Board of Trustees Meeting Minutes
June 14, 2007
Delaware State University
Dover, Delaware

Minutes of the meeting of the Board of Trustees of Delaware State University, Thursday, June 14, 2007

The regular meeting of the Board of Trustees of Delaware State University was held on Thursday, June 14, 2007, 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>
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<th>MEMBERS PRESENT</th>
<th>OTHERS PRESENT</th>
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<tr>
<td>Dr. Claibourne D. Smith, Chairman</td>
<td>Dr. Kenneth Bell, Interim 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. Bennie L. Smith</td>
<td>Mr. Mark Farley, Vice President for Human Resources and Legislative Affairs</td>
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<td>Mr. Marvin Lawrence</td>
<td>Mr. Amir Mohammadi, Vice President for Finance and Administrative Affairs</td>
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<td>Mr. Norman Oliver</td>
<td>Dr. Russell Merrill, Vice President for Technology and Chief Information Officer</td>
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<td>Mr. José Echeverri</td>
<td>Mr. Chuck Bell, Athletic Director</td>
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<td>Mr. Wesley Perkins</td>
<td>Dr. Lee Streetman, President of Faculty Senate</td>
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<td>Ms. Richelle Vible</td>
<td>Mrs. Terry Coleman, Executive Assistant to the President</td>
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<td>Dr. Calvin Wilson</td>
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<td>Dr. Matthew Mackie</td>
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<td>Mr. Charles McDowell</td>
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<td>Ms. Willa Jordan</td>
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<td>Mr. James Stewart</td>
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<td>Dr. Allen L. Sessoms, President Delaware State University</td>
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Chairman Smith welcomed all to the June Board of Trustees meeting and apologized for the late start. He yielded to Trustee Perkins who introduced Governor Minner’s appointee and new Trustee, Ms. Willa Jordan, to the Board. Trustee Perkins stated that he has known Ms. Jordan for some time and that she is the Director of Nursing at the Stockley Center. Trustee Perkins yielded the floor to Chairman Smith who wanted to proceed with swearing in new Trustee Jordan. Chairman Smith administered the Oath of Office to Ms. Jordan as a Delaware State University Board of Trustee Member, filling the unexpired term of Dr. Cora Norwood Selby, for a four year term expiring in 2011.
Chairman Smith yielded to Nominating Committee Chair, Trustee McDowell who gave the following report and recommended four items for Board action. Trustee McDowell gave a brief overview in reference to the four items for Board action which were included in the Board folders, as presented. Trustee McDowell read the following motion:

**MOTION:** Moved to amend the Bylaws as presented to provide for Emeritus Trustees and to clarify certain procedural actions by the Nominating Committee.

- It was moved and properly seconded to adopt and amend the Bylaws to provide for Trustee Emeritus and to clarify procedural actions by the Nominating Committee of the Board of Trustees, as presented.

  The motion passed unanimously.

Following the adoption of the aforementioned bylaw amendments, Trustee McDowell read the following motion:

**MOTION:** Moved to recommend the election of Dr. Cora Norwood Selby as a Trustee Emeritus. Attached is a brief description of her contributions to the University.

Prior to passing the motion, Chairman Smith read the attached resolution in honor of Dr. Cora Norwood Selby in acknowledgement of her longstanding, invaluable contributions and service as a dedicated member of the Delaware State University Board of Trustees for 28 years.

- It was moved and properly seconded to elect Dr. Cora Norwood Selby as a Trustee Emeritus.

  The motion passed unanimously.

Trustee McDowell read the following motion:

**MOTION:** Moved to recommend nominating Mr. James Stewart as a Trustee of the Board of the University to fill the unexpired term of Trustee Joseph Corrado (which will expire August 31, 2010). Trustee McDowell read biographical information on Mr. Stewart.

- It was properly moved and seconded to nominate Mr. James Stewart as a Trustee of the Board of the University to fill the unexpired term of Trustee Corrado (which will expire August 31, 2010).

  The motion passed unanimously.
Chairman Smith administered the Oath of Office to Mr. Stewart as a Delaware State University Board of Trustee Member, filling the unexpired term of Mr. Joseph J. Corrado, for a three year term which will expire August 31, 2010.

Trustee McDowell read the following motion:

**MOTION: Moved to recommend the following slate of officers for fiscal year beginning July 1, 2007: Chairman of the Board – Dr. Claibourne D. Smith, and Vice-Chair of the Board – Dr. John W. Land.**

Prior to passing the motion, Chairman Smith asked for other nominations from the floor for the office of Vice Chair. Hearing none, the slate of officers for FY 08 was complete.

**It was properly moved and seconded to accept and approve the slate of officers, as presented, for the fiscal year beginning July 1, 2007.**

**The motion passed unanimously.**

Chairman Smith offered thanks and his gratitude for the Board’s confidence shown him as Chair and he further stated that he will continue to be open to their comments, and the criticisms of others.

Chairman Smith stated that the duties of the chair cannot take place without the support and commitment of all the Board members, and he wanted to thank the Board again for their support and commitment to the University.

Chairman Smith stated that there were legal and personnel matters to discuss; therefore, he wanted to move into executive session.

**Chairman Smith asked for and received a motion that was seconded to go into Executive Session to discuss legal and personnel matters at 1:50 p.m.**

**The motion passed unanimously.**

The meeting resumed in open session at 2:30 p.m.

**Chairman Smith asked for and received a motion that was seconded to approve the minutes of the April 12, 2007 meeting of the Board of Trustees.**

**The motion passed unanimously.**
Chairman Smith asked for and received a motion that was seconded to approve the minutes of the May 10, 2007 special meeting of the Board of Trustees.

The motion passed unanimously.

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

**STUDENT AFFAIRS COMMITTEE (Dr. John Land, chair)**

In the absence of Vice Chairman Land, Chairman Smith asked the Vice President for Finance and Administrative Affairs, Mr. Amir Mohammadi to report on behalf of the Student Affairs Committee. Mr. Mohammadi commented that the Student Affairs Committee met on May 10, 2007 with the newly-elected Student Government Association leaders. Miss Nikki Chapple is the incoming SGA President. During that meeting, the out-going SGA gave a presentation of their programming events and accomplishments from the past year. Mr. Mohammadi commented on new initiatives proposed by the new SGA officers, aimed to increase efficiency, funds, and student attendance.

In other matters, a question regarding ticket sales was raised and Mr. Mohammadi indicated that the issue will be corrected. Mr. Mohammadi yielded the floor to the Chairman.

Chairman Smith stated that he was impressed with the newly-elected SGA student leaders/officers. He further stated that he was delighted the student body looks at talent, values, goals and objectives of top-notched people who are proud to be a part of Delaware State University.

Trustee Oliver asked if the Director of Financial Aid could be invited to attend the next meeting of the Board of Trustees. Vice President Carolyn Curry answered in the affirmative.

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)**

Trustee Barros reported that the Educational Policy Committee did not have any items for Board action. He commented on the Board moving forward with the Distance
Education program (adopted and approved at the special meeting of the Board on May 10, 2007). The Distance Education report is included in Trustee’s folder, as presented.

Chairman Smith yielded the floor to the Director of Distance Education, Dr. Rayton Sianjina who signed up for public comment. Dr. Sianjina thanked the Board of Trustees for their full support of the distance learning program.

President Sessoms thanked Dr. Tom Butler for leading the charge with the faculty in support of the distance learning program.

Trustee Barros returned to the chair and concluded his report of the EPC. Prior to the motion to accept the EPC report, President Sessoms commented on the Office of Sponsored Programs report attached to the Board package. He commented that research and grant production was going well.

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 (Mrs. Richelle Vible, Co-chair)

Trustee Vible reported that there were no action items for Board approval and that the Finance Committee had monthly meetings on April 30, May 30 and June 14, 2007 respectively. She thanked Mr. Amir Mohammadi, acting vice president for finance, for providing the committee with information for review in a timely manner through the end of May. Trustee Vible stated that the committee does expect the University’s budget to break even. There are positives in summer school receipts and the Finance Committee will meet before the end of June to complete work on the FY 08 budget. The 2007-2008 budget recommendation is expected for the Board of Trustees to review before the end of the month. Trustee Vible yielded to Chairman Smith.

Chairman Smith said that a special teleconference meeting of the Board of Trustees would be required for approval of the FY 08 budget. He stated the anticipated date of the teleconference call will be scheduled on June 28, 2007 and to expect Mrs. Cynthia Williams to contact you regarding this matter.

In other matters, it was stated that an RFP for bond financing in the amount of $41M for the Wellness Center/Student Center was in motion. Chairman Smith commented that the Finance Committee is doing yeoman’s work to bring an understanding on the state of the institution and that University funds are being handled well.
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 INVESTMENTS (Mr. Marvin Lawrence, chair)

Trustee Lawrence reported that the Development and Investments Committee met on June 14, 2007 and had one action item for Board approval. Prior to the motion, he commented on the following activities:

Fundraising Efforts

• $1.7M raised during FY 07 versus $580,000 last year

Major Efforts and Future Game Plan for FY 08

• Increase Corporate Foundation Revenues
• Alumni Work (Phonathon) - $50,000 goal last year versus $75,000 goal this year
• 2007 Golf Outing held at Wild Quail, 70 golfers participated with 30 sponsors; raised $28,000
• MOU document between the Delaware State University Foundation, Inc. and Delaware State University presented for information only (with changes to original document as presented and attached)
• Resolution of the Delaware State University Foundation Board

Trustee Lawrence read the following motion:

MOTION: Moved to ratify the Resolution of the Delaware State University Foundation, Inc., a separate non-taxable 501 (c) (3) business entity whose sole stockholder shall be Delaware State University, as presented.

It was properly moved and seconded to adopt and approve the Resolution of the Delaware State University Foundation, Inc. as presented.

The motion passed unanimously.

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

The motion passed unanimously.
AUDIT COMMITTEE (Mr. José Echeverri, chair)

Trustee Echeverri reported that the Audit Committee met on June 12, 2007 and that there were no items for Board action. He commented that the committee was ahead of schedule for audit reporting, and there were no significant findings. Trustee Echeverri said the single audit will be completed on time.

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 (Dr. John Land, interim chair)

In the absence of Vice Chairman Land, Chairman Smith asked Trustee McDowell to report on behalf of the Buildings and Grounds Committee. Trustee McDowell reported that the B&G Committee met on May 16 and June 13, 2007. Trustee McDowell commented on the following significant projects:

- Wellness Center – scheduled for completion by the end of August and is within budget; (temporary Wellness Center is up to speed and adequate)
- Student Center – in design phase, CM (EDIS) asked to bring cost down and to bring the project within budget; completion date – 2008
- Parcel of Land for Commercial Development – initial stages of project development – minimum risk to University; enter into a contract with developers on long-term ground lease (60 years land use lease) and University would potentially receive $1M ground rent annually, received RFP’s from eight to nine interested developers, parcel of land has been identified for development, short-list developers (3), five member review committee to be established by Joe Corrado, estimate market value at $12-14M for 14 acres, types of facility and building use will be approved by the University. President Sessoms gave an overview of the project. A brief discussed ensued regarding this property.
- MCI Projects Update for FY 07 and FY 08
- Civic Center Project – University working with the Delaware Civic Center Corporation and will have to see what happens at the Bond Bill Committee meeting this June. President Sessoms said the University has Plans B & C if Plan A falls through.

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.
Prior to the President’s Report, Chairman Smith commented that the University is fortunate to keep former Trustee Joe “Butch” Corrado working with the B&G team. He commented further that Mr. Corrado’s business and construction expertise is invaluable to the University which has helped the institution realize its goals and chart a course for progressing along.

**THE PRESIDENT’S REPORT (Dr. Allen Lee Sessoms, president)**

President Sessoms commented on the following:

This is the first Board meeting since commencement on May 20th. I would like to commend the people who organized what was the best event in my time here. Terry Coleman chaired the committee that worked for months to get this done.

The records office staff was superb in getting the student files prepared and getting the students cleared. Through their efforts the final number of graduates was a record 534. They truly deserve a round of applause.

We also appear to have had a record attendance on a bright, and not too hot, Sunday morning. I was also delighted that Senator Tom Carper and Representative Mike Castle were able to join us. Attorney General Beau Biden was an exceptional Honors Day speaker who really connected with the students. State treasurer Jack Markel was truly rousing as a commencement speaker.

We also graduated the University’s first ever doctoral students in Interdisciplinary Applied mathematics and Mathematical Physics.

Since we last met Hornet softball star and *summa cum laude* graduate in biology, Samantha Snow named to the 2007 *ESPN The Magazine* District 2 Academic All-America Softball Third Team. Samantha will be attending UNC Chapel Hill on a full graduate fellowship in the fall. Cuquie Melville, Nekisha Franklin and Jasmine Rogers competed in 2007 NCAA Outdoor Track and Field East Regional in Gainesville, FL.

We have 20 students preparing to travel on June 28th to Senegal and Mauritania for the new Arabic Language and Culture program funded by the National Security Agency. Our China program will commence on July 31st. We have more than 30 students signed up and paid, and we have a waiting list. This is very exciting for me and shows that there is significant and growing interest in study abroad opportunities among our students.
The University is progressing. We have more graduate students enrolled than ever before in our history and the quality of our academic offerings have significantly improved. Our research portfolio is growing as is our interaction with business and industry within the state.

Under the leadership of the Senior Administrator for Research and Federal Relations, Hazell Reed the Delaware State University Innovative Technologies Breakfast (ITB) was established in October 2006.

The Mission of the ITB is: “To provide a network forum for Delaware’s technology community, drive innovation, collaboration and economic development”. The ITB is held six times per year and features research programs at Delaware State University as well as research activities/programs conducted through the private sector.

Those research programs generally are directly or indirectly related to on-going research at the University, i.e. Optics, Hydrogen Storage, Neuroscience, Signal Processing and Mineral Physics. The attendance has averaged approximately 55 persons per program representing academia, business, government and industry.

The University’s partners for the ITB’s are the Delaware Economic Development Office, State of Delaware; Central Delaware Economic Development Council; ILC Dover; the Fraunhofer Center for Molecular Biotechnology; and the Delaware Biotechnology Association.

Dr. Reed is having conversations with several other companies seeking to secure their support in partnering with the University in this outstanding educational, networking, research and outreach initiative.

The last ITB, which was held this morning, featured Mr. Peter Lapp, the special agent in charge of the Philadelphia Office of the Federal Bureau of Investigation. His topic was “Counter Intelligence Threats to Academics, Industries and Innovations”.

This should give the Board some sense of the scope of this particular outreach effort by the University. As has been the case for years with the agricultural economy in Delaware, we are well on our way to becoming a vital part of the technology economy of the State and region.

This concluded the President’s report.
Chairman Smith added his kudos to the retirees for their contributions and thanked them on a job well done. Chairman Smith stated that the one person who signed up for public comment spoke at the end of the EPC report (Dr. Rayton Sianjina).

The meeting adjourned at 3:30 p.m.

Respectfully submitted,

Claibourne D. Smith, Chairman

Cynthia Y. Williams, Secretary to the Board
1. Adopted and amended the Bylaws to provide for Trustee Emeritus and to clarify procedural actions by the Nominating Committee of the Board of Trustees, as presented.

2. Elected Dr. Cora Norwood Selby as a Trustee Emeritus.

3. Nominated Mr. James Stewart as a Trustee of the Board of the University to fill the unexpired term of Trustee Corrado (which will expire August 31, 2010).

4. Nominated and elected the following Board Officers for fiscal year beginning July 1, 2007: Dr. Claibourne D. Smith, Chairman; and Dr. John W. Land, Vice Chairman.

5. Approved an Executive Session to discuss legal and personnel matters.

6. The Board reconvened in regular session.

7. Approved the minutes of the meetings of April 12 and May 10, 2007.

8. Accepted the report from the Student Affairs Committee as presented.

9. Accepted the report from the Educational Policy Committee as presented.

10. Accepted the report from the Committee on Finance as presented.

11. Adopted and approved the Resolution of the Delaware State University Foundation, Inc. as presented.

12. Accepted the report from the Committee on Development and Investments as presented.

13. Accepted the report from the Audit Committee as presented.

14. Accepted the report from the Committee on Buildings and Grounds as presented.

15. Approved adjournment.