CALL TO ORDER:

Acting Chairman John H. Corbitt called the meeting to order at 9:13 A.M. The public notice was read. The agenda (Attachment 1) and supporting materials (Attachment 2) were previously circulated to the members. Trustee Edwards-Duncan provided the invocation. The roll was called.

Trustees present: Acting Chairman/Vice Chairman John H. Corbitt, Secretary Robert M. Nance, Mrs. Linda Edwards-Duncan, Mr. Anthony T. Grant, Dr. Gail Joyner-Fleming, Ms. Patricia B. Lott (via phone), Dr. Walter L. Tobin, Mr. Robert L. Waldrep, Jr. and Mr. Maurice G. Washington / Ex-Officios: Mr. Austin Floyd, Mr. Nathaniel Howard, Mrs. Kay Snider and Dr. Larry Watson.

Trustees absent: Mr. Jonathan N. Pinson and Mr. Lancelot D. Wright.

Administrators present: Acting President Dr. Rita J. Teal, Executive Director to the Board Ms. Joyce Green, Vice President for Institutional Advancement Mr. Anthony Holloman, Athletics Director Mrs. Charlene Johnson, Vice President for Research, Economic Development and Public Service Dr. G. Dale Wesson, Interim Director of Student Affairs Dr. Valerie S. Fields, Director of Internal Audit Ms. Evelyn Anderson, Director of Public Relations Mrs. Erica Taylor, Executive Assistant to the President Mrs. Shondra Abraham, Administrative Assistant to the Board Ms. Earthen Mosley and Recorder Mrs. Chrystel Rogers.


OPEN SESSION:

Adoption of Agenda

Trustee Washington moved, seconded by Trustee Edwards-Duncan, to adopt the agenda. Vote: unanimously approved.

Approval of Minutes


Ms. Joyce Green read for the record former Trustee Matthew Richardson’s April 19, 2012 (prior to his resignation from the Board) email wherein he requested the following changes:

- March 15-16, 2012, Page 1, Committee Members Present – change the Ex-Officio member from “Mr. Maurice G. Washington” to “Mr. Jonathan N. Pinson”
- March 23, 2012, Page 2 - former Trustee Richardson opposed Trustee Washington’s motion regarding moving forward with the criteria during the teleconference; it was missed so the vote must change from unanimous to 6 to 1.
Trustee Joyner-Fleming requested the following corrections for Trustee Lott:

- March 15-16, 2012, Page 2, paragraph 3, line 4 – delete the word “stated”
- March 15-16, 2012, Page 2, paragraph 3, lines 10 and 11 – change “to the full for Board” to “to the full Board for”
- March 15-16, 2012, Page 3, paragraph 2, line 5 – change “that that Bylaw was” to “that the Bylaws were”
- March 23, 2012, Page 1, paragraph 1 under the Review and Approve Criteria, line 3 – change “Joyner-Fleming and Nance” to “Grant”
- March 30, 2012, Page 2, under Board of Visitors New Members, paragraph 3, line 1 – change “$225” to “$225K”

Trustee Corbitt approved the minutes as corrected.

Retreat (Attachment 2)

Trustee Corbitt thanked Trustees Lott and Joyner-Fleming for helping him and Ms. Joyce Green plan the Retreat. He explained that the agenda provided in the materials was tentative. He indicated that the finalists for Interim President would be interviewed as soon as possible. Ms. Joyce Green asked the Trustees to contact her or Trustee Corbitt within the next week if they had any suggestions for the Retreat.

Screening for Interim President

The Trustees discussed the screening/vetting process of candidates for Interim President. Trustee Corbitt reported that the Search Committee will begin reviewing the 22 candidates’ resumes on April 27, 2012 and if they do not finish that day, the Search Committee will meet again on May 3, 2012. He explained that they will identify some alternate finalists in the event one of the top finalists changed their mind or has already accepted a job elsewhere.

There was an exchange of dialogue among the Trustees concerning the criteria being used to select SC State’s Interim President. Several Trustees suggested that the criteria should require someone with financial experience that has the capacity to independently interpret and understand financial data and the ability to look at and keep track of SC State’s financial and business aspects. Several other Trustees disagreed pointing out that the financial and academic aspects of the University are not mutually exclusive. It was suggested that they look for a person with both skills, financial and academic. It was also suggested that the person have the ability to put together a strong core management team. Trustee Corbitt indicated that the Search Committee will look for these qualities during the screening process.

Trustee Corbitt and Ms. Green explained the process that the Search Committee would follow. Ms. Green indicated that the Search Committee would identify the 6 highest scores, not finalists; she explained that the names of the top 3 finalists would not be identified until the candidates had been contacted and granted permission to release their names.

Concerned that the process was going to be cumbersome, Trustee Tobin suggested that the applicants be separated into two stacks, one for those who meet the criteria and another for those who do not meet the criteria. He also recommended that they use a rating system as a preliminary device and that they have strong debate to reach a consensus.

Standing Committees

Budget, Facilities and Grounds Committee

- Fund Balances (Attachment 2, pgs. 1 – 11 and 13)

Trustee Nance asked Mr. Cathcart to give an update as it relates to the closing out of this fiscal year. Mr. Cathcart stated that after an extensive review of the current operations for this fiscal year they will contribute $1.892M to the fund balance as a favorable variance to plan. He explained that they hope to receive another $100K from State
Technology funds and $550K from the State Treasurer’s debt service transfer which would add to the $1.892M. Trustee Grant explained that the favorable variance to plan is not cash in the bank but an operational issue which means you end up with excess revenues over expenditures.

While mentioning that the House of Representatives approved a 2% increase for state employees and the Senate was considering a 4% increase, Dr. Watson requested that a discussion be held at the Retreat and that some consideration in the budget will be given for pay increases for faculty and staff. He indicated that he would like to see a plan on that. Mr. Cathcart explained how legislative pay increases have been implemented in past years.

Trustee Grant clarified that the Committee was not suggesting that SC State was out of the woods; he indicated there is still work to do. Trustee Corbitt commended the Committee and staff for their work on the budget. Dr. Rita Teal indicated that the quality of education at SC State had been not jeopardized in anyway because of the budget issues.

Mr. Cathcart briefly discussed the budget development process for FY2013. He indicated that they will forecast favorable current revenues over current expenditures of $2.5M to meet the SACS requirement and stated that they hope to add more to that amount every year.

Dr. Valerie Fields expressed the need for additional monies for Enrollment Management to recruit. Mr. Cathcart explained that the report in the supporting materials was broken down by personnel, operations and transfers in and out. He also stated that since accounts have been frozen that requests for additional funds for the remainder of the fiscal year are being routed through the Acting President. Trustee Grant recommended that Dr. Teal, Mr. Cathcart and the other appropriate persons meet outside of the Board meeting to work on resolving Dr. Fields’ request. Additionally, Trustee Grant indicated that he and Dr. Teal share the sentiment that funding Enrollment Management/Recruitment should be priority.

Trustee Washington requested a plan of the numbers as to what Student Affairs needs to aggressively recruit and drive enrollment up for fall 2012. Dr. Fields agreed to provide such plan. On that same note, Trustee Nance reminded everyone that the previous administration transferred funds to Student Success and Retention just for that purpose; he asked that they make sure the transfer took place and that the funds were being used appropriately. He also pointed out that if Dr. Fields needs additional resources that she inform them quickly. Trustee Grant suggested that since the Board does not meet again until June that they may need to have committee meetings and a Board meeting in May so Dr. Fields can report on whether or not she has the necessary resources to recruit which is so critical. Trustee Corbitt stated that he hopes to have a meeting in May for discussion on this as well as to interview the candidates for Interim President.

- Bradham and Manning Halls (Attachment 2, pg. 12)

Mr. Cathcart indicated that the current plan is to fund the costs of these projects out of the E&G’s Deferred Maintenance if the Board makes this a priority. From a future planning standpoint, he recommended that the funds come from the positive fund balances that accumulate for dorms each year; you take that money and transfer it to a capital project to fund the work for the two buildings. Trustee Nance reminded the Trustees that they approved for Bradham to be demolished and that they decide to restore Manning. Ms. Green indicated that the current issue is funding. The Trustees had further discussion on what to do with Manning. Trustee Nance suggested that they move forward with the demolition of Bradham and hold on to Manning until they can afford to do something with it as was decided previously. Because there are already maintenance issues in Residential Life, Mr. Austin Floyd expressed concern that restoring Manning would affect the quality of living in the other residential halls. He also reminded the Trustees that they were to hear a presentation from Mr. Ken Davis. Trustee Nance indicated that the purpose of this discussion again was to discuss funding the actions they had already decided on, not to change the plans. Trustee Corbitt asked Dr. Teal to do what needs to be done.

- Felton’s Budget
Trustee Nance reported that Felton’s budget was not complete yet so the matter was deferred to another time.

- **Other discussion**

Trustee Washington requested a snapshot of the 2012-13 budget. Dr. Teal reported that they are working on it and would provide it to the Board in May. Trustee Corbitt indicated that he hopes the Board will meet in May to look at the 2012-13 budget.

Dr. Watson recommended that some of Bradham Hall’s bricks be salvaged and preserved somehow on campus.

**Athletics and Student Affairs Committee**

- **Enrollment Report**

Trustee Edwards-Duncan indicated that the Enrollment report would show a comparison as to where SC State is now and where it was this time last year. Dr. Fields distributed copies of Student Affairs’ Enrollment Update dated April 26, 2012 (Attachment 3). During her discussion, Dr. Fields pointed out that the current total summer enrollment is 870, 280 students less than those enrolled this time last year. She discussed several factors that could affect the total and indicated that she expects the number to increase by the time summer school starts. Mr. Antonio Boyle explained that the 870 students are current students, not new students. He estimated that the Academic Enhancement Academy, SCAMP and the Nuclear Engineering Institute would bring in approximately 300 additional students. Mr. Boyle reminded everyone that students no longer get year-round Pell for summer school.

Being concerned about the summer enrollment number, Trustee Grant requested that someone look at the $2.2M projected total for Summer I to make certain it is a good and solid number.

Referring to fall 2012 enrollment on page 6 of the report, Trustee Washington expressed concern and suggested that the Board have some serious meetings on the enrollment issue because otherwise they are going to be hard pressed to approve a sound budget in June. He recommended that they tie Student Affairs and Enrollment Management into the budgeting process.

Dr. Fields provided an overview of the current enrollment for fall 2012; she explained that the numbers provided in the report are just students currently enrolled at the University. Her comparison of where they are now to where they were this time last year showed that we are down 409 students. Dr. Fields explained that many students wait until the end of the semester to determine what they need to do for the next semester. At the present, 42% of our current students have schedules for fall 2012. She also explained that the Financial Aid rules and regulation changes will make a difference in enrollment and there will be some challenges. Mr. Boyle indicated that the projection for new freshmen students is 1,000 and the goal for transfer students is 200. Trustee Washington requested an update with the freshmen numbers. Dr. Fields will provide the update.

Dr. Teal indicated that they are working aggressively on enrollment and are looking at other areas to help increase the numbers i.e. Weekend College courses and contract courses. She reported that the numbers at the Greenville Center are steady but they hope to increase those as well. Trustee Washington asked Dr. Teal if it would be helpful if the Board focused on the budget and enrollment. Dr. Teal affirmed it would be helpful. Also, she asked that the Trustees encourage students to enroll if they knew of any getting ready to go to college.

Trustee Grant recommended that Dr. Fields aggressively explore external funding sources for parents and students i.e. financial institutions, SC Student Loan Corporation. Dr. Fields agreed to explore other banking sources. Trustee Grant indicated that the National Association of College and University Business Officers (NACUBO) may have a list of
sources or best practices. Trustee Corbitt indicated that he read that there are millions of dollars available for scholarships that nobody asks for; he suggested that they research that also.

- **Other discussion**

The Board discussed May 16th and 17th and/or May 23rd and 24th as possible dates to meet to conduct interviews and further discuss the budget and enrollment.

Mr. Nathaniel Howard suggested that the Search Committee extend the number of candidates to be interviewed from 3 to 5 or 6 because some candidates may interview better than others.

Trustee Edwards-Duncan thanked Dr. Fields and Mr. Boyle for their cooperative spirit in presenting their report showing comparisons from last year to this year.

**Academic Affairs and Faculty-Liaison Committee (Attachment 2, pgs. 1 – 14)**

- **Graduates for May 2012 Commencement – Action Item**

Dr. Teal presented the list of graduates (approximately 479 grads) for approval. **Trustee Grant moved, seconded by Trustee Edwards-Duncan, to accept and approve the list of graduates. Vote: unanimously approved.**

- **Other discussion**

Dr. Teal announced that the NCATE team was recently on campus. She thanked all the faculty and Academic Program Coordinators for a job very well done. She also thanked Dr. Ronald Speight, Dr. Charlie Spell and Dr. Evelyn Fields and Dr. Janice Owens for their leadership. Dr. Teal reported that the Program Coordinators did an excellent job. She announced that the NCATE team was very pleased and their initial response was very positive.

Trustee Washington urged the Board to meet with a real sense of urgency and purpose on the enrollment issue.

Dr. Watson indicated that he would ask Trustee Lott if the Committee would engage the faculty to show a presentation on NCATE. He stated that he would make copies of the presentation available to those that could not attend the meeting when it is presented. Trustee Corbitt indicated that it had not been vetted with the President yet.

Mr. Austin Floyd suggested that summer school scholarships of $1,000 - $1,500 would help summer enrollment since Pell summer funds ($2,675) are no longer available.

Trustee Grant commended Mr. Floyd for his outstanding and dedicated service as Student Government President and recommended that the Board issue a Resolution acknowledging that.

Trustee Corbitt commended the administration and Dr. Teal for carrying on over the past weeks which have been trying times. He also thanked the faculty, staff and students for standing strong and for a job well done. Trustee Washington added that the Board has stood strong. Dr. Watson also thanked the Alumni Association for being loyal and supporting the University. Trustees Corbitt and Edwards-Duncan agreed.

Mr. Floyd briefly shared his perception of SC State and what can be done to make it more attractive to recruitment. He stated that the students feel like they are not being served as the result of their lack of knowledge or communication on academic program requirements, Registrar’s Office and Financial Aid. He indicated that the students are happy with the residential halls and professors. He indicated that the students need to be happy with the customer service they experience and know that people care. Mr. Floyd also indicated that money plays a big role for students to remain in
school. He stated that the negative press creates uncertainty about what is going on. Mr. Floyd stated that high customer service, good facilities and including students in the admission’s process would help contribute to SC State.

CLOSED SESSION:

*Trustee Grant moved, seconded by Trustee Edwards-Duncan, to go into Executive Session. Vote: unanimously approved.*

OPEN SESSION RECONVENED:

*Trustee Tobin moved, seconded by Trustee Waldrep, to come out of Executive Session. Vote: unanimously approved.*

Trustee Corbitt indicated that no votes were taken and no decisions were made in Executive Session.

*Trustee Edwards-Duncan moved, seconded by Trustee Waldrep, to accept the Academic Affairs Committee’s recommendation to give the commencement speaker an honorary degree. Vote: 7 to 1. Motion carried. Trustee Washington abstained from the vote.*

ADJOURNMENT:

*Trustee Edwards-Duncan moved, seconded by Trustee Joyner-Fleming, to adjourn. Vote: unanimously approved.*

The meeting adjourned at 3:01 P.M.

All referenced attachments are made a permanent part of these minutes.

Respectfully submitted,

Robert M. Nance
Secretary of the Board of Trustees

Chrystel Rogers
Recorder

Attachments:
1 - Agenda
2 - Supporting materials
3 - Student Affairs’ Enrollment Update dated April 26, 2012