

(Approved at October 16, 2020 Board of Trustees Meeting)

**COLLEGE OF CHARLESTON**  
**UNIVERSITY OF CHARLESTON, SC**  
Budget, Finance & Facilities Committee Special Meeting  
Board of Trustees Special Meeting

Zoom Video Conference\*  
Randolph Hall Boardroom

Presiding:  
David M. Hay, Chair, Board of Trustees

**TUESDAY, SEPTEMBER 29, 2020**  
**1:00 p.m.**

**Board Members Participating via Zoom Video Conference** – Trustees Chuck Baker, Laurin Burch, Beth Burke, John Busch, Demetria Clemons (Vice Chair), Hank Futch, Andy Gianoukos, Henrietta Golding, David Hay (Chair), Shawn Holland, Randy Lowell, Toya Pound, Renée Romberger, Penny Rosner, Brian Stern, Steve Swanson, Tav Swarat, Craig Thornton, Ricci Welch, and John Wood

**Other Attendees Participating via Zoom Video Conference** – President Andrew Hsu, Suzanne Austin, Mark Berry, Alicia Caudill, Betty Craig, John Curtis, Renard Harris, Elizabeth Kassebaum, John Loonan, Ron Menchaca, John Morris, Angela Mulholland, Paul Patrick, Shane Quinn, Matt Roberts, Mark Staples, Amy Takayama-Perez, Chris Tobin, and Dawn Willan

(only attending Board Members, President Hsu, Chief of Staff, Senior Leadership Team, Board Office Staff, and others presenting or participating in the meeting are noted as attendees).

**WELCOME**

Elizabeth Kassebaum, Executive Secretary for the Board of the Trustees and meeting organizer for today's virtual meeting, welcomed everyone, including Andy Gianoukos, newly elected Board member attending his first Board meeting, and turned the meeting over to Committee Chair Randy Lowell for the Budget, Finance, and Facilities Committee Special Meeting.

*\*Board of Trustees Meeting held via Zoom Video Conferencing due to COVID-19 crisis.*

## **BUDGET, FINANCE AND FACILITIES COMMITTEE SPECIAL MEETING**

Trustee Randy Lowell, Chair; Trustee John Wood, Vice Chair

**Committee Members** – Trustees Randy Lowell (Chair); Chuck Baker; Beth Burke; Demetria Clemons; Henrietta Golding; Shawn Holland, Renée Romberger; Brian Stern; Steve Swanson; and John Wood (Vice Chair); David Hay, *ex officio*; Andrew Hsu, *ex officio*, non-voting

### **Call to Order**

Committee Chair Randy Lowell called this special meeting to order at 1:08 p.m. He welcomed everyone and called for a motion from a member of the Budget, Finance and Facilities (BFF) Committee to go into Executive Session.

### **Executive Session**

**The motion was made by Trustee John Wood, and seconded by Trustee Steve Swanson, to go into Executive Session for the following purposes: (1) Discussion of negotiations incident to proposed contractual arrangements and proposed purchase/lease of property; (2) Discussion of trade secrets (Section 30-4-40) where public disclosure would expose commercially valuable plans, marketing services, and competitive information; and (3) Employee records – legal matters and executive contract negotiations – personnel matters. All in favor.**

*[Only the Board Members, President Hsu, Senior Team, Dawn Willan and Elizabeth Kassebaum remained for Executive Session. All other attendees entered the waiting room.]*

**The motion was made by Trustee John Wood, and seconded by Trustee Steve Swanson, to come out of Executive Session at 2:08 p.m. and resume regular session. All in favor.**

Regular Session resumed.

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

### **New Business/Old Business**

**The motion was made by Trustee Henrietta Golding, and seconded by Trustee John Wood, to approve the Budget for Fiscal Year 2020-2021 Resolution as presented. Committee Chair Lowell called for the yeas and nays, and the motion unanimously passed.**

**COLLEGE OF CHARLESTON  
RESOLUTION OF THE BOARD OF TRUSTEES  
ON  
BUDGET FOR FISCAL YEAR 2020-2021**

**September 29, 2020**

**As Approved and Recommended by the  
Budget and Finance Committee  
September 29, 2020**

**WHEREAS**, College management has presented the Board separate documents, entitled the College of Charleston 2020-2021 Proposed Budget that are included herein by this reference;

**WHEREAS**, the Board of Trustees approved a three-month continuing budget resolution on June 9, 2020;

**WHEREAS**, the Proposed Budget contains recommendations regarding twelve month College budget for the 2020-2021 Fiscal Year;

**WHEREAS**, College management is of the opinion that the proposed twelve month budget recommendations for the 2020-2021 Fiscal Year are reasonable given the impact of current enrollments, state budget concerns, and fully consistent with the need to maintain elements of the College's Strategic Plan and to meet the operational and deferred capital needs of the College, while taking into account the effect on its students and families, and the College's tuition level relative to other public institutions of higher education in the State; and

**WHEREAS**, the Board of Trustees instructs the Administration to continue efforts to review program costs and strive for improved efficiencies.

**NOW THEREFORE, BE IT ---**

**RESOLVED**, that for the 2020-2021 Fiscal Year, College management is hereby authorized to continue to hold undergraduate and graduate tuition rates, student fees, residential housing, meal plans, and related programs at the same amounts approved at the June 9, 2020 Board meeting; and

**RESOLVED**, that for the 2020-2021 Fiscal Year, College management is hereby authorized to implement the proposed budget contained therein; and

**RESOLVED**, that the College continue its review of program costs and efficiencies.

**Motion to Adjourn**

**The motion was made by Trustee John Wood, and seconded by Trustee Chuck Baker, that the Budget, Finance and Facilities Committee be adjourned at 2:14 p.m. All in favor.**

**BOARD OF TRUSTEES SPECIAL MEETING**

Chair Hay called this special meeting to order at 2:15 p.m. noting that the meeting notice has been posted and the press notified as required by the Freedom of Information Act.

The Budget, Finance and Facilities Committee met earlier today and approved the 2020-2021 Fiscal Year Budget Resolution.

All Board members were provided a copy of the Resolution for review prior to the meeting and a copy is on the screen. Therefore, Chair Hay asked for unanimous consent to dispense with the reading of the “Whereas” sections of the Budget Resolution. All in favor.

However, Chair Hay read the “Resolved” sections of the Resolution.

**“NOW THEREFORE, BE IT ---**

**RESOLVED**, that for the 2020-2021 Fiscal Year, College management is hereby authorized to continue to hold undergraduate and graduate tuition rates, student fees, residential housing, meal plans, and related programs at the same amounts approved at the June 9, 2020 Board meeting; and

**RESOLVED**, that for the 2020-2021 Fiscal Year, College management is hereby authorized to implement the proposed budget contained therein; and

**RESOLVED**, that the College continue its review of program costs and efficiencies.”

**The Budget, Finance and Facilities Committee moves that the Resolution to approve the 2020-2021 Fiscal Year Budget be adopted as presented. The Chair called for the yeas and nays, and the motion was unanimously approved. Twenty (20) Board members voted in favor.**

#### **New Business/Old Business**

The Audit and Governance Committee met yesterday afternoon and moved that the full Board approve the Comprehensive Annual Financial Report (CAFR) at today’s special Board meeting. The report is due to the State on September 30.

**The Audit and Governance Committee moves that the Comprehensive Annual Financial Report (CAFR) be approved as presented. The Chair called for the yeas and nays, and the motion was approved. All in favor.**

#### **Motion to Adjourn**

**The motion was made by Trustee John Wood, and seconded by Trustee Steve Swanson, that the meeting be adjourned. All in favor.**