



DELAWARE STATE UNIVERSITY
Dover, Delaware 19901

**Minutes of the meeting of the Board of Trustees of
Delaware State University, Tuesday, January 30, 2018**

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Call to Order

The Board of Trustees of Delaware State University held its regular quarterly meeting on Tuesday, January 30, 2018, in the Drs. James C. Hardcastle & Cora Norwood Selby Board Room of the Claibourne D. Smith Administration Building on the Dover campus. Dr. Devona Williams, Interim Chair of the Board of Trustees, called the meeting to order at 1:35 p.m. Dr. Williams welcomed the attendees.

Roll Call by Ms. Tamara Stoner, Board Secretary

BOARD MEMBERS	DELAWARE STATE UNIVERSITY
Dr. Devona Williams, Interim Chair	Dr. Wilma Mishoe, Acting President
Mr. John Ridgeway, Vice Chair	Dr. Tony Allen, Provost & Executive Vice President
Mr. Norman Griffiths, Esq.	Mr. Antonio Boyle, VP for Strategic Enrollment Management
Ms. Lois Hobbs	Dr. Stacy Downing, VP of Student Affairs
Dr. Debbie Harrington	Ms. Denese Lindsey, Interim CFO
Mr. Jose Echeverri	Ms. Irene Chapman-Hawkins, VP of Human Resources
Mr. Charles McDowell, Esq.	Dr. Vita Pickrum, VP of Institutional Advancement
Mr. Leroy Tice, Esq.	Dr. Sandra DeLauder, Vice Provost
Mr. John Allen, Jr.	Mr. Thomas Preston, General Counsel
	Mr. J.D. Bartlett, Director of Planning and Construction

SWEARING-CEREMONY/NEWLY-ELECTED

Mr. Ridgeway was sworn in as Board of Trustees Vice Chair by Dr. Williams.
Mr. Griffiths was sworn in as a newly-elected Trustee by Mr. Preston.

INTRODUCTION OF NEW HIRES by Dr. Mishoe

- a. Mr. Roderick Milstead as DSU Football Coach
- b. Mr. Antonio Boyle as VP of Strategic Enrollment

- c. Dr. Patrice Gilliam-Johnson as Dean of Graduate Studies
- Dr. Williams also introduced Mr. Preston as returning General Counsel

CONSENT AGENDA

The Consent Agenda was presented by Dr. Williams to approve minutes from the Student Success Committee meeting held on January 18, 2018 and the Operations Committee meeting held on January 19, 2018. [Motion to approve by Mr. Allen; 2nd by Mr. Griffiths]

COMMITTEE REPORTS

- **Executive Committee.** Dr. Williams called for the approval of the following motions:
 - i. the appointment of Ms. Stoner as board secretary [Motion to approve, Dr. Mishoe; 2nd by Ms. Hobbs]
 - ii. the appointment of Ms. Lindsey as acting board treasurer [Motion to approve, Ms. Hobbs; 2nd Mr. Griffiths]
 - iii. a resolution to approve revised bylaws, new code of conduct, formation of a new governance committee, and waiver of 10 day notice; [Motion to approve, Dr. Mishoe; 2nd, Mr. Tice]
- **Student Success Committee.** Dr. Harrington gave an overview of the information items discussed at the 1/18/18 meeting. She discussed Dr. Allen's (Provost) college redesign with a focus on growing the university's research portfolio and enhancing general education programming. The research portfolio is expected to grow from \$20 million to \$35 million over the next 5 years. There will be a focus on health sciences, ongoing partnerships in the area, building synergy amongst the colleges and service learning. CARS will become CMNST - the College of Agriculture Natural Sciences and Technology. There will be a College of Health Sciences to include nursing, public and allied health, social work and psychology. CHS will be tasked to establish DSU's first graduate online degree program for a Master of Arts in psychology. The College of Arts, Humanities and Social Sciences will become the College of Education, Humanities and Social Sciences. The graduate programs in education and public administration will be expanded both face-to-face and online. This college will develop new interdisciplinary approaches to the liberal arts, social sciences and establishment of service learning curriculum. The College of Business will retain its current organization and will be tasked with redesigning the Master of Business and MSN program, increase their visibility and enrollment, expand partnerships, and expand the aviation program. Dr. Harrington mentioned Dean Covington's update on AACSB accreditation and site visit report, specifically as it relates to faculty qualifications. Dr. Harrington mentioned that Dean Horton is researching the certification program requirements for special education. She discussed Dr.

Downey's Greek 101 training for students wishing to join fraternities and sororities. Membership intake began in January. January and February are campaign season for SGA and other student organizations. The honorary degree committee now has two trustees and Dean Edwards is now the chair. The Student Success Committee will meet every other month, and all meetings of the committee will be for two hours in length, going forward.

- **Operations Committee.** Mr. Ridgeway provided a brief overview of the meeting held on 1/19/18. The decision was made to move the HR function from the operations committee to the executive committee. Ms. McGuinness has accepted the vice chair position on the operations committee. Dr. Downing has accepted the position as administrative liaison. Mr. Ridgeway presented 3 action items for approval:
 - i. RFP to renovate the alumni stadium with MCI funding. Dr. Mishoe mentioned that we will be using the new and old Dover High School facilities. Ms. Lindsey explained MCI funding. Dr. Downing commented on timeline and pre-work. Mr. Bartlett confirmed that there doesn't appear to be any major issues but has a concern about potential growth under the track and repairs to asphalt. Mr. Griffiths questioned budget. [Motion to approve Mr. Griffiths; 2nd by Mr. Allen]
 - ii. Engagement letter / CFS as the owner for the new residential facility [Motion to approve Dr. Mishoe; 2nd Mr. McDowell]
 - iii. Repair electrical infrastructure. Mr. Bartlett described a transformer high voltage loop issue. The total contract value is \$430,174.11. The change order amount is \$286,663.11. The vendor is Current Solutions, LLC in Dover, DE. [Motion to approve -, unanimous; 2nd, unanimous]
- Mr. Ridgeway also discussed searches in progress which include a search for Vice President of Finance. Ms. Hawkins advised that there are candidates currently under review and initial interviews will begin within 1-2 weeks. The search for an Executive Director of Financial Aid is still in progress; Ms. Hawkins advised that resumes for this position will be forwarded to Mr. Boyle for review. Ms. Hawkins further advised that there are 26 resumes received about the position for Director of Government Affairs. Mr. Ridgeway mentioned that there will be a search for VP of Legal and Government Affairs, Athletic Director, Asst. VP for Facilities Manager and Executive Director for Risk Management. Dr. Downing briefly mentioned the task force for facilities.
- Mr. Ridgeway gave a brief overview of current budget and financial performance. Dr. Mishoe mentioned that she will be asking the state to fund the request for the next fiscal year at the Joint Finance Hearing held on February 1st at 11:00 a.m. Dr. Mishoe will ask for reinstatement of funds reduced in last year's budget, salary increases, funding for the Inspire Scholarship and land grant matching.
- **Audit & ERM Committee.** Mr. Tice. gave a brief overview of the 1/18/18

meeting. He mentioned 3 noted areas of action: 1) Mr. Sheppard, former general counsel left behind 8 investigative items which were found to be non-meritorious; 2) critical hires - were dealt with by Mr. Ridgeway; and 3) sensitive matters which will be discussed in executive session.

- **Innovation & Sustainability Committee.** Dr. Williams provided an update regarding the investment portfolio reaching over \$30 million. The portfolio is managed by Goldman Sachs. Currently the foundation has 431 restricted gift accounts (98 scholarship accounts, 42 grant accounts, 290 departmental and general accounts, and 1 unrestricted account). The current total is 4.6 million. DSU's partnership with Apple has resulted in DSU student's becoming employed by Apple. Dr. Pickrum briefly mentioned the success of the university's aviation program. There is an Aviation Advisory Council, chaired by alum CJ Colton (graduate of aviation program). There will be a summit in mid-February. Dr. Williams gave a brief overview of Dr. Melissa Harrington's research portfolio report. Dr. Pickrum was recognized as CASE professional of the year. On February 26th, there will be a luncheon held in Washington, DC in her honor. Dr. Pickrum was also profiled in the 1/30/18 News Journal.

PRESIDENTS REPORT

- Dr. Mishoe gave a slide presentation regarding her first 29 days in office. She had over 80 meetings which included the governor, DSU board, MEAC presidents, faculty, staff and students. She expressed her focus on 4 priorities: to notify the board first, to improve the budget planning process, annual performance evaluations for everyone and to improve customer relations and services to students. She gave a brief overview of main initiatives (college redesign, campaign kickoff, a new residence hall, new job searches, formation of a presidential search committee). She was honored by Senator Bushweller for being the first female president at DSU. She mentioned that alum Ceron Cade was elected as the new Secretary for the Delaware Department of Labor. She mentioned that DSU achieved record enrollment this Fall.
- Mr. Boyle gave a brief slide presentation regarding strategic enrollment management. He assessed people, policies, procedures, processes, and partnerships.

OTHER BUSINESS/ANNOUNCEMENTS

- Dr. Williams mentioned that the new committee listing will be forthcoming. There will be protocols established for inputting information into the board portal in a timely manner. She acknowledged Ms. Sturgis' work as interim board secretary. She mentioned that some of the board members will be attending the AGB Conference which will be held in April. There will be timely notification of board and committee meetings as well as DSU events. The Campaign Kickoff will be held on February 22nd. The goal is to raise over \$30 million over a period of 7 years.
- Mr. Ridgeway provided an update regarding the Presidential Search Committee.

The inaugural meeting will be held on February 8th. At the meeting, Ms. Hawkins will discuss committee rules and responsibilities. Ms. Hawkins will also be working with the committee to setup an RFP. The committee currently consists of 12 members comprised of faculty, administrators, trustees, alumni, community and a student. Ms. Hobbs is the vice chair of the committee.

PUBLIC COMMENTS

- Mr. Kent Chrisman, faculty member in the education department, applauded the new structure design that has been presented as far as teacher preparation; in that, it ensures that there is a quality assurance system (accreditation) in place for every teacher education area.
- Dr. Gwendolyn Scott Jones, department chair of psychology, apprised the board and administration that the department of psychology is in accord with the plan to move psychology from the College of Arts, Humanities and Social Sciences with the expectation that the new College of Health Sciences name be changed to the College of Health and Behavioral Sciences.
- Dr. Reba Hollinsworth provided an update on statue of Dr. Hollins. This statute will serve to acknowledge Dr. Hollins for his accomplishments in keeping the university open. The statue will be ready for installation in May before graduation. She solicited additional contributions and passed out applications. She mentioned that the committee has reached 97% of their monetary goal.

NEXT BOARD MEETING. Dr. Williams announced that the next board meeting will be held on March 15th.

**(Adjournment by Dr. Williams to go into Executive Session
[Motion to approve by Dr. Mishoe; 2nd by Norman Griffiths])**

ADJOURNMENT

Dr. Williams adjourned the meeting at 4:53 p.m.