

**MINUTES OF THE REGULAR MEETING
BOARD OF REGENTS OF HARRIS-STOWE STATE UNIVERSITY
Tuesday, February 21, 2017**

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 Tuesday, February 21, 2017, starting at 8:10 a.m., in Dr. Thelma V. Cook Boardroom (101) the HGA Building. Chairman Norwood asked Mrs. Sutherlin to conduct roll call. 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, Member
Ms. Debra Hollingsworth, Member
Atty. Deborah Price, Member

Absent:

Mrs. Christine Chadwick, Member

REPRESENTATIVES FROM THE PRESIDENT'S OFFICE

Present:

Dr. Dwaun J. Warmack, President
Mrs. Lea Sutherlin, Special Consultant to the President's Office and Liaison to the Board of Regents

MEMBERS OF THE PRESIDENT'S ADMINISTRATIVE COUNCIL

Present:

Dr. Dwyane Smith, Provost
Dr. Michelle McClure, Associate Provost
Mr. James Fogt, Vice President, IT Services
Mr. Brian Huggins, Vice President, Administration & Finance
Ms. Leslie Holloway, Special Assistant to the President and Executive Director of Institutional Advancement
Mr. Reynolda Brown, Chief of Staff
Mrs. Heather Bostic, Executive Director, Title III and Sponsored Programs
Dr. Chauvette McElmurry-Green, Registrar & Interim Executive Director, Enrollment Management
Ms. Loretta McDonald, Director of Admissions
Mr. Shawn Baker, Assistant Dean of Student Success
Dr. Sudarsan Kant, Dean, College of Arts & Sciences
Dr. Fara Zakery, Dean, Anheuser-Busch School of Business
Dr. Leila Vickers, Dean, College of Education
Ms. Sabrina Brown, Director of Retention and International Programs
Ms. Shontele Allen, Assistant Athletic Director/Internal Operations

Absent:

Dr. Latonia Collins-Smith, Assistant Provost and Director, Career Engagement and Experiential Learning
Ms. Taevin Lewis, SGA President
Mr. Robert Arbuthnot, Staff Association President
Dr. Owolabi Tihamiyu, Faculty Senate President

Others in Attendance:

Mr. Steve Harris, Partner, RubinBrown L.L.P.
Brandi Lawyer, Assurance, RubinBrown L.L.P.

FOREWORD:

The minutes presented below are a summary of the discussions, deliberations and actions of the Board of Regents at its February 21, 2017 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:

APPROVAL OF THE OCTOBER 2016 MINUTES: A motion was made by Regent Price, seconded by Regent Cooksey, and unanimously carried for approval of the October 2016 Board minutes.

Chairman Norwood asked RubinBrown auditors to present.

Steven Harris and Brandi Lawyer presented an abbreviated review of the external audit report with members of the Board of Regents. Mr. Harris thanked VP Huggins for his assistance. The presentation included, but was not limited to, a review of the auditor’s communication, corrected audit adjustments, explanation on the schedule of audit adjustments, and highlights from the Management Letter Recommendations. Mr. Harris also discussed the Foundation and consideration for keeping it separate.

Ms. Lawyer’s review of the single audit highlights also included expansion of federal programs. She shared findings on single audit – federal audit including student financial aid cluster, cost of attendance budget, small amount of returned funds that have not been earned, controls to ensure student status changes, and Title III program strengths and finding.

Mr. Harris explained that it was not surprising to have a finding from the Title III program as it was a new one. He alerted that local universities will be looked at more often and closely and extended kudos to the University for good marketing and exposure. He also highlighted strengths and considerations for Information Technology.

A motion was made by Regent Dickson, seconded by Regent Cooksey, and unanimously carried to accept the External Audit Report and Financial Statements Report from Rubin Brown LLP.

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

.....President Warmack

President’s Institutional Update: President Warmack gave a presentation on the following: (1) Statewide Budget Cuts - two cuts have occurred including core funding reduction (January 2017-July 2017) 7.8% (\$741,272) and core funding reduction for FY 2018 at 8.9% (\$924,801), core state funding for the institution is less than it was 10 years ago, and HSSU has successfully maintained flat tuition during that same time period, despite inflation; (2) Current State Funding – FY16 appropriation for HSSU was \$10,319,388, 1.33% of the four year institution sub-total; (3) 2017 Cuts – Will result in a \$741,271 cut for HSSU; (4) Additional Lost Funding – 2017 cuts will also result in additional lost funding for upgrade of labs \$750,000 and Graduate Programs \$358,544; (5) Core Funding over 10 years; (6) Budgeted revenue for 2016/17; (7) Immediate Measures being taken to prepare for 2017 cuts including (a) establishment of Institutional Budget Task Force; (b) HSSU is currently under a hiring freeze for non-mission-critical positions; (c) the budget is being reviewed and realigned to address mission-critical functions; (d) the administrative team is meeting regularly to develop budget management plans and assess operational costs; and (e) cost adjustments are being considered for revenue generating activities, such as facility rentals; (8) Institutional Priorities and Strategies including (a) maintaining/improving service levels; (b) minimizing the impact on students, faculty and staff; (c) continuing to increase retention and recruitment; (d) continuing review of academic efficiency objectives; (e) evaluating operational costs through resource sharing; and (f) assessing the impact of modest adjustments in fees and tuition in conjunction with all state institutions and (g) program review (as mandated by MDHE). Dr. Warmack reported that a University-wide Town Hall meeting consisting of faculty, staff and students was held to discuss the budget and to provide transparency. He added that there was an opportunity to send suggestions via a web link as well as dialogue in an open mike session during the meeting. He also gave kudos to Mrs. Bostic and her team for the federal funds that supplement the budget.

President Warmack also reported on a recent \$10,000 contribution by *Delux Magazine*, and that Harris-Stowe was the recipient of the magazine's first scholarship. He then reported on recent events including the Dr. Martin Luther King, Jr. State Celebration Kick-off Program for Missouri held on HSSU's campus on January 7, 2017, (he was recently appointed as the new Chairman) and the 2017 Spring convocation with Olympic gold medalist Jackie Joyner Kersee as keynote speaker on leadership. He then announced the February 23 ribbon cutting ceremony for the Wells-Fargo Finance Education Center which features a trading floor and one of the only few at an HBCU. He gave special thanks to Wells Fargo, and noted that the success of this project was due to the team effort of Dr. Fara Zakery, Dean of the School of Business Leslie Holloway, Communications, Heather Bostic, Grants and Sponsored Programs, James Fogt, IT Services, and Stephen Mudd, Maintenance. President Warmack then invited members of the Board to attend the February 22 reception and kick-off of the Presidential Lecture Series featuring Roland Martin, journalist, syndicated columnist, author and commentator for *TV One* and the host of News One Now, a one-hour weekday morning news show. Dr. Warmack noted that the Presidential Lecture Series will bring to the St. Louis region, interesting and provocative speakers to create a forum for intellectual discussion on critical matters that impact the global community.

Vice Chair Cooksey asked how the information about statewide budget cuts was delivered.

VP Huggins shared that the new Governor delivered the information through his speech.

Chairman Norwood asked if there would be recommendations and deadlines presented by the Institutional Budget Task Force.

President Warmack shared that there will be recommendations for the Board at its April 2017 meeting.

Regent Price asked if the hiring freeze is immediate.

President Warmack noted that the hiring freeze is immediate and that E&E and other cuts will occur. He added that another irony is that tuition and fee structure is the lowest in the state so looking at possible adjustment to credit hour block, while maintaining retention and graduation strategy without putting on the burden on the students. Will have multiple strategies to present to the board, and overall, the University must become even more efficient and grow while generating revenue.

Regent Dickson asked the cost of tuition at Webster University.

Ms. Peters noted that tuition at Webster is approximately \$670/credit hour.

Regent Dickson shared that alumni involvement is major at Webster University and there is always an opportunity for raising dollars through alums.

President Warmack concurred and noted that there will be a Foundation Recommendation at the next Board meeting. He added that Ms. Holloway has been attending conferences and workshops on planned giving, and he has also been meeting with Harris-Stowe alumni who have indicated plans for future contributions. Dr. Warmack further shared that following his town hall meeting, students developed an 1857 giving campaign for every current student and alumni to give at least \$18.57.

Regent Hollingsworth asked about measures being taken by statewide higher education teams to address the budget cuts.

President Warmack noted that COPHE and DHE are working hard to address the issue. He added that other institutions have begun furloughs, and while HSSU is not at that point yet, the institution is trying to emphasize entrepreneurship and generating revenue. President Warmack expressed that he is yet excited about the possibilities and confident that HSSU will work through this situation. He reminded that during his town hall meeting for faculty, staff, students and community members, he received amazing suggestions, and dollars are still coming in.

Regent Hollingsworth asked what Regents could do to help.

President Warmack noted that thanks to the support of Board of Regents, and their voices as advocates in the community, people believe in the Harris-Stowe State University brand.

President Warmack then asked Sabrina Brown, Director of Retention and International programs, to share upcoming events for Women’s History Month.

He then shared that in the midst of the Athletic Director search, Shontele Allen, assistant Athletic Director/Internal Operations is doing an outstanding job in keeping things going, and that rankings have improved on every level. He asked Ms. Allen to give an athletic update.

Ms. Allen reported that there are five Daktronic HSSU athletic scholars with a 3.5 GPA or higher. She gave updates on 2016-2017 Athletics Fall Sports Honors including women’s and men’s soccer, basketball, and volleyball champions of character, all AMC Forward, Honorable Mentions, and All Academic awardees.

3. REPORT OF THE PROVOST (ACADEMIC AFFAIRS).....Dr. Dwyane Smith

Academic Affairs Update: Provost Smith gave a presentation on the following: (1) The Noon Day Seminar featuring Dr. William Kerns, assistant professor of English Education at Clemson University on February 8, and Mr. King Taylor, adjunct professor of Business on November 10; the Seminar allows faculty to present their research with a goal to promote an environment in which research is embraced and valued; HSSU faculty from each school and college have participated including, Dr. Robert Kamkwala, Dr. Joyce Eisel, Dr. Fara Zakery, and Dr. Charlene Jones; the final lecture series will take place in April with Dr. Sandy Leal; (2) partnerships with KCU Medical School, Missouri University Law School, St. Louis Public Schools with the HSSU College of Education to launch the Teacher Assistance Program (TAP) with kudos to President Warmack, Dr. Lelia Vickers, Dr. Odessa W. Jacob and Dr. Latonia Collins Smith; The Missouri Humanities Council with Harris-Stowe’s Department of Social and Behavioral Sciences to fully fund the 2017 Black History Lecture Series, with kudos to Dr. Sudarsan Kant and Dr. Mark Abbott for providing leadership over the series; and Harris-Stowe, Washington University, St. Louis University, and the Green House Ventures have partnered and submitted a National Science Foundation INCLUDES pre-proposal for an NSF INCLUDES Grant; (3) 2017 Mayoral Candidate Forum held on HSSU’s campus and sponsored by The Department of Social and Behavioral Science in conjunction with Communications with various co-sponsors and broadcast live on *KSDK-5*, with kudos to Leslie Holloway, Camille Brooks in Communications and Dr. Charlene Jones in the Department of Social and Behavioral Science for their leadership in this project; (4) HSSU students in the Hotel Hospitality and Tourism program will attend the National Society of Minorities in Hospitality National Conference in Jacksonville, FL – will provide excellent networking and employment opportunities; 15 HSSU students will attend the NSF/ERN undergraduate research conference in Washington, DC - eight of the students will present poster sessions and meet program officers from the various programs at the NSF – kudos Dr. Tommie Turner, Dr. Sandy Leal, and Dr. LaTonia Collins Smith - these activities are underwritten through grants and through the NSMH and the NSF.

Chairman Norwood asked about the nature of the partnership with the Mizzou Law School.

Provost Smith noted that it is still in early stages, being developed; goal is for HSSU students to be prepared to go to law school at Mizzou at a lower tuition rate.

4. REPORT OF THE VICE PRESIDENT (ADMINISTRATION AND FINANCE)..... Mr. Brian Huggins

A. **January 2017 Financial Report:** Mr. Huggins reported that the general operating fund revenues for period ending January 2017 were at 82%, and expenditures at 59%; Gillespie Residence Hall housing rental revenues were at 106% with expenditures at 60%; Bosley Hall housing rental revenues were at 115% with expenditures at 54%; Clay Center revenues were at 61% with expenditures at 63%; and PFM Investments revenue at \$49,022 and unrealized gain of \$133,268.

President Warmack noted that HSSU exceeded surplus because of the amazing work of Ms. Loretta Mc Donald and the Admissions staff – kudos.

Vice President Huggins concurred and also extended kudos to Mr. Baker and his team for the outstanding work at residence halls for net surplus.

A motion was made by Regent Hollingsworth, seconded by Regent Price, and unanimously carried for the approval of the January 2017 Financial Report.

B. January/February Personnel Reports

A motion was made by Regent Cooksey, seconded by Regent Dickson, and unanimously carried to accept the January/February 2017 Personnel Reports.

5. REPORT OF INTERIM DEAN OF STUDENT SUCCESS.....Mr. Shawn Baker

Student Affairs Update: Mr. Baker reported on the following: (1) new Student Affairs New employee Sarah Uphoff-Assistant, Dean of Students Director of Housing and Student Conduct; (2) emergence of new student leaders beginning with the student election process, Royal Court, SGA, and Campus Activities Board; (3) the opportunity for students to participate in leadership development with programs such as Summit on Leadership Development (SOLD), a leadership conference offering St. Louis and regional schools an opportunity to learn together at Washington University; (4) celebration of Black History Month events not only for HSSU students but for the St. Louis community including but not limited to Step Africka; (5) the passing away of HSSU Urban Affairs senior Timothy Rowles, from Springfield, IL; (6) Health Services in collaboration with BJC Goldfarb School of Nursing conducted health record assessments at the Clay Center and completed Nutrition Assessment with HSSU students; and (7) Counseling Service will complete alcohol assessments and provide tips for a successful Spring Break.

Regent Hollingsworth extended congratulations to Mr. Baker on the outstanding work being done with the residence halls.

President Warmack concurred and reminded that this is a first-time surplus.

6. **CLOSE TO EXECUTIVE SESSION:** Chairman Norwood asked Mrs. Sutherlin to conduct roll call and a motion was made by Regent Dickson, seconded by Regent Cooksey and unanimously approved to convene an executive session at 9:40 a.m.
7. **RECONVENE OPEN SESSION:** At the conclusion of the February 21 executive session Vice Chair Cooksey asked Mrs. Sutherlin to conduct roll call. A motion was made by Regent Hollingsworth, seconded by Regent Dickson, and unanimously approved to adjourn the executive session, and reconvene the February 21, 2017 regular session of the HSSU Board of Regents for the purpose of adjournment.
8. **ADJOURNMENT:** A motion was made by Regent Hollingsworth, seconded by Vice Chair Cooksey, and unanimously approved to adjourn the February 21, 2017 regular session at 11:02 a.m.

Respectfully submitted,

Approved by:

Lea Sutherlin
Special Consultant to the President's
Office and Liaison to the Board of Regents

Ronald N. Norwood
Chair, HSSU Board of Regents