Board of Trustees Meeting Minutes
March 4, 2010
DELWARE STATE UNIVERSITY
DOVER, DELAWARE

Minutes of the meeting of the Board of Trustees of
Delaware State University, Thursday, March 4, 2010

The regular meeting of the Board of Trustees of Delaware State University was held on Thursday, March 4, 2010, in the Drs. James C. Hardcastle & Cora Norwood Selby Board Room of the Administration Building on the campus. Dr. Claibourne D. Smith, Chairman of the Board of Trustees, called the meeting to order at 1:35 p.m.

<table>
<thead>
<tr>
<th>MEMBERS PRESENT</th>
<th>OTHERS PRESENT</th>
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<tbody>
<tr>
<td>Dr. Claibourne D. Smith, chairman</td>
<td>Dr. Harry Williams, president</td>
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<td>Delaware State University</td>
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<td>Dr. John Land, vice chairman</td>
<td>Dr. Ronald Blackmon, interim provost and vice president for Academic Affairs</td>
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<td>Dr. A. Richard Barros (by telephone)</td>
<td>Mrs. Carolyn Curry, vice president for Institutional Advancement</td>
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<td>Mr. Marvin Lawrence</td>
<td>Mr. Amir Mohammadi, vice president for Finance and Administration</td>
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<td>Mr. Charles McDowell</td>
<td>Mr. Kemal Atkins, interim vice president for Student Affairs</td>
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<td>Mr. David Turner</td>
<td>Mr. Derek Carter, athletic director</td>
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<td>Mr. Wesley Perkins</td>
<td>Mrs. Tamara Kirby Crump, executive assistant to the president</td>
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<td>Mr. Bennie Smith</td>
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<td>Mrs. Willa Jordan</td>
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<td>Mr. José Echeverri</td>
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<td>Mr. James Stewart</td>
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<td>Dr. Calvin Wilson</td>
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<td>Mr. Leroy A. Tice</td>
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Chairman Smith welcomed all particularly the newest member of the Board, Leroy A. Tice, Esq., an alumnus of DSU, to the March 4, 2010 Board of Trustees meeting. Following the introductions, Mr. Tice was sworn in as a trustee. Mr. Tice said he was happy to be a part of the Board, and looked forward to working with like-minded people to energize the University to help it become a more positive place. He thanked the Board again for the opportunity. Dr. Smith said he was proud and pleased to have Mr. Tice as a Board member. Mr. Tice was appointed to the Board by Gov. Jack Markell to complete the term vacated by former Board member Dr. Lillian M. Lowery.
Chairman Smith asked for and received a motion that was seconded to approve the minutes of the January 14, 2010 meeting of the Board of Trustees.

The motion passed unanimously.

After the motion was passed, Chairman Smith called for Committee Reports.

**EXECUTIVE COMMITTEE (Dr. Claibourne D. Smith chair)**

Dr. Smith reported that the Committee met the previous day and there were no items to report to the Board. The Committee met to discuss legal and personnel matters.

**STUDENT AFFAIRS COMMITTEE (Dr. Calvin Wilson, interim chair)**

Dr. Wilson reported that the Committee would be meeting within the next few weeks on April 13, 2010.

A brief discussion ensued regarding current coming events- including a Career Fair scheduled for March 25, and a planned breakfast for 35 employers during which time they can give input to be submitted to the Blue Ribbon Commission.

Dr. Wilson stated that the Wellness Center has received the National Intramural-Recreational Sports Association (NIRSA) Outstanding Sports Facilities Award. The award recognizes excellence in newly constructed, renovated, or expanded recreational facilities at NIRSA member institutions.

Chairman Smith asked for and received a motion that was seconded to accept the report from the Student Affairs Committee.

The motion passed unanimously.

**EDUCATIONAL POLICY COMMITTEE (Dr. A. Richard Barros, chair)**

Dr. Barros said Dr. Michael H Casson, Jr., interim dean of Graduate Studies and Research made a presentation to the Committee at the March 3, meeting concerning the strategic plan for updating DSU’s entire Graduate Studies Program. He noted that more than one half of the 22 Graduate Studies action items are complete. Dr Barros noted that a follow-up discussion is planned with Dr. Casson at a future EPC Committee meeting.

Dr. Barros stated that the Committee had two action items for Board approval. A brief discussion took place on the first action item after the motion was read, as follows:

**MOTION:** To formally approve the 2009-2010 Promotion and Tenure recommendations as submitted by the Office of the Provost and Vice President for Academic Affairs.
It was moved and seconded to formally approve the 2009-2010 Promotion and Tenure recommendations as submitted by the Office of the Provost and Vice President for Academic Affairs.

The motion passed unanimously.

The second action item dealt with the renewal of contracts for faculty and American Association of University Professors (AAUP) unit members.

MOTION: To approve the 2010-2011 faculty and AAUP unit members' contract renewal recommendations as submitted by the Office of the Provost and Vice President for Academic Affairs.

It was moved and seconded to formally approve the 2010-2011 faculty and AAUP unit members' contract renewal recommendations as submitted by the Office of the Provost and Vice President for Academic Affairs.

The motion passed unanimously.

Chairman Smith asked for and received a motion that was seconded to accept the report from the Educational Policy Committee.

The motion passed unanimously.

THE COMMITTEE ON FINANCE (Mr. Marvin Lawrence, chair)

Mr. Lawrence reported that there were no action items for Board approval. He noted that the Board approved the Tentative Unapproved Modified FY10 Budget at the January Board meeting. He indicated that the budget is on target relative to revenue and expenditures projection, and added that there may be a small surplus. Mr. Lawrence further reported that DSU has achieved an A+ bond rating from Standard and Poor’s. This is recognition that DSU is well managing the financial aspects of the business. He said a luncheon is planned for the Business and Finance staff in recognition of the achievement.

Mr. Lawrence said the Committee received updates on the SunGard proposal and the band trip repayment plan.

Chairman Smith asked for and received a motion that was seconded to accept the report of the Finance Committee.

The motion passed unanimously.
THE COMMITTEE ON DEVELOPMENT AND INVESTMENT (Mr. James Stewart, chair)

Mr. Stewart reported that the Development and Investment Committee had no items requiring approval. He summarized the March 4, 2010 Committee meeting as follows:

- **Investment**
  - Total endowment balance of $18.4 million as of March 2, 2010
  - Asset Allocation – 30% Cash and Fixed Income, 70% Equity
  - Performance roughly in line with benchmarks

- **Development**
  - Fiscal YTD fundraising of $1.3 million vs. full year goal of $1.6 million – confident of making goal and Trustee campaign underway
  - Plans being developed for a small fundraising campaign
    - Focus on scholarships
    - September target for public announcement
      - April milestone for recommendation on campaign goal, specific uses, and potential targets
      - May update on progress
      - June report to the Board
    - Long-term staffing plan reviewed
      - Staff to develop fundraising goals to correspond to increased staffing
      - Committee to review plan at each meeting.

Chairman Smith asked for and received a motion that was seconded to accept the report of the Development and Investment Committee.

The motion passed unanimously.

AUDIT COMMITTEE (Mr. José Echeverri, chair)

Mr. Echeverri reported that an audit was recently completed and another begun. He stated that the Committee is working on policies and procedures and later plans to look at risk management. Mr. Echeverri stated that if DSU is to maintain its A+ rating, a periodic risk assessment will be necessary. The Board has the responsibility to understand the daily risks of the various operational transactions.

Chairman Smith asked for and received a motion that was seconded to accept the report of the Audit Committee.
The motion passed unanimously.

BUILDINGS AND GROUNDS COMMITTEE (Mr. David Turner, interim chair)

Mr. Turner stated that he was pleased to announce that all capital projects were in the closeout phases of completion and had entered the maintenance phase.

Mr. Turner gave an update of the following capital projects:

Wellness & Recreation Center – The Wellness Center is an operationally sound facility that is easy to run and control with the new technology. The facility is the recipient of the NIRSA Outstanding Sports Facilities Awards. The Wellness & Recreation Center Director, Mr. Matthew Fortune was also the recipient of NIRSA Foundation’s Founders Scholarship award.

- Student Center – Punch list items are 90% complete. The February 25, Student Center Complex Dedication Ceremony was well attended with an excellent speaker and a great program. The program expenses were covered by the construction companies. The students are taking great pride in the building and respecting the facility.

- Pool – The pool is mostly complete with a few punch list items remaining. Mr. Kevin Switek, graduate assistant in Aquatics, received the NIRSA’s William N. Wasson award which recognizes top graduate students who are participants of and/or employed by the Department of Recreational Sports.

Mr. Turner stated that the construction projects remain under budget with a contract closeout of $300K - $500K to be returned to the contingency budget. EDiS Company, the construction company on the projects, held its final meeting with the Committee today, March 4, 2010. As a memento, EDiS presented a book “Delaware State University 2006-2009 Master Plan” including photographs of the various stages of the construction.

Mr. Turner reported that the Human Ecology addition- being built onto the existing Agriculture Annex Building - is targeted to be completed in ten months. It is a general contracting project. Two project meetings have been held with Commonwealth Construction. This project is funded 100% by United States Department of Agriculture.

Dr. Barros inquired if there were any campus lighting problems. Dr. Land said Building and Grounds and the Campus Police Department are currently conducting an ongoing survey of the DSU lighting network. Dr. Land noted that lighting is looked at more formally at least once a year. He suggested that there may be a better means of obtaining the information. He also recommended that any building concerns data from
Student Affairs should be forwarded to the Building and Grounds Committee. Dr. Land thanked Mr. Turner for acting as interim Building and Grounds Committee chair while Dr. Land served as interim Board chair.

Chairman Smith asked for and received a motion that was seconded to accept the report from the Buildings and Grounds Committee.

The motion passed unanimously.

THE NOMINATING COMMITTEE (Mr. Charles McDowell, chair)

Mr. McDowell did not have any items to report.

Chairman Smith called for the President’s Report to be given.

THE PRESIDENT’S REPORT (Dr. Harry L. Williams, president)

Dr. Williams asked for a moment of silence in light of the recent deaths of two faculty members, Dr. Yaw Ackah, professor of sociology and criminal justice and Dr. Clorice D. Thomas-Haysbert, associate professor of hospitality and tourism management.

President Williams gave the following report:

As a transformational leader, Dr. Williams said he believes one must build relationships as follows:

- **Start at home** – dinner with senior staff to talk about moving the staff ahead. Assigned the staff to read the book “A Sense of Urgency” by author John Cutter.
  - Professional and Clerical Staff – monthly updates on how well we are doing
  - Staff breakfast meetings at the President’s house – 10 staff members each
  - Students - Town Hall meetings arranged through Student Affairs
  - Board of Trustees – lunch or dinner meeting with each member
- **Local Congressional delegation** – beginning the week of March 1, 2010
- **Governor Jack Markell** – on campus meeting March 5, 2010
Joint Finance Committee – meetings arranged with all the members

- A new vision and a set of core values for the University will be crafted by the Blue Ribbon Commission with input from all stakeholders. Dr. John Wilson, executive director of the White House Initiative on Historically Black Colleges and Universities attended the February 1, press briefing. Dr. Calvin Wilson, member of the Board of Trustees, will serve on the Commission. U.S. Senators Thomas R. Carper and Ted Kaufman and U.S. Representative Michael N. Castle have agreed to serve as co-chairs. Rep. Castle spent two hours with the Commission and Sen. Carper has indicated he will also attend a Commission meeting. Dr. Williams stated that such Congressional participation reflects that DSU is a valuable member of the State and plays a major role. The Commission will have all the work done in 90 days.

- The University will protect the academic core by looking at all aspects that impact that goal. Dr. Williams said the budget will be looked at carefully. The Finance Committee has endorsed moving forward with a plan to bring the Athletic budget in line with other Mid-Eastern Athletic Conference (MEAC) schools. Those resources that are liberated will be redirected to support academics.

- Staffing has begun in the academic area with several candidates scheduled to interview for critical positions.

- The University, under the leadership of Genevieve Tighe, is moving through the self-study process for accreditation.

- Dr. Williams reported that two of the recent appointments -- Dr. Ronald Blackmon, interim provost and vice president of Academic Affairs and Mr. Kemal Atkins, interim vice president for Student Affairs – have both “hit the ground running” and are meeting the challenges of their positions.

- Dr. Nanda Viswanathan, associate professor, Department of Management, and Mr. Amir Mohammadi, vice president of Finance and Administration, traveled to Vietnam. Vietnam’s Ministry of Education is interested in DSU’s MBA program and may send some of their students to DSU. Sixty students have been targeted for the program and 20-35 students have expressed interest.

- Dr. Williams introduced two students, Kevin Davis and Shanae Newman, who had recently returned from the 2010 Winter Olympics in Canada. Kevin who worked as a logger for NBC, thanked everyone for getting him to this place in his life. He talked about how it felt to work in a
professional environment on such a grand scale as the Olympics. He spoke about how alive the city felt and how everyone was so proud of their nation and showing their colors. Shanae worked as a runner for the director and producer of the late night and prime time Olympic broadcasts, as well as a logger and production assistant. She indicated that working for the Olympics was one of the best experiences she has been a part of thus far. In addition to the contacts she made, she was able to receive a first-hand look at a production that was broadcasted worldwide.

- Dr. Williams introduced another student, Brian Greenly, a physics major, who has been selected among 105 students in the country to serve as an ambassador for NASA. Brian stated that since coming to DSU in 2007 only good things have been happening to him. He said he has received excellent instruction from the faculty and he looks forward to a bright future at DSU.

- Delaware State University has been selected to participate in the MEAC/SWAC Challenge in Orlando, Florida September 5, 2010 at the Florida Citrus Bowl Stadium sponsored by ESPN. DSU will play Southern University.

- Dr. Williams visited the White House, February 26, to witness President Obama sign an Executive Order promoting excellence, innovation, and sustainability at HBCUs.

President Williams yielded to the Chairman of the Board.

Chairman Smith asked for public comments. There were no persons signed up for public comment.

In other matters, Chairman Smith announced that the next Board Meeting is scheduled for June 10, 2010. The AGB Conference will be held in Orlando, FL from March 19-23, 2010. He also asked to reserve April 15, 2010 for the new Board member’s orientation.

The meeting adjourned at 2:50 p.m.

Respectfully submitted,

Claibourne D. Smith, Chairman

Eleanor Wilson, Board Secretary
1. Adopted and approved the minutes of the meeting of January 14, 2010.
2. Accepted the report from the Student Affairs Committee.
3. Adopted and approved the 2009-2010 Promotion and Tenure recommendations.
4. Adopted and approved the 2010-2011 faculty and AAUP unit members’ contract renewal recommendations.
5. Accepted the report from the Educational Policy Committee.
6. Accepted the report from the Committee on Finance.
7. Accepted the report from the Committee on Development and Investment.
8. Accepted the report from the Audit Committee.
9. Accepted the report from the Committee on Buildings and Grounds.
10. Approved adjournment.