

**MINUTES OF THE REGULAR MEETING  
BOARD OF REGENTS OF HARRIS-STOWE STATE UNIVERSITY  
January 22, 2013**

The regular meeting of the Board of Regents of Harris-Stowe State University was held on Tuesday, January 22, 2013, 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. Charles H. Hoessle, Vice Chairman  
Ms. Debra Hollingsworth  
Atty. Wayman F. Smith III  
Ms. Christine Chadwick  
Mr. Reginald Dickson**

**REPRESENTATIVES FROM THE PRESIDENT'S OFFICE**

**Present:**

**Dr. Albert L. Walker, President  
Mrs. Lea Sutherlin, Executive Secretary 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  
Mrs. Heather Bostic, Executive Director, Title III and Sponsored Programs  
Mr. James Fogt, Executive Director, Information Technology  
Mrs. Courtney McCall, Asst. Vice President, Communications, Marketing, Alumni Affairs and Development  
Mr. Howard Richards, Executive Director, Institutional Security and Development**

**OTHERS IN ATTENDANCE:**

**Atty. Tom Mickes, Mickes, Goldman, O'Toole, LLC**

**FOREWORD:**

The minutes presented below are a summary of the discussions, deliberations, and actions of the Board of Regents at its January 22, 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:***

Chairwoman Cook welcomed everyone for a new calendar year at Harris-Stowe. She stated that just prior to the winter break she met with officers of the University to discuss various issues. She stated that HSSU is in a corrective mode because a lot of things need to be purged and reviewed. She added that many wonderful programs have taken place on campus, including the annual Dr. Martin Luther King, Jr.

Statewide Celebration Kick-off for Missouri, and that hopefully everyone was refreshed and ready to continuing working on the important tasks of the University.

**APPROVAL OF THE OCTOBER 2012 MINUTES:** A motion was made by Regent Dickson, seconded by Regent Hoessle, and unanimously carried for approval of the October 2012 Board minutes.

2. **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 MEETS ALL FIVE PERFORMANCE FUNDING TARGETS SUBMITTED BY THE MISSOURI DEPARTMENT OF HIGHER EDUCATION:** President Walker reported that the Missouri Department of Higher Education’s response to Harris-Stowe’s performance funding model could be found under Tab 4 of the January 2013 Board Booklet. He stated that he was pleased to announce that Harris-Stowe State University met all five of its performance funding targets including: (1) student success and progress; (2) increased degree attainment; (3) quality of student learning; (4) financial responsibility and efficiency; and (5) institution-specific measure. He added that during a conference call with presidents and chancellors, it was found that not every institution met all five (5) performance funding standards, and that HSSU should be proud. He noted that Missouri is one of 48 states going into performance funding. He extended “kudos” to Dr. Dwyane Smith and all other staff members involved.
  
- B. **AMERICAN ASSOCIATION OF STATE COLLEGES AND UNIVERSITIES (AASCU) TOP TEN HIGHER EDUCATION STATE POLICY ISSUES FOR 2013:** President Walker reported that the AASCU top ten higher education state policy issues for 2013 could also be found under Tab 4. He reminded that AASCU is the mentoring body for all institutions across the nation and that the policy issues provide a road map of higher education issues that are going to occur. President Walker stated that funds are tight, with possible future cuts from Title III, and some that could be devastating to HBCUs. He then reviewed the list of issues with Board members which included: (1) Boosting Institutional Performance; (2) State Operating Support for Public Higher Education; (3) Tuition Prices and Tuition Policy; (4) State Student Grant Aid Programs; (5) College Readiness - he stated that right now HSSU has an open door policy but must also have other means to bring in students who are marginally prepared to provide an offset as this affects performance funding, and HSSU is trying get that balance and remain competitive; (6) Immigration – he stated that right now HSSU is bringing in students from Japan, Sweden, India and other regions while closely following immigration programs; (7) Competency-Based and Online Education; (8) Guns on Campus – he stated that he has met with Mrs. Gully and Chief Richards and that guns are prohibited at HSSU; (9) Economic and Workforce Development – he stated that every student at HSSU shall complete some type of internship; and (10) Consumer Protection Involving For-Profit Colleges.
  
- C. **EDUCATIONAL TESTING SERVICE HIGHER EDUCATION ACCREDITING AGENCIES:** President Walker reported that the list of Education Testing Service Higher Education Accrediting Agencies could also be found under Tab 4. He stated that these are the agencies that he often talks about, and that meet the Council for Higher Education Accreditation eligibility standard for degree-granting institutions or programs. He further reported that North Central Association is now the “stand alone” Higher Learning Commission, and that he has been asked to remain on the Commission an additional two years which will set a precedent. He noted that he has asked Ms. McCall to make sure that 80% of marketing at HSSU is based on academics.

Chairwoman Cook thanked President Walker for his report and stated that it is great to know where the University stands and that leadership is on top of compliance and accommodating new guidelines for accreditation and state funding. She stated that the Board appreciates the leadership President Walker has given to these efforts and for being astute to these compliances.

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

- A. **OCTOBER/NOVEMBER/DECEMBER 2012 FINANCIAL REPORTS:** Mrs. Gully reported that she met with the Board Finance Committee on January 18, 2013. She then reported that the general operating fund revenues for period ending October, 2012 were at 36%, and expenditures at 39%; fund revenues for period ending November, 2012 were at 46%, expenditures at 46%; fund revenues for period ending December, 2012 were at 64%, and expenditures at 46%. She then reported that for period ending December 2012, Gillespie Residence Hall housing rental revenues were at 87% with expenditures at 26% and Bosley Hall housing rental revenues were at 80 % with expenditures at 25%; Clay Center revenues were at 48% percent with expenditures at 22% (she noted that the Clay Center is moving into development mode and exploring fundraising opportunities); and, Consortium for Leadership Development (CLD) revenues were at \$53,607 (she noted that they are still working from start up support from AABLC) and expenditures at 50%.

Regent Chadwick asked why revenue projections could not be seen for the CLD.

Mrs. Gully stated that because she does not manage the finances of the CLD, that information is not available.

Regent Dickson suggested that David Price, AABLC chair, come and make a presentation to the Board regarding the CLD.

Chairwoman Cook stated Dean Zakery would bring a report from the HSSU aspect later during this meeting, but that would be appropriate for someone from leadership to present to the Board of Regents once a year.

Regent Dickson respectfully suggested twice a year, and stated that as a founding member, he feels it would be enlightening especially with cutbacks and the fiscal cliff. He added that this can enhance the University because of the individuals who are on the board of the consortium.

Chairwoman Cook stated that everyone at the University is committed to the concept and the actions of the CLD. She stated that the candid questions are about how they are reporting their funds and how it can affect the overall University.

- B. **NOVEMBER/DECEMBER 2012 AND JANUARY 2013 PERSONNEL REPORTS:** Mrs. Gully reported that the monthly personnel reports for could be found under Tab 5 and included new employees, promotions and conclusions.

**A motion was made by Regent Smith, seconded by Regent Hoessle, and unanimously carried for the approval of the October, November and December 2012 Financial Reports and to accept the November /December 2012 and January 2013 Personnel Reports.**

Mrs. Gully shared that the CPI rate notice came out last week and that the rate is based on December 2011 and November 2012. She indicated that the HSSU allowable increase for tuition is 1.7% which would be approx. \$111 per student, and is very low. She stated that hopefully higher education will get at least a 2% increase from the State, and that HSSU met all of its performance funding criteria, which is helpful. She added that HSSU would present to the Missouri House Appropriations Committee on January 30 in Jefferson City, and will address the following points submitted by the Committee: (1) Enrollment growth over the last three years; (2) The impact of performance funding as recommended by the Performance Funding Task Force; (3) Institutional capital needs and deferred maintenance; and (4) The most unique aspect of each institution and the budgetary impact of this characteristic. She then invited Board members to contact her or President Walker if there were additional items they would like shared during the presentation.

- C. **DR. MARTIN LUTHER KING, JR. STATE CELEBRATION COMMISSION KICK-OFF PROGRAM FOR MISSOURI HELD ON HARRIS-STOWE'S CAMPUS – SATURDAY, JANUARY 12, 2013:** Mrs. Gully reported that the Dr. Martin Luther King, Jr. State Celebration Commission Kick-off Program for Missouri was a wonderful event. She stated that Ms. McCall and MLK Commissioner Merdean Gales did an outstanding job as emcees, as did Xernona Clayton as the keynote speaker and federal, state and local legislators who brought traditional greetings. She thanked members of the Board for their continued support of the Commission by allowing HSSU to host for the 27<sup>th</sup> year.

Chairwoman Cook thanked Mrs. Gully for her leadership, and stated that this is a significant program hosted by HSSU. She stated that while she was unable to attend, she heard from many sources it was an outstanding program, and thanked everyone for a job well done.

- D. **REPORT ON HSSU SECURITY AND SAFETY PROCEDURES:** Mrs. Gully asked Chief Richards, executive director of Public Safety and Institutional Development to present the report on HSSU security and safety procedures.

Chief Richards reported that during the Spring 2013 Faculty/Professional Staff Institute he addressed faculty and staff about campus lockdown procedures and how to respond when there is a hostile intruder. He stated that everyone has been hearing and seeing the news about active shooters at various companies, organizations and institutions, and indicated that he wanted to make sure everyone understood how it could impact a campus. He provided the definition of "active shooters" and reminded the Board of the recent event at Stevens Institute. He shared that in that instance, the guard did not check student's ID as he was familiar to the staff on campus. Chief Richards stated that he impresses the importance of this upon the public safety officers at HSSU. He then stated that all employees can prepare for best practices in an active shooter situation, and should always have an escape route in mind, not just on campus, but wherever you go. He then reviewed various safety steps to take when encountering an active shooter.

Chairwoman Cook asked if this information would be distributed to the student body.

Chief Richards stated that Ms. McCall would distribute the information campus-wide to everyone via email and would also publish it on the HSSU website.

Regent Cook asked if there was a video that shares this information that can be shared with students.

Chief Richards stated that he has requested the video produced by Homeland Security.

Regent Chadwick suggested that in addition to the video from Homeland Security, it might be helpful to have a local video of Chief Richards talking about safety standards on HSSU's campus, along with signs posted in classrooms on what to do.

Mrs. Gully stated that such a video could be implemented.

Chief Richards then reported that in light of the New Town, Connecticut tragedy, he now has one of the campus safety vehicles posted outside of the Clay Center along with increased patrols. He shared that he and President Walker have discussed making IDs mandatory on campus, which could also be a life saver, along with the need to look at spending money for better access controls, i.e. card readers that would minimize the possibility of a tragedy. He added that he would also like to see a visitor control center set up at HSSU. He noted that these are things that can make HSSU even safer.

Chairwoman Cook agreed. She stated that the campus has access all around, and that while enforcing IDs is a great idea, it might be more helpful to direct people to the administration building when they come on campus.

Regents Dickson and Hoessle concurred that Chief Richards gave a very good report.

- E. **REPORT ON CAMPUS IMPROVEMENT PROJECTS:** Mrs. Gully then gave a brief report and shared photos on campus improvement projects including the campus storage garage which was built in-house, under the capable direction of HSSU facilities manager, Paul Kennon, who also designed the storage garage. She also shared photos and information about the Vashon Community Center project which was completed to protect the envelope of the building.

President Walker stated that the interior needs a considerable amount of work.

Regent asked the use of the Vashon Center once completed.

Mrs. Gully shared that it would be used for additional classrooms, to house the Don and Heide Wolff Jazz Institute, a historical repository and some STEM functions and lecture lab.

Chairwoman Cook asked if landscaping of Vashon is included with the campus contract.

Mrs. Gully stated that it is included and that last year some plants were diseased. She further stated that the Vashon Center is HSSU's number one priority for state capital. She then reported that the walkway replacement and repairs seen in the photos were done in-house. She also reported that the tuck-pointing project for the HGA building is near completion, and that \$10,000 had to be added to that project to remediate cracks in the ATT Library Center. Mrs. Gully then showed photos of the office relocations completed just before and during the winter break. She indicated that for the first time, all files from the Registrar's Office are located in one area, and all Enrollment Management offices are located on the ground floor of the HGA building.

Chairwoman Cook stated that all of this is part of the mode of correction she spoke of earlier in the meeting. She thanked President Walker, Mrs. Gully and the entire staff for a job well done.

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

- A. **INTERNATIONAL ASSEMBLY FOR COLLEGIATE BUSINESS EDUCATION (IACBE) REACCREDITATION GRANTED TO THE HSSU ANHEUSER-BUSCH SCHOOL OF BUSINESS:** Dr. Smith stated that accreditation is important to the livelihood of any institution. He asked Dean Zakery to make the report on the IACBE reaccreditation granted to the Harris-Stowe State University Anheuser-Busch School of Business.

Dean Zakery reminded everyone that two important reaccreditation site visits were held at the Anheuser-Busch School of Business during October 2012. She stated that the ABSB received full accreditation reaffirmation through the Accreditation Council for Business Schools and Programs (ACBSP) and the International Assembly of Collegiate Business Education (IACBE), and that commissioners endorsed the commendations of the site-visit teams which were itemized in the findings letters. She noted that both accreditations were passed with no findings.

Dr. Smith commended Dean Zakery and her team for a job well done. He added that Harris-Stowe has been successful on all recent accreditations including the 2010 National Council for Accreditation of Teacher Education (next visit 2016); the 2011 Higher Learning Commission (next visit 2016 & 2021); Accreditation Council for Business Schools and Programs (next visit 2022); and the International Assembly of Collegiate Business Education (next visit 2022).

- B. **REPORT ON THE SPRING 2013 FACULTY/PROFESSIONAL STAFF INSTITUTE:** Dr. Smith reported that the Spring 2013 Faculty/Professional Staff Institute was held on January 2-4, and that highlights included President Walker's remarks and vision for HSSU; a keynote address by Dr. Charlene Jones, HSSU and Emerson Educator of the Year; panel discussions on HSSU from an international student perspective; a performance funding session; and panel discussions

on recruitment, retention and graduation. He extended special thanks to Student Affairs for assisting in the co-planning of the Institute.

- C. **RECOMMENDATION FOR NEW DEGREE PROGRAM AT HARRIS-STOWE STATE UNIVERSITY:** Dr. Smith presented a recommendation for a Bachelor of Science Degree in Educational Studies at Harris-Stowe. He thanked members of the Board Academic Affairs Committee, Regents Chadwick and Dickson, who helped a great deal in preparing the recommendation for presentation to the full Board, and to the Missouri Department of Higher Education.

Regent Chadwick stated that the new degree program points to market demand, and that according to the U.S. Bureau of Labor and Statistics, employment opportunities for individuals with a bachelor's degree in Educational Studies is expected to grow between 2012-2020, due largely to continued demand for properly trained employees needed for social services and educational agencies. She stated that this presents a compelling case to approve the recommendation at this meeting.

**A motion was made by Regent Chadwick, seconded by Regent Dickson, and unanimously approved for a Bachelor of Science Degree Program in Educational Studies at Harris-Stowe State University.**

Dr. Smith then stated that the Don and Heide Wolff Institute was not listed on the agenda, but that he wanted to provide an update on the WJI as Rhoda Wilson, director of the Institute had recently resigned. He reminded everyone that the Wolffs had donated their valuable jazz collection to HSSU back in 2002 which established the Don and Heide Wolff Jazz Institute and Art Gallery (WJI) at Harris-Stowe State University. He reported that since its inception, the WJI has grown tremendously and offers a variety of music of many different genres, for research and the listening pleasure of HSSU and its public. He stated that most recently, there was an issue with storage for the Boughton Collection (part of the WJI), but that it has been addressed and items have been taken off of pallets, itemized, shelved and stored. He noted that in the spirit of moving forward and the period of correction, as stated earlier by Chairwoman Cook, this is an opportunity to grow and take the WJI to the next level based on the following six priorities: (1) hire a part-time curator to manage the day-to-day operations of the WJI; (2) integration of the AT&T Library and the WJI to provide additional outreach; (3) create partnerships with other institutions to raise awareness and increase the WJI brand; (4) reestablish the WJI Advisory Board; (5) seek external funding to ensure viability and growth; and (6) promote the WJI through outreach activities include a lecture series, symposiums on jazz, "first Fridays" and media focused events.

Regent Chadwick thanked Dr. Smith for his outstanding presentation and asked if the PowerPoint could be sent to Don and Heide Wolff.

Dr. Smith stated that he would send the presentation to the Wolffs.

Chairwoman Cook stated that it was an excellent report and would be discussed further during executive session.

- D. **REPORT ON THE CONSORTIUM FOR LEADERSHIP DEVELOPMENT... Dean Zakery**  
Dean Zakery reported that the Consortium for Leadership Development provides leadership training and development for business professionals and HSSU students. She stated that this is accomplished through executive level facilitation and a rigorous curriculum that integrates industry and enterprise with academia including participant pre-preparation, Harvard Business School Case Studies, and an extensive participant library. She then gave a PowerPoint presentation on the CLD including (1) the plan; (2) the promise – to equip, expose, empower, and enable; (3) the process – participants are immersed in real-life scenarios designed to help them identify problems and create value-based opportunities for the organizations they serve; (4) program modules – Leadership DNA, Globality, Execution, Integrity, and Vision; (5) HSSU

student participation – skill building forums with corporate presenters; and (6) an outline of the mission accomplishments to date – 34 participants, corporate sponsors, pilot year sales \$94,350, of which 72% has been collected (\$67,550). Dean Zakery’s presentation also included a list of participants who have used the skills learned to elevate their status and positions and participant testimonials.

Regent Dickson shared that CLD presentations by Michael Neidorff, Chairman and CEO of Centene Corporation, and Keith Williamson, VP at Centene, were featured in a recent edition of the *St. Louis American*.

Dean Zakery stated that after that featured article, she received calls from the community on how they could participate in the CLD.

Chairwoman Cook thanked Dean Zakery for the great information.

Dean Zakery stated that she would invite David Price to present at the next Board meeting to answer any financing questions as the CLD foresees a great future of financial stability and a waiting list for participants.

Chairwoman Cook stated that it may or may not be the next meeting, but that Dean Zakery would be apprised of when to invite him to present to the Board.

5. **ASSISTANT VICE PRESIDENT FOR COMMUNICATIONS, MARKETING, ALUMNI AFFAIRS AND DEVELOPMENT.....Ms. McCall (Tab 7)**

A. **REPORT ON HARRIS-STOWE STATE UNIVERSITY FUNDRAISING ACTIVITIES:**  
Ms. McCall asked Mr. Richards to join her during the report on fundraising activities. They distributed copies of the internal giving card and the capital campaign phases and tasks chart to members of the Board, along with the HSSU fundraising plan which highlighted critical success factors, overview and needs assessment, information on HSSU Foundation funds, capital projects, scholarship funds, ways to accomplish goals, a case statement and a projected timeline. She stated that the report was centered on development efforts and what has been done since the Black Finn event reported on during earlier meetings, and that prior to that event, development committee meetings were held with Dr. Givens, who is serving as fundraising consultant to HSSU, and, that under his advice it was decided to make the Black Finn event a launch event for a five-year fundraising campaign to begin in 2013 with a goal of \$35 million which includes \$15 million in silent campaign funds raised by President Givens during his tenure. She then shared that the development committee includes Mrs. Bostic, Mr. Richards, and that while she is not a member of the committee, Mrs. Gully attends the meetings. She thanked Regent Dickson for attending the event, and stated that HSSU students were highlighted, and that the new development video was shown, along with a \$100,000 check presentation from Fresh Ideas. Ms. McCall reported that follow-up continues with representatives from corporations in attendance that have shown interest as prospective new donors to HSSU. She added that the committee came up with the theme, “Forward to New Horizons”, and that the press release was picked up by a number of local and national media outlets. She added that positive feedback had been received from the Black Finn event, and that each attendee was sent a “thank you” letter for attending. Ms. McCall then reported that she and President Walker had met with Wells Fargo and Boeing who are looking for HSSU student interns.

Mrs. Cook asked the purpose of the donation from Fresh Ideas.

Ms. McCall stated that it will go directly to the Foundation and unrestricted funds.

Mr. Richards reported that he has spoken with company and corporate representatives who are considering making donations, naming rights, and assisting with fundraising activities at HSSU.

He stated that while he and Ms. McCall are new to the area of development, they are willing to tap into assistance being offered. Mr. Richards and Ms. McCall welcomed ideas and suggestions from Board members.

Ms. McCall then reported that the Alumni Giving Campaign, which began in May 2012, has been consistent and \$21,000 has been raised to date and that the December 2012 \$25 Spirit of Giving Campaign is also going well.

Regent Dickson stated that he had the opportunity to attend the Black Finn event, and that it was professionally done, well attended, and that from a marketing standpoint, the Board could not have asked for anything better.

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

**A. UPDATE ON STUDENT AFFAIRS ACTIVITIES:** Mr. Gooden reported that the Division of Student Affairs has continued to provide out-of-the-classroom experiences for students that address social, personal and psychological needs through events and activities that fulfill the mission of the University. He stated that prior to the winter break; study sessions and tutoring for exams were conducted to assist students for academic success, along with enrollment advice for the spring semester. He further reported that internship opportunities, preparation for interviews and résumé writing has been provided by Career Services and that those same opportunities have been made available to HSSU graduates. He then reported that Counseling Services assisted students in improving weaknesses in personal issues through individual counseling sessions. Mr. Gooden also reported that several students attended leadership conferences sponsored by the Thurgood Marshall Fund, and the Governor’s Faith Based Leadership Institute. He also shared that many HSSU students have participated in community service throughout the region including painting classrooms at the Urban K-Life Charter School (70 HSSU students participated through a small MLK grant); eight (8) students traveled to Washington, D.C. for the President’s Inauguration events; and HSSU students, faculty and staff provided clothing, gifts and food for the needy during the holidays and conducted readings for several elementary school classes. Mr. Gooden concluded his reported by sharing that HSSU men and women’s basketball began conference competition and are doing very well. He pointed out that several flyers and student affairs background information could be found under Tab 8 of the January 2013 Board Booklet.

**7. ADJOURNMENT**

**There being no further business, a motion was made by Regent Smith, seconded by Regent Hollingsworth, and unanimously approved to adjourn the January 22, 2013 meeting at 9:55 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