

**MINUTES OF THE REGULAR MEETING  
BOARD OF REGENTS OF HARRIS-STOWE STATE UNIVERSITY  
March 26, 2013**

The regular meeting of the Board of Regents of Harris-Stowe State University was held on Tuesday, March 26, 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 – via conference call  
Ms. Christine Chadwick  
Mr. Reginald Dickson, Vice Chairman – presiding

**Absent:**

Ms. Debra Hollingsworth  
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  
Mr. Howard Richards, Executive Director, Institutional Security and Development

**Absent**

Mrs. Heather Bostic, Executive Director, Title III and Sponsored Programs

**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 March 26, 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:***

Regent Chadwick reported that she had the pleasure of attending HSSU's Vice President's Honors Event. She stated that this type of program is what HSSU is all about – educating its students. She further stated that she was proud of the traditional and non-traditional honorees and the support systems that surround them.

Vice Chair Dickson shared that he had recently traveled to Washington D.C. with Kelvin Adams, superintendent of Saint Louis Public Schools to explore the concept of public boarding schools. He shared that they had the opportunity to visit with Congressman Lacy Clay who is a strong ally of Harris-Stowe State University. He stated that another area discussed with Congressman Clay was the recruitment of international students with an emphasis on foreign affairs.

**APPROVAL OF THE JANUARY 2013 MINUTES:** A motion was made by Regent Chadwick seconded by Regent Cook, and unanimously carried for approval of the January 2013 Board minutes.

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

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

A. **REPORT ON HARRIS-STOWE STATE UNIVERSITY'S PRESENTATION AT THE MISSOURI HOUSE APPROPRIATIONS BUDGET HEARINGS - JANUARY 30, 2013:**

President Walker reported that he and Mrs. Gully made a presentation during the Missouri House Appropriations budget hearings. He asked Mrs. Gully to remark.

Mrs. Gully reported that it was a great presentation and that they were able to share the HSSU story and about the population the University serves. She stated that a series of four questions were asked including a specific one about budget challenges facing Harris-Stowe. She further stated that because the University met all five performance funding measures issued by the Missouri Department of Higher Education, Harris-Stowe will be eligible for funds made available for performance funding. She added that Representative Michael Butler has visited Harris-Stowe twice to tour the campus and discuss the capital needs of the University, and, to share that if the proposed bond issue passes, the Vashon Center will be included. She further stated that she, President Walker and Representative Butler then had lunch in Bosley Hall along with Mr. Gooden and a contingent of students. She added that the students appreciated the opportunity to share with Representative Butler and receive information about some of the community service opportunities in St. Louis. She noted that Representative Butler was impressed with students and with HSSU's facilities.

President Walker stated that performance funding is a challenge to many institutions across the nation as 48 states have adopted the measure. He added that in reference to the Vashon Center, if the bond passes, this will add greatly to Harris-Stowe's academic programs.

Vice Chair Dickson complimented Harris-Stowe on meeting all five of the performance funding criteria. He commented that the University is "small but mighty" and that we need to capitalize on that strength. He added that enrollment must be increased at Harris-Stowe.

B. **RECOMMENDATION FOR THE CONFERRAL OF HONORARY DOCTORATES (Atty. Wayman F. Smith III, Mr. Charles H. Hoessle and Mr. Anthony Thompson):**

President Walker reminded everyone of the well-established tradition at Harris-Stowe State University to confer honorary doctorates upon persons of great distinction who have made outstanding contributions to the University, the Greater St. Louis community, the State of Missouri, the Nation and to the world, on the occasion of the University's annual Commencement Convocation. He then, on behalf of the Administration, recommended that the Board of Regents approve the conferral of an Honorary Doctorate of Laws upon **Atty. Wayman F. Smith III**, Chairman Emeritus of the Harris-Stowe State University Board of Regents; an Honorary Doctorate of Humane Letters upon **Mr. Charles H. Hoessle**, Vice Chair Emeritus, Harris-Stowe State

University Board of Regents and Director Emeritus, St. Louis Zoo; and an Honorary Doctorate of Humane Letters upon **Mr. Anthony Thompson**, Chief Executive Officer and Chairman , KWAME Building Group.

Chairwoman Cook remarked that all three gentlemen have long tenure and support for Harris-Stowe. She stated that Mr. Hoessle still provides opportunities for internships for students; Atty. Smith has been serving on Harris-Stowe's Board for several years; and Mr. Thompson avails himself to Harris-Stowe and has been a great help to the Institution.

A motion was made by Regent Chadwick seconded by Regent Cook, and unanimously carried to confer an Honorary Doctorate of Laws upon **Atty. Wayman F. Smith III**; an Honorary Doctorate of Humane Letters upon **Mr. Charles H. Hoessle**; and an Honorary Doctorate of Humane Letters upon **Mr. Anthony Thompson**.

Vice Chair Dickson asked how many honorary doctorates have been conferred upon women over the years at Harris-Stowe.

Mrs. Sutherlin gave the approximation of six to eight in the past 20 years.

Vice Chair Dickson commented that the Institution must improve in this area.

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

Prior to her report, Mrs. Gully extended congratulations to Chairwoman Cook on her recent award from the Organization for Professional Women. She also thanked Chairwoman Cook for her support on the Board Finance Committee.

- A. **JANUARY/FEBRUARY 2013 FINANCIAL REPORTS:** Mrs. Gully reported that she met with the Board Finance Committee on March 22, 2013. She then reported that the general operating fund revenues for period ending January, 2013 were at 74%, and expenditures at 61%; and for February, general operating fund revenues were at 79% and expenditures at 67%; Gillespie Residence Hall housing rental revenues were at 96% with expenditures at 55%; Bosley Hall housing rental revenues were at 92 % with expenditures at 45%; Clay Center revenues were at 69% with expenditures at 71%; and, Consortium for Leadership Development (CLD) revenues were at \$77,600 and expenditures at 60%. She noted that the AABLC membership is committed to the CLD that it is funded for 2014. She further noted that the challenge is that the director and staff member for the CLD are employees of the University.

Vice Chair Dickson stated that the Chairman-elect for the AABLC is Johnny Furr, who is deeply committed to this effort.

Mrs. Gully then gave "kudos" to Dr. Patricia Johnson who held her first fundraiser – a silent auction and family game night which raised \$5,000 and access to some corporate matching support. She noted that the Clay Center also provides field experience for students, along with audio visual and observation experiences for early childhood classrooms. She added that the Clay Center has relationships with Wells Fargo and others who bring their children to the Clay Center, and that Mrs. Bostic continues to apply for grants to help subsidize students who want to send their children to the Center as well.

- B. **FEBRUARY/MARCH 2013 PERSONNEL REPORT:** Mrs. Gully reported that the monthly personnel reports for February and March could be found under Tab 5 and included new employees, promotions and conclusions.

**A motion was made by Regent Chadwick, seconded by Regent Cook, and unanimously carried for the approval of the January/February 2013 Financial Reports and to accept the**

**February/March 2013 Personnel Reports.**

- C. **RECOMMENDATION FOR TUITION AND FEES FOR FISCAL YEAR 2013-2014:** Mrs. Gully stated that in accordance with the allowable tuition increase under the Higher Education Student Funding Act (HESFA), the University would like to request a change in the tuition and fee structure for the 2014 academic year. She reported that the University Administration had studied the budget situation thoroughly and recommended the following: (1) a per credit-hour in-state tuition rate increase from \$195 to \$199 per credit hour with undergraduate tuition remaining flat for students taking between 12 and 16 credit hours per semester; (2) that technology and student activity fees would each remain at \$52.50 per session, per student; (3) that the student center fee increase from \$110 to \$117 per session; (4) that the Residence Hall housing fees increase for single occupancy from \$3,310 to \$3,500 per semester, and that double occupancy increase from \$3,000 to \$3,150 per semester; and (5) that the Board Plan (18 meals per week) increase from \$1,250 to \$1,300 per semester. Mrs. Gully added that the University Administration further recommended that the tuition and fee changes become effective at the beginning of the University's fall 2013 session.

Chairwoman Cook asked if there had been any improvements with the increased credit hours project.

Mrs. Gully stated that so far it has been difficult to determine with the slight recent decrease in enrollment, and, students are not taking advantage of the opportunity as much as they should.

Ms. McCall stated that the opportunity for students to take as many as 16 credit hours at the same cost of 12 credit hours is on everything in the form of advertisement and commercials, and is highlighted on the University's \$20,000 billboard campaign.

Mrs. Gully added that students are poised to partner in encouraging students to take advantage of this opportunity.

Vice Chair Dickson reiterated the importance of recruitment and increase in enrollment including seeking out graduates from the community colleges.

**A motion was made by Regent Cook, seconded by Regent Chadwick, and unanimously carried for the approval of a change in Harris-Stowe State University's tuition and fees structure for the 2013-2014 Academic Year.**

- D. **RECOMMENDATION FOR WRITE-OFF OF UNCOLLECTIBLE RECEIVABLES FY 2010:** Mrs. Gully stated that the recommended write-off for uncollectible account balances from spring 2010 through fall 2010 consisted of accounts receivable from tuition, Gillespie Hall, returned checks, books receivable and early childcare. She stated that the amounts were considered uncollectible by the collection agency and have been outstanding for several years. She noted that Harris-Stowe maintains a HOLD status policy that a written off account must be paid in full before a student may participate in future college registrations, and prevents students from receiving any transcripts.

**A motion was made by Regent Chadwick, seconded by Regent Cook, and unanimously carried to approve write-off of uncollectible FY 2010 Accounts Receivable.**

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

- A. **UPDATE ON RECRUITMENT EFFORTS:** Dr. Smith reported that the number of conditionally accepted and accepted will increase substantially in the upcoming months as students begin to submit transcripts. He stated that Harris-Stowe recruits from every major school and school district in the St. Louis metropolitan area including neighboring states, and that

counselor outreach will be a priority for both the community college and the secondary schools. He noted that on-campus meetings with counselors showcasing the merits of HSSU are being developed, and that in order to attract a diverse first-year academic class and to promote retention, Harris-Stowe offers full tuition scholarships with students ACT requirement at a 22 or better and a grade point average of a 3.5 or higher. He added that there will also be an aggressive outreach to the St. Louis Community Colleges that will involve academic units.

Regent Dickson stated that he agrees with the retention piece, but would like to see 1,000 students coming in even if some do not make it, as increase in student enrollment needs to be the number one priority.

- B. REPORT ON DEVELOPMENT EFFORTS AT THE CLAY CENTER:** Dr. Smith shared that as mentioned earlier by Mrs. Gully, under the leadership of Dr. Patricia Johnson, the William L. Clay Sr. Early Childhood Development/Parenting Education Center embarked on development efforts to raise awareness and resources for the Center. He stated that a trivia night was held with an employee match for participants, and that almost \$5,000 was raised with this event with matching funds coming from companies such as Peabody Energy. He added that the Center received 2,338 books from Dr. Alice Aldridge, and, that during September 2012, the women of Alpha Kappa Alpha's Central Region adopted the Clay Center as their 2012 regional service project, donating over \$4,000 worth of books to the Center.

- C. UPDATE ON THE DON AND HEIDE WOLFF JAZZ INSTITUTE:** Dr. Smith reported that an ad was placed online for the curator of the Don and Heide Wolff Jazz Institute, and that Mr. Ron Nichols was the finalist for the position. He stated that Mr. Nichols was recommended by Ms. Barbara Noble, Director of the AT&T Library, and was interviewed by a search committee and also by him and President Walker. Dr. Smith shared that Mr. Nichols has a wealth of experience that he will bring to the Institute. Dr. Smith noted that Don Wolff was given an update and was pleased with the progress made thus far. He added that the goal is to have Mr. Nichols on board on April 1.

Dr. Smith added to his report that a \$1.2 million grant proposal was recently sent to the National Science Foundation, March 20, and that this grant will fund 30 scholarships for certified math and science teachers. He stated that Dr. LaTisha Smith, Dean of the College of Education is the Principal Investigator (PI) and Dr. Abreen Bashir, Assistant Professor of Biology is the Co-PI. He also reported that the HBCU UP Grant, a \$1.7 million dollar grant proposal was sent to the National Science Foundation on February 12, and that this grant will continue efforts at HSSU in STEM. He noted that he is the PI and Dr. Lateef Adelani, Dean of College of Arts and Sciences is the Co-PI.

- D. BOARD RECOMMENDATION FOR APPROVAL OF THE HARRIS-STOWE STATE UNIVERSITY FACULTY SENATE BY-LAWS:** Dr. Smith stated that as part of Harris-Stowe State University accreditation process for Higher Learning Commission, the institution stated in its self-study report that the Faculty Senate would be re-activated with an election of a president and senators representing all academic units. He stated that this goal was fulfilled during the spring, 2012 semester, and that the re-established senate developed a set of Bylaws to govern the organization. He shared that the purpose of the Harris-Stowe State University Faculty Senate is to (1) strengthen the faculty component of the university governance; (2) share concerns, information, and governance procedures; (3) provide leadership training for elected individuals involved in faculty governance; and (4) work with the administration and Board of Regents for the best interests of Harris-Stowe State University and the college community. He noted that the By-laws can also serve as an embodiment the Faculty Senate Constitution.

Regent Chadwick asked if the Faculty Senate By-Laws had been reviewed by legal counsel.

Dr. Smith stated that the By-Laws were reviewed by the Board Academic Affairs Committee which included Regent Dickson and Regent Hollingsworth, then by Attorney Mickes.

**A motion was made by Regent Cook, seconded by Regent Chadwick and unanimously approved to accept the Faculty Senate By-laws as the official governing document of the Harris-Stowe State University Faculty Senate.**

- E. Dr. Smith then reported that he, Dr. Walker and 16 Harris-Stowe students visited Southern Illinois University-Carbondale (SIUC) for the signing of the Memorandum of Understanding (MOU) between Harris-Stowe State University and SIUC. He stated that applicants from HSSU will have priority in the application process at SIUC and that two graduate assistantships will be designated for HSSU students. He further reported that the MOU includes collaborations between faculty from both institutions, and that the collaboration includes joint grant proposals. He noted that students' areas of interest varied and included Microbiology/Biochemistry, Plant Biology, Public Health, Accounting, MA/Ph.D. in History, Behavioral Analysis, Mathematics, and College Student Personnel. He added that Harris-Stowe is also working toward a partnership with Alabama A&M.
- F. Dr. Smith also reported on the Spring 2013 Vice President's Honors Program held on March 13. He stated that more than 500 students, families, administration, faculty and staff attended the 2013 Vice-Presidents Honors Program and students were recognized who achieved a minimum of a 3.5 semester grade point average. He extended "special thanks" to Regent Christine Chadwick for her remarks at the program. Dr. Smith added that the Missouri Zeta Chapter of Alpha National College Honor Society 2013 Induction Ceremony was held on March 22 and that five Harris-Stowe students were inducted, including HSSU staff member and student, Lea Sutherlin. He noted that students are invited based on high academic achievement and recommendation of faculty, and that Alpha Chi is a multi-disciplinary Honor Society.

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

- A. Ms. McCall distributed copies of the letter to solicit silent auction contributors for Harris-Stowe's upcoming Spring Fundraiser, Silent Auction and Concert to be held on May 4 in the University's main auditorium. She also distributed the "save the date" flyer which provided detailed information about the event. She invited members of the Board and Administrators to attend and if possible, participate as an auction contributor.

**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 continues to provide out-of-the-classroom experiences for students, and that a great emphasis has been placed on community service for students at various community venues during the spring semester. He then reported that (1) Career Services has provided excellent communication with current students and alumni regarding internships, job opportunities and leadership conferences; (2) that the University hosted Teacher Interview Day with 23 school districts present; and (3) that several Harris-Stowe students and staff would attend the Thurgood Marshall College Fund Leadership Conference in Atlanta March 24-27, 2013. Mr. Gooden further reported that Counseling Service, with a special grant, continues to offer workshops and special programs for female students, regarding social and personal issues. He also reported that Student Activities, in collaboration with Lincoln University, hosted a luncheon for the HBCU Kings Contest. He noted that "the kings" were from HBCUs throughout the nation and that the major contest was held in Jefferson City. He added that the Harris-Stowe Majestic Assembly and student government leaders have been busy representing the University at various luncheons, meetings and community events. He then reported that the Marching Hornets participated in the St. Patrick's Day Parade and will also participate in the Annie Malone Day Parade. He noted that the Honeycomb Dancers will perform in a dance contest to be held in Rolla, Missouri. Mr. Gooden's final report was that the Harris-Stowe Athletic Department will host the Annual Sports Banquet on

April 25, 2013 which honors the students who participated in the University's sports program. He added that within his division, they are revamping the orientation so that students become partners of the institution, and that there will also be a parent component. He then noted that background materials for his report and other activities could be found under Tab 8 of the March Board Booklet.

7. President Walker stated that Harris-Stowe faculty member Dr. Mark Abbott was present at the meeting, and invited him to introduce his (Dr. Abbott's) guests.

Dr. Abbott introduced his guests as fellow officers of the NEA including Dr. Reynaldo Anderson, vice president; Mrs. Beverly Brennan, secretary; and Dr. Brian Elsesser, treasurer. Dr. Abbott noted that his additional guest included Dora Wallace, Missouri Director of NEA. Dr. Abbott then addressed comments to the Board.

**8. ADJOURNMENT**

**There being no further business, a motion was made by Regent Chadwick, seconded by Regent Cook, and unanimously approved to adjourn the March 26, 2013 meeting at 9:35 A.M.**

**Respectfully submitted,**

**Approved by:**

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

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**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