



DELAWARE STATE UNIVERSITY
Dover, Delaware 19901

**Minutes of the Meeting of the Board of Trustees of
Delaware State University, Thursday, September 19, 2019**

**DELAWARE STATE UNIVERSITY
DOVER, DELAWARE**

**Minutes of the Meeting of the Board of Trustees of
Delaware State University, Thursday, September 19, 2019**

Call to Order

The Board of Trustees of Delaware State University (“BoT”) held its regular quarterly meeting on Thursday, September 19, 2019, 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, Chair of the Board of Trustees, called the meeting to order at 1:34 p.m.

Roll Call by Ms. Tamara Stoner, Board Secretary

BOARD MEMBERS	DELAWARE STATE UNIVERSITY
Dr. Devona Williams, Chair	Dr. Wilma Mishoe, President
Mr. John Ridgeway, Vice Chair	Dr. Tony Allen, Provost & Executive Vice President
Mr. John J. Allen, Vice Chair	Mr. Darrell McMillon, CIO
Mr. Norman Griffiths, Esq.	Dr. Stacy Downing, VP of Student Affairs
Dr. Debbie Harrington	Mr. Antonio Boyle, VP for Strategic Enrollment Management
Mr. Leroy Tice, Esq.	Dr. Vita Pickrum, VP of Institutional Advancement
Ms. Jocelyn Stewart	Mr. Robert Schrof, VP of Finance
Gov. Jack Markell	Dr. Sandra Delauder, Vice Provost
Ms. Esthelda Parker Selby	Dr. Scott Gines, Director of Athletics
Mr. Harold Stafford	Mr. Cleon Cauley, General Counsel
Ms. Bernadette Dorsey Whatley	Ms. Jackie Griffith, Director of Government & Community Relations
Ms. Lois Hobbs	Ms. LaKresha Moultrie, Deputy General Counsel & Chief Enterprise Risk Officer
Gov. Michael Castle (<i>via telephone</i>)	Curtis Winslow, Instructional Technology Systems Integration Coordinator
Ms. Margie Lopez Waite	

CONSENT AGENDA

Dr. Devona Williams

- A. Approval of Minutes of the Board of Trustees Retreat, July 18-19, 2019
- B. Approval of Minutes of the Board of Trustees meeting June 20, 2019
[Motion to approve Consent Agenda with any corrections by Mr. Allen; 2nd by Dr.]

Mishoe; Motion carried]

CHAIR'S REPORT

Dr. Devona Williams

- Dr. Williams thanked the BoT in advance for their participation in the upcoming Homecoming events and other University activities. She acknowledged student guests, specifically Mr. Yaoyu Fan who presented during the BoT and Administrative Council luncheon held on September 19, 2019. Dr. Williams further acknowledge Ms. Stoner for her role in securing a \$10k cost savings with Boardvantage resulting in the renewal of the contract. Dr. Williams reminded the BoT of its goal to be paperless and to contact Mr. Winslow should they need assistance using Boardvantage.

COMMITTEE REPORTS

- **Audit & ERM Committee (AC) – Ms. Leroy Tice**
 - Mr. Tice reported that the external audit which began on August 19, 2019 is underway. Most of the deliverables requested by the auditors have already been produced such as cash and state reconciliations. There were some technological delays that stalled the process. A scholarship committee has been established.
 - New Hires (Mr. Schrof):
Controller, Jane Towers began September 9
Asst. Controller, Abena Purnell began August 26
Financial Admin., Angeline Foster began September 3
2 Accounts Payable Clerks began on August 27 and September 9
2nd Asst. Controller, pending with interviews in progress
AVP of Accounting Operations, job not yet posted
 - Enterprise Risk Management:
Mr. Tice reported that Ms. Moultrie has been reviewing various contracts and insurance renewals. There have been ongoing discussions with Mr. Cauley regarding the vision for the legal department in terms of personnel.

[Motion to approve AC Report by Mr. Griffiths; 2nd by Dr. Mishoe; Motion carried]

- **Governance Committee (GC) – Mr. Griffiths**
 - Mr. Griffith announced that Ms. Selby joined the GC. He reported that a proposal was submitted to amend the bylaws to change the term of office for board officers from 1-year to 2-years. Ms. Moultrie reported that Article III §4 of the bylaws provide that board officers have a term of 1 year. After researching other higher education institutions, Ms. Moultrie discovered that the majority had a 1-year term with unlimited reappointments like DSU. She cited an article that addressed non-profit organizations generally and nationally: the average length of term for board chairs is 1.8 years, and the average number of consecutive board chairs was approximately 2-years. If the board is interested in entertaining changes to the bylaws the board will need to comply with §7 which requires that the board conduct a vote at any regular or special meeting (10 days noticed required). The board must receive any changes to the bylaws in writing. Several board members added that this change with help with stability and

continuity of the board. No final decision was reached.

[Motion to approve GC Report by Ms. Whatley; 2nd by Ms. Hobbs; Motion carried]

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

- Action Item: Approval of Recommendation for Professor Emeritus Status for Dr. Samuel Hoff. Remarks by: Mr. Tice, Gov. Markell and Dr. Hoff; Presentation of Resolution to Dr. Hoff by: Drs. Mishoe, Allen, Williams and Mr. Tice
[Motion to approve by Dr. Harrington; 2nd by Ms. Hobbs; Motion carried]

- Information Items:

- *Summer Academy*. Expected 300 students but only yielded 114 students; 97% registered for Fall 2019 semester; average pass rate was 72%; data was collected so that next year better preparations can be made
- *Enrollment Management*. There were 5,010 students registered for Fall 2019 (4582 undergraduate and 428 graduate) – overall increase was 66%
- *Middle States*. The Middle States review will take place in 2022 and has been made a priority for SS meetings to ensure the University is on track with all requirements.
- *Athletic Sub Committee (ASC)*. Due to the shortfall of licensed athletic trainers and recent resignations, the University has contracted with Pivot Physical Therapy to obtain certified trainers. ASC and SS is focused on achieving gender equity goals.
- *Student Employment*. A Student Life subcommittee has been established and will address student employment issues as their first topic.
- *Housing*. There are 610 students housed in the new Tubman Laws residence hall. There is no waiting list. All students have housing. The only hotel being used is the Holiday Inn.

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

- **Operations Committee (OC) – Mr. Ridgeway**

- Action Item #1: Athletic Sub-Committee: Approval of Pivot Contract for Athletic Trainers
 - Dr. Gines informed the board that Pivot will provide 7-8 certified athletic trainers, 1 full-time trainer on staff, and 1 part-time trainer to manage insurance. Pivot has 90 physicians. The contract is a 3-year agreement with two options for 1-year renewals. Dr. Gines mentioned the total cost will be \$500k-\$600k. Mr. Allen mentioned that it is an NCAA requirement that the University provide its athletes with certified athletic trainers.

[Motion to approve by Gov. Markell; 2nd by Ms. Hobbs; Motion carried]

- Action Item #2: Approval of Dell EMC Expansion

- Mr. Ridgeway reported that currently the University's servers are outdated and are at 97% capacity. Mr. McMillon added that the University servers are over 10 years old and need to be replaced. The expansion would increase data capacity by three times what the University currently has with 40%

growth built-in. The expansion would increase data capacity at the Dover and Wilmington campuses. The expansion would be achieved through a State contract with Dell. There are currently 19,000 devices supported by the University's network with 9,000 of those attributed to students. Mr. McMillon will work to increase bandwidths for students. The cost of the expansion is \$484,984.45, State appropriated funds.

[Motion to approve by Mr. Ridgeway.; 2nd by Mr. Allen; Motion carried]

- Action Item #3: Fee Increase Recommendations

- Dr. Delauder requested fee increases across all academic areas. There has not been an increase since FY2017. On average, the current enrollment fee is slightly over \$50 per course. The requested 40% increase will generate \$400k across all academic areas. Secondly, the online studies area requested a fee increase from \$35 to \$50 for student enrollment. The requested increases would become effective FY 2020-2021. Dr. Allen informed the BoT that Dr. Mishoe formed a scholarship awarding sub-committee. The committee members are Drs. Gines and Pickrum, Mr. Schrof and Mr. Boyle. The committee will discuss tuition discounting, how to layer scholarship awards and identifying the caps. The intention is to decrease the amount of refunds to students and increase the amount of student funds to pay for school. The committee will reveal a discounting plan at the December retreat.

[Motion to approve by Mr. Ridgeway.; 2nd by Mr. Griffiths; Motion carried]

- Action Item #4: Increase Out of State Tuition by 5.5%

- Mr. Schrof requested to increase the current rate for out of state tuition and fees by 5.5%; therefore, the increase would change from \$17,304k to \$18,256k.

[Motion to approve by Mr. Ridgeway.; 2nd by Ms. Hobbs; Motion carried]

- Action Item #5: Revised Gift from DSU Foundation to the DSU Operating Budget
Motion to amend the previously adopted motion to approve the gift of \$7.5 million (inclusive of \$1 million in reserve funds, plus taxes and/or fees) to the University from the University Foundation made at the Board of Trustees meeting on Thursday, May 9, 2019 to an approval of a gift of \$7.3 million (inclusive of \$1 million in reserve funds, plus taxes and/or fees) to the University from the University Foundation.

[Motion to approve by Mr. Ridgeway.; 2nd by Gov. Markell; Motion carried]

- Facilities Update:

- Mr. Ridgeway commended Ms. Jackie Griffith, Mr. Bernard Pratt and the entire facilities team for their responsiveness and ongoing work in facilities.

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

- **Innovation & Sustainability Committee (I&S) – Dr. Williams**
 - Campaign Update. The Steering Committee meeting was held on June 27. The next Steering Committee meeting will be held on September 26. The total contributions received to date are \$10,450M. The campaign goal is \$100M. The funds are used for academics, innovation, scholarships, annual giving, student success and athletics.
 - Investment Portfolio Update. The portfolio is currently at \$24,676M. Goldman Sachs is the fund manager.
 - Scholarship Awarding. As of the end of August, 426 students have received scholarships totaling almost \$700k. Funds received by the University's Foundation are managed by WSFS, M&T and Goldman Sachs. The University owns and manages 3 houses, 2 vehicles, the Schwartz Center, and the State Street property. In FY19, the Foundation opened 35 new gift accounts and 11 endowed accounts. The Foundation received almost \$6M in donations for FY19.
 - Naming Opportunities. There are naming opportunities in the new Tubman Laws Hall, Wellness & Recreation Center and Aviation.
 - New Grant Highlights. There has been great success with the Early College High School in its focus on two middle school STEM grants. Verizon Innovative Learning Program for 7th thru 9th grade African American males. During the recent summer camp, over 100 youth participated.
 - HBCU Philanthropy Symposium. The Symposium was held in July 2019 and was successful. The trademark is pending for the name and logo. Over 150 philanthropic organizations and over 30 HBCU's were represented at this year's Symposium.
 - Alumni Engagement. The University is currently at a participation rate of 12%, up from 5% two years ago.
 - Homecoming Events. An Aviation celebration was held on September 18, covered by channels 3, 10, WHYY, along with various press announcements. Dr. Williams applauded Dr. Pickrum for her efforts with the Homecoming and Aviation events.
 - Research Update. The University has received over \$2.3M in research grants for the fiscal year. Dr. Melissa Harrington reported: 1) another \$500k DOD grant was recently awarded; 2) a \$970k National Science Foundation grant was awarded to for quantum optics research; and 3) there is a \$1M USDA and National Science Foundation collaborative grant expected to be received before the end of the fiscal year. Dr. Allen reported that the goal is to reach \$35M in the University's research portfolio. He stated that the University's research portfolio is currently at \$23M.

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

- **Executive Committee (EC) – Dr. Williams**
 - Dr. Williams reported that the EC held its meeting on September 6 mainly to discuss transitional issues in executive session; therefore, there is nothing to report.

PRESIDENT'S REPORT

- Dr. Mishoe reported the following:

- Aviation Celebration, September 19. The celebration was a success and was well attended by legislators, alumni, media outlets, Tuskegee Airmen’s Philadelphia chapter, etc. The new planes were funded by the State. One plane has arrived, and Dr. Mishoe was its 1st passenger.
- Homecoming Weekend. Events include the 10th President’s Prayer Breakfast at 7:00 a.m. on September 20. There will be a host of alumni events/activities held throughout the weekend.
- President’s Travel Update. The President is scheduled to return to China immediately following Homecoming. She was in Jamaica and Cost Rica this summer to discuss agriculture partnerships. Delaware Made creates hand-made gifts. The gifts will be taken to other countries during the President’s travel.
- The President’s end of term report will be given at the December BoT Retreat
- HBCU Week: Dr. Allen reported that he worked with JP Morgan and the mayor’s staff in the persons of Ashley Christopher and Earl Cooper. The week kicked off with a service held at Bethel AME (downtown Wilmington). There were over 600 people in attendance all dressed in their HBCU regalia. Mrs. Whatley moderated a session about women in finance. Former DSU President Harry Williams will speak on September 19 regarding the HBCU experience. On September 20, EPSN’s First Take Live hosted by Stephen A. Smith and DSU band will be featured along with over 600 students and alumni. There is significant billboard, social media and commercials coverage. Magic Johnson will be one of the surprise guests.

NO PUBLIC COMMENTS

ANNOUNCEMENTS

- President’s Prayer Breakfast, September 20
- Homecoming Parade & Game (DSU vs. Howard Univ.), September 21

[Motion to go into Executive Session by Mr. Tice; 2nd by Ms. Hobbs; Motion carried]

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

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