

**Tennessee State University Board of Trustees
Regular Meeting - March 15, 2018
Tennessee State University – Main Campus – Hankal Hall
3500 John A. Merritt Blvd., Nashville, Tennessee**

MINUTES

Board Members Present: Dr. Deborah Cole, Mr. Stephen Corbeil, Mr. William Freeman, Ms. Pamela Martin, Dr. Edith Peterson Mitchell, Mr. Obie McKenzie, Dr. Ali Sekmen, and Ms. Sydnie Davis.

University Staff Present: President Glenda Glover, and University Counsel and Board Secretary, Laurence Pendleton.

Guests: Members of the President’s Cabinet, Members of the Deans’ Council, and Representatives of the Tennessee Higher Education Commission (THEC).

I. CALL TO ORDER

Vice Chair Cole commenced the meeting by stating that she would be presiding over the March 15, 2018, Board meeting in Chairman Walker’s absence in accordance with Vice Chair Cole’s role as Vice Chair of the Board of Trustees. Vice Chair Cole then called the meeting to order at 1:30 p.m. She welcomed the Trustees and audience members to the meeting. Vice Chair Cole then called Dean of Students, Frank Stevenson, to give the invocation. After the invocation, Vice Chair Cole expressed a special thanks to Trustee McKenzie for his commitment to the Board.

II. ROLL CALL/DECLARATION OF A QUORUM

Vice Chair Cole asked the Board Secretary, Mr. Laurence Pendleton, to call the roll. The following Trustees were present: Dr. Deborah Cole, Mr. Stephen Corbeil, Mr. William Freeman, Ms. Pamela Martin, Dr. Edith Peterson Mitchell, Mr. Obie McKenzie, Dr. Ali Sekmen, and Ms. Sydnie Davis.

Secretary Pendleton announced the presence of a quorum.

III. ACTION ITEMS

A. APPROVAL OF MINUTES OF THE NOVEMBER 16, 2017 BOARD MEETING

Vice Chair Cole introduced the first action item —the approval of the November 16, 2017, Board meeting minutes. Vice Chair Cole opened the floor for a motion to approve the November 16, 2017, Board meeting minutes. Trustee Freeman moved to approve the November 16, 2017, meeting minutes. Trustee Mitchell seconded the motion. With there being no discussion, Vice

Chair Cole asked Secretary Pendleton to call the roll. Secretary Pendleton called the roll. The motion carried (7 Ayes/ 0 Nays).

B. APPROVAL OF THE CALENDAR FOR THE 2018 BOARD OF TRUSTEES MEETINGS

Vice Chair Cole introduced the second action item — the approval of the Calendar for the 2018 Board of Trustees Meetings. Vice Chair Cole noted that the proposed Calendar dates were included in the March 15, 2018, Board meeting materials. Vice Chair Cole opened the floor for a motion to approve the Calendar for the 2018 Board of Trustees meetings, as contained in the March 15, 2018, Board meeting materials. Trustee Freeman moved to approve the Calendar for the 2018 Board of Trustees meetings. Trustee Martin seconded the motion. With there being no discussion, Vice Chair Cole asked Secretary Pendleton to call the roll. Secretary Pendleton called the roll. The motion carried (7 Ayes/ 0 Nays).

C. AUDIT COMMITTEE REPORT

Vice Chair Cole, as the Chair of the Audit Committee, reported the following action and information items from the Audit Committee's March 15, 2018, meeting.

Vice Chair Cole announced that the Audit Committee met earlier that day to take actions on two items, discuss one other item, and to enter into executive session to discuss items deemed confidential under state law. Vice Chair Cole stated that the Audit Committee voted to recommend to the full Board: (1) the approval of the November 16, 2017, Audit Committee meeting minutes, and (2) the approval of the Office of Internal Audit's Charter. Vice Chair Cole stated that President Glover and Director of Internal Audit, Ms. Adrian Davis, discussed the completed internal audits. Vice Chair Cole further noted that an executive session followed this discussion.

On behalf of the Audit Committee, Vice Chair Cole moved to approve the November 16, 2017, Audit Committee meeting minutes, as contained in the March 15, 2018, Board meeting materials. Trustee Mitchell seconded the motion. With no discussion, Vice Chair Cole asked Secretary Pendleton to call the roll. Secretary Pendleton called the roll. The motion carried (7 Ayes/ 0 Nays).

Vice Chair Cole then provided an overview of the Audit Committee's recommendation for approval of the Office of Internal Audit's Charter. She stated that pursuant to the Audit Committee Charter, the Audit Committee is responsible for the review and approval of the Charter for the University's Office of Internal Audit.

Vice Chair Cole further detailed that the Office of Internal Audit's Charter is a formal document that defines the Office of Internal Audit's purpose and responsibilities. Vice Chair Cole then moved to approve the Office of Internal Audit's Charter, as contained in the March 15, 2018, Board meeting materials. Trustee Mitchell seconded the motion. With no discussion, Vice Chair Cole asked Secretary Pendleton to call the roll. Secretary Pendleton called the roll. The motion carried (7 Ayes/ 0 Nays).

D. ACADEMIC AFFAIRS AND STUDENT AFFAIRS COMMITTEE REPORT

Vice Chair Cole yielded the floor to Academic Affairs and Student Affairs Committee Chair, Trustee Martin, to discuss the action and information items from the March 15, 2018, Academic Affairs and Student Affairs Committee meeting. Trustee Martin announced that the Academic Affairs and Student Affairs Committee met earlier that day to take actions on two items, and to receive as well as discuss three other items.

Trustee Martin shared that the Academic Affairs and Student Affairs Committee voted to recommend to the full Board: (1) the approval of the November 16, 2017, Academic Affairs and Student Affairs Committee meeting minutes and (2) the approval of an Off-Campus Academic Program Site. Trustee Martin further noted that the Academic Affairs and Student Affairs Committee received a report on the SACSCOC Ten Year Reaffirmation Review in addition to reports on Academic Affairs, Student Residential Facilities, and Student Affairs, as contained in the March 15, 2018, Board meeting materials.

Trustee Martin then moved to approve the November 16, 2017, Academic Affairs and Student Affairs Committee meeting minutes, as contained in the March 15, 2018, Board meeting materials. Trustee Sekmen seconded the motion. With no discussion, Vice Chair Cole asked Secretary Pendleton to call the roll. Secretary Pendleton called the roll. The motion carried (7 Ayes/ 0 Nays).

Trustee Martin then stated that the Academic Affairs and Student Affairs Committee voted to recommend to the full Board the approval of an Off-Campus Academic Program Site, as described in the March 15, 2018, Board meeting materials. Trustee Martin noted that the March 15, 2018, Board meeting materials indicate that the College of Engineering seeks to offer the Bachelor of Science in Electrical Engineering at the Nashville Electric Service (NES). Trustee Martin further acknowledged that the University currently offers an approved Bachelor of Science program in Electrical Engineering in the College of Science; however, the College of Science has initiated a program whereby NES employees may take courses at the worksite. She further noted that the Bachelor of Science program at NES maintains a cohort-based mode of program delivery.

On behalf of the Academic Affairs and Student Affairs Committee, Trustee Martin moved to approve the University's proposed Off-Campus Academic Program Site, as contained in the March 15, 2018, Board meeting materials. Trustee McKenzie seconded the motion. With no discussion, Vice Chair Cole asked Secretary Pendleton to call the roll. Secretary Pendleton called the roll. The motion carried (7 Ayes/ 0 Nays).

E. EXECUTIVE COMMITTEE REPORT

Vice Chair Cole reported the following action and information items from the Executive Committee's March 15, 2018, meeting. Vice Chair Cole announced that the Executive Committee voted to recommend to the full Board the approval of: (1) the November 17, 2017, Executive Committee meeting minutes; (2) the adoption of the Board Executive Committee Procedures governing the President's Annual Performance Review; and (3) the approval of delegation of authority to the Executive Committee to create an Employment Contract for the President. Vice

Chair Cole further noted that the Executive Committee discussed the President's recommendation for Board appointment of the 2018-2019 Student Trustee.

Vice Chair Cole then moved to approve the November 16, 2017, Executive Committee meeting minutes, as contained in the March 15, 2018, Board meeting materials. Trustee Martin seconded the motion. With no discussion, Vice Chair Cole asked Secretary Pendleton to call the roll. Secretary Pendleton called the roll. The motion carried (7 Ayes/ 0 Nays).

Vice Chair Cole then provided an overview of the Executive Committee's recommendation for approval of the adoption of the Executive Committee Procedures governing the President's Annual Performance Review. She informed the Board that pursuant to Board Policy 004 - Selection, Evaluation, and Retention of the President, the Board evaluates the President's job performance on an annual basis. Vice Chair Cole further noted that under Board Policy 004, the Board delegated to the Executive Committee the authority to organize and conduct an annual performance review of the President in accordance with the procedures adopted by the Executive Committee.

Vice Chair Cole commented that the Board discussed the Executive Committee Procedures governing the President's Annual Performance Review in the November 16, 2017, Board meeting, during which time Trustee Sekmen offered comments on possible modifications to the procedures. Vice Chair Cole further recalled that following the discussion, the Board voted to refer the procedures back to the Executive Committee for consideration of modifications to the Procedures. She indicated that the updated Executive Committee Procedures governing the President's Annual Performance Review were contained in the March 15, 2018, Board meeting materials.

Vice Chair Cole stated that under the revised Procedures, the Executive Committee would conduct a comprehensive review of the President's performance every five years as part of the Annual Performance Review Process. She further stated that the revised Procedures still grant the Executive Committee flexibility in soliciting confidential feedback as part of the President's Annual Performance Review.

Vice Chair Cole shared that the Executive Committee discussed the revised Annual Performance Review Procedures in its March 15, 2018, meeting and voted to recommend to the full Board the adoption of the Executive Committee Procedures governing the President's Annual Performance Review. On behalf of the Executive Committee, Vice Chair Cole moved to approve the adoption of the Executive Committee Procedures governing the President's Annual Performance Review, as contained in the March 15, 2018, Board meeting materials. Trustee Freeman seconded the motion. With no discussion, Vice Chair Cole asked Secretary Pendleton to call the roll. Secretary Pendleton called the roll. The motion carried (7 Ayes/ 0 Nays).

Vice Chair Cole then announced that the Executive Committee voted to recommend to the full Board the approval of delegation of authority to the Executive Committee to create an Employment Contract for the President. She then indicated that information regarding this action was contained in the March 15, 2018, Board meeting materials. Vice Chair Cole stated that pursuant to the Board's bylaws, the Board has the authority to prescribe the President's compensation terms and conditions of employment. Vice Chair Cole shared that the Executive Committee discussed in its March 15, 2018, meeting that the majority of university presidents throughout the country serve

their respective institutions under an employment contract according to the American Council on Education. She further noted that the list of presidents that serve their respective institutions under employment contract include university presidents in the state of Tennessee and several presidents at other Historically Black College and Universities (HBCUs).

Vice Chair Cole stated that the Employment Contract for President Glover will contain standard terms associated with university presidential contracts. She further stated that the Employment Contract developed by the Executive Committee will be presented to the full Board for approval at the June 21, 2018, meeting or a meeting held thereafter.

On behalf of the Executive Committee, Vice Chair Cole moved to approve the delegation of authority to the Executive Committee to create an Employment Contract for President Glover, as contained in the March 15, 2018, Board meeting materials. Trustee Freeman seconded the motion. With no discussion, Vice Chair Cole asked Secretary Pendleton to call the roll. Secretary Pendleton called the roll. The motion carried (7 Ayes/ 0 Nays).

F. APPOINTMENT OF STUDENT TRUSTEE

Vice Chair Cole recalled that in the inaugural Board meeting on April 13, 2017, the Board appointed Ms. Sydnie Davis as the Board's first student trustee based on President Glover's recommendation. Vice Chair Cole further recalled that President Glover recommended Ms. Davis after conducting a review of applications solicited by SGA from students who were interested in serving as the Student Trustee.

Vice Chair Cole highlighted that Ms. Davis has made a significant contribution to the Board in her role as Student Trustee in which she has offered a student perspective on important issues that the Board has confronted in its first year of governance. Vice Chair Cole further shared that Ms. Davis has served admirably on the Academic Affairs and Student Affairs Committee and has attended numerous Board committee meetings, actively contributing to discussion on Academic Affairs and Student Affairs action items.

Vice Chair Cole announced that with Ms. Davis' term set to expire in April 2018, the Board must appoint a student to serve as Student Trustee for the 2018-19 school year, effective April 13, 2017. Vice Chair Cole noted that the 2018-19 Student Trustee will be seated at the June 21, 2018 Board meeting. Vice Chair Cole further stated that President Glover utilized the same process as last year to select a trustee, as described above.

Vice Chair Cole shared that the Board's appointment of the new Student Trustee comes as a recommendation from President Glover. Vice Chair Cole then announced that President Glover recommended that the Board appoint Ms. Braxton Simpson to serve as the next Student Trustee. She then yielded the floor to President Glover to introduce Ms. Simpson to the Board.

President Glover stated that Ms. Simpson is a freshman honor student majoring in agribusiness in the College of Agriculture. She further noted that Ms. Simpson is a native of Marietta, Georgia, a Dean's Scholar and a member of Minorities in Agriculture, Natural Resources and Related Sciences. President Glover highlighted that Ms. Simpson has secured a multi-year paid internship

with a Fortune 200 company, Monsanto, while also maintaining a 4.0 G.P.A. President Glover further shared that Ms. Simpson is a member of the President's list, and Student Government Association, while holding the title of Ms. Freshman.

Vice Chair Cole then opened the floor for a motion to appoint Ms. Braxton Simpson to serve as the Student Trustee on the Tennessee State University Board of Trustees. Trustee Mitchell moved to appoint Braxton Simpson to serve as the Student Trustee on the Tennessee State University Board of Trustees. Trustee Martin seconded the motion. With there being no discussion, Vice Chair Cole asked Secretary Pendleton to call the roll. Secretary Pendleton called the roll and the motion carried (7 Ayes/ 0 Nays).

Vice Chair Cole once again extended thanks to Ms. Sydnie Davis for her service as Student Trustee for the 2017-18 school year and invited a round of applause for her commitment. On behalf of the Board, Vice Chair Cole expressed appreciation for Ms. Davis' presence, input, and insight on Board matters, and her glowing example of student leadership at Tennessee State University.

IV. PRESIDENT'S REPORT

Vice Chair Cole yielded the floor to President Glover to give her report.

President Glover then provided an overview of Accreditation, Student Achievements, Faculty Achievements, and Achievements of Administrators and Staff, University Accomplishments, Campus Concerns, the Legislative Agenda, New and Proposed Facilities, and Spring 2018 Commencement.

In the area of Accreditation, President Glover offered the following information:

- Decennial report due September 15, 2019
- Reaffirmation will occur with revised standards from SASCOC
- New emphasis will be on student placement
- Meetings will be scheduled each semester to provide updates to the campus community
- Committees have already begun to meet in connection with the SASCOC reaffirmation process
- The overall SASCOC reaffirmation process is led by Dr. Alisa Mosely, Vice President of Academic Affairs
- President Glover offered the following information regarding the Quality Enhancement Plan (QEP):
 - The charge of the QEP Topic Research Committee is to coordinate the research, selection, and definition of the topic for the University's 2020-2025 QEP.
 - The committee will engage the University in a discussion of priorities to improve student learning and success, solicit and review QEP proposals, and recommend to the SASCOC leadership team a topic and prospectus appropriate as the foundation for the development of the QEP.
 - QEP is chaired by Dr. Joel Dark, Associate Dean and Professor of History. The QEP Forum was held on January 9, 2018.
- Two unit accreditation site visits for the Spring Semester 2018:

- Art & Design in March 2018 by the NASAD (National Association of Schools of Art and Design)
- Nursing in April 2018 by ACEN (Accreditation Commission for Education in Nursing); Follow up visit for BSN and MSN.

President Glover informed the Board of the following Student Achievements, Faculty Achievements, and Achievements of Administrators and Staff from the 2017- 2018 school year:

- Student Achievements:
 - 305 undergraduate students have a cumulative GPA of 4.00
 - TSU is hosting the National Forensics and Debate Competition on March 14-17. Over 1500 students from 100 universities around the country are on campus.
 - Braxton Simpson, a 4.00 first year student, received a multi-year internship with a Fortune 200 company.
 - The Honors Convocation will be held on March 20, 2018; Convocation speaker will be Malick Badjie '03.
 - Student Tiger Patrol Officers will be sworn in on March 23; this unit allows students to participate in campus safety initiatives.
 - All 9 Greek letter organizations are back on campus, and most are having intake processes
- Faculty Achievements:
 - Dr. Reginald McDonald, Associate Professor of Music and Director of Bands, has been nominated for the GRAMMY Music Educator Award
 - Dr. Tameka Winston, Interim Chair of the Department of Communications, in the Class of 2018 protégés for the Millennium Leadership Initiative Institute
 - Dr. De'Etra Young, Research Assistant Professor/Extension Services in the College of Agriculture, has been selected to participate in LEAD 21-Leadership Development for the 21st Century
 - Dr. S. Keith Hargrove, Dean of the College of Engineering, received the Ivory Dome Award at the 14th Annual Information Technology Senior Management Forum (ITSMF) for STEM Achievements
 - TSU Office of International Affairs will receive the 2018 Excellence in Diversity & Inclusion in International Education Award
- Administrators & Staff Achievements:
 - Chandra Cheeseborough-Guice, *Tigerbelle* legend and Director of Track and Field, will serve as Assistant Coach for Team USA at IAAF World Indoor Championships
 - Coach Chandra Cheeseborough-Guice, was inducted into the inaugural class for the National Track and Field High School Hall of Fame
 - Steve McCrary, Interim Director of Disability Services, was elected Chair of the National Alliance of Black School Education
 - Thomas Graham, Director of Emergency Management, was elected Co-chair of Higher Education Emergency Managers
- Alumni Achievements:
 - TSU received an anonymous alumni contribution of \$1 million to build a visitors' welcome center

- Experience TSU Recruitment Campaign has been successfully launched and is an innovative recruitment forum to attract academically talented students
- Saxophonist Jazmin Ghent was recently voted Best New Artist of 2017 by the Smooth Jazz Network
- Dwane “Key Wane” Weir II has been nominated for several GRAMMY’s; he has produced major hip hop songs with artists including Beyonce and Drake

President Glover offered the following University Achievements:

- TSU hosted the screening of the newly released documentary *Mr. Temple and the Tigerbelles*. It premiered nationally on CBS Sports Network last month
- TSU, in conjunction with THEC, hosted the screening of the HBCU documentary, *Tell Them We Are Rising*.
- TSU was selected as the most prepared institution of higher education in the area of Emergency Management
- Students in the College of Business continued the Volunteer Income Tax Assistance Program (VITA) which provides free tax preparation for the community
- The College of Agriculture conducted a Hemp workshop with over 200 participants who learned about the industry, various laws, and policies.
- A historical marker will be unveiled on our campus highlighting the military service of LT William McBryar, a Buffalo Soldier and Medal of Honor recipient

With respect to Campus Concerns, President Glover offered the following information:

- Facilities Management
 - Slow response to repairs and maintenance problems for both academic building and residence halls.
 - Significant concerns persist regarding the poor state of many of our campus facilities.
 - Facilities Management – Plan of Action:
 - Dept. of Facilities Management has been restructured; Mr. Albert Hill has assumed day-to-day responsibility for facilities matters and issues on an interim basis
 - Entered into external contracts to catch up on maintenance repairs around the campus
 - Designated building managers for each campus structure to facilitate work order being completed in a timely manner
 - Appointed an individual to be specifically responsible for maintenance of student housing. Considerable work is being done during Spring Break
 - Began an assessment of each building to better plan for ongoing maintenance issues
 - Requested and received a funding allocation for \$6.2 million for capital maintenance for academic building on campus (\$70 million needed to ensure the adequate repair and maintenance of our existing facilities)
- Enrollment
 - Enrollment declined over the past year:

- Undergraduate – From 7,007 students in 2016 to 6,756 students in 2017; a 251 student (3.58%) decrease
 - Graduate – From 1,746 students in 2016 to 1,705 students in 2017; a 41 student (2.35%) decrease
 - Total – From 8,753 students in 2016 to 1,705 students in 2017; a 292 student (3.33%) decrease
- Enrollment – Plan of Action:
 - The Division of Enrollment Management has been restructured; Mr. Terrence Izzard, Associate Vice President for Enrollment Management, will assume the responsibility for Recruitment and Admissions
 - The revised recruitment plan includes recruiting academically talented students throughout the state of Tennessee, and in major metropolitan markets
 - Emphasis will be on various populations, including community colleges, non-traditional students, non-returning students and veterans
 - The recruiting techniques will include online enrollment and employ internet marketing strategies such as social media, content marketing, and search engine optimization
 - Improve processing time for admissions applications
 - Increase our focus on retention and completion
- Increase enrollment in graduate school:
 - Graduate School – Plan of Action
 - The School of Graduate and Professional Studies has been restructured; Dr. Robbie Melton has been named Interim Dean, and Dr. Oscar Miller as the Interim Associate Dean
 - Must implement an advanced application processing system that expedites decision-making, and significantly reduces the application processing time
 - Ensure that information technology is appropriate to maintain this advanced processing system
 - Increase the visibility of our graduate and professional education locally, regionally, nationally, and internationally
 - Work with the campus community and other stakeholders to identify areas where graduate education could expand
- Organizational Restructuring:
 - The Division of Administration is being merged into other areas, including the Division of Academic Affairs. This transition will take place over the next few weeks.
 - Each Vice President, Dean, and Director on campus is asked to perform a review of his or her unit to ensure maximum operational efficiency

With respect to the Legislative Agenda, President Glover offered the following information:

- Funding Requests
 - \$1.5 million to fund Security Plan security initiatives
 - \$6.2 million for campus maintenance

- For the Land Grant Match – increase 1 to 1 match ratio to a 3 to 1 ratio. We receive \$6.4 million under a 1 to 1 match ratio, but we are seeking a 3 to 1 ratio on our match, which could mean up to an additional \$12.8 million
- \$10 million for the Cumberland River Development Project
- Legislation
 - Guns on campus – No current bills that would impact colleges and universities
 - FOCUS Act Clean-up Bill (HB 2123/SB 2619) – Clarified certain code sections to account for state university boards.
 - Board Conflicts of Interest (HB 1738/SB 1754) (Daniel and Gardenhire)
 - Reiterate that governing board members are prohibited from having a financial or beneficial interest in any higher education transaction
 - Excludes tuition payments, scholarships, and philanthropic gifts
 - Prohibits a governing board member from accepting or soliciting from an institution governed by the board anything of value in excess of \$250

President Glover informed the Board on the following New and Proposed Facilities:

- Construct two new residence halls
- Construct the new Alumni and Visitors Welcome Center
- Construct the new Food Sciences Building
- Construct the new Health Science Building
- Acquire real estate adjacent to the campus

With respect to Spring 2018 Commencement, President Glover offered the following information:

- Commencement speaker for Friday, May 4, 2018, is The Honorable Keisha Lance Bottoms, Mayor of the City of Atlanta
- Commencement speaker for Saturday, May 5, 2018, is Dr. Eric Thomas, a world renowned American motivational speaker

V. ADJOURNMENT

Vice Chair Cole thanked President Glover and her team for their hard work in each of the areas that she outlined. Vice Chair Cole then opened the floor for a motion for adjournment. Trustee Freeman moved to adjourn the meeting. Trustee Martin seconded the motion.

With there being no discussion, Vice Chair Cole asked Secretary Pendleton to call the roll. Secretary Pendleton called the roll. The motion carried (7 Ayes / 0 Nays). Vice Chair Cole adjourned the meeting at 2:17 p.m.