Minutes of the “Virtual” Meeting of the Board of Trustees of Delaware State University, Thursday, March 18, 2021
DELAMORE STATE UNIVERSITY
DOVER, DELAWARE

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Call to Order

The Board of Trustees of Delaware State University (“BoT”) held a virtual meeting on Thursday, March 18, 2021, via WebEx. Dr. Devona Williams, Chair of the Board of Trustees, called the meeting to order at 1:33 p.m.

Roll Call by Ms. Tamara Stoner, University Secretary

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<th>ATTENDEES</th>
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<td>BOARD MEMBERS</td>
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<td>Dr. Devona Williams, Chair</td>
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<td>Mr. John Ridgeway, Vice Chair</td>
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<td>Mr. John J. Allen, Vice Chair</td>
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<td>Mr. Norman Griffiths, Esq.</td>
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<td>Mr. Leroy Tice, Esq.</td>
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<td>Ms. Jocelyn Stewart</td>
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<td>Ms. Esthelda Parker Selby</td>
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<td>Gov. Michael Castle</td>
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<td>Mr. Harold Stafford</td>
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<td>Ms. Lois Hobbs</td>
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<td>Dr. Wilma Mishoe</td>
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<td>Dr. Debbie Harrington</td>
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<td>Ms. Margie Lopez Waite</td>
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Other Attendees:
Mr. Curtis Winslow
Mr. Alan Brangman
Dr. Alexa Silver
Dr. Charlie Wilson
Mr. Carlos Holmes
Dr. Clytrice Watson
Dr. Dawn Mosley
Dr. Dyremple Marsh
Dr. Francine Edwards
Dr. Gwen Scott Jones
Chief Harry Downes
CONSENT AGENDA

Dr. Devona Williams

- Approval of Minutes from January 28, 2021 Board of Trustees Meeting
  [Motion to approve by Mr. Stafford; 2nd by Ms. Hobbs; motion carried]

PRESIDENT’S REPORT

Dr. Tony Allen

Dr. Allen reported on the following:

- **Shared Video of Former 13th Mister DSU, Kevin Perry.** Mr. Perry is a young executive who was recently named as a nominee of the TBS HBCU Cash program. This is a national opportunity. As part of his nomination Mr. Perry created a video about his HBCU experience.

- **3 Major Challenges 2020-2021.**
  - 1) COVID-19 Pandemic. An article was published in the DE Chamber of Commerce highlighting DSU’s efforts in accelerating our workforce. The article was authored by Deans Patrice Gilliam-Johnson and Michael Casson. DSU’s COVID-19 positivity rate has remained low. Special acknowledgement was given to Dr. Fisher, Ms. Moultrie, Ms. Stoner, students, staff, and volunteers. About 15% of DSU’s faculty and staff have been vaccinated to date. DSU employees will participate in another vaccination event this weekend through DPH. DSU will hold its own vaccination clinic soon. There have been about $315k in savings from DSU’s testing lab over the past six weeks. Dr. Derrick Scott has been doing great work with the lab. DSU is developing fee for service relationships with Lincoln Univ., Univ. of Maryland Eastern Shore, the county, and state. The Fall 2021 Plan for 100% occupancy is underway and will be presented at the June board meeting.
  - 2) Social Justice. The Black Lives Matter Blvd. was revealed in the Fall and was student led. DSU conducted several forums on race relations and policing. DE State Representative Paul Baumbach and his wife, Pam Baumbach, donated $20k to create the George Floyd and Brionna Taylor scholarships at DSU.
  - 3) Wesley College Acquisition. The acquisition will add hundreds of new students to DSU, increase infrastructure by 40%, solidify DSU’s footprint in downtown Dover, increase the economic impact report up to $340M and more.

- **Financial Health.** The American Rescue Plan is the third COVID-19 relief package. DSU’s expected allocation is $42M in addition to the COVID-19 relief package passed in late December in which the University received $19.2M. More relief is expected for HBCU’s.

- **Title IX.** A Title IX Review committee, comprised of a faculty, staff and students, led by Dr. Hawkins, will offer substantive recommendations that will make our campus safer. The review was initiated by student concerns and represents an important step in collaboration across all
members of the community. The “Your Body, Your Choice, Your Rights, Your Voice” campaign will launch soon.

- **Aviation.** Dr. Allen spent time with the President of United Airlines, Mr. Brett Hart. Mr. Hart is the first African American in that role. Special thanks to Mr. Tom Horn of JPMorgan Chase. DSU has been named in United’s AVIATE program. Only 6 schools are in that program, and DSU is the only HBCU. This gives DSU the opportunity to build its own accreditation for the aviation program. Mr. Hart will be at DSU’s hangar on April 15. Mr. CJ Charlton, chair of DSU’s aviation advisory council and pilot at United, is a member of DSU’s Foundation Board.

- **Global Institute for Equity, Inclusion & Civil Rights.** There are three components: 1) Molecular Testing Center; 2) Center for Neighborhood Revitalization and Research; and 3) Center for Global Africa (CGA). Today, CGA launched a virtual session involving thirty African countries sponsored by the President of South Africa. DSU’s Dr. Ezrah Aharone is one of the speakers.

**CHAIR’S REPORT**

**Dr. Devona Williams**

- **CASE National Award.** Dr. Pickrum received the CASE College and University’s Foundation Leadership Award. Drs. Williams and Allen joined in the presentation of the award to Dr. Pickrum on March 15. Dr. Pickrum will chair the 2021 CASE Conference.

- **Student Leader Representative.** Ms. Jewel Phillips, Chair’s Student Circle member, was acknowledged as a student representative at today’s meeting.

- **Board Committees.** Committee chairs have been asked to update their committee charters. All updated charters should be sent to general counsel for review. An updated committee member list was shared.

**COMMITTEE REPORTS**

- **Audit & ERM Committee (AC) – Mr. Leroy Tice**

  Mr. Tice reported that AC met on March 11 and discussed the audit timeline, COVID and ERM updates. The A133 is on target for March 31, and the 990 form is on target for May 14. Both submissions will be timely filed. The COVID vaccine has been expanded to ages 50 and older. COVID vaccination events are ongoing throughout the state. ERM’s annual Tier II chemical compliance was completed. Inspections and trainings continue campus wide. Internal Auditor, Rob Schrof, has laid the framework for a strong financial controls culture going into FY22. Mr. Schrof has created a charter, launched an internal control assessment survey, conducted interviews, updated the internal auditor’s webpage, and monitors it regularly.

  [Motion to approve AC Report by Mr. Tice; 2nd by Ms. Hobbs; Motion carried]

- **Governance Committee (GC) – Mr. Griffiths**

  Mr. Griffiths reported that GC met on March 4 and discussed the revisions to the GC charter and KPI’s. The draft will be circulated early next week and will be finalized by June. Mr. Tice was reappointed by Governor Carney to another six-year term to expire in 2027. Board elections will be held in June.
[Motion to approve GC Report by Mr. Tice; 2\textsuperscript{nd} by Ms. Hobbs; Motion carried]

- **Athletic Committee (ACo) – Mr. John Allen**

Mr. Allen reported that ACo met on March 4 and discussed the development of their new charter. Legal and personnel matters were discussed in executive session.

[Motion to approve ACo Report by Mr. Allen; 2\textsuperscript{nd} by Mr. Griffiths; Motion carried]

- **Student Affairs Committee (SA) – Ms. Lois Hobbs**

Ms. Hobbs reported that SA met on March 4 and discussed COVID updates, student engagement/contact, judicial, career services, counseling, telehealth and more. Dr. Fisher’s team developed educational efforts to mitigate the spread of COVID on campus. DSU has been approved by the State to become a vaccine provider. Dr. Jasmine Buxton presented a pie chart on student infractions for the current academic year. She noted a rise in infractions involving visitation, control substances, and unauthorized animals. Student employment training has continued under Dr. Adrienne Clark. Special thanks to Dr. Hawkins for her support in this area. The counseling center has been working closely with athletics by providing individual counseling sessions and workshops. The SA charter draft is in progress. Dr. Downing reported that DSU is working closely with Wesley’s team on the housing application process. The goal is to be at full occupancy for the Fall. The Greek moratorium has ended. There will be five Greek organizations who will be bringing in new membership this semester. The SGA elections are currently underway (ex: campaigning for Mister and Miss DSU pageant). The Food Pantry serviced 71 students in February 2021. The Food Pantry has been kept well stocked through support from the DE Food Bank and the Student Emergency Relief Fund.

[Motion to approve SA Report by Mr. Allen; 2\textsuperscript{nd} by Dr. Harrington; Motion carried]

- **Student Success Committee (SS) – Dr. Debbie Harrington**

  - **Action Item #1:** Recommendation for Sabbaticals for 2021-2022
    [Motion to Approve as presented, by Dr. Harrington; 2\textsuperscript{nd} by Ms. Hobbs; Motion carried]

  - **Action Item #2:** Request for Authorization to Implement Ph.D. in Integrative Agricultural, Food and Environmental Science
    [Motion to Approve as presented, by Dr. Harrington; 2\textsuperscript{nd} by Mr. Griffiths; Motion carried]

  - **Action Item #3:** Request to Approve Professor Emeritus Status for Dr. Richard Barczewski
    [Motion to Approve as presented, by Dr. Harrington; 2\textsuperscript{nd} by Mr. Allen; Motion carried]

  - **Action Item #4:** Request to Implement New Programs Per the Wesley Acquisition
    [Motion to Approve the Request to Implement New Programs Per the Wesley Acquisition as presented, by Dr. Harrington; 2\textsuperscript{nd} by Mr. Griffiths; Motion carried]; AND [Motion to Approve the Request to Plan the B.A. in Biology, by Dr. Harrington; 2\textsuperscript{nd} by Dr. Mishoe; Motion carried]
Dr. Harrington reported that the draft SS charter and KPI’s have been completed and will go out to the full committee for review. Spring 2021 enrollment is at 4,037, as compared to 4,541 for Spring 2020. Wesley is progressing well through the Middle States process. The complex substantive change document will be submitted timely.

[Motion to approve SS Report by Mr. Stafford; 2nd by Ms. Hobbs; Motion carried]

- Operations Committee (OC) – Mr. Ridgeway

  - Action Item #1: Facilities Contract / Johnson Controls ($392,674.53 – 3 year contract)
    [Motion to approve as presented, by Mr. Ridgeway; 2nd by Dr. Mishoe; Motion carried]

Mr. Ridgeway reported that OC met on March 11 and discussed the financial update, campus safety, OC charter/KPI’s, and the 130th Anniversary. The OC charter will be completed timely in June.

Mr. Cauley provided a brief financial update. He reported that there’s currently $19M in unrestricted general funds. The reserve balance has increased from $2M to $3M. Designated funds were reportedly over $25M during March’s soft close. Total revenue in December was at $88M. Total expenses in December was at $61.7M. There was a noted uptick in salaries due to an emergency order in some departments. Total expenses were down over $1.4M. As of March 1, the cash balance was at $47.7M. Reserved funds are set-aside funds. Unrestricted funds are used to pay bills. The unrestricted fund balance was at $19.2M for March. The designated funds balance, currently at $25.5M, is only used for a particular purpose. The MacKenzie Scott donation was placed into designated funds.

Chief Downes provided an update regarding his team’s responsiveness during the pandemic which included internal/external safety measures. His team formed various partnerships throughout the university and with external partners (state law enforcement organizations and DEMA). Chief noted there are over 700 cameras on campus. DSU officers have worked tirelessly throughout campus 24 hours a day amid COVID. All officers have been fully vaccinated.

Mr. Ridgeway shared the 130th video and trifold advertisement. A silent auction will be held in April. A 3-on-3 basketball tournament has been discussed as well as other related events. Mr. Ridgeway requested 100% participation, engagement and giving by the board.

[Motion to enter Executive Session for the purpose of discussing legal matters, by Mr. Ridgeway, 2nd by Mr. Griffiths; Motion carried]

*********************************************************************
*****EXECUTIVE SESSION****

[Motion to exit Executive Session, by Dr. Mishoe, 2nd by Mr. Allen; Motion carried]
***EXECUTIVE SESSION***

[Motion to approve the Resolution as discussed in Executive Session, by Mr. Ridgeway; 2nd by Ms. Hobbs; Motion carried]

[Motion to approve OC Report by Dr. Mishoe; 2nd by Mr. Stafford; Motion carried]

- **Innovation & Sustainability Committee (I&S) – Mr. Stafford**

  Mr. Stafford reported that I&S met on March 4 and discussed the development of their new charter. The committee plans to have their charter and KPI’s completed by the June meeting. The current endowment balance is at $37.6M. Apple has invited DSU newspaper to be part of their Apple Feed. Apple has also selected DSU to be part of their Project Propel, a $100M racial equity and social justice initiative. This initiative will allow students to access Apple’s educational opportunities. DSU has submitted materials to be selected as an Apple distinguished school. DSU has passed the first round and have entered the second round to become a distinguished school. DSU received $250K grant from Diageo North America. The funds will be used to support students in various majors and disciplines. FMC Corporation has decided to partner with DSU which will enable CAST to continue benefitting from the relation under the leadership of Dr. Kalavcharla. Also, more students will have the opportunity to be involved in projects and lectures. Dr. Amir Mohammad has been awarded with a $300K grant. The university has been awarded a $7.5M IBM grant. The President’s impact report has been mailed to 1500 individuals and 100,000 stakeholders. There will be a stakeholders committee meeting scheduled with the ad hoc committee of the 130th Anniversary committee. Dr. Pickrum recognized AVP, Dr. Mosely and her team for their marketing efforts around the 130th Anniversary.

[Motion to approve I&S Report by Mr. Ridgeway; 2nd by Ms. Hobbs; Motion carried]

- **Executive Committee (EC) – Dr. Williams**

  Dr. Williams reported that EC met on March 11. The revised charter is in progress and will include a committee name change to the “Executive Leadership Committee”. Dr. Hawkins has provided some input on KPI’s. All board officers will be a member of EC once the charter is approved. Each committee chair cannot be included on the EC because this would constitute a quorum which must be avoided.

[Motion to approve EC Report by Dr. Williams; 2nd by Gov. Castle; Motion carried]

**NO PUBLIC COMMENTS**

**ANNOUNCEMENTS**

- Commencement, May 8
- Board Committee Meetings, June 3 and 10, 2021
Board of Trustees Meeting, June 17, 2021 at 1:30 p.m.
• DSU’s 130th Anniversary, May 15-16, 2021

[Motion to enter Executive Session by Dr. Harrington; 2nd by Mr. Stafford/Ms. Hobbs; Motion carried]

EXECUTIVE SESSION OF THE BOARD OF TRUSTEES (Pursuant to FOIA)

[*****EXECUTIVE SESSION*****]

[Motion to exit Executive Session by Mr. Stafford; 2nd by Gov. Castle; Motion carried]

[*****EXECUTIVE SESSION*****]

[Motion to move forward with the recommendation as discussed in Executive Session by Mr. Allen; 2nd Dr. Mishoe; Motion carried]

[Motion to Adjourn by Gov. Castle; 2nd by Ms. Hobbs; Motion carried]

ADJOURNMENT 4:43 p.m.

Respectfully Submitted,

Tamara L. Stoner
University Secretary