

(Approved at April 12, 2019 Board of Trustees Meeting)

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

Board of Trustees Meeting
Randolph Hall Boardroom¹

January 25, 2019

9:00 a.m.

Presiding:

David M. Hay, Chair

Board Members Present: Trustees Charles J. Baker (Chuck), Elizabeth M. Burke (Beth), John H. Busch, Demetria Noisette Clemons; L. Cherry Daniel; Henrietta U. Golding, Randy R. Lowell; Toya D. Pound, Renée B. Romberger; Penny S. Rosner; Steven D. Swanson, August G. Swarat, II; Craig C. Thornton; Ricci L. Welch; and John B. Wood, Jr.

Board Member Participating by Conference Call: Trustees Henry A. Futch, Jr. (Hank), Shawn M. Holland, and Brian J. Stern

Others Present: Steve Osborne (Interim President), Michaela Abbott (Staff Assistant, President's Office), Michael Adeyanju (Director, Executive Communications), Melantha Ardrey (Director, Residence Life/Chair, Staff Advisory Committee to the President), Mark Berry (Executive Director, Division of Marketing and Communications), Divya Bhati (Associate VP, Institutional Effectiveness and Strategic Planning), Alicia Caudill (Executive VP, Student Affairs), Deanna Caveny (Associate Provost, Faculty Affairs), Cande Cook (Project Director, 250th Anniversary Celebration), Betty Craig (Executive Assistant to the Board of Trustees), Trisha Folds-Bennett (Dean, Honors College), Katie Ford (Business Operations and Insurance Manager, Office of Legal Affairs), Jimmie Foster (VP, Enrollment Planning), Kimberly Gertner (Director, Office of Equal Opportunity Programs), Godfrey Gibbison (Dean, School of Professional Studies/Interim Dean, Graduate School), Jerry Hale (Dean, School of Humanities and Social Sciences), Debbie Hammond (Senior Executive Administrator for the President), Rénard Harris (Associate VP/Chief Diversity Officer), Sylvia Harvey (Trustee Emeritus), Shirley Hinson (Director, Government Relations), Tim Johnson (Dean, School of Languages, Cultures and World Affairs), Sam Jones (Senior VP, Fiscal Services), Elizabeth Jurisich (Speaker of the Faculty/Professor, Mathematics Department), Elizabeth Kassebaum (Executive Secretary to the Board of Trustees/VP, College Projects), Tripp Keffe (President, Student Government Association), Jeff Kinard (Brian McGee (Executive VP for Academic Affairs/Provost), John Morris (VP, Facilities Management), Valerie Morris (Dean, School of the Arts), Angela Mulholland (General Counsel), Amy Orr (Director, Business and Auxiliary Services), Paul Patrick (Executive VP, Business Affairs), Jim Posey (Associate VP, Institutional Research, Planning and Information Management), Ann Pryor (Vice President, Alumni Affairs), Jonathan Ray (Director of Institutional Events and Chef Concierge), Robert Reese (Chief, Director of Public Safety), Michael Renault (President, Alumni Association), Matt Roberts (Director of Athletics), Mark Staples (Chief Information Officer/Senior VP), Kendra Stewart (Senior Advisor to the President), Chris Tobin (Executive VP, Institutional Advancement), Sebastian Van Delden (Interim Dean, School of Sciences and Mathematics), William Veal (Professor, Teacher Education/Chair, Senate Budget Committee), David Watson (Trustee Emeritus) and Fran Welch (Dean, School of Education, Health and Human Performance). Also attending were John Curtis (IT Support), Roy Snipe (Audio Visual Events Coordinator), and Mike Ledford (Photographer). Special guests introduced in Alumni Hall: Trey Dutton, Tim Johnson, Todd McNerney, James Melville, Lee-Chin Siow and Tianyu Liu, Recipients of Society of First Families Scholarship, Mat Garrison and students from Veterans and Military Student Services, and Members of the Faculty/Staff Giving Drive Committee

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

Chair Hay welcomed everyone and introduced employees new to campus or new to their positions:

- Todd McNerney, Professor in the Department of Theatre and Dance and Former Speaker of the Faculty, has been named Associate Dean of the School of the Arts.
- Tim Johnson became permanent Dean of the School of Languages, Cultures, and World Affairs, effective November 1.
- Ambassador James Melville, Assistant Dean of the School of Languages, Cultures, and World Affairs. He is a former U.S. Ambassador to Estonia. He joined the College in November 2018, following a 33-year career in foreign service, during which time he rose to become a U.S. government's leading expert on transatlantic relations. He is a graduate of Boston University, with an honors degree in history, and holds a Juris Doctor degree from Rutgers University School of Law.
- Trey Dutton, Aramark's new Executive Catering Chef. He grew up in Summerville and began his cooking career in Charleston in 2000, having worked for three James Beard Award winners. He graduated from Trident Technical College in 2004 with a Culinary Arts degree. He spent nine years as a Chef at Luxury Resorts such as The Cloister at Sea Island and the Inn at Palmetto Bluff before returning to Charleston. His wife, sister and brother all graduated from the College.
- Lee-Chin Siow and Tianyu Liu
Next, Chair Hay recognized Lee-Chin Siow, Associate Professor of Music; and one of her accomplished young violinists, Tianyu Liu.

College of Charleston violin professor Lee-Chin Siow has led an accomplished performance career having played as a soloist in more than 20 countries across five continents. She has collaborated with renowned conductors and orchestras and performed in the presence of celebrities such as Elton John and dignitaries such as the President of Singapore.

At the College of Charleston, she has mentored her students as they took top prizes in national and international competitions and pursued graduate-level studies at prominent universities around the country.

In Fall 2017, Professor Siow discovered promising young violinist, Tianyu Liu. Siow mentored Liu as he left his home in Wood-hahn, China to accept a scholarship to study violin with her at the College of Charleston.

Shortly afterward, Liu won the Ronald Sacks International Music competition (grand prize) in North Carolina and made his American debut at the Bruno Walter Auditorium in Lincoln Center.

Liu is a recipient of the Marion and Wayland H. Cato, Jr. Endowed Scholarship for the School of the Arts, the Lee Harwood Scholarship in Music, and the Reba Kinn-ee Hyoo-Ghee Award in Music.

Currently, he is a sophomore music major who, after a rigorous first round of auditions, is one of 16 students selected to participate in the Michael Hill International Violin Competition in New Zealand. With a substantial prize package valued at over 100,000 New Zealand dollars that includes management, concerts and a recording contract, the competition is sought after by promising young artists worldwide.

- Recipients of the Society of First Families Scholarship

Mary Scott Gilbert and Mackenzie Turner, Class of 2019 history majors, are the recipients of the Society of First Families Scholarship. They could not be with us this morning as they are in class.

Before recognizing Vic Brandt and Dr. Phyllis Jestice, representatives for the Society of First Families College Scholarship, Chair Hay read the Society's Mission Statement.

“To perpetuate the memory and spirit of the men and women who achieved a permanent settlement in South Carolina between 1670 and 1700 by the acquisition, preservation and restoration of historical records, documents, objects and edifices related to the Early Colonial Period of South Carolina, by the erection of monuments; by the awarding of scholarships; and by the encouragement of historical research and publication of the results.”

Vic Brandt currently serves as Vice President of the Society of First Families.

Phyllis Jestice serves as Chair of the History Department and the Faculty Advisory Committee. The History Department receives funding for the scholarship.

- Students from Veterans and Military Student Services

Next, Chair Hay recognized Anna Kelley and Matt McElhinney, two students from Veteran, Military and ROTC Recruitment. Mat Garrison, Coordinator of the Program, joined them on stage. They will highlight the Veterans Student Services Program following the President's Report during the Board meeting.

- Anna Kelley is a Marine Corps veteran and current sophomore at the College of Charleston. Her major is German, with a possible minor in Linguistics. Anna plans to become a translator, but she is also open to teaching.

Anna was a student at North Georgia College (now the University of Georgia) and South University in Dahlonega, Georgia from 1999-2001 with a major in Spanish. She joined the U.S. Marine Corps Reserve in January 2001, hoping to continue college after her training was complete.

However, shortly after graduating Military Occupational Specialty School in Aviation Life Support Systems, her unit, Marine Aviation and Logistics Squadron, was activated in response to the events of 9-11-2002. Anna served two years on active duty, then completed her enlistment obligation in January 2009. She became a dental assistant in 2004, immediately following the release from active service.

After more than 14 years, she left dental assisting in 2018 to complete her goal of finishing a degree in language and linguistics by attending the College of Charleston. Anna is currently using her Post 9-11 GI Bill at 60% coverage.

- Matt McElhinney graduated high school in 2008 in New York and joined the Marine Corps immediately thereafter. After graduating boot camp at Parris Island, he went to the School of Infantry in Jacksonville, North Carolina, where he became a machine gunner. Then he was sent to the 3rd battalion 6th Marines where in 2011 he deployed with them for the invasion of Marjah, Afghanistan.

After months of combat, he was shot in the back and medivaced back to America where he spent two years waiting for the military to process his retirement. He was medically retired in 2012 and moved to Charleston in 2015. He began at Trident Tech in 2017, and then at

the College of Charleston in August 2018 as an English major with a focus on creative writing.

- Members of the Faculty/Staff Giving Drive Committee

And finally, Chair Hay recognized members of the Faculty/Staff Giving Drive Committee attending today's meeting.

- Melantha Ardrey '02, Residence Life;
- Chris Bailey '12, Committee Co-Chair;
- Meredith English-Perrone, Marketing and Communications;
- Elizabeth Kassebaum, Board of Trustees & President's Office;
- Lauren Mann, Annual Giving, Assistant Director of Annual Leadership Giving;
- Todd McNerney, School of the Arts;
- Carrie Blair Messal, Committee Co-Chair, School of business, Management & Marketing;
- Bob Perkins, Teacher Education;
- Carla Stewart, School of Professional Studies, Undergraduate Programs; and
- Markus Williams, Building & Equipment Maintenance

The Faculty/Staff Giving Drive Committee was established by Lauren Mann, Assistant Director of Annual Leadership Giving, during the 2016-17 academic year. The committee is comprised of 15 faculty and staff donors who serve as ambassadors for philanthropic giving at the College of Charleston.

Since 2016, the committee has helped raise more than \$613,000 in cash and commitments for CofC. This academic year, more than \$175,000 in cash and commitments has been raised by 434 faculty and staff donors.

Employee participation has increased from 15% to over 21.7% in the past two academic years and the committee is on track to reach its 25% participation goal by June 30.

[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 9:05 a.m. by Chair Hay noting that the meeting notice has been posted and the press notified as required by the Freedom of Information Act.

Chair Hay welcomed everyone and noted that Trustees Hank Futch, Shawn Holland, and Brian Stern will join the meeting by conference call.

In addition, Chair Hay welcomed Sylvia Harvey, Trustee Emeritus; Jeff Kinard, President of the Foundation Board; and Michael Renault, President of the Alumni Association.

APPROVAL OF MINUTES:

It was moved by Trustee Renee Romberger, and seconded by Trustee Ricci Welch, that the minutes of the October 19, 2018 Board Meeting be approved as presented. The Chair called for the yeas and nays, and the Minutes were approved by voice vote.

It was moved by Trustee Demetria Clemons, and seconded by Trustee Renee Romberger, that the minutes of the December 6, 2018 Special Board Meeting be approved as presented. The Chair called for the yeas and nays, and the Minutes were approved by voice vote.

It was moved by Trustee Craig Thornton, and seconded by Trustee John Wood, that the minutes of the December 28, 2018 Special Board Meeting be approved as presented. The Chair called for the yeas and nays, and the Minutes were approved by voice vote.

It was moved by Trustee Renee Romberger, and seconded by Trustee John Wood, that the minutes of the January 4, 2019 Special Board Meeting be approved as presented. The Chair called for the yeas and nays, and the Minutes were approved by voice vote.

PRESIDENT'S REPORT:

Highlights of President Osborne's remarks included the following topics:

- Student engagement
- December travels
- Cougar Night Light Show
- Faculty Senate approved the Engineering Proposal in December
- Math Ph.D. Proposal will go before the Faculty Senate in February
- Faculty/Staff morale events
- Campus celebrations – thanked Jonathan Ray
- Faculty/Staff fitness classes are now free
- Separate Faculty/Staff dining area at Liberty Street Café
- Donor meetings resulting in gifts
- International Language Lab in J. C. Long Building

[Trustee Emeritus David Watson joined the meeting at 9:18 a.m.]

MAT GARRISON'S PRESENTATION:

Mat Garrison, Coordinator of Veterans, Military and ROTC Recruitment, presented an overview of the Veterans Student Services Program. He was joined by two veterans, Anna Kelley and Matt McElhinney, who shared information regarding their life as a veteran student.

ENROLLMENT REPORT:

Jimmie Foster, VP of Enrollment Planning, shared information regarding enrollment numbers. He acknowledged that a lot of students are at the College because of Mat Garrison.

COMMITTEE REPORTS:

EXECUTIVE COMMITTEE:

Committee members present: Trustees David Hay (Chair) and Demetria Clemons

Committee members participating by conference call: Trustees Renée Romberger (Secretary) and Ricci Welch

Committee member absent: Trustee John Wood

Other Board members present: Trustees Beth Burke and Steve Swanson

Other Board members participating by conference call: Trustees Hank Futch, Henrietta Golding, Shawn Holland, Brian Stern, Tav Swarat, and Craig Thornton

Other Board members absent: Trustees Chuck Baker, John Busch, Cherry Daniel, Randy Lowell, Toya Pound, and Penny Rosner

Others present: Interim President Steve Osborne, Michaela Abbott (Staff Assistant), Michael Adeyanju (Director, Executive Communications), Mark Berry (Executive Director, Marketing and Communications), Betty Craig (Executive Assistant), Jimmie Foster (Assistant VP, Admissions and Financial Aid), Debbie Hammond (Senior Executive Administrator for the President), Rénard Harris (Associate VP/Diversity Officer), Elizabeth Kassebaum (Executive Secretary to the Board and VP for College Projects), Tripp Keeffe (President, Student Government Association), Brian McGee (Provost/Executive VP, Academic Affairs), John Morris (VP, Facilities Planning, Management, and Operations), Angela Mulholland (General Counsel), Taylor Noonan (IT Support), Paul Patrick (Executive VP, Business Affairs), Jim Posey (Associate VP, Institutional Research, Planning, and Information Management), Matt Roberts (Director of Athletics), Mike Robertson (Senior Director, Media Relations), Mark Staples (Chief Information Officer/Senior VP), Zachary Stephens (President, Graduate Student Association), Kendra Stewart (Senior Advisor to the President), and Chris Tobin (Executive VP, Institutional Advancement)

Chair Hay presented the following committee report:

The Executive Committee met on Thursday, January 10, 2019, and approved the minutes of the October 3, 2018 Executive Committee meeting and the minutes of the October 8, 2018 Executive Committee Conference Call.

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

STUDENT AFFAIRS COMMITTEE:

Committee members present: Trustees Demetria Clemons (chair), Toya Pound, Penny Rosner, and Ricci Welch

Committee members absent: Trustee Shawn Holland

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

Others present: Interim President Steve Osborne, Michael Adeyanju (Director of Executive Communications), Melantha Ardrey (Director of Residence Life), Divya Bhati (Associate VP for Institutional Effectiveness and Strategic Planning), Jeri Cabot (Dean of Students and Associate VP for Student Affairs), Cande Cooke (Project Director, 250th Anniversary), Michael Duncan (Associate VP, Student Involvement), Susan Hartman (Executive Assistant to the Executive VP for Student Affairs), Tripp Keeffe (President, Student Government Association), Talim Lessane (Director of Upward Bound), Amy Orr (Director, Business and Auxiliary Services), Zachary Stephens (President, Graduate Student Association)

Trustee Demetria Clemons presented the following committee report:

Student Spotlight:

Kysia Holston (freshman) and Lauren Reese (senior) shared their experiences and positive influences as Upward Bound alumni leading to their enrollment and success as CofC students.

Program Spotlight:

Talim Lessane, Director of Upward Bound, provided an overview of the national competitive five-year renewable grant-funded TRIO program established in 1975 at CofC, making it the oldest continuously operating Upward Bound program in the state.

Student Government Association Update:

Tripp Keefe, President of the Student Government Association, provided the Board with an update regarding SGA activities since the last Board meeting.

[Tripp Keefe left for class.]

Graduate Student Association Update:

Zachary Stephens, President of the Graduate Student Association, could not attend the meeting today so Trustee Demetria Clemons highlighted issues from his report.

- GSA will continue to work with Parking Services to provide first semester graduate students with an opportunity to purchase a parking pass.
- Off-campus housing agreements may be offered to graduate students beginning Fall 2019.
- The College is working to provide GSA with an office space on campus.
- First Graduate Student Career Fair will be held online on February 28 in conjunction with the on-campus fair February 27 providing graduate students two days of meetings with recruiters for various career trajectories.

ACADEMIC AFFAIRS COMMITTEE:

Committee members present: Trustees Randy Lowell (Chair), Demetria Clemons, Cherry Daniel, Toya Pound, Renée Romberger, Penny Rosner, Steve Swanson, and Tav Swarat

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

Others present: President Steve Osborne, Michael Adeyanju (Director, Executive Communications), Mary Bergstrom (Registrar), Divya Bhati (Associate VP, Institutional Effectiveness and Strategic Planning), Alicia Caudill (Executive VP, Student Affairs), Lynn Cherry (Associate Provost for Curriculum and Institutional Resources), John Curtis (IT Support), Trisha Folds-Bennett (Dean, Honors College), Lynne Ford (Associate VP for the Academic Experience), Jimmie Foster (Assistant VP, Admissions and Financial Aid), Chad Galuska (Chair, Faculty Senate Curriculum Committee), Godfrey Gibbison (Dean, School of Professional Studies; Interim Dean, Graduate School), Harlan Greene (Special Collections Archivist), Jerry Hale (Dean, School of Humanities and Social Sciences), Debbie Hammond (Senior Executive Administrator to the President), Rénard Harris (Associate VP and Chief Diversity Officer, Institutional Diversity), Tim Johnson (Dean, School of Languages, Cultures, and World Affairs), Liz Jurisich (Speaker of the Faculty/Professor, Mathematics Department), Elizabeth Kassebaum (Executive Secretary to the Board/VP for College Projects), Valerie Morris (Dean, School of the Arts), Paul Patrick (Executive VP, Business Affairs), Jim Posey (Associate VP, Institutional Research, Planning, and Information Management), Matt Roberts (Director of Athletics), Mark Staples (Chief Information Officer/Senior VP), Kendra Stewart (Senior Advisor to the President), Sebastian Van Delden (Interim Dean, School of Sciences and Mathematics), Fran Welch (Dean, School of Education, Health and Human Performance), and John White (Dean of Libraries)

Trustee Randy Lowell (Chair) presented the following committee report:

Highlights of Provost McGee's Report to the Committee:

- Provost McGee provided a PowerPoint presentation depicting faculty separations from 2013-2018 by type of separation, gender, race/ethnicity, and more detailed reasons for voluntary resignations.
- Provost McGee highlighted additional curriculum developments including proposals for both and executive MPA and MBA, more online graduate certificates, a one-year MAT Elementary Education program, and expanding opportunities for MFA students to take MA English courses at The Citadel. In addition to more online and accelerated programs, he suggested a need to consider potential changes in graduate tuition structures with the aim of increasing graduate enrollment.

- The President, Provost, and academic administration are looking into revising the credit hour policy to include the possibility of online instruction for make-up days, other than relying solely on reading day, holiday, and weekend instruction.
- Provost McGee announced a new program incentivizing faculty to develop online education resources (OER) that will significantly decrease the financial burden on students for textbooks.

The Academic Deans provided brief divisional updates.

Speaker of the Faculty Report:

Liz Jurisich, Speaker of the Faculty, spoke briefly to the full Board regarding faculty work and activities during the current semester. She noted that the Faculty Senate approved new curricular changes, including:

- New classes in African American Studies centered around folklore and literature
- New classes in Southern Studies
- Moving Arts Management Graduate Certificate from under the MPA Program to the new certificate titled Arts and Cultural Management
- Two new B.S. programs, Systems Engineering and Electrical Engineering, are in the review process for CHE and SACSCOC, with a goal for implementation in Fall 2019.

In addition, Liz reported that the Academic Standards Committee is considering revising the honor code system. Present policies do not clearly differentiate disciplinary responses between Class I and Class II violations; the goal would be to create a system with more specific courses of action based on the nature of the infraction.

Chair of the Staff Advisory Committee to the President Report:

Melantha Ardrey, Chair of the Staff Advisory Committee to the President, delivered a brief report on behalf of the staff.

Highlights include:

- They are looking at ways to interact with each other.
- Fitness Center is now free.
- Dining space is available for faculty and staff at Liberty Fresh Cafeteria.
- Ways to support the 250th Anniversary Celebration
- Faculty/Staff news page
- Faculty/Staff Survey

ALUMNI RELATIONS COMMITTEE:

Committee members present: Trustees Penny Rosner (chair), Chuck Baker, Demetria Clemons, Toya Pound, and Ricci Welch

Other Board members present: Trustee Tav Swarat

Staff Liaisons present: Ann Pryor (VP, Alumni Relations) and Karen Jones (Director, Alumni Communications and Executive Secretary of the Alumni Association)

Others present: Meredith Chance (Associate Director, Alumni Clubs and Affinity Groups), Cande Cook (Director, 250th Anniversary Celebration), Laney Friedman (Assistant Director, Alumni Events), Molly Hamilton (Assistant Director, Alumni Marketing and Communications), Cathy Mahon (VP, Development), Kendra Stewart (Senior Advisor to the President), Chris Tobin (Executive VP, Institutional Advancement), and Najeema Washington (Associate Director, Alumni Career Services)

Trustee Penny Rosner presented the following committee report:

Staff Updates:

- As of the end of the second quarter, the number of alumni emails has increased by 2,629. We can now reach 52,107, or 58%, of our nearly 90,000 alumni via email.
- Fall Alumni Weekend drew 1,410 guests, a 40 percent increase over last year. Plans are already underway for Fall Alumni Weekend 2019 on November 22-24. The 250th Anniversary Celebration will be launched at the Alumni Awards Gala on Saturday, November 23.
- The Alumni Affairs team is committed to increasing the number of alumni donors to more than 2,500 in FY19. By the end of the second quarter, 1,415 alumni made donations, representing 57 percent toward the goal. Alumni donors who give \$25 or more to the College before February 15 will get early access to purchase tickets to A Charleston Affair.
- Trustees are encouraged to mark their calendars for Spring Alumni Weekend on May 3-5. Friday evening will feature events across campus hosted by the various schools. Saturday will begin with the annual Alumni Champagne Brunch, followed by the Alumni Association's Annual Meeting. A Charleston Affair will be held from 7-10 p.m. Fun, new ideas to rev up A Charleston Affair include an upgraded menu for General Admission, a sushi chef in the Craig VIP area, and a new VIP area called "The Beach Club" featuring a beach music DJ.

ATHLETICS COMMITTEE:

Committee members present: Trustees Renée Romberger (chair), Chuck Baker, John Busch, Hank Futch, Randy Lowell, Tav Swarat, Craig Thornton, and Ricci Welch

Other Board members present: Trustees David Hay (Chair, Board of Trustees) and Cherry Daniel

Staff Liaisons present: Matt Roberts (Director of Athletics)

Others present: Interim President Steve Osborne, Alicia Caudill (Executive VP, Student Affairs), Kyle Denzel (General Manager of Charleston Sports Properties), Jimmie Foster (VP, Enrollment Planning), Otto German (Assistant Athletics Director for Compliance), Laura Lageman (Senior Associate Director of Athletics), Kate Tiller (Assistant Athletic Director for Academic Advising), Jamaal Walton (Associate Director of Athletics), and J. B. Weber (Director of Compliance)

Trustee Romberger presented the following committee report:

Student Athletes:

Matt Roberts introduced Molly Coyle, junior from Annapolis, MD; and Shannon Rice, senior from California. Both student-athletes are members of the Equestrian Team.

Goals Update:

- Academic Excellence
 - Department GPA of 3.095 for Fall 2018
 - 18th consecutive term GPA over 3.0
 - 27 student-athletes earned a term GPA of 4.0 compared to 16 last year
 - Baseball earned a team average GPA of 3.014 marking the first time in program history of earning a 3.0 term GPA
 - Nine student-athletes graduated in December
 - Three graduated Cum Laude and 1 Summa Cum Laude
 - Two former baseball student-athletes finished their degrees
 - Graduation Success Rate (GSR) for the most recent entry cohort of 86% is the best in the last ten years and ties the best score yet recorded at the College.
 - Community Service

- Logged 1,869 hours of community service
- Competitive Success
 - Patriot's Point Facility Master Plan
 - TD Arena Improvements
 - Enhanced Collaboration with Admissions and Enrollment Planning
- Community Engagement
 - Fan Engagement
 - Free tickets for Federal Employees all season
 - Special promotions for every home game and unique student promotions for every home game to increase attendance
 - Men's Basketball Ticket Sales
 - 1,601 season tickets sold for a total revenue of \$389,325 – highest number sold in past five seasons and 11% revenue increase from last year
 - Revenue increase of 52% from last year for single game tickets
 - Average home attendance is 4,096, an increase of 6% and highest in CAA
 - Fundraising Update
 - Cougar Club donations for FYE19 of \$325,809 in cash gifts
 - John Kresse Invitational Golf Tournament raised over \$50,000 in net revenue
 - Tip-Off Dinner generated over \$30,000 for the Cougar Club and \$19,830 for the Men's Basketball Legacy Fund
 - 2nd Annual Baseball First Pitch Banquet raised over \$185,000 for CofC Champions Club (\$100K net)

AUDIT AND GOVERNANCE COMMITTEE:

Committee members present: Trustees Henrietta Golding (Chair), Beth Burke, Steve Swanson, and John Wood

Others present: Sam Jones (Senior VP, Fiscal Services), Elizabeth Kassebaum (Executive Secretary to the Board of Trustees/VP for College Projects), David Katz (Treasurer), Gail Long (Internal Auditor), Paul Patrick (Executive VP, Business Affairs), Kendra Stewart (Senior Advisor to the President), and Dawn Willan (Controller). Also present were Howie Houston (Shareholder) and Molly Waring (Audit Manager) of our external auditing firm, Elliott Davis.

Trustee Henrietta Golding presented the following committee report:

Howie Houston and Molly Waring from our external auditing firm, Elliott Davis, discussed the areas of audit that were performed for FY 2017-18.

- Audit of Financial Statements (Comprehensive Annual Financial Report)
- Audit of Federal Financial Awards (Single Audit)
- Agreed upon procedures report for NCAA requirements

The audited reports related to the CAFR and the Single Audit reflected unmodified opinions and no significant findings. There was one insignificant finding in the Single Audit related to the program involving student separation dates. The financial impact was \$257.

The provisions of GASB No. 75, Accounting and Financial Reporting for Post-employment Benefits, were discussed. Beginning June 30, 2017, the College was required to record its portion of the State of South Carolina's net OPEB liability.

Mr. Houston provided an update on recent tax reforms that affected the College. The fringe benefit portion of parking provided to employees is now taxable. This reform impacted employees that park

on campus as well as those who ride the Carta Express bus. To comply with this new law, employees are now paying for campus parking on a post-tax, rather than pre-tax, basis. The College is paying the tax liability for the Carta Express Services, which is approximately \$14,000 annually.

The College is expected to receive a Certificate of Achievement for Excellence in Financial Reporting, which is given by the Government Finance Officers Association. The College has received this award for 25 years.

[Break at 10:30 a.m.; meeting reconvened at 10:54 a.m.]

BUDGET AND FINANCE COMMITTEE:

Committee members present: Trustees Ricci Welch (chair), Chuck Baker, Beth Burke, Henrietta Golding, Renée Romberger, and Steve Swanson

Committee members absent: Trustee Hank Futch, Shawn Holland, and Brian Stern

Other Board members present: Trustees David Hay, Demetria Clemons, Cherry Daniel, Randy Lowell, and John Wood

Others present: President Steve Osborne, Michael Adeyanju (Director, Executive Communications), Melantha Ardrey (Director, Residence Life/Chair, Staff Advisory Committee to the President), Divya Bhati (Associate VP, Institutional Effectiveness and Strategic Planning), Alicia Caudill (Executive VP, Student Affairs), Deanna Caveny (Associate Provost, Faculty Affairs), Cande Cook (Project Director, 250th Anniversary Celebration), Trisha Folds-Bennett (Dean, Honors College), Jimmie Foster (VP, Enrollment Planning), Godfrey Gibbison (Dean, School of Professional Studies), Jerry Hale (Dean, School of Humanities and Social Sciences), Debbie Hammond (Senior Executive Administrator for the President), Shirley Hinson (Director of Government Relations), Tim Johnson (Dean, School of Languages, Cultures, and World Affairs), Sam Jones (Senior VP, Fiscal Services), Elizabeth Jurisich (Faculty Speaker/Professor, Department of Mathematics), Elizabeth Kassebaum (Executive Secretary to the Board and VP for College Projects), Brian McGee (Provost/Executive VP, Academic Affairs), John Morris (VP, Facilities Management), Valerie Morris (Dean, School of the Arts), Angela Mulholland (General Counsel), Amy Orr (Director, Business and Auxiliary Services), Paul Patrick (Executive VP, Business Affairs), Jim Posey (Associate VP, Institutional Research, Planning, and Information Management), Matt Roberts (Director of Athletics), Mark Staples (Chief Information Officer), Kendra Stewart (Senior Advisor to the President), Chris Tobin (Executive VP, Institutional Advancement), Sebastian Van Delden (Interim Dean, School of Sciences and Mathematics), and William Veal (Professor, Teacher Education/Chair, Senate Budget Committee)

Trustee Ricci Welch presented the following committee report:

The meeting opened with the distribution of the Comprehensive Annual Financial Report (CAFR) for the year ended June 30, 2018. Please note that any Board members not a member of the Budget and Finance Committee will find a copy of the CAFR at his/her place.

Paul Patrick gave a Fiscal Year 2020 outlook.

- This is the \$1 BILLION year
- The funds are fairly evenly split between recurring and non-recurring dollars
- Recurring - \$495 million
- Non-recurring - \$549 million

Paul Patrick reviewed the Governor's Higher Education Plan which calls for a total investment of \$36 million. Funding for each institution would be held by CHE and only released when they confirm a zero dollars increase for in-state tuition for academic year 2019-2020. The College of Charleston portion of the \$36 million is \$1,619,411. This would equate to approximately a 2.15% tuition and fee increase for in-state students.

Paul Patrick outlined the College of Charleston FY20 Plan (Request for state funding):

- Focus on unrestricted recurring funding
- Current request is for \$2.5 million
- Represents about a 9% increase in state funds
- Would still be below the College’s high-water mark of \$33 million in FY09
- Non-recurring and capital request:
 - Evacuation Transportation - \$250,000
 - Silcox - \$24 million
 - 58 George - \$3.9 million
 - Simons Center for the Arts - \$46 million

Sam Jones reviewed the budget adjustments reflected through December 31, 2018. **The Budget and Finance Committee moved that the Resolution to approve the Quarterly Budget Adjustments – December 31, 2018, be adopted as presented. The Chair called for the yeas and nays, and the Resolution was passed by voice vote. Motion passed.**

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

January 25, 2019

WHEREAS, College management has reviewed its projections of revenues and expenses for the year 2018-2019 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 2018-2019, as presented by College management to the Budget and Finance Committee and as further detailed in the table captioned “College of Charleston 2018-2019 Revenue and Expense Budget Adjustments December 31, 2018” contained in the Board of Trustees briefing materials dated January 25, 2019; 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.

Paul Patrick briefed the Committee on the ability of the College to pay off some outstanding bonds early. The estimated savings cost is a quarter of a million dollars over the next four years. **The Budget and Finance Committee moved that the Resolution authorizing the early pay-off of General**

Obligation State Institution Bonds, Series 2003A, be adopted as presented. The Chair called for the yeas and nays, and the Resolution was passed by voice vote. Motion passed.

**COLLEGE OF CHARLESTON
RESOLUTION OF THE BOARD OF TRUSTEES
EARLY PAY-OFF OF GENERAL OBLIGATION STATE INSTITUTION BONDS
SERIES 2003A**

January 25, 2019

WHEREAS, on June 1, 2003 the State of South Carolina, on behalf of the College of Charleston, issued General Obligation State Institution Bonds, Series 2003A; and

WHEREAS, the current fee structure, and interest earned, has generated funds sufficient to enable an early pay-off the balance of the outstanding principal; and

WHEREAS, this action would remove the required pledge of the thirty-five dollars per semester, currently identified as “tuition fee” on the College of Charleston Tuition and Fees 2018-2019 schedule, and allow flexibility for the reallocation of this fee for the 2019-2020 fiscal year;

NOW THEREFORE BE IT ---

RESOLVED, that the Board of Trustees directs management to work with the State Treasurer’s Office to pay-off the outstanding balance of the General Obligation State Institution Bonds, Series 2003A.

Paul Patrick reviewed a proposal which would extend to other fully on-line graduate programs, the reduced fee structure approved in August for the M.Ed. Languages/ESOL. **The Budget and Finance Committee moved that the Resolution for On-line Graduate Programs – Special Tuition and Fee Structure, be adopted as presented. The Chair called for the yeas and nays, and the Resolution was passed by voice vote. Motion passed.**

**COLLEGE OF CHARLESTON
RESOLUTION OF THE BOARD OF TRUSTEES
On-line Graduate Programs – Special Tuition & Fee Structure**

January 25, 2019

WHEREAS, in August 2018 the Board of Trustees approved a special tuition and fee structure for the M.Ed. Languages / ESOL as the first graduate degree at the College of Charleston available completely on-line; and

WHEREAS, the Board recognized that it is common for both regional and non-regional competitors to adjust tuition rates for on-line programming; and further recognized that on-line delivery results in this population of students having a reduced direct impact on the campus and the utilization of those resources; and

WHEREAS, there have since been established additional graduate programs which are offered completely on-line and the College of Charleston wishes to be competitive in attracting these students;

NOW THEREFORE, be it --

RESOLVED, that the Board hereby approves the extension of the special tuition and fee structure for students in these on-line programs which shall be indexed annually at 80% of the published in-state graduate rate per credit hour, and said rate shall be applicable for both in-state and out-ofstate participants; and

RESOLVED, that the allocation of those fees be based on the applicable percentages of current graduate in-state rates; and that all other special course fees, library fees, technology fees, etc. be applied as they would ordinarily be so.

Paul Patrick apprised the Committee of the estimated costs associated with the renovation of McAlister Hall. As part of that discussion, funding options and challenges were evaluated. **The Budget and Finance Committee moved that the Resolution allowing the Allocation of Funds – McAlister Hall Renovation, be adopted as presented. The Chair called for the yeas and nays, and the Resolution was passed by voice vote. Motion passed.**

**COLLEGE OF CHARLESTON
RESOLUTION OF THE BOARD OF TRUSTEES
ALLOCATION OF FUNDS – McALISTER HALL RENOVATION**

January 25, 2019

WHEREAS, the Board of Trustees has been apprised of the need for renovation of the McAlister Hall residence facility; and

WHEREAS, the Board of Trustees has the authority under the South Carolina Code of Laws Section 59-101-185 to maintain financial management; and

WHEREAS, the Board of Trustees has the authority under the South Carolina Code of Laws Section 59130-30 (6, 8, 13) to make bylaws and regulations for the management of its affairs and its own operations not inconsistent with law; fix tuition fees and other charges for students attending the college, not inconsistent with law; adopt measures and make regulations as the board considers necessary for the proper operation of the college; and

WHEREAS, the College has, by virtue of its current fee structure, generated excess capital improvement funds which are often used to cash-fund projects or for deferred maintenance; and

WHEREAS, the 2018-2019 Appropriations Bill 4950 Part 1B 117.11 states that “During the current fiscal year, student fees at the state institutions of higher learning shall be fixed by the respective Boards of Trustees as follows: (1) Fees applicable to student housing, dining halls, student health service, parking facility, laundries and all other personal subsistence expenses shall be sufficient to fully cover the total direct operating and capital expenses of providing such facilities and services over their expected useful life except those operating or capital expenses related to the removal of asbestos;

NOW THEREFORE BE IT ---

RESOLVED, that the Board of Trustees directs the allocation of a portion of the excess capital improvement fund (the amount to be subsequently determined based on the total project cost) to be used to assist with the renovation of McAlister Hall.

DEVELOPMENT COMMITTEE:

Committee members present: Trustees Steve Swanson '89 (chair), Chuck Baker '80, Henrietta Golding '74, Randy Lowell '95, Renée Romberger '81, Craig Thornton '02, and John Wood '83

Committee member absent: Trustee Hank Futch '88

Other Board members present: Trustee David Hay '81 (Chair)

Board Liaisons present: Ann Pryor '83 (Representing the Alumni Board) and Jerry Baker (Representing the Cougar Club)

Others present: Tracey Bailey (Development Associate), Trisha Folds-Bennett (Dean, Honors College), Jimmie Foster (VP, Enrollment Planning), Cathy Mahon '80 (VP of Development), Brian McGee (Provost/Executive VP, Academic Affairs), Valerie Morris (Dean, School of the Arts), Chris Tobin (Executive VP, Institutional Advancement and Executive Director, College of Charleston Foundation)

Trustee Steve Swanson presented the following committee report:

Fundraising Report:

Cathy Mahon reported on the College's new fundraising commitments through the first two quarters of FY19. As of December 31, the College raised \$6.2 million. She referenced a number of significant six and seven figure gifts to date, several of which closed successfully with the help of President Osborne. Cathy reported that the pipeline of potential gifts through year-end is strong and that she anticipates the continued involvement of our interim president in top donor opportunities. The College's 250th Anniversary and the excitement around a new president help to position us to achieve a fiscal year goal of \$15.5 - \$17 million.

Jeff Kinard briefed the full Board regarding the mission of the Foundation Board and how the Foundation Board directs its support of the College by aligning it to the institution's strategic priorities.

FACILITIES COMMITTEE:

Committee members present: Trustees John Wood (chair), Beth Burke, and Randy Lowell

Committee members absent: Trustees Henrietta Golding, Shawn Holland, and Brian Stern

Other Board members present: Trustee David Hay (Chair of the Board)

Others present: President Steve Osborne, Melantha Ardrey (Director of Residence Life), Randy Beaver (Director of Environmental Health and Safety), Brenda Burbage (Director of Finances), Alicia Caudill (Executive VP, Student Affairs), Frank Covington (Director of Facility Operations), Trisha Folds-Bennett (Dean, Honors College), Sam Jones (Senior VP, Fiscal Services), John Morris (VP, Facilities Management), Valerie Morris (Dean, School of the Arts), Amy Orr (Director, Business and Auxiliary Services), Paul Patrick (Executive VP, Business Affairs), Cristi Schultz (Director of Architecture and Engineering), Debbie Shumate (Employee Staffing and Training Manager), and Michael Turner (Director of Facilities Planning)

Trustee John Wood presented the following committee report:

John Morris provided the following updates:

John Morris introduced the Facilities Leadership Team and presented the Facilities Management Mission, Vision, Values, and Strategic Plan.

Mr. Morris updated the Committee on major projects completed during the winter break:

- Multiple repairs to the utility distribution system
- Electrical transformer replacement
- Exterior stair modifications at Rita Liddy Hollings Science Center
- Flooring and bathroom refresh/repair
- Various departmental refreshing

GOVERNMENTAL AFFAIRS AND EXTERNAL RELATIONS COMMITTEE:

Committee members present: Trustees Cherry Daniel (Chair), Beth Burke, John Busch, and Tav Swarat

Committee members absent: Trustee Brian Stern

Others present: Shirley Hinson (Director, Government Relations), Mark Berry (Executive VP, Division of Marketing and Communications), Liz Jurisich (Faculty Speaker/Professor of Mathematics), Angela Mulholland (General Counsel), Paul Patrick (Executive VP, Business Affairs), and Sebastian Van Delden (Interim Dean, School of Sciences & Mathematics)

Trustee Daniel presented the following committee report:

Budget Update:

Paul Patrick provided the following budget update:

- FY 2019-2020 Budget Requests were submitted to the Ways and Means Committee on January 8, 2019. The Executive Budget included \$36 million for higher education to colleges if they do not increase tuition or fees. The College's portion would be \$1.6 million.

Legislative Update:

Shirley Hinson provided the following Legislative Update:

- Legislators returned to Columbia on January 8 and Ways and Means subcommittees held budget meetings the same day.
- Representative Murrell Smith was elected Chairman of the Ways and Means Committee, replacing Brian White.
- Representative Gary Simrill will serve as Chair of the Higher Education Subcommittee.
- Board Chair David Hay sent the legislators a letter in December regarding the Board's decision to elect Dr. Andrew Hsu as the new president.
- Over 700 bills were pre-filed in the House and Senate and many of them are directed to education.

- Bills of interest:
 - S.33 Campus-Free Expression Act
 - S.35 Study of the Constitution
 - S.7 Tort claims Act Increases limits from a loss to one person to \$1 million

Marketing and Communications:

Mark Berry, Executive Director of Marketing and Communications, shared with the Board a list of projects completed between October and January, specifically, he showed clips from *The College Magazine* done by his staff.

Other Business:

Board members discussed pros and cons regarding the idea of reinstating the annual Legislative Reception. President Osborne noted that he will look at the possibility of reinstating it next year. Foundation funds pay a portion of the cost.

INFORMATION TECHNOLOGY COMMITTEE:

Committee members present: Trustees John Busch (Chair), Cherry Daniel, and Craig Thornton

Committee members absent: Trustee Hank Futch

Staff Liaison present: Mark Staples (Senior VP/Chief Information Officer) and Zach Hartje (Director of Teaching, Learning and Technology)

Others present: Bissell Anderson (Chief Engineering Officer), Jim Bennett (Director of Enterprise Applications), Deanna Caveny (Associate Provost, Faculty Affairs), Kathryn Drinkuth (Director of IT Communications), Philip Paradise (Director of IT Support Services), and Portia Prioleau (Director, Finance and Planning)

Trustee John Busch (Chair) presented the following committee report:

Discussion items:

- Portia Prioleau presented Project Management Office Updates and Budget Updates.
- Zach Hartje presented the Academic Initiatives Update.
- Jamey Rudisell and Sarina Russotto presented Privacy, Information Security, and Assurance Updates.

Information items:

- Kathryn Drinkuth presented IT Communications Update
- Bissell Anderson presented the Infrastructure Update
- Jim Bennett presented Enterprise Applications
- Philip Paradise presented IT Support Services

Mark Staples briefed the Board of Trustees on TEAMS, the new unified messaging system being utilized by the College in an effort to go as paperless as possible. He will send the Board of Trustees an email with instructions for accessing the TEAMS app.

HOUSEKEEPING/INFORMATION ITEMS:

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

- The General Assembly's Board Candidate Elections will be held on Wednesday, February 6, at 12:00 noon in Columbia.

As soon as the Secretary of State certifies the elections, our Board Candidate, either Laurin Burch or Adam Smith, will begin filling the remainder of the term for the Fifth District, Seat 10, previously held by Todd Warrick.

- The next Executive Committee meeting will be held on Tuesday, March 26, 2019, at 10:00 a.m.
- Budget Workshop will be held on Monday, May 13, 2019, 9:00 a.m. – 1:00 p.m.
- Budget and Finance Committee meeting will be held on Thursday, May 23, 2019, at 10:00 a.m.
- Remaining 2019 Board of Trustees Meeting Dates:
 - Thursday, April 11, and Friday, April 12
 - Monday, June 3, and Tuesday, June 4
 - Thursday, August 8, and Friday, August 9
 - Thursday, October 17, and Friday, October 18
- Ms. Kassebaum thanked those who participated in the Board/Faculty/Students/Staff/Deans Shadowing Program last semester. She noted that she will send an email regarding the Spring Semester Shadowing Program.

PRESENTATION TO ROY SNIPE:

Chair Hay recognized Roy Snipe who is retiring after 30 years as Audio Visual Events Coordinator at the College. He thanked him for all of his hard work and dedication to the College and presented him with a small token of appreciation for his years of service to the College of Charleston.

EXECUTIVE SESSION:

The motion was made by Trustee Demetria Clemons, and seconded by Trustee Renee Romberger, to go into Executive Session at 12:07 p.m. for the following purposes: (1) Discussion of negotiations incident to proposed contractual arrangements and proposed purchase/lease of property; (2) Employee Records – legal matters and executive contract negotiations – personnel matters. (3) Legal Counsel will consult and provide legal advice on litigation, including actual and potential legal claims; and (4) Contract Negotiations. All in favor.

Trustees Hank Futch, Shawn Holland, and Brian Stern participated by conference call. Chair Hay asked them to acknowledge that they were on a phone line not being recorded and in a private venue and alone while on the call. Trustees Futch, Holland, and Stern responded affirmatively.

Chair Hay asked the following staff members, in addition to President Osborne, to remain and attend Executive Session: Mark Berry, Alicia Caudill, Betty Craig, Jimmie Foster, Debbie Hammond, Rénard Harris, Elizabeth Kassebaum, Brian McGee, John Morris, Angela Mulholland, Paul Patrick, Jim Posey, Matt Roberts, Mark Staples, Kendra Stewart, and Chris Tobin. The following Academic Deans remained for Executive Session: Trisha Folds-Bennett, Jerry Hale and Valerie Morris.

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

The motion was made by Trustee Demetria Clemons, and seconded by Trustee Renee Romberger, to recess the meeting for lunch at 12:08 p.m. All in favor.

[Lunch was available during Executive Session.]

[Kimberly Gertner joined Executive Session for her report. She left the meeting following her report at 1:02 p.m.]

At this point, at 1:32 p.m., only the Board Members, President Osborne, Mark Berry, Alicia Caudill, Betty Craig, Jimmie Foster, Debbie Hammond, Rénard Harris, Elizabeth Kassebaum, Brian McGee, John Morris, Angela Mulholland, Paul Patrick, Jim Posey, Matt Roberts, Mark Staples, Kendra Stewart, and Chris Tobin shall remain and attend Executive Session at this time. *[Academic Deans left the meeting.]*

At this point, at 1:52 p.m., only the Board Members, President Osborne, Angela Mulholland, and Katie Ford will attend Executive Session at this time. All others were asked to leave the Boardroom. Divya Bhati returned to the Boardroom for this part of Executive Session.

[Elizabeth Kassebaum asked Katie Ford to join Executive Session in the Boardroom.]

The motion was made by Trustee Renée Romberger, and seconded by Trustee Demetria Clemons, to come out of Executive Session at 2:59 p.m. All in favor.

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

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

The motion was made by Trustee Renée Romberger, and seconded by Trustee Craig Thornton, that the meeting be adjourned at 2:59 p.m. All in favor.