

**Meeting of the Tennessee State University Board of Trustees
Special Housing Committee Meeting
January 10, 2023**

Tennessee State University – McWherter Administration Building/President’s Conference Room

MINUTES

Committee Members Present: Trustees Van Pinnock (Chair), Obie McKenzie and Andre Johnson.

Other Board Members Present: Chair Deborah Cole and Trustees Shaun Wimberly and William Dunst

University Staff Present: President Glenda Glover; Laurence Pendleton, General Counsel and Board Secretary; Vice President of Finance and Budget Douglas Allen; Acting Interim Vice President for Academic Affairs Dr. Robbie Melton; Dr. Curtis Johnson, Chief of Staff; Dean Frank Stevenson, Assoc. Vice President of Student Affairs.

I. CALL TO ORDER

Trustee Pinnock called the meeting to order at 10:00 a.m. on January 10, 2023, and moved to make certain findings on the record regarding the necessity for conducting the meeting electronically without a physical quorum present due to travel-related issues for Committee members. The Committee found that there were various important matters that required immediate action by the Committee. The Committee is scheduled to take up important matters that require timely action by the Committee, including addressing the Committee’s charge and receiving reports on the University’s current housing plans status, 2023 housing, and TSU’s proposed long-term housing plans. Travel-related issues for Committee members necessitated electronic participation. Trustee Johnson seconded and the motion carried.

II. ROLL CALL/DECLARATION OF A QUORUM

Trustee Van Pinnock asked the secretary to the board to call the roll. Board Secretary Pendleton called the roll. Present: Trustees Andre Johnson, McKenzie and Van Pinnock. A quorum was established.

III. RECOGNITION OF BOARD MEMBERS

Trustee Van Pinnock recognized the Board Chairs who were present at the meeting. Chair Cole thanks the Special Committee for their hard work.

IV. APPROVAL OF NOVEMBER 7, 2022, MEETING MINUTES

Trustee Van Pinnock introduced the first action item and moved to approve the minutes of the November 7, 2022 Special Housing Committee meeting. Trustee Johnson seconded the motion. Chair Cole noted a correction in the time of the meeting. The motion to approve the meeting minutes, as corrected by Secretary Pendleton, carried unanimously by roll call vote.

V. UPDATE ON TSU'S HOUSING PLAN

The next order of business was an informational discussion item. President Glover was asked by Trustee Pinnock to provide an update, which she did. President Glover noted that Dean Stevenson prepared the plan, which is still in the development process.

Dean Stevenson provided an update to the Committee. He shared that the University has put into place some new administrative responsibilities in the Housing department, new people have been put into different roles and that the University is hiring new staff. TSU has undertaken a nationwide search for a new associate vice president-level position for Housing.

TSU has changed its application enrollment dates so that housing for the Fall semester opens on February 1 for new students and March 1 for returning students. This will allow the University to evaluate housing needs earlier.

Dean Stevenson shared updates on housing assignments. This Spring, the University made assignments for students coming out of hotel-based housing. One hundred forty-four (144) students will receive new housing assignments. Several students are not registered, which is required under the housing policy. Some students will wait until the last minute to make housing decisions. TSU has been in communication with students who are planning on attending the University but who have not yet registered to advise them to register and take other appropriate steps for the Spring semester in order to secure housing. The University does anticipate that more students who are not currently registered will register later. Dean Stevenson expressed a desire to be responsive to students' needs.

Dean Stevenson reported that Jefferson Flats (64 beds) is coming online in the Spring. Dean Stevenson said that the State Building Commission ("SBC") seemed to understand TSU's housing needs and that it wanted to see how Jefferson Flats fit into the University's overall housing plan. The University advised the SBC about Jefferson Flats and its housing plans.

For the Fall 2023, the school is working on running numbers of first-time freshmen to project future needs. Dean Stevenson expressed confidence in TSU's knowledge of historical retention numbers, who will need housing and what to expect. He does not anticipate another 1,500 student bed-count jump, as there as last year.

Trustee Johnson stated that the University was on the SBC's agenda back in November for a plan to build an additional 1,000 beds, but that it was pulled off of the SBC's agenda. It is hoped that this will be put back on the SBC's agenda for February. A discussion entailed about the need for the 1,000 beds as part of the University's housing plan.

Dean Stevenson advised that the University may not be able to accommodate some students housing needs this Spring. Those students will be helped to the extent possible.

Trustee Johnson asked about the plan to handle student frustration when a student has housing concerns. Dean Stevenson responded that additional staff members have been brought on board to respond to student concerns. A staff member was brought on to address hotel-related concerns in particular, and this proved to be effective. Staff is putting together information to provide to students about hotel

facilities. President Glover added that customer service personnel are being hired to directly interact with students. A search committee was assembled and timelines have been developed for the search.

Dean Stevenson was asked about the priority given to students seeking housing. He explained that returning and registered students are guaranteed housing for the Spring, and students on the housing waitlist for Spring are also being prioritized. Next, students who attended school in the Fall but are unregistered for Spring are given priority. Last priority goes are new students (who did not attend in the Fall) who need housing.

A discussion took place about providing a point-of-contact's information to students on TSU's website to better student communications regarding housing.

Dr. Melton next provided an update on academic supports. She stated that the Academic Affairs team assessed student needs for those residing off-campus in hotel accommodations. As a result of that assessment, academic coaches will be scheduled to visit all off-campus housing locations and provide services on-campus seven days a week during evenings and online. The Academic Affairs team also evaluated shuttle schedules and has determined that additional supports are needed due to transportation concerns.

The Capital Plan was approved by the Board in June for the building of two new residence halls. This must now go before the SBC.

Trustee Johnson asked about the minimum requirements for consideration as an off-campus housing option. A discussion ensued about expanding housing options, including ones that have already been put in place for Spring. Trustee Johnson suggested talking to local landlords about possible housing, which VP Allen said was being done.

VI. HOUSING COMMITTEE MEMBER REPORTS

Trustee Johnson reported talking to landlords and others who might be interested in providing long-term leases. He has identified 6 or 7 housing options to share with the Committee. He has been working with VP Allen and Dr. Johnson to submit items for consideration for housing at smaller, near-campus facilities. President Glover asked to set up a follow up call with Trustee Johnson to discuss this further.

Trustee McKenzie focused on the supply-side of housing issues, with VP Allen, Dr. Johnson, Turner Construction, McKissack and McKissack, Moody Nolen, a financier (bond funding), Cobblestone and others. Trustee McKenzie has put together a team ready to work on a project for a public-private housing endeavor. The property was identified by Dr. Johnson as an appropriate place for such a project. Trustee McKenzie has circulated a proposal to this end for a 1,000-bed project. Trustee McKenzie noted that this is a professional, experienced team and a cost-effective way to address housing concerns. The targeted date for this project would be 2024 or 2025.

Secretary Pendleton explained that a public-private partnership must go through the TSSBA (Tennessee State School Bond Authority) and the SBC. VP Allen explained that this public-private partnership would be considered debt for which TSU would be obligated. He further explained that some housing facilities were set to be demolished. The need for 1,000 beds refers to the need currently (with existing housing). Upgrades have been made to enhance student experiences in residence halls. Student housing costs have increased to 35-40% more than what they spent in 2014.

Trustee McKenzie asked for updates on the SBC's agenda and time frame. Further discussion took place regarding developing a piece of land for 1,000 beds and funding options, as well as the need to assess data and needs. A request was made by Trustee Shaun Wimberly to create a visual diagram to illustrate University projects.

VII. DISCUSSION OF ACTION ITEMS MOVING FORWARD

TSU is waiting to see whether the University is on the SBC's February agenda, at which time the University will request approval to build dormitories. After that, proposals can be considered for a building project.

A discussion took place regarding the need to create adequate messaging and ensure that others know that the University is actively working to identify housing solutions.

Enrollment numbers will be shared at the next Board of Trustees meeting. President Glover discussed the need to create a housing plan that takes into account record enrollment and changing housing needs.

VIII. ADJOURNMENT

Chair Pinnock asked if there were any further questions. Seeing none he moved to adjourn the meeting. [Recoding ended.]