

**MINUTES OF THE REGULAR MEETING
BOARD OF REGENTS OF HARRIS-STOWE STATE UNIVERSITY
May 28, 2013**

The regular meeting of the Board of Regents of Harris-Stowe State University was held on Tuesday, May 28, 2013, starting at 8:10 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
Mrs. Christine Chadwick
Mr. Reginald Dickson, Vice Chairman
Ms. Debra Hollingsworth**

Absent:

Atty. Wayman F. Smith III

REPRESENTATIVES FROM THE PRESIDENT'S OFFICE

Present:

**Dr. Albert L. Walker, President
Mrs. Lea Sutherlin, Executive Assistant to the President and Secretary to the Board**

MEMBERS OF THE PRESIDENT'S EXECUTIVE ADMINISTRATIVE LEADERSHIP TEAM

Present:

**Dr. Dwyane Smith, Vice President for Academic Affairs
Mrs. Constance Gully, Executive Vice President for Business and Financial Affairs
Dr. Michelle McClure, Asst. Vice President for Academic Affairs
Dr. Latisha Smith, Dean, College of Education
Dr. Fara Zakery, Dean, Anheuser-Busch School of Business
Mr. Charles Gooden, Dean, Student Affairs
Ms. Lashanda Boone, Executive Director, Enrollment Management
Mr. James Fogt, Executive Director, Information Technology
Ms. Courtney McCall, Asst. Vice President, Communications, Marketing, Alumni Affairs and Development
Mrs. Heather Bostic, Executive Director, Title III and Sponsored Programs
Mr. Howard Richards, Executive Director, Institutional Security and Development**

FOREWORD:

The minutes presented below are a summary of the discussions, deliberations, and actions of the Board of Regents at its May 28, 2013 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 CHAIRWOMAN AND MEMBERS OF THE BOARD:***
2. ***APPROVAL OF THE MARCH 2013 MINUTES:*** A motion was made by Regent Dickson seconded by Regent Chadwick, and unanimously carried for approval of the March 2013 Board minutes.

Regent Dickson remarked that Fresh Ideas, HSSU's catering company, continues to provide outstanding service during Board meetings.

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

President Walker report included the following:.....Dr. Walker

A. **HARRIS-STOWE STATE UNIVERSITY TO HOST THE NATIONAL SMALL BUSINESS ADMINISTRATION CONFERENCE WITH MR. JACK DORSEY, FOUNDER OF TWITTER AND DAVID STEWARD, FOUNDER OF WORLD WIDE TECHNOLOGY ON JUNE 19:** President Walker announced that Harris-Stowe State University will serve as the host for the National Small Business Administration Conference on June 19. He stated that Jack Dorsey, founder of Twitter, and David Steward, founder of World Wide Technology will be the featured keynote speakers during the conference, and that he (Dr. Walker) has been asked to serve on one of the panels. He invited board members to attend.

B. **REPORT FROM SENATOR JOHN SCOTT, HSSU LEGISLATIVE CONSULTANT:** President Walker stated that he invited former state senator John Scott, who serves as Harris-Stowe's legislative consultant, to make a brief presentation to the Board.

Senator Scott shared information about chartering the course in the legislative process. He reported that the process is more challenging now because more time is being spent on issues like guns instead of education. He then spoke about additional challenges with funding and specifically, performance based funding legislation. He spoke about how term limits also make it difficult to deal with the legislative process so one must work with caucuses and leadership. He further shared that bond issues also presented challenges this year, and about many of the challenges facing other institutions across the state. Senator Scott noted that funding levels are still at those from the 1990s, but that things are always changing so it is important to keep abreast of what is going on.

President Walker thanked Senator Scott for keeping the University informed about key issues at the state level.

4. **REPORT OF THE EXEC. VICE PRESIDENT FOR BUSINESS & FINANCIAL AFFAIRS.....Mrs. Gully**

A. **MARCH/APRIL 2013 FINANCIAL REPORTS:** Mrs. Gully reported that she met with the Board Finance Committee on May 22, 2013. She added that prior to that meeting, a meeting was held with external auditors. She thanked Chairwoman Cook and Regent Dickson for their participation and leadership.

She then reported that the general operating fund revenues for period ending March 2013 were at 79%, and expenditures at 73%; and for April, general operating fund revenues were at 89% and expenditures at 80%; Gillespie Residence Hall housing rental revenues were at 96% with expenditures at 62% for the month of April; Bosley Hall housing rental revenues were at 92% with expenditures at 52% for the month of April; Clay Center revenues were at 90% with expenditures at 71% for the month of April; and, Consortium for Leadership Development (CLD) revenues were at \$77,600 (revenues for current year pay for operating expenses of the program) and expenditures at 78% for the month of April.

Mrs. Gully also gave a brief update on the budget. She stated that HSSU will receive a slight increase from the state, but that with the decrease in overall enrollment, the University must continue to reduce expenditures and cut additional costs.

Chairwoman Cook asked Mrs. Gully what she felt attributed to the shortfall.

Mrs. Gully stated that she felt the shortfall was from credit hour production. She further stated that from the numbers side, new students are coming in but somehow juniors and seniors are leaving; but that shortfalls are also related to parent plus loans and students not being able to afford living on campus.

Regent Dickson stated that it sounds like more of an attrition problem than an enrollment problem.

Regent Cook reminded the staff that the Board had asked that a survey be done about why students are leaving.

Mr. Fogt stated that the survey has been done and that he will get that information to the Board.

Chairwoman Cook then asked about Title III.

Mrs. Bostic stated that Title III has not yet received a budget but that a 5-6% cut is anticipated which would be roughly \$100,000.

- B. **APRIL/MAY 2013 PERSONNEL REPORTS:** Mrs. Gully reported that the monthly personnel reports for April and May could be found under Tab 5 and included new employees, promotions and conclusions.

A motion was made by Regent Dickson, seconded by Regent Chadwick, and unanimously carried for the approval of the March/April 2013 Financial Reports and to accept the April/May 2013 Personnel Reports.

5. **REPORT OF THE VICE PRESIDENT FOR ACADEMIC AFFAIRS..... Dr. Smith**

- A. **REPORT ON DEGREE PRODUCTION AND RETENTION:** Prior to his presentation, Dr. Smith introduced Harris-Stowe student scholar, Jordan Fowlkes.

Mr. Fowlkes shared that he is a senior accounting major, and that he and another student, have been selected for internships at Boeing. He added that he has also had the opportunity to intern for Kathy Osborne, the Thurgood Marshall College Fund, and the Department of Veterans Affairs.

Ms. McCall noted that out of 400 students who applied nationwide for the internships at Boeing, HSSU submitted applications for six positions and two were selected. She added that Mr. Fowlkes and the other student selected are both business accounting majors.

Dr. Smith then gave a PowerPoint presentation on degree production at Harris-Stowe. He stated that according to recent research, it is estimated that the United States needs to produce roughly one million more graduates a year by 2020 which is about 40 percent more than today, to ensure the country has the skilled workers it needs. He added that reaching this goal would mean increasing today's annual output of bachelor's degree holders by approximately 3.5% per year for the next decade. Dr. Smith reported that Harris-Stowe's degree production the last few years has exceeded this percentage and that the 2012-2013 Graduation Class of 162 was the largest in 16 years and the highest in 35 years. He then presented the cohort data and stated that a majority of graduates are not counted in cohort data. He added that while degree production has increased, six-year cohort graduation rates have either remained static or decreased. Dr. Smith then reported that the Department of Education announced in 2012 that part-time and transfer students would soon be included in graduation-rate tallies, and that this would mean that HSSU and other institutions will have a more equitable measurement in degree production as many students who were rendered "invisible" will finally be counted. He also presented HSSU's degree production rankings statewide for public four-year institutions, along with Harris-Stowe's performance funding status. Dr. Smith concluded his presentation with a focus on Harris-Stowe's statewide rankings in graduating African-American males and females, which showed that HSSU ranks fourth out of 13 Missouri public institutions to graduate African-American females, and ninth in

graduating African-American males. He stated that data collection is an important piece of the Department of Education's new degree completion formula, and that the ongoing issue nationally, statewide, and at HSSU is the academic achievement of African-American males. He noted that Harris-Stowe plays a critical role in the graduation of African-Americans and other underrepresented groups in higher education.

Regent Chadwick commented that this is high on the business community agenda, and that she attended a recent conference where Dr. McClure represented HSSU. She stated that it is important that Harris-Stowe continue to share our demographics and be visible.

Dr. McClure stated that Missouri is trying to increase degree completion and that HSSU along with other institutions play a critical role. She further stated that during her presentation, she shared that everyone is needed at the table and this data clearly demonstrates what HSSU is doing, and that the Institution must continue to do it well.

Regent Chadwick commented on immigration and that this college attainment is very ripe and again, very important to the business community. She noted that there are some real opportunities in that area.

Regent Dickson commented that it is good to hear that businesses are prioritizing, but in his opinion this is not surprising data, and that HSSU must commit to a plan where the leadership is here, and success originates here. He added that we have a jewel in HSSU and we must capitalize on the fact that this is a great opportunity for all students.

Dr. Smith gave kudos to Meaghan Effan, Coordinator of Institutional Research at HSSU, and the Missouri Department of Higher Education Research Department for their assistance with providing data.

A copy of Dr. Smith's complete PowerPoint presentation can be found with the May 2013 Board Booklet.

Chairwoman Cook reminded everyone, on a separate note, that protocol is important, and that the President should always be introduced and/or bring welcome remarks at programs and the Board of Regents should always be listed on printed programs. She added that it is also important to have good customer service in place and that the public should be notified of HSSU Campus closures, etc.

Mrs. Gully thanked Chairwoman Cook for her comments. She stated that there is a message for callers with information about HSSU's summer hours, but that there had been an issue with the telephones. She further stated that all was done correctly by the HSSU staff, but that the state could not figure out why the phone line was not working from their level.

Chairwoman Cook thanked Mrs. Gully for the explanation and added that the phone lines should be checked regularly as an outsider should not be the one to find out that there is a problem.

6. ***REPORT OF THE DEAN OF STUDENT AFFAIRS..... Mr. Gooden***

Prior to his report, Mr. Gooden reminded everyone that the Division of Student Affairs is comprised of athletics, career services, counseling services, health services, residential life, student activities, and community outreach. He stated that the Division provided supportive, meaningful and exciting events and activities for the students throughout the academic year which supplemented the learning experiences received in the classroom. He remarked that each department created experiences which would improve the personal and social life structure for students, thus developing a greater loyalty, caring and love for the University. He further remarked that the additional bi-weekly group sessions provided great opportunities to strengthen assistance to students with weak learning areas along with a better understanding of self and others.

He then thanked Ms. Boone for including Student Activities in collaboration for fall enrollment. He stated that this first phase of orientation included session for parents.

- A. Mr. Gooden reported that Career Services increased communication with students, staff and alumni through information and opportunities for internships, employment, assistance with improving interview skills, résumé writing and research for employment and advance study. He stated that several students have been accepted for internships including Mr. Chris Miller and Mr. James Guest who were selected to serve a summer internship at the Center Of Disease Control in Atlanta, GA; and Ms. Helena Perine and Mr. Erik Shelquist, through the Thurgood Marshall College Fund, were selected to attend summer intensive sessions at The United Nations in New York City with a side trip to Washington, D.C. (arrangements have been made with U.S. Representative William “Lacy” Clay of Missouri, to introduce the two HSSU students on the floor during the House of Representative Session.)

Mr. Gooden reported that Counseling Services provided the opportunity for several students from HSSU to present at the Missouri SWAT Peer Educators Conference “Meeting of the Minds” in Kansas City, MO. He stated that seven students attended and gave presentations to the conference attendees which were well received. He then reported that HSSU counselor Dr. Vickie Bernard attended a two- day “ALICE Training” (alert, lockdown, inform counter, evacuate), to assist in the campus public safety process.

He then reported that Student Activities selected nine students from various organizations to attend the National Association of Student Affairs Professional Student Leadership Institute 2013, at Savannah State University in Savannah, GA. He stated that HSSU collaborated with Lincoln University and their student team and will share costs and travel with HSSU students to the conference. He added that the students attending will return and share experiences learned with members of the student population. Mr. Gooden further reported that Student Activities also conducted the election of student government officers and majestic assembly members for the 2013-2014 Academic Year, and that these officers will be sworn-in this fall.

Mr. Gooden shared that background information for his report could be found in the May 2013 Board Booklet.

Regent Chadwick asked about summer housing enrollment.

Mr. Gooden stated that Sigma Aldrich interns, paid for by that corporation, will reside in Gillespie Hall along with students from the summer academy, STEM group and HSSU students who are enrolled for the summer. He noted that all will reside at Gillespie Hall so that summer clean up can be conducted at Bosley Hall.

Mrs. Gully added that additional residents will include the National Association of Accounting for high school juniors and seniors; students from the Upward Bound collaborative; and NSF summer program participants. She stated that HSSU is hoping to begin collaborations with the Community Colleges and Dr. McClure is working with Goldfarb School of Nursing.

7. ADJOURNMENT

There being no further business, a motion was made by Regent Chadwick, seconded by Regent Dickson, and unanimously approved to adjourn the May 28, 2013 meeting at 9:15 A.M.

Respectfully submitted,

Approved by:

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

Thelma V. Cook
Chairwoman, HSSU Board of Regents

EXECUTIVE SESSION May be closed by vote of the Board - R.S. MO 610.020

R.S. MO 610.25 - Matters Pertaining to Legal Actions

R.S. MO 610.25 - Matters Pertaining to Personnel Issues such as Discipline, Hiring, etc.

R.S. MO 610.25 - Other