DELAWARE STATE UNIVERSITY
DOVER, DELAWARE

Minutes of the meeting of the Board of Trustees of
Delaware State University, Thursday, September 10, 2009

The regular meeting of the Board of Trustees of Delaware State University was
held on Thursday, September 10, 2009, in the Drs. James C. Hardcastle & Cora Norwood
Selby Board Room of the Administration Building on the campus. Mr. David G. Turner,
Acting Vice Chairman of the Board of Trustees, called the meeting to order at 1:40 p.m.

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<th>MEMBERS PRESENT</th>
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<td>Mr. David Turner, Acting Vice Chairman</td>
<td>Dr. Harry Williams, Provost and Vice President for Academic Affairs</td>
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<td>Dr. A. Richard Barros</td>
<td>Mrs. Carolyn Curry, Vice President for Development and University Relations</td>
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<td>Mr. Marvin Lawrence</td>
<td>Mr. Amir Mohammadi, Vice President for Business and Administration</td>
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<td>Mr. José Echeverri</td>
<td>Dr. Paul Bryant, Vice President for Student Affairs</td>
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<td>Mrs. Willa Jordan</td>
<td>Mr. Derek Carter, Athletic Director</td>
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<td>Mr. Charles McDowell</td>
<td>Dr. Charlie Wilson, Faculty Senate Chair</td>
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<td>Mr. Wesley Perkins</td>
<td>Mrs. Terry Coleman, Executive Assistant to the President</td>
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<td>Mr. Bennie Smith</td>
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<td>Dr. Lillian Lowery</td>
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<td>Mr. James Stewart</td>
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<td>Dr. Claibourne D. Smith, Acting President Delaware State University</td>
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Vice Chairman David G. Turner chaired the meeting in the Board Chair’s absence. He welcomed all to the September 10th Board of Trustees meeting. He stated that he wanted to follow the agenda and wanted to approve the meeting minutes, as presented.

Vice Chairman Turner asked for and received a motion that was seconded to approve the minutes of the meeting of the Board of Trustees on June 11, 2009.

The motion passed unanimously.
Vice Chairman Turner asked for and received a motion that was seconded to approve the minutes of the special meeting of the Board of Trustees on June 22, 2009.

The motion passed unanimously.

Vice Chairman Turner asked for and received a motion that was seconded to meet in executive session at 1:45 p.m. to discuss legal and personnel matters.

The motion carried.

There was a motion that was seconded to resume the meeting in open session at 2:30 p.m.

The motion carried.

Vice Chairman Turner called for Committee Reports as follows:

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

Dr. Barros reported that the Committee met on August 26, 2009 and had in-depth discussions about several items. He read the following motions that required Board action based on distributed materials, as presented.

The Educational Policy Committee moves that the Board of Trustees approve the following recommendations:

MOTION: To approve endorsement of the Memorandum of Understanding (MOU) with Winston Salem State University and DSU so that our students may participate in the Enhancing Minority Participation in Graduate Education in Physical Therapy Fellowship Program, as presented.

Dr. Barros asked for and received a motion that was seconded to approve endorsement of the MOU with WSSU and DSU, as presented.

The motion passed unanimously.

MOTION: To approve the request for a leave of absence without pay for Dr. Cyril Broderick during the period of September 15, 2009 – May 15, 2010.

Dr. Barros asked for and received a motion that was seconded to approve the request for leave of absence without pay for Dr. Broderick during the period indicated.

The motion passed unanimously.
MOTION: To approve the request for authorization to implement a B.S. in Engineering Physics, as presented.

Dr. Barros asked for and received a motion that was seconded to approve the request for authorization to implement a B.S. in Engineering Physics.

The motion passed unanimously.

MOTION: To approve the request for authorization to implement a B.S. in Forensic Chemistry, as presented.

Dr. Barros asked for and received a motion that was seconded to approve the request for authorization to implement a B.S. in Forensic Chemistry.

The motion passed unanimously.

MOTION: To approve the request to implement a new minor in Coaching, as presented.

Dr. Barros asked for and received a motion that was seconded to approve the request to implement a new minor in Coaching.

The motion passed unanimously.

Dr. Barros yielded to Vice Chairman Turner.

Vice Chairman Turner 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)

Dr. Lowery chaired the Committee in the absence of Mr. Lawrence. She yielded to Mr. Mohammadi who reported on behalf of the Finance Committee the following action items that needed Board approval:

MOTION: To authorize the V.P. of Finance and Administration to enter into contracts with Air Planning in the amount of $71,895 for the FAMU flight and two flights for Shorts, the Michigan game in the amount of $49,455 and the South Carolina State football game in the amount of $51,130 as presented. These contracts were competitively bid. Total contract price: $172,480.00 for Air Charter Service 2009 Football Season, on Contract No. 09-06-24-33.
Mr. Mohammadi asked for and received a motion that was seconded to authorize the V.P. of F.A. to enter into contracts with Air Planning and Shorts for Air Charter Service for the 2009 Football Season in the amount of $172,480, as presented. These contracts were competitively bid.

The motion passed unanimously.

MOTION: The recommendation of the audit proposal review committee is to split the award of the contract to Grant Thornton in the amount of $132,200 and SB & Company in the amount of $6,500. These contracts were also competitively bid. Grant Thornton would conduct the overall University audit along with the Housing Foundation and SB & Company would handle the Advancement Foundation, as presented. Total contact price: $138,700 for Audit Services for the next three years, on Contract No. 09-06-12-31.

Mr. Mohammadi asked for and received a motion that was seconded to split the contract award to Grant Thornton and SB & Company for Audit Services for the next three years in the amount of $138,700 as presented.

The motion passed unanimously.

Mr. Mohammadi highlighted the following:
- Finance report on the status of the University successful $475K surplus on the operating side at this time; however, it is not finalized due to other entries
- The SB & Company Foundation Audit was completed on time by August 1st for the current (FY’09) budget year
- Enrollment projections will be finalized within a week or so to the Finance Committee
- The OMB has confirmed $2.5M in Stimulus funds coming from the State while they have cut base budget by $2.5M
- September 18 is the purge date and the University is cautiously optimistic
- Student bills need to be finalized

Vice Chairman Turner 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 met on September 10, 2009. He highlighted the following:

- **Investment**
  - Portfolio investment report given to the Committee by BNY Mellon
  - All accounts now under management of BNY Mellon
  - Current endowment balance of $16.8 million
    - Up from $15.8 million 6/30/09
    - $14.3 million 3/31/09
  - $60,088 transferred from unrestricted endowment to DSU Foundation for scholarships – overall endowment spending rate unchanged

- **Development**
  - FY ’09 fundraising ended at $1.52 million, 102% of goal of $1.4 million
  - 45% increase in number of donors – 53% increase in alumni and 45% increase in individuals and friends
  - 100% Trustee giving for second year in a row
  - Exceeded Tom Joyner scholarship campaign goal of $440,000, raising $458,000 and will receive $25,000 alumni chapter challenge grant
  - Benchmarking study on annual giving and development staffing being used to develop long term giving goals
  - $756,000 in private scholarships awarded thus far to 284 students, compared to $582,000 in ’08

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

The motion passed unanimously.

AUDIT COMMITTEE (Mr. José Echeverri, chair)

Mr. Echeverri reported that the Committee met on September 2, 2009 and highlighted the following:

- New Auditors – Grant Thornton and SB & Company on board and the audit should be completed by September 30.
- One of the new audit groups is a minority-owned business that has experience working with corporate funds and the Committee is pleased with the group’s performance.
- The Internal Audit Team, led by Ed Watson, continues to audit work of various departments to include Athletics and the Development Office.

Vice Chairman Turner 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)

Vice Chairman Turner gave the following report on new building construction:

- New Wellness and Recreation Center (WRC)
  - A soft launch took place with minor issues with HVAC
  - Plans to invite external members of the University to the WRC in October
  - 821 Members enrolled to use the facility
  - Students displaying positive behavior
  - No student fee to use facility
  - Second week of October the basketball courts are scheduled to open
  - Outside center areas will be open for Homecoming

- New Student Center
  - Targeted for a December completion
  - Top-down construction with the Bookstore being the last to occupy the space
  - Project is under budget

- Swimming Pool
  - Behind schedule – unique design and some delays in the construction
  - Re-do in finishes, paintings
  - Project is under budget
  - Pool should be filled with water by Homecoming

- Memorial Hall
  - Seamless transition with a December turnover date
  - Building will feature six classrooms, offices, and computer labs
  - Contingency funds will be spent on this project

Master Plan Project – document will be refreshed well beyond current version

Vice Chairman Turner 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 anything to report.
STUDENT AFFAIRS COMMITTEE (Dr. Calvin Wilson, interim chair)

Dr. Barros reported on behalf of the Committee in Dr. Wilson’s absence. The Committee met on September 8, 2009 with Dr. Paul Bryant, vice president of Student Affairs and his Leadership Team (S.A.L.T.). During the meeting, the Committee discussed the following topics:

- Retention
- Residential education
- Safety and Security
- New Student Motto

Dr. Barros yielded to Dr. Bryant who briefly commented on the new student motto – “Smart is the New Cool” and the Student Affairs Leadership Team (S.A.L.T.) approach. Dr. Bryant said that every student has an ability to achieve and graduate on time. There is a strategic plan targeting academic performance and students will be held at higher standards. Dr. Barros returned to the chair.

He commended the SGA President, Kathleen Charlot who gave an outstanding presentation to the Committee during the meeting. She is leading a concerted effort with various stakeholders to promote their mission and goals for this academic year. Dr. Barros said the SGA Executive Team needs to meet with the Chief of Safety and Security, Maintenance Leadership and Greek Organization Leaders to work together to improve campus safety, communications and the retention rate.

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

The motion passed unanimously.

THE PRESIDENT’S REPORT (Dr. Claibourne D. Smith, acting president)

President Smith highlighted the following:

- Currently assessing the University on a fiscal basis – met with the staff of the Office of Management and Budget (OMB) and the Delaware Economic Financial Advisory Council (DEFAC) which projects a decline in available state revenues.
- DSU will plan ahead for creative ways to produce new revenue streams.
- Met with Governor Markell to discuss ways to offset the decline in revenue with Stimulus Funds in that higher education institutions do not increase tuition. The meeting was also used to understand the rules to help protect the interest of the University, the impact of SEEDS and the lack of the State matching Federal funds. The University has been using their funds to match which is unfair.
The Governor stated that he would follow up with the OMB to see about creative use of State funds.

DSU is being diligent and forward looking at how much we spend, setting priorities, conserving and being prepared for future initiatives.

There are budget challenges, but DSU is ahead of the game thanks to the faculty and staff for their hard work and dedication.

Several proposals set up by Dr. Shahin: HBCU UP Project, S.M.I.L.E. Grant $2.5M, Bridge- to-Doctorate Project, AMP Project, Exxon Mobile, Bernard Harris, and the G.E.M.S. Project (Girls Exploration in Math and Science). There are a number of grants totaling $25.5M in the pipeline. The University’s highly motivated faculty and staff are writing competitively for grants.

President Smith yielded to the Vice Chairman of the Board.

Vice Chairman Turner thanked the President for his report and asked for public comments. Two individuals signed up for public comment: Mr. Daryl Brewton and Mr. Michael Miller, Sr.

Mr. Daryl Brewton - He commented from a parent’s perspective. He has a child who attends DSU. He distributed a proposal that would use parents as a resource to the University, e.g. Parents Club. Mr. Brewton briefly spoke about the financial, academic and administrative challenges and how the creation of such an incentive program would benefit the University, parents and students. He said that he has had a conversation with Mrs. Carolyn Curry, vice president of Institutional Advancement, and that she is amenable to meeting with him to discuss the details of his proposal.

Vice Chairman Turner thanked Mr. Brewton for his comments.

Mr. Michael Miller, Sr. - He commented that he was an independent contractor with the State. He said that he sent a letter of complaint to the University with regards to the contract award of the current lawn service management company. Mr. Miller distributed landscape management bid specifications and photographs taken of the University grounds and surrounding areas. He cited Sections 401.7 (Cancellation of Contract) and 500.3 (Assignment (no subcontractors)) from the bid specs. He commented that the current contractor is performing unsatisfactory landscape management work on the University grounds and requested that the Board investigate the matter to have the current landscape contract terminated.

Vice Chairman Turner thanked Mr. Miller for his comments. Mr. Smith inquired about how such complaints or matters stemming from public comment are handled. Vice Chairman Turner said that public comments are turned back to the appropriate Committee for further discussion and proper disposition.
In other matters, Vice Chairman Turner announced the following:

- BOT Reception - September 10, 2009 @ 5:00 – 6:30 P.M. – President’s Residence
- U.D. vs. DSU Football Game – September 19th at 12 Noon – Newark, DE
- Michigan vs. DSU Football Game – October 17th in Ann Arbor, MI (Chartered flight departs on 10/16 – RSVP to Cynthia Williams your attendance)
- BOT Retreat – November 6th (All Day) Location: TBA

The meeting adjourned at 3:35 p.m.

Respectfully submitted,

[Signature]

David G Turner, Acting Vice Chairman

[Signature]

Cynthia Y. Williams, Board Secretary
1. Approved the minutes of the meeting of June 11, 2009.
2. Approved the special meeting minutes of June 22, 2009.
3. The Board went into Executive Session to discuss personnel and legal matters.
4. The Board reconvened in regular session.
5. Approved endorsement of the Memorandum of Understanding (MOU) with Winston Salem State University and DSU so that our students may participate in the Enhancing Minority Participation in Graduate Education in Physical Therapy Fellowship Program, as presented.
6. Approved the request for leave of absence without pay for Dr. Cyril Broderick during the period of September 15, 2009 – May 15, 2010.
7. Approved the request for authorization to implement a B.S. in Engineering Physics, as presented.
8. Approved the request for authorization to implement a B.S. in Forensic Chemistry, as presented.
9. Approved the request to implement a new minor in Coaching, as presented.
10. Accepted the report from the Educational Policy Committee.
11. Authorized the V.P. of F.A. to enter into contracts with Air Planning in the amount of $71,895 (FAMU) and two flights for Shorts in the amount of $49,455 (Michigan) and $51,130 (SC St.) for Air Charter Service for the 2009 Football Season for a total amount of $172,480 for Contract No. 09-06-24-33, as presented.
12. Approved the recommendation of the audit proposal review committee to split the award of the contract to Grant Thornton in the amount of $132,200 and SB & Company in the amount of $6,500. These contracts were also competitively bid. Grant Thornton will provide auditing service for the overall University along with the Housing Foundation and SB & Company will provide auditing service for the Advancement Foundation, as presented. Total contact price: $138,700 for Audit Services for the next three years, on Contract No. 09-06-12-31.
13. Accepted the report from the Committee on Finance.
14. Accepted the report from the Committee on Development and Investment.

15. Accepted the report from the Audit Committee.

16. Accepted the report from the Committee on Buildings and Grounds.

17. Accepted the report from the Student Affairs Committee.

18. Approved adjournment.