

**MINUTES OF THE REGULAR MEETING
BOARD OF REGENTS OF HARRIS-STOWE STATE UNIVERSITY
Tuesday, June 27, 2017**

Mrs. Sutherlin conducted roll call and a motion was made by Regent Cooksey, seconded by Regent Dickson and unanimously approved to convene the regular session of the Board of Regents of Harris-Stowe State University. The meeting was held on Tuesday, June 27 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
Mr. Reginald Dickson, Member
Atty. Deborah Price, Member
Mrs. Vanessa F. Cooksey, Vice Chair

Absent:

Ms. Debra Hollingsworth, Member
Mrs. Christine Chadwick, Member

REPRESENTATIVES FROM THE PRESIDENT'S OFFICE

Present:

Dr. Dwaun J. Warmack, President
Mrs. Cletra Peters Bell, Director of Internal Operations
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
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, Dean of Student Success
Ms. Sabrina Brown, Director of Retention and International Programs
Dr. Latonia Collins-Smith, Assistant Provost and Director, Career Engagement and Experiential Learning
Chief Melvin Williams, Interim Chief of Public Safety
Ms. Marian Berry, Director, Academic Success

Absent:

Ms. Taevin Lewis, SGA President
Mr. Robert Arbuthnot, Staff Association President
Dr. Fara Zakery, Dean, Anheuser-Busch School of Business
Dr. Leila Vickers, Dean, College of Education
Ms. Shontele Allen, Assistant Athletic Director/Internal Operations
Dr. Sudarsan Kant, Dean, College of Arts & Sciences
Dr. Owolabi Tihamiyu, Faculty Senate President

FOREWORD:

The minutes presented below are a summary of the discussions, deliberations and actions of the Board of Regents at its April 25, 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 FEBRUARY 2017 MINUTES: A motion was made by Regent Price, seconded by Regent Cooksey, and unanimously carried for approval of the April 2017 Board minutes.

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

.....President Warmack

A. **Institutional Updates:**

President Warmack reported on the following: (1) extended congratulations to Chairman Norwood on his recent honor presented at the NAACP 81st Annual Freedom Fund event - Medgar Wiley Evers Legal Advocacy Award recipient; (2) Commencement update - kudos to the entire team for their hard work in getting graduates prepared and processed – although there is quality degree production, a large number transferred in and challenge is 88% percent of these students will not count in the cohort rate; (3) Dr. Leon Daggs largest single alumni gift in school history - \$150,000; and (4) Budget - other institutions decreased in enrollment with low enrollment in their residence halls - HSSU excited to announce no layoffs, furlough days or department budget cuts - been able to be strategic including position consolidation, tuition increase \$5 per credit hour, increased retention and recruitment of students, increase to employee’s contribution to health insurance (from \$35 to \$70 a month), and implement parking fees – VP Huggins will give more info during his presentation - kudos to the team on their hard work.

Chairman Norwood shared that he had opportunity to sit and talk with Dr. Daggs - a great individual and very accomplished - important to keep him on the radar as an inspiration to students.

President Warmack concurred and noted it is important to build these relationships.

Vice Chair Cooksey asked question regarding position consolidation.

President Warmack explained that positions that have been open for long period of time will not be filled.

Mr. Huggins gave another example of a retirement in the Library and that when position is eventually filled it will go back to entry level.

Chairman Norwood stated that reverberations from cuts across the systems have caused detrimental changes to statewide institutions. He added that the ability to recalibrate HSSU is a reflection on the vision of the leadership and the team, as it is important to be proactive in the midst of this adverse flow. He added that having a surplus makes a big difference in order to stay on track, and noted that President Warmack and the leadership team has controlled HSSU’s destiny.

President Warmack thanked everyone for their comments and gave kudos to VP Huggins and the entire team.

Mrs. Peters Bell then distributed descriptions of each Board committee to Regents.

President Warmack reminded that these are Board committees chaired by Board members, and thanked Board members for their commitment to serve. Discussion was held regarding possibility of items first being submitted to Board subcommittees then brought to the full board for approval.

President Warmack then reported that at a recent reception for the Governor hosted by Armstrong Teasdale, he had the opportunity to meet Governor Greitens and asked Chief of Staff Reynolda Brown to draft an invitation for the Governor to visit HSSU. He added that he will work on inviting other legislators to campus as well to see the great things happening at HSSU.

President Warmack also provided a brief update on the HSSU's study abroad program – three students visited Senegal and nine students preparing to go to China. He thanked Sabrina Brown, Director of Retention and International Programs for helping to create these global experiences for students.

President Warmack concluded his presentation by reporting on the following: (1) the successful President's Lecture Series with over 700 attendees and numerous emails received regarding upcoming speakers for the coming year – noted that he wants to keep it free for the community to come to HSSU and share in this intellectual experience - goal is to help community grow socially and intellectually; (2) this fall he (Dr. Warmack) will teach a sociology course, race, class and gender as an opportunity to stay connected with students – he has taught this course for years - invited board members to stop by anytime; (3) new athletic director on board – Dr. Enzley Mitchell who brings over 20 plus years in various divisions in athletics, a broad range of experience and was the unanimous choice - kudos to Shontelle Allen who worked hard during the interim basis; (4) two HSSU students who recently passed away - Keenya Johnson and Carlton Lee - both were very connected and active at HSSU; and (5) Radical Transformation – HSSU's academic focus for 2017-2018 - spoke on the relevance of higher education - moving forward as an institution and getting students in and out - credit for life experiences - must think differently as an institution; will continue to share with the Board; continued movement toward becoming a top institution in the region that happens to be HBCU - thanked board and everyone else for being willing to buy into/support this vision.

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

A. **Center for the Advancement of STEM Leadership (CASL):** Dr. Smith reported that on June 14, principal investigators from the CASL visited HSSU; CASL is committed to broadening participation in Science, Technology, Engineering and Mathematics (STEM) in higher education through research, education, knowledge transfer and outreach; CASL is a National Science Foundation endeavor that targets 14 institutions doing great work in STEM; as part of their research, investigators interviewed President Warmack, faculty and students who all showed the great work being done at HSSU.

B. **Board Recommendation for Tenure/Promotion**

A motion was made by Regent Dickson, seconded by Vice Chair Cooksey and unanimously approved for advancement in Academic Rank and Tenure for Dr. Owolabi Tihamiyu to the rank of Associate Professor of Accounting with Tenure, and Dr. Betty Porter Walls to the rank of Associate Professor of Education with Tenure.

Regent Dickson mentioned he and Dr. Walls were classmates and recommended her with great pride.

Chairman Norwood mentioned that he had an opportunity to meet with faculty and that a very good session was held. He added during that session he also had opportunity to chat with Dr. Tihamiyu - a bright individual, who is always positive committed to students and the institution.

President Warmack noted it was also worth mentioning that Dr. Walls hosted the dinner with Dr. John Wright in preparation for students to study abroad in Senegal.

C. **Board Recommendation for New Degree Programs**

Dr. Smith explained that CBHE recently approved to grant provisional approval authority for new degrees to the commissioner of higher education. He further shared that the new policy allows CBHE/MDHE flexibility in responding to institutional and workforce needs. He recommended that with the changes at the state level, the Academic Affairs Committee of Harris-Stowe State University's Board of Regents be granted authority to provisionally approve new degree programs submitted from Academic Affairs, and for approval by the full Board of Regents at its following scheduled Board of Regents Meeting.

Regent Price asked what type of preliminary action would be taken by the subcommittee prior to full board.

Dr. Smith noted that the subcommittee would review, approve then notify full board. If full board in disagreement it would be pulled.

President Warmack added that an additional step would be to send to subcommittee chair, then to full board prior to MDHE.

Chairman Norwood shared that he and Dr. Smith discussed the recommendation prior to this board meeting and that this is to keep in line with state level and allow flexibility to move quickly. He agreed with added step of bringing to full board prior to MDHE and noted that conference call board meetings could be held if needed.

President Warmack noted that it would not be a frequent occurrence and reminded that any changes also must be approved at the faculty senate level first.

Regent Dickson suggested that once approved by subcommittee at least send an email so board is cognizant of it.

Regent Price suggested removal of last line and add "prior to submission."

A motion was made by Regent Price, seconded by Vice Chair Cooksey with suggested modifications, and unanimously approved to grant authority to the Harris-Stowe State University Board of Regents Academic Affairs Committee to provisionally approve new degree programs submitted from Academic Affairs, and submit for approval by the full Board of Regents at its following scheduled Board of Regents Meeting.

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

A. **May 2017 Financial Report:** Mr. Huggins reported that the general operating fund revenues for period ending May 2017 were at 103%, and expenditures at 97%; Gillespie Residence Hall housing rental revenues were at 107% with expenditures at 86%; Bosley Hall housing rental revenues were at 101% with expenditures at 100%; kudos to Shawn Baker and his team; Clay Center revenues were at 89% with expenditures at 91%; and PFM Investments revenue at \$72,335 and unrealized gain of \$235,240.

A motion was made by Regent Dickson, seconded by Regent Cooksey, and unanimously carried for the approval of the May 2017 Financial Report.

B. April, May & June Personnel Reports

A motion was made by Regent Dickson, seconded by Vice Chair Cooksey, and unanimously carried to accept the April, May and June 2017 Personnel Reports.

C. **Recommendation for Bad Debt Expense Write-Off - FY17 Accounts Receivables**

A motion was made by Regent Dickson, seconded by Vice Chair Cooksey, and unanimously carried to approve the bad debt expense write-off for FY17 Accounts Receivables.

D. **Recommendation for the Approval of the 2017-2018 Operating Budgets (Gillespie Hall, Bosley**

Hall and the Clay Center)

VP Huggins asked Chief Williams to share additional information on parking.

Chief Williams shared that parking fees will be automated; parking tags databased; looking at software program to help manage decals; citations; students will order decals over web and pick up from public safety; will have parking coordinator that will manage day to day operations; checking on parking lots and best practices for enforcement; looking at soft roll out for fall 2017.

Vice Chair Cooksey asked if there will be a published process for people to follow to avoid potential conflict.

Chief Williams noted reserved spots have not been discussed and that he recommends starting on a first come first served basis.

Chairman Norwood asked if there is anything to be expected from state allocations next year.

VP Huggins noted that decrease in core funding; no money in performance funding; lottery funds consistent with last year could be expected.

President Warmack noted that while things are uncertain, HSSU will be prepared.

Chairman Norwood extended kudos to VP Huggins for the fine work he has done.

A motion was made by Regent Dickson, seconded by Vice Chair Cooksey, and unanimously approved to accept the 2017-2018 Operating Budgets (Gillespie Hall, Bosley Hall and the Clay Center).

5. **CLOSE TO EXECUTIVE SESSION:** Chairman Norwood asked Mrs. Sutherlin to conduct roll call and a motion was made by Regent Dickson, seconded by Vice Chair Cooksey and unanimously approved to convene an executive session at 9:25 a.m.
6. **RECONVENE OPEN SESSION:** At the conclusion of the June 27 executive session Chairman Norwood asked Mrs. Sutherlin to conduct roll call. A motion was made by Vice Chair Cooksey, seconded by Regent Dickson, and unanimously approved to adjourn the executive session, and reconvene the June 27, 2017 regular session of the HSSU Board of Regents for the purpose of adjournment.
7. **ADJOURNMENT:** A motion was made by Vice Chair Cooksey, seconded by Regent Dickson, and unanimously approved to adjourn the June 27, 2017 regular session at 9:50 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