. As of December 31, 2011, the Foundation's endowment was \$53.4 million and the Foundation's total financial portfolio was \$63 million.

Trustee Land announced that the Foundation received 100% participation from the Board of Trustees.

²Silvia Youssef Hanna joined the meeting at 10:05 a.m.

STUDENT AFFAIRS COMMITTEE:

Committee members present: Trustees Demetria Clemons (chair), Don Belk, Annaliza Moorhead, and Toya Pound. **Other Board members present:** Trustee Greg Padgett. **Staff Liaisons present:** Victor Wilson (Executive VP for Student Affairs). **Others present:** Jeri Cabot (Dean of Students and Associate Vice President for Student Affairs), Robin LaRocque (Director of Victim Services), Evie Nadel (Associate Dean of Students & Director of Community Relations), Tom Trimboli (Senior Vice President for Legal Affairs), Elliott Wright (President, Student Government Association), Deni Mitchell (Director for Strategic Initiatives and Staff Resource Coordinator), Kay Smith (Associate Vice President, Academic Experience), and Susan Hartman (Executive Assistant to the Executive VP for Student Affairs).

Trustee Clemons presented the following committee report:

Community Relations and Religious Life:

- Evie Nadel provided an overview of services offered by Community Relations.
- The Absence Memo Office, under her direction, transmits messages to the faculty to support that documentation is on record for student absences.

Recent Changes Regarding Title IX and Campus Regulations:

- Jeri Cabot provided an overview of the mandates of Title IX related to discrimination and matters of sexual violence in light of expanded requirements for campuses.

Campus Visits to look at Wellness Centers:

- Victor Wilson joined representatives from Business Affairs, Campus Recreation, and the School of Education, Health and Human Performance in surveying wellness centers last semester at USC, USC-Upstate, and UGA to explore concepts in wellness and related facilities.

Announcements:

- Victor Wilson announced that in November the Department of Public Safety received its first Advanced Law Enforcement Accreditation from the Commission on Accreditation for Law Enforcement Agencies.
- Don Belk announced the College of Charleston's recent representation in the local Martin Luther King, Jr. Day Parade which is coordinated by Multicultural Student Programs and Services. Don's limousine was used to display the banner of the College of Charleston.
- Victor Wilson reported that Student Affairs staff provided considerable input in the proposed Facilities Master Plan; recommendations included a preference for keeping the core of campus around the Randolph Hall/Cistern Yard area and Stern Student Center.
- Deni Mitchell encouraged attendance at the January 26 National Mentor Appreciation Day. She expressed the hope for an increase in the number of faculty serving as mentors to students.

Update from the Student Government Association:

- Elliott Wright provided the committee with the SGA Spring 2012 Outline of activities and initiatives.
- Trustee Clemons asked Elliott to make remarks on behalf of the Student Government Association:
 - SGA hosted the monthly "Diversity Round Tables" in conjunction with other student organizations.
 - Community Outreach Committee is participating in various events.
 - Students are talking a lot about the Facilities Master Plan.

- “State of the Student Body Address” will be held on January 25 at 5:00 p.m. Chair Padgett asked Board members to let Elizabeth Kassebaum know if they would like to attend.

AD HOC COMMITTEE ON INFORMATION TECHNOLOGY:

Committee members present: Trustees Frank Gadsden (chair) and Cherry Daniel.

Committee members absent: Trustees John Busch and Dwight Johnson.

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

Others present: Andrew Bergstrom (Director of Web Strategies), Lynn Cherry (Speaker of the Faculty Senate), Allie Fox (Graduate Assistant, President’s Office), and Elliott Wright (President of the Student Government Association).

Trustee Gadsden presented the committee report:

The College sporadically receives phishing attacks. IT in February will present mandatory, on-line training re phishing for the entire College community, and will distribute another round of posters. Student comments indicate attention to the posters. A data loss prevention policy will be reviewed with the College Privacy Committee. Bob Cape has succeeded Tom Trimboli as Chair of the Privacy Committee.

The BATTERY Project is essentially completed, save the implementation of Famis, an application suite from the vendor Accruent that comprises facilities management modules for maintenance, space, and capital projects. By contrast to the BATTERY Project which has steadily been on-schedule and on-budget from the outset three years ago, Famis is encountering significant delays owing to Accruent’s apparent lack of implementation methodology, poor vendor project management, and substantial turnover in staff assigned to the College project. Famis is months behind schedule. College project management, leaders from the several functional offices and IT are all ready and poised to make rapid progress. In addition to trying to work directly with Accruent’s executives for implementation of performance improvements, we have engaged SunGard Higher Education, a Platinum business partner with Accruent, to approach Accruent executive management on our behalf. It is encouraging that the current project manager for Accruent is very skilled, and overall the College remains cautiously optimistic that the Famis project can be made successful. Praise was extended for BATTERY Project success to Priscilla Burbage (Project Manager) and the Executive Steering Committee (Bob Cape, Mike Haskins, George Hynd, Steve Osborne, George Watt and Victor Wilson.)

Recruiting for Information Technology vacant positions remains challenging for Network Engineering and for Data Base Administrators; salaries and benefits for these positions especially are not market-competitive, so multiple failed searches result.

Usage of the Board Portal as a vital means of communication with and among the Trustees is strongly urged. Currently, the Board Portal is sparsely populated with information and is evidently a work-in-process. Higher priority to the Portal by the President’s Office is requested by the Committee. Suggested was a set of individual coaching sessions with each Trustee between now and the April Board meeting, then having a group hands-on practicum at lunch in April. It is recommended that College email accounts for Trustees be discontinued.

The Faculty Education Technology Committee is evolving as active representation of the faculty with respect to information technology at the College, influencing IT as does the BATTERY Team Leads group for administrative application concerns.

The Information Services and Infrastructure departments of IT scored a major accomplishment over the holidays with the long-planned upgrade of the BATTERY data warehouse (ODS) software. Working as a team with experts in India and California, IT staff in Atlanta and here in Charleston worked round the globe and round the clock for hundreds of hours December 21 – 29 (including Christmas Day) to finish successfully.

Most of the 200 College Google accounts are established by the faculty, some by staff. Accounts for the alumni will be made available beginning in February, first to those who currently have Edisto accounts, then to the balance of the alumni. IT is working closely with Jack Huguley of Alumni Affairs who will be communicating the opportunity to the alumni. These Google accounts provide alumni a College email-for-life identity as "...CofC.edu".

Prominent in the Campus Master Plan Update is the centrality of information technology to the future of the College. A key recommendation in the Update is establishment of a Learning Technology Center building adjacent to Addlestone Library; it would host prototypes of future-oriented classrooms as well as staff to promote strategic infusion of pedagogy -based technology into the curriculum. It was strongly emphasized that the availability of technology-equipped learning rooms must be widespread across the College.

[Break at 10:20 a.m.]

[Meeting resumed at 10:40 a.m.]

FACILITIES COMMITTEE:

Committee members present: Trustees Jimmy Hightower (chair), Dwight Johnson, Marie Land, Lee Mikell, and Dan Ravenel. **Other Board members present:** Trustee Greg Padgett. **Staff Liaisons present:** Monica Scott (VP for Facilities Planning). **Others present:** Jan Brewton (Director, Business and Auxiliary Services), Priscilla Burbage, John Campbell (Dean, Residence Life and Housing), Bob Cape, Lynn Cherry (Speaker of the Faculty), John Cordray (Director of the Physical Plant), Bev Diamond, Steve Gift (Master Planner, Hanbury Evans Wright and Vlattas), Sam Jones, Scott Miller (Master Planner, Hanbury Evans Wright and Vlattas), Susan Morrison (Professor, Biology Department), Steve Osborne, and Alyson Goff (Executive Assistant, Business Affairs Office).

Trustee Hightower presented the following committee report:

Steve Gift and Scott Miller, Master Planners from Hanbury Evans Wright and Vlattas, presented the final campus master plan that was presented at the Facilities Committee meeting yesterday.

The presentation highlighted the College's efficient utilization of current space but noted there is a significant deficit. A need for increased technology throughout the campus is necessary,

especially in learning spaces. The master planning team recommended the use of blended learning, which incorporates on-line and in-person learning. The plan recognizes the land and building constraints yet highlights opportunities. The plan is presented in four five-year phases based on College priorities and sequencing requirements.

Trustee Land stated that the plan is creative and exciting. Trustee Ravenel wanted to be sure the College considered “pie-in-the-sky” land sites.

Trustee Mikell stated he was concerned about pedestrian crossing if the campus continues to move across Calhoun Street. Mr. Miller stated that the planning team recommended setting buildings back from the street to allow for sufficient sidewalk space with a possible raised crosswalk from College Way across Calhoun Street. Mr. Gift cited Auburn University as an example. Ms. Scott stated the College needs to be persistent with the City in seeking options to provide safe pedestrian crossings.

Lynn Cherry stated that the faculty has great interest in the proposed Learning Technology Center, but it was strongly noted that technology would have to be increased campus-wide to ensure consistency of teaching spaces.

The motion was made by Trustee Lee Mikell, and seconded by Trustee Dwight Johnson, to adopt the campus master plan. All committee members voted in favor of the motion.

The Facilities Committee moves that the Resolution to approve the Campus Master Plan be approved as presented. Chair Padgett called for the yeas and nays, and the Resolution was unanimously passed by voice vote.

**COLLEGE OF CHARLESTON
RESOLUTION OF THE BOARD OF TRUSTEES
ON THE COLLEGE OF CHARLESTON
MASTER PLAN**

January 20, 2012

WHEREAS, College management decided it was necessary to update the College’s 2004 *Facilities Master Plan* in order to determine current and projected space utilization and technology needs, with specific reference to the goals and envisioned future of the College as contained in the *College of Charleston Strategic Plan* previously approved by the Board;

WHEREAS, after a competitive procedure, the College retained the services of Hanbury Evans Wright Vlattas and Company (the “Company”) to prepare an updated *Facilities Master Plan*;

WHEREAS, in furtherance of that purpose, the Company reviewed and analyzed existing information available at or through the College, met with an Executive Committee and a Steering Committee established by the President for the purpose of working with the Company on this matter, conducted focus groups, solicited additional relevant information from various offices and individuals, received comments and suggestions from students, faculty, and staff, and otherwise collected and reviewed land use and related public records obtainable from various government offices;

WHEREAS, upon the Company's completion of a draft *2012 Facilities Master Plan* it was presented to key campus constituents for their review and feedback, including the Executive Committee and the Steering Committee, which include the President, members of the Executive Team, faculty, staff, and student representatives, and members of the Foundation Board and Alumni Board, and material elements of the draft Plan were also shared and discussed with external constituencies such as the Department of Planning, Preservation, and Sustainability of the City of Charleston, the Charleston Neighborhood Consortium, the Preservation Society of Charleston, and the Historic Charleston Foundation; and

WHEREAS, upon the review and evaluation of all comments received, and after making appropriate modifications to the Draft Plan in recognition of such comments, the President has recommended favorable consideration of the *2012 Facilities Master Plan* by the Board.

NOW THEREFORE BE IT - - -

RESOLVED, that the Board hereby approves use of the *2012 Facilities Master Plan*, previously provided to the members of the Board and incorporated herein by this reference, as a principal planning reference and guide for subsequent decisions relating to meeting the space utilization and technology needs of the College; and

RESOLVED, that when making decisions regarding substantial construction and renovation projects College management remain mindful of the provisions of the College's Ethics Policy that provides, in relevant part: *"The College will respect the rights of its neighbors to privacy and to enjoy the benefits of their property. We shall consult with the greater community when considering substantial construction and renovation projects and will periodically meet with community neighborhood groups to discuss issues of mutual concern"*

Monica Scott provided an update on current capital projects:

- **Dixie Plantation:** The trail and interpretive signage are complete. Construction documents are expected to be ready to bid by mid-March for the barn and studio with an anticipated construction completion date of November 2012.
- **5 College Way:** The renovation work continues with the construction to be completed this spring with an occupancy date of August 2012.
- **72 George Street:** The renovation work continues with the construction to be completed early this spring with an occupancy date of August 2012.
- **74 George Street:** Construction bids were received on Wednesday and work will commence very soon. The College hopes to complete the project for August 2012 occupancy.
- **Hungry Cougar Renovation:** The project is complete.
- **Center for Social Science Research:** The National Science Foundation (NSF) has a new grant manager for this project, so additional information is being requested for review. NSF must approve the contract with the selected design/building firm. With this delay, the project is expected to be completed in November 2012.
- **Robert Scott Small Classroom Conversion:** The project is complete.
- **Arena Marquee:** Construction is underway with an expected completion date of mid-February.
- **Dixie Plantation Field Stations:** The contract is being finalized with the design firm.
- **New Science Center Build-out:** The contract is being finalized with the design firm.

Old Business:

Ms. Scott provided the committee with brief updates:

- **Residence Hall RFP:** The College received two proposals for this project. Deadline for proposals was yesterday. More information will be shared with the Board at a later date.

Other Business:

The motion was made by Trustee Marie Land, and seconded by Trustee Dan Ravenel, to approve the minutes of the September 21, 2011 Joint Meeting of the Executive and Facilities Committee. All committee members voted in favor of the motion.

NEW BUSINESS:

Elizabeth Kassebaum informed the Board that their travel vouchers were mailed to their usual addresses. Also, travel vouchers can be found on the Board Portal.

Also, she noted that the Board Meeting Surveys are at their places and will be sent to them by e-mail following the meeting.

And finally, she referenced the Events List at their places, noting that the memorial service for Thomas “Miles” Newbern is on Saturday, January 28.

[Break for lunch at 11:45 a.m.]

[Meeting resumed at 12:00 p.m.]

The motion was made by Trustee Joe Thompson, and seconded by Trustee Frank Gadsden, to go into Executive Session at 12:00 p.m. (1) to consider candidate(s) qualification for honorary degree(s); and (2) to consult with Counsel on litigation, including actual and potential legal claims; College policies, practices and procedures dealing with Clery Act notices, discrimination, harassment and abuse, and assisting student victims of crime; and the nature and extent of governance authorities under current law. All in favor.

First, Chair Padgett asked the following staff members, in addition to the President, to remain and attend the Executive Session: Mike Haskins, George Hynd, Steve Osborne, Tom Trimboli, George Watt, Victor Wilson, Sherrye Carradine, Elizabeth Kassebaum, Brian McGee, and Betty Craig.

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

[Regular session resumed at 1:50 p.m. 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 Marie Land, and seconded by Trustee Frank Gadsden, that Dick Wilkerson be approved as the Graduate School Commencement Speaker and receive an honorary degree at the May 2012 Graduate Commencement Ceremony. Chair Padgett called for the yeas and nays, and the motion passed unanimously by voice vote.

A motion was made by Trustee Lee Mikell, and seconded by Trustee Frank Gadsden, that Norman Arnold be approved for an honorary degree at the May 2012 Undergraduate Commencement Ceremony. Chair Padgett called for the yeas and nays, and the motion passed unanimously by voice vote.

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