

**MINUTES OF THE REGULAR MEETING
BOARD OF REGENTS OF HARRIS-STOWE STATE UNIVERSITY
October 28, 2014**

Chairwoman Cook asked Mrs. Sutherlin to conduct roll call. A motion was made by Regent Dickson, seconded by Regent Norwood and unanimously approved to convene the regular session of the Board of Regents of Harris-Stowe State University. The meeting was held on Tuesday, October 28, 2014, starting at 8:05 a.m., in the Board of Regents Conference Room (101), the Dr. Henry Givens, Jr. Administration Building. Attendance at this meeting is summarized below:

MEMBERS OF THE BOARD OF REGENTS:

Present:

Mrs. Thelma V. Cook, Chairwoman
Mr. Reginald Dickson
Mrs. Christine Chadwick
Atty. Ronald Norwood

Absent:

Ms. Debra Hollingsworth

REPRESENTATIVES FROM THE PRESIDENT'S OFFICE

Present:

Dr. Dwaun J. Warmack, President
Mrs. Lea Sutherlin, Executive Assistant to the President and Secretary to the Board

MEMBERS OF THE PRESIDENT'S ADMINISTRATIVE COUNCIL

Present:

Dr. Dwyane Smith, Vice President for Academic Affairs
Mr. James Fogt, Vice President, Strategic Planning and IT Services
Dr. Michelle McClure, Assistant Vice President for Academic Affairs
Mr. Brian Huggins, Comptroller
Mr. Reynolda Brown, Director of Admissions, Advisement and Retention
Mr. Emmanuel Lalande, Dean of Student Success
Mrs. Tammy Kimbrough, Director of Human Resources
Mrs. Meaghan Ong, Coordinator of Institutional Research
Dr. Fara Zakery, Dean, Anheuser-Busch School of Business
Dr. Odesa Weatherford-Jacobs, Interim Dean, College of Education
Ms. Brenda Talbot, Coordinator, University Relations
Dr. Olawabi Tihamiyu, HSSU Faculty Senate

Absent:

Ms. Lashanda Boone, Vice President, Student Affairs and Enrollment Management
Mrs. Heather Bostic, Executive Director, Title III and Sponsored Programs
Dr. Lateef Adelani, Dean, College of Arts and Sciences
Mr. Adrian Kelly, HSSU SGA President

Other Attendees:

Dr. Jay Balakrishna, HSSU Professor of Physics
Dr. Jana Marcette, HSSU Professor of Life Sciences
Atty. Thomas Mickes, Mickes, Goldman, O'Toole LLC Attorneys at Law

FOREWORD:

The minutes presented below are a summary of the discussions, deliberations and actions of the Board of Regents at its October 28, 2014 meeting. As such, only the main ideas, suggestions and courses of action are substantively presented. Verbatim statements or detailed descriptions of discussions and actions are not included.

SUMMARY OF REPORTS, DELIBERATIONS AND ACTIONS:

1. REPORT(S) OF THE CHAIR AND MEMBERS OF THE BOARD:

- A. **APPROVAL OF THE AUGUST 2014 MINUTES: A motion was made by Regent Dickson, seconded by Regent Norwood , and unanimously carried for approval of the August 2014 Board minutes.**

2. REPORT OF THE PRESIDENT ON A VARIETY OF INSTITUTIONAL PROGRAMS AND PROJECTS:

.....President Warmack

Prior to his report, Dr. Warmack shared that six local jazz artists were inducted into the new St. Louis Jazz Hall of Fame, as a part of the Don and Heide Wolff Jazz Institute (WJI), during the Alumni Gold Gala held on October 26. He stated that there was a very diverse crowd in terms of race, gender, and age. He thanked Ronn Nichols, director of the WJI, for taking the lead on this historical effort, and noted that the WJI will collaborate with the new Jazz Bistro in the near future.

Regent Dickson shared that all inductees performed and that this was an important moment in their careers. He added that it was a banner evening for HSSU.

- A. **Report on Presidential Meeting Summaries (August 26 – September 22, 2014 & September 23, 2014 – October 28, 2014):** Dr. Warmack reviewed his presidential meeting summaries as a part of his 30,60, 90 Plan. He highlighted the meeting with Kelvin Westbrook where bridge and dual enrollment programs were discussed. Dr. Warmack also highlighted his visit with the Clyde C. Miller Entrepreneurship Group. He shared that each student had a GPA of 3.4 or better and high ACT scores. He added that as a result of his visit, there is a possibility that the valedictorian, who currently has a GPA of 4.2 and 27 ACT will consider HSSU over Princeton and other Ivy League offers.

Regent Chadwick stated that she noticed several corporate calls and asked if any new doors were opening.

Dr. Warmack stated that the meetings have presented wonderful opportunities and that Andy Taylor (Enterprise) asked him for a list of the top ten needs at HSSU. He added that he has future meetings scheduled with Monsanto and Emerson.

Chairwoman Cook shared that the Regional Chamber recently hosted a welcome luncheon for President Warmack and that it was a great afternoon. She noted that this was a “first” for HSSU and that along with networking, HSSU students who are interning at two of the several represented corporations were present.

Dr. Warmack also shared that he was invited by Mike Neitzel to attend the Governor’s conference on the new commission being developed in Ferguson. He added that he had also met with Maida Coleman and Atty. Marvin Teer.

- B. Dr. Warmack asked members of the Board to “save the date” for the upcoming Harris-Stowe State University Presidential Inauguration to be held on April 17, 2015.
- C. **REPORT ON COMMITTEE APPOINTMENT TO DEVELOP FIVE-YEAR STRATEGIC PLAN:** Dr. Warmack reported that the University is in the process of developing its Five-Year Strategic Plan. He stated that an inclusive team has been identified made up of 34 individuals who are representative of faculty, staff and students. He shared that this will guide the work of the University for the next five years and that the final draft will be submitted to the Board. He noted that one glitch is that it is tough to develop an effective strategic plan without a meaningful mission statement. He added that the mission statement must be precise and to the point but that the current statement is almost three pages. He further noted that he will discuss with the Board how to condense the

mission statement at a later date. Dr. Warmack then shared that the Five-Year Strategic Plan will be the focus of his inauguration presentation.

- D. **REPORT ON GOVERNOR’S RELEASE OF APPROPRIATIONS AND FUNDING FOR CAPITAL PROJECTS:** Dr. Warmack reported that the Governor recently released \$200 million for capital projects and that HSSU will receive \$2.2 million. He stated that he and the HSSU Team are taking a critical look at how to use those funds and meetings are being held on how to get the greatest impact from these dollars.
- E. **REPORT ON SENATOR CLAIRE MCCASKILL’S FORUM HELD AT HARRIS-STOWE:** Dr. Warmack reminded that HSSU was honored to host Senator Claire McCaskill regarding her efforts against sexual assault on college and university campuses, and that multiple institutions were represented. He thanked Board members for being present, and noted that HSSU will always ensure compliance with security requirements.
- F. **REPORT ON TOWN HALL MEETING SPONSORED BY HARRIS-STOWE STATE UNIVERSITY AND THE GREATER ST. LOUIS ASSOCIATION OF BLACK JOURNALISTS (GSLABJ) ON SEPTEMBER 17:** Dr. Warmack reported that Harris-Stowe State University received its first national broadcast as an intellectual think tank. He stated that HSSU, in partnership with the Greater St. Louis Association of Black Journalists (GSLABJ), and the National Association of Black Journalists (NABJ), sponsored a town hall meeting, “Grading the News: Media Coverage of Ferguson,” on September 17, 2014 in the Givens Administration Building Main Auditorium, to discuss the role social media played in the events surrounding Ferguson and how journalists should cover this story moving forward. He stated that HSSU has been in the forefront of the pertinent issues surrounding this tragedy, and that *C-SPAN* was on campus to tape the event for later national broadcasting. He thanked the staff and Brenda Talbot for helping to organize this event.

Dr. Warmack then shared that Washington University Chancellor Mark Wrighton has plans to bring together a group of area presidents on what can be done to create a meaningful impact as a team.

- G. **REPORT ON NEW HARRIS-STOWE STATE UNIVERSITY STAFF ASSOCIATION:** Dr. Warmack shared that HSSU now has a staff association of which Meghan Ong is the president. He shared that this stemmed from his 15 minute one on one session with Meghan and her thoughts about staff spirit at HSSU. He further shared that he asked her to develop the association and she immediately put together a committee that asked her to serve as its leader.

Mrs. Ong shared that the program is still being built and that (1) officers have been meeting on creating by-laws; (2) two informational meetings have been held; and (3) the committee is now working on developing some of the ideas from those meetings. She noted that sub-committees will help to work on projects. She added that there is a small budget to conduct professional development on campus in order to boost morale, and that everyone involved thus far, seems to be excited and getting involved.

- H. Dr. Warmack also reported on the following.

(1) HSSU recently entered into a consortium with China along with 25 other HBCUs. He stated that the opportunity for participants will be fully paid by the Chinese government for students to study in China. He shared that HSSU will send about 10 students from the Anheuser-Busch School of Business and that HSSU will offset fees for visas and travel from the AB InBev Scholarship which includes international experiences.

(2) HSSU is partnering with SLU to house international students in HSSU’s residence hall from November 3 through December 4. He stated that the residence halls are not at 100% occupancy and that this is unacceptable to him. He added that partnership will help to offset lack of occupancy, but that he and the Team will work toward 100% in the future.

(3) A great meeting was held with Paul McKee and that he would tour his facility on the day of this meeting. He explained that Mr. McKee is doing a lot around ecology and urban farming and is looking to partner with public higher institutions. He stated that he will report further at a future meeting.

- 3. BUSINESS AND FINANCIAL AFFAIRS..... Mr. Brian Huggins

- A. **SEPTEMBER 2014 FINANCIAL REPORT:** Mr. Huggins reported that the Board Finance Committee

met on October 22 and that the general operating fund revenues for period ending September 2014 were at 36%, and expenditures at 28%; Gillespie Residence Hall housing rental revenues were at 40% with expenditures at 22%; Bosley Hall housing rental revenues were at 57% with expenditures at 23%; Clay Center revenues were at 23% with expenditures at 26%; and PFM Investments revenue at \$10,616 and unrealized gains of \$14,027.

- B. **SEPTEMBER/OCTOBER 2014 PERSONNEL REPORT:** Mr. Huggins reported that the monthly personnel reports for September and October 2014 could be found under Tab 4 and included new employees, promotions and conclusions.

A motion was made by Regent Dickson, seconded by Regent Norwood, and unanimously carried for the approval of the September 2014 Financial Report and to accept the September and October 2014 Personnel Reports.

- 4. VICE PRESIDENT FOR ACADEMIC AFFAIRS.....Dr. Dwyane Smith

- A. **RECOMMENDATIONS**

- 1. **RECOMMENDATION FOR A HARRIS-STOWE STATE UNIVERSITY FINANCE DEGREE PROGRAM:** Dr. Smith stated that the proposal was submitted by Dean Fara Zakery.

A motion was made by Regent Chadwick, seconded by Regent Norwood, and unanimously carried for the approval of a Harris-Stowe State University Finance Degree Program.

- 2. **RECOMMENDATION FOR A HARRIS-STOWE STATE UNIVERSITY SUSTAINABILITY AND URBAN ECOLOGY DEGREE PROGRAM:** Dr. Smith introduced Dr. Jana Marcette, Assistant Professor of Biology and Dr. Jay Balakrishna, Professor of Physics, who both developed the proposal.

Regent Norwood asked for and was provided a further breakdown of the timeline for submitting the degree programs to the Department of Higher Education.

Regent Dickson stated that this will be a great opportunity for HSSU.

A motion was made by Regent Chadwick, seconded by Regent Norwood, and unanimously carried for the approval of a Harris-Stowe State University Sustainability and Urban Ecology Degree Program.

- 3. **60TH ANNIVERSARY YEAR OF THE BROWN VS. BOARD OF EDUCATION DECISION:** Dr. Smith reported that the Division of Academic Affairs hosted an educational symposium celebrating the 60th anniversary year of the Brown Decision titled, "The Brown Decision and its Implications for St. Louis," on October 23, 2014, in the Emerson Performance Center Bank of America Theatre. He shared that the event was free and open to the public and included speakers Attorney Kimberly Norwood, professor of law and professor of African & African-American Studies at Washington University and Dr. Stefan Bradley, chair of African-American Studies and associate professor of history at Saint Louis University. He noted that HEC-TV, St. Louis' leading producer of education and arts television programming taped the symposium for later airing, and that the event was well attended by HSSU students. He thanked Regent Norwood for attending.

- B. Dr. Smith then highlighted the following: (1) The Anheuser-Busch School of Business student who represented HSSU at the Regional Business Council Mentor Networking Program; (2) Biology Major Davinelle Daniels who won second place for her poster presentation at the 2014 Undergraduate Research & Graduate School (URGS) Retreat at the University of Tennessee in Knoxville; (3) The Louis Stokes Midwest Center of Excellence 2014 Conference held in Chicago, IL where HSSU STEM Scholars Centennial Day and Joseph Bradley presented their research during the undergraduate poster session under the mentorship of assistant professor of Biology, Dr. Jana Marcette, and Dr. Dwyane Smith and Dr. Tommie Turner presented sessions on Harris-Stowe's STEM agenda; (4) a student success feature on

HSSU scholars Joseph Caine, Mathematics & Civil Engineering major, and Kevin Jones, Jr., Mathematics major; and (5) the St. Louis Black Leadership Roundtable is celebrating 25 years, and will host the last of the 2014 fall semester HSSU Think Tank Series on November 15.

5. VICE PRESIDENT OF STUDENT AFFAIRS & ENROLLMENT

MANAGEMENT.....Ms. LaShanda Boone

A. Report on Enrollment Management.....Mr. Reynolda Brown

B. Report on Student Affairs.....Mr. Emmanuel Lalande

Mr. Emmanuel Lalande, new Dean of Student Success at Harris-Stowe, shared a bit about his background and that he has over 10 years of experience in higher education. He stated that he is honored to be at HSSU and has already found it a pleasure to serve. He mentioned that while the social side of student affairs is often addressed, he will work aggressively to ensure HSSU is seen as top quality educators and ensured academics will be at the forefront of all that is being done in Student Affairs.

In the absence of Ms. Boone, and Mr. Reynolda Brown, new Director of Admissions, Recruitment, and Retention, who is already out heavily recruiting in other States, Mr. Lalande asked Meghan Ong, Coordinator of Institutional Research to share enrollment numbers.

Mrs. Ong reported that there are 1280 students enrolled for fall 2014 which includes 245 first-time freshmen and 149 new transfers.

Mr. Lalande then shared that moving forward there is a new student goal of 450, and that some of the great things Mr. Brown is doing includes increase of in-state recruitment territories and strategic out-of-state recruitment, along with developing and revising the current scholarship package in order to be more competitive. He added that the residence life piece is important along with creating a more vibrant campus and educational environment. Mr. Lalande further shared that study hall will be mandatory as his motto is “student focused/student driven.”

Mr. Lalande then distributed copies of the 2014 Homecoming Schedule and shared that the University was in the midst of homecoming week. He reported that a beautiful coronation crowning of Mr. and Miss Harris-Stowe had recently been held and that everyone appeared to be excited about forthcoming events.

Chairwoman Cook discussed the importance of peer counseling and asked if that is being considered in the future of HSSU.

Mr. Lalande stated that there was peer counseling at his previous institution and that it can definitely be explored for HSSU.

C. Student Update (Mr. Adrian Kelly, SGA President) absent

6. VICE PRESIDENT OF STRATEGIC PLANNING AND IT SERVICES.....Mr. Fogt

A. **Follow-up on Missouri Completion Academy (MCA) Meeting Held in September:** Mr. Fogt reminded that he reported at the last meeting about the next meeting of the Missouri Completion Academy. He reported that the second state-wide meeting took place in September and that HSSU presented a status update on selected initiatives. He stated that HSSU is benchmarking well with other schools as the University continues to refine its approach on those initiatives. He further stated that Missouri is one of the early, lead states for Complete College America strategies, and noted that colleges and universities succeed in initiatives when the initiatives are well understood by all campus constituents. He added that HSSU’s student reps are particularly excited about one particular initiative, block scheduling, as this will create work-friendly course schedules. Mr. Fogt then reported that next steps for the MCA involves (1) formalizing goals and expectations in the strategic plan; (2) analyzing student performance in the fall and spring semesters; and (3) revising structure of how the initiatives are implemented and how HSSU can strengthen adoption and outcomes.

Chairwoman Cook asked if the early alert system is working.

Mr. Fogt stated that the early alert system will be more effective when it becomes a full campus effort.

Dr. Smith stated that Robert Arbuthnot provides leadership over retention out of the Office of Advisement and monitors early alerts. Dr. Smith added that he and Mr. Lalande are working on establishing a campus-wide leadership retention committee.

Chairwoman Cook requested that any meetings held in the future, the Board receive a progress report on the early alert system with data attached.

- B. **Overview of Virtual Signage Project:** Mr. Fogt reported that as part of a smart campus approach and in response to the President’s initiative to gather student experience data, a virtual signage project is now being used at HSSU. He shared that the project uses Quick Response (QR) codes which are readable by smart devices (phones and tablets), and that a scan opens a web page that provides the following information for each office: a welcome message; a link to the office’s customer-service survey; office hours; phone numbers; email contacts; a link to the office web site; hours of operation; and coming soon – an informational video.

Regent Dickson applauded the great enthusiasm taking place with technology on HSSU’s campus, and reminded that there should be a thoughtful marriage between the technology and human aspect of it.

7. COORDINATOR FOR UNIVERSITY RELATIONS.....Ms. Brenda Talbot

Ms. Talbot highlighted the following press releases: (1) recent Harris-Stowe Don & Heide Wolff Jazz Institute induction of honorees into the St. Louis Jazz Hall of Fame at the 16th Annual Alumni Gold Gala; (2) Alumnus and Former Harris-Stowe Men’s Soccer Coach Carl Hutter Jr. Inducted into the St. Louis Soccer Hall of Fame; (3) Harris-Stowe Welcomes New Employees, and feature with HSSU’s new employees in the *St. Louis Business Journal* – People on the Move; (4) Tammy Kimbrough, new Director of Human Resources featured in the *St. Louis American* - People on the Move; (5) President Dr. Dwaun J. Warmack along with Reynolda Brown, Director of Admissions, Advisement and Retention and Emmanuel Lalande, Dean of Student Success featured in “New to town leadership at HSSU” article in the *St. Louis American*; (6) Harris-Stowe to Host 60th Anniversary Year of the Brown Decision Symposium - The Brown Decision and its Implications for St. Louis; (7) HSSU Student Places Second at the 2014 Undergraduate Research & Graduate School (URGS) Retreat; and (8) C-SPAN Broadcast - Harris-Stowe State University received its first national broadcast as an intellectual think tank on C-SPAN with the featured program, “Grading the News: Media Coverage of Ferguson,” was a collaboration with the National Association of Black Journalists (NABJ) hosted at HSSU.

President Warmack shared that as he mentioned before, Brenda has been the only one doing all of this and thanked her for her hard work. He then introduced Mrs. Tammy Kimbrough, HSSU’s new director of Human Resources.

Chairwoman Cook thanked everyone for their support and hard work.

Mrs. Talbot then gave a detailed update and shared data on social media and its impact at HSSU.

8. **CLOSE TO EXECUTIVE SESSION: Chairwoman Cook asked Mrs. Sutherlin to conduct roll call and a motion was made by Regent Norwood, seconded by Regent Dickson and unanimously approved to convene an executive session at 10:15 a.m.**
9. **RECONVENE OPEN SESSION: At the conclusion of the executive session Chairwoman Cook asked Mrs. Sutherlin to conduct roll call. A motion was made by Regent Dickson, seconded by Regent Norwood, and unanimously approved to adjourn the executive session, and re-convene the October 28, 2014 regular session of the HSSU Board of Regents.**
10. **ADJOURNMENT: Chairwoman Cook asked Mrs. Sutherlin to again conduct roll call. A motion was made by Regent Dickson, seconded by Regent Chadwick, and unanimously approved to adjourn the October 28, 2014 regular session at 11:30 a.m.**

Respectfully submitted,

Approved by:

Lea Sutherlin
Executive Assistant to the President
Regents and Secretary to the Board of Regents

Thelma V. Cook
Chairwoman, HSSU Board of