

**MINUTES OF THE REGULAR MEETING
BOARD OF REGENTS OF HARRIS-STOWE STATE UNIVERSITY
Wednesday, July 1, 2015**

Chairman Norwood asked Mrs. Sutherlin to conduct roll call. A motion was made by Regent Dickson, seconded by Regent Hollingsworth and unanimously approved to convene the regular session of the Board of Regents of Harris-Stowe State University. The meeting was held on Wednesday, July 1, 2015, starting at 8:05 a.m., in the Board of Regents Conference Room (101), the HGA Building. Attendance at this meeting is summarized below:

MEMBERS OF THE BOARD OF REGENTS:

Present:

Atty. Ronald Norwood, Chairman
Mrs. Vanessa F. Cooksey, Vice Chair
Mr. Reginald Dickson
Mrs. Christine Chadwick
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, Provost
Dr. Michelle McClure, Associate Provost
Mr. James Fogt, Vice President, IT Services
Ms. Leslie Holloway, Special Assistant to the President and Executive Director of Institutional Advancement
Mr. Brian Huggins, Comptroller
Mrs. Tammy Kimbrough, Director of Human Resources
Dr. Fara Zakery, Dean, Anheuser-Busch School of Business
Dr. Odesa Weatherford-Jacobs, Interim Dean, College of Education
Mrs. Heather Bostic, Executive Director, Title III and Sponsored Programs
Mr. Emmanuel Lalande, Dean of Student Success
Mr. Reynolda Brown, Executive Director, Enrollment Management
Dr. Olawabi Tihamiyu, HSSU Faculty Senate

Absent:

Dr. Lateef Adelani, Dean, College of Arts and Sciences

FOREWORD:

The minutes presented below are a summary of the discussions, deliberations and actions of the Board of Regents at its July 1, 2015 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 MAY 2015 MINUTES: A motion was made by Regent Dickson, seconded by Regent Chadwick, and unanimously carried for approval of the July 2015 Board minutes.**

Chairman Norwood welcomed everyone to the new Fiscal Year and stated that he is excited to serve as Board Chair. He added that he appreciates how fellow Board members have agreed to support his

leadership and work together. He then shared that he attended a recent meeting of the faculty senate and that he was impressed with the dedication and commitment of the HSSU faculty. He noted that a take-away from that meeting was to move forward and not harp on the past as his goal is what can be done to make things happen moving forward. He further noted that under the leadership of President Warmack, great things are being accomplished.

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

.....President Warmack
Prior to his report, President Warmack thanked Chairman Norwood for his report. He shared that the President’s Executive Cabinet and Administrative Council had been attending his retreat for the past two days with a focus on breaking down silos and improving communication University-wide.

President Warmack then shared the sad news of a tragic car accident involving three HSSU students, and that Quintin Mack, did not survive. He reported that Quintin was a senior and biology major in pre-med, and that he and Dean Lalande had been working with the family and students who were involved. He added that a candlelight vigil would be held on the evening of this meeting date in memory of Quintin Mack, and that the funeral service would be held on July 6. He noted that condolences from his office on behalf of the University would be read during the funeral service and that prior to this meeting Lea emailed information to the Board of Regents.

President Warmack further reported on the two-day President’s Retreat which included a low ropes course led by a professional and other team building activities. He stated that healthy discussions and challenging conversations were held and thanked the team for their dedication and positive involvement.

- A. **WELCOME NEW MEMBER OF HSSU ADMINISTRATION:** President Warmack welcomed the newest member of HSSU’s administration, Leslie Holloway, Special Assistant to the President and Executive Director of Institutional Advancement. He stated that Ms. Holloway has a rich history of fundraising and that prior to her first official day she was already working closely as a part of the team. He added that HSSU is fortunate to have her on board.
- B. **REPORT ON ATTENDANCE AT THE 6TH ANNUAL U.S.-CHINA HIGH-LEVEL CONSULTATION ON PEOPLE-TO-PEOPLE EXCHANGE:** President Warmack reported on his attendance at the 6th Annual U.S. - China People to People Exchange held June 23 – 24, 2015 in Washington, DC. He stated that it was a unique opportunity and one of the most rewarding experiences of his life, as he was asked to lead a delegation discussion while in China along with attending other meetings. He indicated that because of his leadership role while traveling to China, HSSU was invited to send additional students to participate as delegates in HSSU-China Leaders of Tomorrow, prior to the two students per semester, who will attend during the upcoming academic year as part of the HBCU-China Scholarship Network.
- C. **CONGRESSMAN WILLIAM L. CLAY ANNUAL CAREER FAIR HELD IN THE EMERSON PERFORMANCE CENTER:** President Warmack also reported that on June 8, Congressman William L. Clay Jr. hosted his annual career fair in the Emerson Performance Center with an outstanding turnout of over 5,000 attendees. He stated that many were placed with jobs onsite and that Congressman Clay gave kudos to and was most appreciative of the partnership with HSSU. He noted that HSSU also had arecruitment table set up for job opportunities and to receive student applications.
- D. **HARRIS-STOWE STATE UNIVERSITY PRESIDENT’S REPORT: “A GLIMPSE AT YEAR ONE”:** President Warmack gave a detailed PowerPoint presentation on the HSSU President’s Report “A Glimpse at Year One” which provided highlighted accomplishments as a team during his first year as President. During the report, highlights included but were not limited to: (1) funding partnerships and donations totaling almost \$2 million; (2) thanks to faculty and staff for putting together the new and approved degree programs; (3) in addition to a recent \$10,000 donation, Lou Fusz Automotive Network has agreed to donate the HSSU President’s car every 5,000 miles, which has never been done in the history of Harris-Stowe, and will result in a substantial savings to the University; (4) Community partnerships – the HSSU Center for Non-Violence and Abuse Prevention has already provided assistance to a young lady in need; (5) following last year’s tragedy over 50 HSSU Black males who wore “I AM an HSSU Scholar” t-shirts joined him in welcoming back the students of Griffith Elementary in the Ferguson-Florissant School

District, and as a result the HSSU African-American Male Initiative has been mentoring those students; (6) the Center for Social Justice is still in the development stages but HSSU will continue to serve as a “think tank” toward healing for the St. Louis Region; (6) vacant positions in his Executive Cabinet are now filled with the exception of VP of Business and Finance and a Chief of Staff – and the new athletic director hit the ground running and recently closed a deal with *Adidas* who will uniform HSSU teams; and (7) various strategic partnerships with BJC Healthcare, Saint Louis University, Saint Louis College of Pharmacy, BJC Goldfarb School of Nursing, Valparaiso Law School, and Washington University. President Warmack concluded that it has been an amazing year with many accomplishments but that HSSU is “just warming up.” He added that in the next few years HSSU will serve as a catalyst and game changer. He then thanked members of the Board of Regents for their strong support and trust in his leadership of HSSU.

Regent Hollingsworth thanked President Warmack for his trust in the Board and for agreeing to lead HSSU during very challenging times. She stated that President Warmack “jumped in” and took Harris-Stowe State University to great levels in a short amount of time. She further stated that the HSSU Team has put the Institution on the map and people are now paying attention to HSSU. She asked President Warmack to think of three things he would like the Board to promote for the University and to submit for their review in the near future.

Regent Cooksey asked that a PDF of President Warmack’s presentation be sent to members of the Board.

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

- A. **MAY 2015 FINANCIAL REPORT:** Mr. Huggins reported that the general operating fund revenues for period ending May 2015 were at 97%, and expenditures at 80%; Gillespie Residence Hall housing rental revenues were at 84% with expenditures at 86%; Bosley Hall housing rental revenues were at 88% with expenditures at 99%; Clay Center revenues were at 86% with expenditures at 94%; and PFM Investments revenue at \$64,481 and unrealized gains of \$89,738.

A motion was made by Regent Cooksey, seconded by Regent Hollingsworth, and unanimously carried for the approval of the May 2015 Financial Report.

- B. **RECOMMENDATION**

Mr. Huggins then gave a full PowerPoint presentation on the Recommendation for Approval by the Board of Regents of the FY 2015-2016 recommended budget balancing measures and related budgets. He presented, in detail, the objectives, basic assumptions – including revenue and expenses, budget balancing measures, an increase of 1% for full-time faculty and staff salaries, a 2% increase in the adjunct rate, and no increase in tuition and fees variance. A complete copy of the recommendation can be found in the July 2015 Board Booklet.

President Warmack noted that HSSU is the only institution in the state system that did not raise tuition/fees.

A motion was made by Regent Hollingsworth, seconded by Regent Dickson, and unanimously carried for the approval of the Harris-Stowe State University 2015-2016 operating budget assumptions; revenue and expenses for FY 2014-15 for Gillespie Residence Hall and Student Center, Bosley Hall and Dining Facility, and the Clay Early Childhood Center respectively.

4. PROVOST/ACADEMIC AFFAIRS.....Dr. Dwyane Smith

- A. **PRESENTATION ON ALL NEW DEGREE PROGRAMS AND MINORS:** Dr. Smith gave a detailed overview of the newly added degree programs and minors at HSSU. He thanked the Board of Regents for their approval of the new degrees and gave kudos to the deans for pulling everything together. He also thanked President Warmack for his leadership and for having the vision to increase degree programs at HSSU. A copy of Dr. Smith’s presentation can be found in the July 2015 Board Booklet.

- B. **UPDATE ON PARTNERSHIPS WITH WASHINGTON UNIVERSITY AND ST. LOUIS COLLEGE OF PHARMACY:** Dr. Smith reported that the collaborative program with Washington University School of Medicine Occupational Therapy will be a joint 3+2 undergraduate and Master’s

degree program with WU School of Medicine Occupational Therapy. He stated that HSSU students will begin graduate school in their senior year at Washington University, and that upon earning their degree at HSSU, students will continue at Washington University and earn their graduate degree in Occupational Therapy. He added that up to four students will attend graduate school at Harris-Stowe tuition rates. Dr. Smith then reported that the St. Louis College of Pharmacy program (STLCOP) will be a seven year program, and HSSU students who participate in the program will major in biology. He stated that the HSSU curriculum will align with the curriculum at STLCOP and students at Harris-Stowe will begin their first year at STLCOP during their senior year at HSSU. He further reported that they will graduate with a degree in biology with a total of seven years to graduate from STLCOP. Dr. Smith added that there will be reserved slots available to Harris-Stowe students who are seeking admission into STLCOP. Dr. Smith also reported that memorandums of understanding are being developed for both institutions with a finalization date of summer 2015, and that HSSU students would be eligible for both opportunities at the start of the fall semester.

5. VICE PRESIDENT OF INFORMATION TECHNOLOGY SERVICES.....Mr. James Fogt

A. **STRATEGIC PLAN UPDATE:** Mr. Fogt stated that he and other members of the leadership team have been inspired by President Warmack to be more data informed and data driven. He gave a PPT presentation on the Strategic Plan Update which included institutional priorities, contributors and emergent themes (students, faculty, staff, and alumni) methodology, and objectives. He shared that the objectives of the Strategic Plan are (1) to ensure initiatives align with the institution’s mission, vision, and core values; (2) to identify goals that provide HSSU with a competitive advantage over other institutions; (3) to formalize key performance indicators and assessments used to measure success; and (4) to establish a campus-wide mechanism for documenting progress toward our objectives. He further shared that in order to keep the Strategic Plan active the Institution will (1) use the SP to assess and report progress; (2) track goals electronically; and (3) manage change effectively (sequencing); and (4) develop dashboards for sharing information.

Mr. Fogt then gave a brief update on the Institution’s upgraded telephone system. He stated that President Warmack moved phone system responsibility from the Business Office to IT Services and that HSSU will now move to VoIP system and will decommission the state system. He stated that the cost of the state system currently costs approximately \$152,000/yr and the VoIP (SMACD) will cost \$47,000/yr, which denotes a substantial savings.

6. EXECUTIVE DIRECTOR OF ENROLLMENT MANAGEMENT.....Mr. Reynolda Brown

A. **UPDATE ON ENROLLMENT AND OTHER EM ACTIVITIES:** Mr. Brown shared that it is not just about recruiting new students to HSSU but retaining them. He reported that there are currently over 2,000 applications and that 1300 students have been accepted. He further reported that there were over 200 confirmed first- time freshmen for fall semester – four with a GPA of 3.5 or higher. He also reported that the reincarnated Summer Bridge Program and the Summer Math/Science Academy are both over capacity and will serve as feeder programs for the fall semester at HSSU. He echoed earlier remarks by the President that ACT score averages and mean GPAs have increased. Mr. Brown added that this has been a great year and that next year will be a phenomenal one because of the new strategic partnerships with nationally and internationally renowned brand schools. He noted that there is also a partnership brewing with Des Moines, Iowa schools who want to partner with HSSU by sending students here, and our instructors would go there. He further noted that he is scheduled to recruit in Iowa.

7. DIRECTOR OF HUMAN RESOURCES.....Mrs. Tammy Kimbrough

A. **JUNE 2015 PERSONNEL REPORT:** Mrs. Kimbrough reported that the monthly personnel report for June 2015 could be found under Tab 9 and included new employees, promotions and conclusions.

A motion was made by Regent Cooksey, seconded by Regent Dickson, and unanimously carried to accept the June 2015 Personnel Report.

8. CLOSE TO EXECUTIVE SESSION: Chairman Norwood asked Mrs. Sutherlin to conduct roll call and a motion was made by Regent Hollingsworth, seconded by Regent Dickson and unanimously approved to convene

an executive session at 9:45 a.m.

9. RECONVENE OPEN SESSION: At the conclusion of the executive session Chairman Norwood asked Mrs. Sutherlin to conduct roll call. A motion was made by Regent Dickson, seconded by Regent Hollingsworth, and unanimously approved to adjourn the executive session, and re-convene the July 1, 2015 regular session of the HSSU Board of Regents.
10. ADJOURNMENT: Chairman Norwood 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 July 1, 2015 regular session at 10:35 a.m.

Respectfully submitted,

Approved by:

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

Ronald A. Norwood
Chairman, HSSU Board of Regents