

(Approved at August 8, 2024 Board of Trustees Meeting)
COLLEGE OF CHARLESTON
UNIVERSITY OF CHARLESTON, SC
Board of Trustees Meeting/Retreat
June 10-11, 2024

The Mills House/Zoom Video Conference

Presiding:
Renée B. Romberger, Chair, Board of Trustees

Trustee Laurin Burch, Chair, Budget, Finance, & Facilities Committee

MONDAY, JUNE 10, 2024
8:30 a.m.

Board Members Present – Trustees Hank Futch, Darryl Fyall, Andy Gianoukos, Henrietta Golding, David Hay, Shawn Holland, Matt Klein, Renée Romberger (Chair), Penny Rosner, Brian Stern, Steve Swanson (Vice Chair), Tav Swarat, Craig Thornton, Ricci Welch (Secretary), Derrick Williams and Neysa Williams

Board Member(s) Absent – Trustees Laurin Burch, Beth Burke and Toya Pound

President's Cabinet Present – President Andrew Hsu, Suzanne Austin, Chuck Baker, Mark Berry, Alicia Caudill, Jimmie Foster, Dan Frezza, Courtney Howard, John Loonan, Michelle McGrew, Ron Menchaca, Paul Patrick, Matt Roberts and Mark Staples

President's Cabinet Absent – Knudt Flor

Other Attendees Present – Joh-nette Brown, Ellen Chaffee, J.J. Corbett, Betty Craig, Elizabeth Kassebaum, Lance Laidlaw, Everett McInnis, William Veal and Dawn Willan

(Only attending Board Members, President Hsu, Chief of Staff, President's Cabinet, Board Office Staff, and others presenting or participating in the meetings are noted as attendees).

BOARD OF TRUSTEES MEETING – The Mills House

Welcome/Call to Order

Chair Romberger called the meeting to order at 8:30 a.m. noting that the meeting notice has been posted and the press notified as required by the Freedom of Information Act.

Board Governance Presentation

Chair Romberger introduced Dr. Ellen Chaffee, Interim President and CEO of the Association of Governing Boards, and Consultant for this Board Retreat. Dr. Chaffee delivered a presentation, "Role and Responsibilities of Board Members," including Best Practices in Board Governance.

[Break – Buffet Lunch]

BOARD OF TRUSTEES MEETING RECESSED

Chair Romberger recessed the Board meeting at 12:53 p.m. and turned it over to Committee Vice Chair Steve Swanson for the Budget, Finance and Facilities Committee Meeting.

BUDGET, FINANCE AND FACILITIES COMMITTEE MEETING

Trustee Laurin Burch, Chair; Trustee Steve Swanson, Vice Chair

Committee Members Present – Trustees Darryl Fyall, Henrietta Golding, David Hay, Shawn Holland, Matt Klein, Brian Stern, Steve Swanson (Vice Chair), Neysa Williams, Renée Romberger (ex officio) and Andrew Hsu (ex officio, non-voting)

Committee members Absent – Trustee Laurin Burch

Call to Order

Committee Vice Chair Swanson called the meeting to order at 12:54 p.m. noting that the meeting notice has been posted and the press notified as required by the Freedom of Information Act.

Approval of Minutes

The motion was made by Trustee Matt Klein, and seconded by Trustee Neysa Williams, that the minutes of the May 22, 2024 Budget, Finance and Facilities Committee Budget Workshop be approved as presented. The Chair called for the yeas and nays, and the Minutes were approved.

Review of Proposed 2024-2025 Tuition and Fees, Student Housing Fees, Food Service Fees and Budget

- Fiscal Year 2025 Budget Recap – *John Loonan*
 - 0% In-State Tuition Increase
 - 3.95% Out-of-State Tuition Increase
 - 6% Food Services Increase

Old Business/New Business

Motion to Approve Proposed Tuition and Fees, Student Housing Fees, Food Service Fees and Budget for Fiscal Year 2024-2025 (Resolution)

The motion was made by Trustee Henrietta Golding, and seconded by Trustee Neysa Williams, to approve the Resolution on “Tuition and Fees, Student Housing Fees, Food Service Fees and Budget for Fiscal Year 2024-2025” as presented. The Chair called for the yeas and nays, and the motion was unanimously approved.

COLLEGE OF CHARLESTON
RESOLUTION OF THE BOARD OF TRUSTEES
ON
TUITION AND FEES, STUDENT HOUSING FEES, FOOD SERVICE FEES
AND BUDGET FOR FISCAL YEAR 2024-2025
As Approved and Recommended by the
Budget and Finance Committee
June 10, 2024

WHEREAS, College management has presented the Board separate documents, entitled the College of Charleston 2024-2025 Proposed Budget and the College of Charleston 2024-2025 Fees (collectively referred to in this Resolution as the “Proposed Budget and Fees”) that are included herein by this reference;

WHEREAS, the Proposed Budget and Fees contains recommendations regarding adjustments to student tuition and fees as well as a College budget for the 2024-2025 Fiscal Year;

WHEREAS, College management is of the opinion that the proposed budget and its tuition and fee recommendations for the 2024-2025 Fiscal Year are reasonable given the impact of current enrollments and legislatively initiated salary and retirement increases, 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 2024-2025 Fiscal Year, College management is hereby authorized and directed to set undergraduate and graduate tuition and fees for each semester in the following amounts:

1. \$6,259, for resident undergraduate students;
2. \$18,918, for nonresident undergraduate students; and

RESOLVED, that for the 2024-2025 Fiscal Year, College management is hereby authorized to assess student fees in the amounts presented to the Board in the Proposed Budget and to implement the proposed budget contained therein; and

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

RESOLVED, that the College provide timely notice to students and student applicants of the tuition and fees for the 2024-2025 Fiscal Year.

Motion to Adjourn

The motion was made by Trustee Swanson, and seconded by Trustee Hay, that the Budget, Finance and Facilities Committee meeting be adjourned at 1:43 p.m. All in favor.

[Break]

BOARD OF TRUSTEES MEETING RECONVENED – *Alumni Hall*

Welcome/Call to Order

Chair Romberger reconvened the meeting at 2:00 p.m. noting that the meeting notice has been posted and the press notified as required by the Freedom of Information Act.

Motion to Approve Proposed Tuition and Fees, Student Housing Fees, Food Service Fees and Budget for Fiscal Year 2024-2025 (Resolution)

At its meeting earlier today, the Budget, Finance and Facilities Committee unanimously approved the Tuition and Fees, Student Housing Fees, Food Service Fees and budget for Fiscal Year 2024-2025 Resolution.

The Budget, Finance and Facilities Committee moves that the Resolution to approve the “Tuition and Fees, Student Housing Fees, Food Service Fees and Budget for Fiscal Year 2024-2025” be adopted as presented. The Chair called for the yeas and nays, and the motion was passed unanimously.

Motion to Approve Buono Endowed Professorship in Commercial Real Estate

At its meeting on April 11, 2024, the Development, Alumni, Governmental and External Relations Committee approved the Buono Endowed Professorship in Commercial Real Estate.

NOTE FOR THE RECORD: Since a full Board vote wasn’t taken at the April Board meeting, the Development, Alumni, Governmental and External Relations Committee made the following motion for the full Board’s approval at today’s meeting.

The Development, Alumni, Governmental and External Relations Committee moves that the Buono Endowed Professorship in Commercial Real Estate be approved. The Chair called for the yeas and nays, and the motion was passed unanimously.

Executive Session

The motion was made by Trustee Steve Swanson, and seconded by Trustee Derrick Williams, to go into Executive Session at 2:04 p.m. for “Receipt of legal advice where the legal advice relates to a pending, threatened, or potential claim or other matters covered by the attorney-client privilege”, “Discussion of negotiations incident to proposed contractual arrangements and proposed purchase/lease of property”, “Employee records – legal matters and executive contract negotiations – personnel matters”, Personnel matters – legal matters covered by attorney-client privilege; and “Discussion of trade secrets (Section 30-4-40) where public disclosure would expose commercially valuable plans, marketing services and competitive information.” All in favor.

[Only the Board of Trustees, President Hsu, President’s Cabinet, Board Staff and IT Staff remained for Executive Session. All others were put in the waiting room.]

The motion was made by Trustee Ricci Welch, and seconded by Trustee Craig Thornton, to come out of Executive Session at 3:35 p.m. All in favor.

Chair Romberger noted that no action was taken in Executive Session.

[Public Session resumed.]

CAMPUS FRAMEWORK PLAN

Paulette Myers and Laura Slagel, Design Team with McMillan Pazdan Smith Architects, reviewed the Campus Framework Plan, including design standards, recent buildings, and setting design parameters for new buildings, leaving the Board of Trustees with an understanding of future construction on campus.

BOARD OF TRUSTEES MEETING RECESSED

Chair Romberger recessed the Board meeting until, Tuesday, June 11, at 8:00 a.m. for breakfast and the Board meeting at 8:30 a.m.

TUESDAY, JUNE 11, 2024

Board Members Present – Trustees Renée Romberger (chair), Hank Futch, Darryl Fyall, Andy Gianoukos, Henrietta Golding, Shawn Holland, Matt Klein, Toya Pound, Renée Romberger (secretary), Penny Rosner, Brian Stern, Steve Swanson (vice chair), Tav Swarat, Craig Thornton and Derrick Williams

Board Member(s) via Zoom – Trustees Laurin Burch, Ricci Welch and Neysa Williams

Board Member(s) Absent – Trustees Beth Burke

President’s Cabinet Present – President Andrew Hsu, Chuck Baker, Mark Berry, Alicia Caudill, Jimmie Foster, Dan Frezza, Courtney Howard, John Loonan, Michelle McGrew, Ron Menchaca, Paul Patrick, Matt Roberts and Mark Staples

President’s Cabinet via Zoom – Suzanne Austin

President’s Cabinet Absent – Knudt Flor

Other Attendees Present – Joh-nette Brown, J.J. Corbett, Betty Craig, Elizabeth Kassebaum, Lance Laidlaw and William Veal

(Only attending Board Members, President Hsu, Chief of Staff, President’s Cabinet, Board Office Staff, and others presenting or participating in the meetings are noted as attendees).

BOARD OF TRUSTEES MEETING RECONVENED

Chair Romberger reconvened the full Board meeting at 8:33 a.m.

Executive Session

The motion was made by Trustee Tav Swarat, and seconded by Trustee Derrick Williams, to go into Executive Session at 8:35 a.m. for “Receipt of legal advice where the legal advice relates to a pending, threatened, or potential claim or other matters covered by the attorney-client privilege”, “Discussion of negotiations incident to proposed contractual arrangements and proposed purchase/lease of property”, “Employee records – legal matters and executive contract negotiations – personnel matters”, Personnel matters – legal matters covered by attorney-client privilege; and “Discussion of trade secrets (Section 30-4-40) where public disclosure would expose commercially valuable plans, marketing services and competitive information.” All in favor.

[Only the Board of Trustees, President Hsu, President’s Cabinet, Board Staff and IT Staff remained for Executive Session. All others were put in the waiting room.]

EXECUTIVE SESSION RECESSED FOR TOUR OF SIMONS CENTER

Chair Romberger recessed the Board meeting for the Board members to tour the newly renovated Simons Center.

EXECUTIVE SESSION RESUMED DURING LUNCH

The motion was made by Trustee Brian Stern, and seconded by Trustee Derrick Williams, to come out of Executive Session at 12:28 p.m. All in favor.

Chair Romberger noted that no action was taken in Executive Session.

[Public Session resumed.]

MOTION TO APPROVE AND SUPPORT EFFORTS TO PURCHASE 99 ST. PHILIP STREET AND 106 COMING STREET

Upon careful review of all of the associated issues, the Administration recommends the Board of Trustees make a motion to approve and support efforts to purchase the parcels at 99 St. Philip Street and 106 Coming Street, including the student housing facility currently leased by the College and to further approve and support efforts associated with the property exchange with the City of Charleston with the College acquiring the land at 81 Wentworth Street and disposing of the land at 32 St. Philip Street.

The motion was made by Trustee Steve Swanson, and seconded by Trustee Craig Thornton, to approve and support efforts to purchase the parcels at 99 St. Philip Street and 106 Coming Street, including the student housing facility currently leased by the College. The Chair called for the yeas and nays, and the motion passed. Trustee Brian Stern voted no; Trustee Derrick Williams abstained from voting.

MOTION TO APPROVE AND SUPPORT EFFORTS ASSOCIATED WITH PROPERTY EXCHANGE WITH THE CITY OF CHARLESTON

The motion was made by Trustee Brian Stern, and seconded by Trustee Andy Gianoukos, to approve and support efforts associated with the property exchange with the City of Charleston with the College acquiring the land at 81 Wentworth Street and disposing of the land at 32 St. Philip Street. The Chair called for the yeas and nays, and the motion passed. Trustee Derrick Williams abstained from voting.

CHAIR ROMBERGER'S "WRAP UP"

2023-24 President's Evaluation Process & Schedule

Chair Romberger shared the process for President Hsu's evaluation during the summer.

"I will send the Evaluation survey document to the Board of Trustees in early July. Please send me your completed evaluations by Friday, July 19, and I will compile the "Agency Head Survey Composite Form" to be submitted with the completed evaluation to the Agency Head Salary Commission by August 15.

To assist you in completing the Evaluation survey document, a copy of President Hsu's Accomplishments for Year 4 is at your places and Mark Berry will send everyone an electronic copy as well.

Meanwhile, in accordance with the Board of Trustees/Foundation MOU, I share the President's Accomplishment documents with the Officers of the Foundation Board to ensure their feedback regarding the President's Evaluation as well.

At the August 9th Board meeting, I will discuss the results of President Hsu's Evaluation Survey Composite document with the Board of Trustees and then with President Hsu.

Thank you in advance for your careful consideration of President Hsu's Evaluation Survey that I will share with you the first of July."

Committee Assignment Process

Chair Romberger shared that tomorrow, Wednesday, June 12, Elizabeth Kassebaum will send all Board members a document listing all of the committees and asking them to select their top three committee choices by Friday, June 14. The new BOT committee assignments will be distributed by the end of June.

Committee Structure

Chair Romberger has had numerous discussions with Board members regarding committee structure and how to continue that structure to make it meaningful for all Board members. Their ideas have been grouped into categories and based on overall feedback, Chair Romberger proposed “The New Board of Trustees Meeting Structure” to be implemented at the August 7, 8 & 9, 2024 Board of Trustees Meeting:

Board of Trustees Meeting Schedule

Wednesday

7:00 p.m. – 9:00 p.m. – Dinner for BOT – *Blacklock House*

Thursday

Breakfast – 8:00 a.m. – 8:30 a.m.

Board of Trustees Vision, Strategy and Priorities – 8:30 a.m. – 11:45 a.m.

Lunch – 12:00 p.m. – 12:50 p.m.

Walk About – Tour of Relevant Campus Facility(s) – 1:00 p.m. – 1:50 p.m.

Committee Meeting performance Indicator Reports – 2:00 p.m. – 5:10 p.m.

Budget, Finance and Facilities Committee Meeting

Academic Affairs Committee Meeting

Student Affairs and Athletics Committee Meeting

Development, Alumni, Governmental and External Relations Committee Meeting

Access, Equity and Inclusion Committee Meeting

Audit and Governance Committee Meeting

Recess – 5:10 p.m.

Dinner – 6:30 p.m.

Friday

Breakfast – 8:00 a.m. – 8:30 a.m.

Board of Trustees Meeting (Public Session) – 8:30 a.m. – 11:45 a.m.

Reports:

Alumni Association, Foundation, Athletics Fund, Faculty Speaker & Staff Advisory

Board of Trustees Committee Chairs’ Reports

Committee Resolutions/Motions

President’s Report

Chair’s Report

Board of Trustees Meeting (Executive Session) – 11:45 a.m. – 1:00 p.m.

Lunch and Old Business/New Business – 1:00 p.m.

Adjourn – 2:00 p.m.

Motion to Approve Proposed “New Board of Trustees Meeting Structure”

The motion was made by Trustee Henrietta Golding that Chair Romberger’s proposed “New Board of Trustees Meeting Structure” be deferred and considered at the August Board meeting. There was no second.

The motion was made by Trustee Brian Stern, and seconded by Trustee Swanson, that the proposed “New Board of Trustees Meeting Structure” be approved and implemented at the August 7, 8 & 9, 2024 Board of Trustees Meeting. The Chair called for the yeas and nays, and the motion passed.

Housekeeping Items

Elizabeth Kassebaum shared a few housekeeping items:

Proposed 2025 Board Meeting Dates:

January 22-23-24 (Wednesday, Thursday & Friday)

March 26-27-28 (Wednesday, Thursday & Friday)

 NCAA Sweet 16, March 27-30

 Masters Golf, April 7-13

 Good Friday, April 18

 Easter, April 20

 Heritage, April 15-20

May 21 (Budget Committee Budget Workshop)

June 2-3 (Monday & Tuesday)

August 20-21-22 (Wednesday, Thursday & Friday)

October 15-16-17 (Wednesday, Thursday & Friday)

Motion to Adjourn

The motion was made by Trustee Hay, and seconded by Trustee Futch, that the meeting be adjourned at 1:30 p.m. All in favor.