

**Tennessee State University Board of Trustees
Regular Meeting – September 24, 2020
Tennessee State University – Electronic**

MINUTES

Board Members Present: Trustee Deborah Cole, Obie McKenzie, Richard Lewis, Andre Johnson, Pam Martin, Bill Freeman, Ali Sekmen, Steve Corbeil; Joseph Walker III, and Tiara Thomas.

Board/University Staff Present: President Glenda Glover; Laurence Pendleton, General Counsel and Board Secretary; and Arlene Nicholas-Phillips, Liaison to BOT.

University Staff Present: Dr. Michael Harris, Interim Provost & Vice President for Academic Affairs; Dr. Curtis Johnson, Chief of Staff; Dean Frank Stevenson, Assoc. Vice President of Student Affairs; Horace Chase, Vice President of Business and Finance; Dr. Frances Williams, Assoc. Vice President of Research & Sponsored Programs; Terrence Izzard, Assoc. Vice President of Enrollment Management; and Dr. Robbie Melton, Dean of Graduate School.

I. CALL TO ORDER

Chair Walker called the Board of Trustees meeting to order at 2:00 p.m., CST on September 24, 2020. Chair Walker moved to make certain findings on the record regarding the necessity for conducting the meeting electronically without a physical quorum present due to the coronavirus pandemic. The Board is scheduled to take up important and timely matters. Participation by electronic means is necessitated by the COVID-19 pandemic and accompanying guidance from the Center for Disease Control (“CDC”) and the State of Tennessee to limit face-to-face contact whenever possible. Electronic participation for the Board meeting is necessary for the safety of Board members, staff, and guests. Trustee Cole seconded and the motion carried.

II. WELCOME AND INTRODUCTIONS

The Board Chair welcomed the attendees. Dean Stevenson gave the invocation.

III. ROLL CALL/DECLARATION OF A QUORUM

Chair Walker asked the Board Secretary, Laurence Pendleton, to call the roll. The following Trustees were present during roll call: Trustee Deborah Cole, Obie McKenzie, Richard Lewis, Andre Johnson, Pam Martin, Ali Sekmen, Tiara Thomas, Bill Freeman, Steve Corbeil, and Joseph Walker III. Board Secretary Pendleton announced the presence of a quorum.

Chair Walker asked the Board members to state now if any of the board members cannot hear or speak with each other. No Board members answered in the affirmative. Chair Walker also asked the Board members to indicate if someone is present with them from the location in which they are calling. No Board members indicated there was anyone present.

IV. ACTION ITEMS

A. APPROVAL OF THE JUNE 18, 2020, BOARD MEETING MINUTES

Chair Walker introduced the first action item – the approval of the minutes of the June 18, 2020 board meeting. Chair Walker moved to approve the board meeting minutes and Trustee Cole seconded the motion. There was no discussion. The motion carried unanimously by roll call vote.

B. AUDIT COMMITTEE REPORT

Trustee Cole informed the board that the audit committee met to take action on two items and received reports on two other items. The Audit Committee voted to recommend to the full Board the approval of the June 18, 2020, Audit Committee meeting minutes. The Audit Committee also voted to recommend to the full Board the approval of the Fiscal Year 2020-2021 Revised Audit Plan. Trustee Cole added that the Audit Committee reviewed and discussed completed internal audits and outstanding audit issues.

I. APPROVAL OF THE JUNE 18, 2020, AUDIT COMMITTEE MEETING MINUTES

Trustee Cole moved to approve the minutes of June 18, 2020, audit committee meeting as contained in the board materials for the September 24, 2020, board meeting. Trustee Martin seconded the motion, which carried unanimously by roll call vote.

II. APPROVAL OF THE FISCAL YEAR 2020-2021 REVISED AUDIT PLAN

Trustee Cole moved to approve the Fiscal Year 2020-2021 revised audit plan as contained in the board materials for the September 24, 2020, board meeting. Trustee Martin seconded the motion, which carried unanimously by roll call vote.

Trustee Cole concluded the Audit Committee report.

Chair Walker thanked the Audit Committee for their work.

C. FINANCE AND BUDGET COMMITTEE REPORT

Trustee Lewis stated that the Finance and Budget Committee met this morning to take action on one item and received reports on nine other items. The Finance and Budget Committee voted to recommend to the full Board the approval of the June 18, 2020, Finance and Budget Committee meeting minutes. In addition, the Finance and Budget Committee heard reports from President Glover and her team on the 2021 and 2022 holiday schedules, COVID-19 financial issues, the revised October budget update, and CARES Act funding. The Finance and Budget Committee also heard reports on voluntary employee separation program (VESP), enrollment, and the enrollment, marketing and recruitment plan.

I. APPROVAL OF THE JUNE 18, 2020 FINANCE AND BUDGET COMMITTEE MEETING MINUTES

Trustee Lewis moved to approve the June 18, 2020 Finance and Budget Committee meeting minutes, as contained in the board materials for the September 24, 2020, board meeting. Trustee Cole seconded the motion, which carried unanimously by roll call vote.

Trustee Lewis concluded the Finance and Budget report.

Chair Walker thanked the Finance Committee for their work.

D. ACADEMIC AFFAIRS AND STUDENT AFFAIRS COMMITTEE REPORT

Trustee Martin reported that the academic affairs and student affairs committee met to consider and vote on six agenda items and to receive reports on five other agenda items.

Trustee Martin stated that the Academic Affairs and Student Affairs Committee voted to recommend to the full Board the approval of the June 18, 2020, Academic Affairs and Student Affairs Committee meeting minutes; approval of the updated TSU mission statement, and approval of the TSU 2020 Strategic Plan. The Committee also voted to recommend to the full Board the approval of an off-campus academic program – Bachelor of Science in Applied Industrial Technologies at the Motlow State Community College, McMinnville campus; the discontinuance of the Master of Science in Professional Science; and the approval of the FOCUS Act required Institutional Mission profile.

Trustee Martin added that the Academic Affairs and Student Affairs Committee also received reports on COVID-19 Coronavirus Pandemic Academic and Student Issues, SACSCOC accreditation review matters, research funding, academic affairs, and student affairs.

I. APPROVAL OF THE JUNE 18, 2020, ACADEMIC AFFAIRS AND STUDENT AFFAIRS COMMITTEE MEETING MINUTES

On behalf of the Academic Affairs and Student Affairs Committee, Trustee Martin moved to approve the minutes of the June 18, 2020, Academic Affairs and Student Affairs Committee meeting, as contained in the Board materials for the September 24, 2020, Board meeting. Trustee Lewis seconded and the motion carried unanimously by roll call vote.

II. APPROVAL OF THE UPDATED TSU MISSION STATEMENT

Trustee Martin moved to approve the updated TSU mission statement, as contained in the Board materials for the September 24, 2020, Board meeting. Trustee Corbeil seconded and the motion carried unanimously by roll call vote.

III. APPROVAL OF THE TSU 2020 STRATEGIC PLAN

On behalf of the Academic Affairs and Student Affairs Committee, Trustee Martin moved to approve the TSU 2020 strategic plan, as contained in the Board materials for the September 24, 2020, Board meeting. Trustee Corbeil seconded and the motion carried unanimously by roll call vote.

IV. APPROVAL OF AN OFF-CAMPUS ACADEMIC PROGRAM SITE – BACHELOR OF SCIENCE IN APPLIED INDUSTRIAL TECHNOLOGIES AT THE MOTLOW STATE COMMUNITY COLLEGE, MCMINNVILLE CAMPUS

On behalf of the Academic Affairs and Student Affairs Committee, Trustee Martin moved to approve the off-campus academic program site – Bachelor of Science in Applied Industrial Technologies at the Motlow State Community College, McMinnville campus, as contained in the Board materials for the September 24, 2020, Board meeting. Trustee Corbeil seconded and the motion carried unanimously by roll call vote.

V. APPROVAL OF DISCONTINUANCE OF MASTER OF SCIENCE IN PROFESSIONAL SCIENCE

Trustee Martin moved to approve the discontinuance of the Master of Science in Professional Science, as contained in the Board materials for the September 24, 2020, Board meeting. Trustee Cole seconded, and the motion was approved unanimously by roll call vote.

VI. APPROVAL OF THE FOCUS ACT REQUIRED INSTITUTIONAL MISSION PROFILE

On behalf of the Academic Affairs and Student Affairs Committee, Trustee Martin moved to approve the FOCUS Act required Institutional Mission profile, as contained in the Board materials for the September 24, 2020, Board meeting. Trustee McKenzie seconded, and the motion was approved unanimously by roll call vote: Trustees Cole, Corbeil, Freeman, Lewis, Martin, McKenzie, Sekmen, and Walker.

Trustee Martin concluded the Academic and Student Affairs report.

Chair Walker thanked the Academic Affairs and Student Affairs Committee for their work.

E. EXECUTIVE COMMITTEE REPORT

Chair Walker stated that the Executive Committee met today to discuss and vote on specified committee agenda items. The Committee voted to recommend to the full Board the approval of the June 18, 2020, Executive Committee meeting minutes and the approval of an amendment to Board Policy 001.

Chair Walker also stated that the Executive Committee heard an update from Vice Chair Cole on the President's Annual Performance Review, and a report from Secretary Pendleton.

I. APPROVAL OF THE JUNE 18, 2020, EXECUTIVE COMMITTEE MEETING MINUTES

On behalf of the Executive Committee, Chair Walker moved to approve the minutes of the June 18, 2020, Executive Committee meeting, as contained in the Board materials for the September 24, 2020, Board meeting. Trustee Martin seconded the motion and it was approved by roll call vote.

II. APPROVAL OF AN AMENDMENT TO BOARD POLICY 001

Chair Walker moved to approve the amendment of Board Policy 001, as contained in the September 24, 2020, Board meeting materials. Trustee Martin seconded the motion and it was approved by roll call vote.

Chair Walker concluded the Executive Committee report.

V. UPDATE ON COVID-19 CORONAVIRUS PANDEMIC ISSUES AFFECTING THE TSU COMMUNITY

Chair Walker called on President Glover to present the update on COVID-19 issues affecting the TSU community. President Glover asked Mr. Horace Chase to report on this item.

Mr. Chase explained how COVID-19 affected the finances on campus. He pointed out that there was a reduction in revenue due in part to the students and parents being directly affected financially, and so TSU offered 15% discount to all in-state students who were taking all classes online and a 10% discount to those who were out-of-state. He addressed the reduction in fees revenue due to the reduced number of students on campus, in particular the revenues pertaining to the residence halls and the dining halls. He explained that we attempted to keep a low number of students on campus so as to control the infection rate, along with quarantine and isolation needs.

The athletic department also experienced a reduction in revenue due to the cancellation of games for the Fall semester. Everyone was being optimistic about Spring 2021.

Another aspect of adjustment was made with employees having to work remotely. TSU developed a Remote Operation Policy and employees continued to work in shifts, while practicing social distancing.

Chair Walker thanked President Glover and her team for the update.

VI. REPORT ON TSU ATHLETICS

Dr. Allen provided reports on various athletic department related items. He reported on the COVID-19 impact on athletics at Tennessee State University and stated that student athletes and staff were being tested regularly at Meharry Medical. After conducting 104 tests, it was found that 11 students tested positive for the virus and was quarantined. He went on to say that currently all were healthy. He reported on the OVC's postponement of fall sports and stated that everyone was looking forward to the spring where TSU will play 4 games at home and 3 games away. TSU incurred a financial loss due to the guaranteed games being canceled.

AD Allen went to the extend gratitude to several departments on campus who helped him in combating the spread of COVID-19 among his athletes. He specially thanked emergency management, student affairs, Dean Stevenson and others for their on-going support.

Chair Walker thanked Dr. Allen for his report.

VII. PRESIDENT'S REPORT

Chair Walker recognized President Glover to present the President's Report, including a COVID-19 report.

President Glover provided reports on various items contained in the board materials for the September 24, 2020, Board Meeting and her President's report powerpoint slides. She provided reports on: COVID-19 including the changes in instruction and student adjustments; health, safety and cleaning protocols; SACSCOC Update including the removal from probationary status after SACSCOC Committee met on September 3, 2020, the decennial report due at the end of September and the On-Site Committee visit scheduled for March 22-25, 2021. She also provided updates on enrollment and recruitment, explaining some factors that impacted the 2020 enrollment; CARES Act Funding for higher education institutions and for HBCUs; Grants awarded and Research funded. President Glover announced some enhancements to the Graduate School including the fact that Dr. Melton will be leaving as Dean but will continue as the AVP

of the National SMART Technology Innovation Center. She took the moment to thank Dr. Melton for all that she had accomplished while being the Dean.

President Glover thanked everyone and the Board.

VIII. BOARD CHAIR'S REPORT

Chair Walker thanked President Glover for her leadership and hard work. Chair Walker thanked Provost Harris and stated that he was excited by the direction the institution was headed.

On behalf of the Board, Chair Walker thanked everyone for supporting the students particularly during this time of the pandemic and of social unrest. He thanked the corporations and alumni who have been partnering with TSU towards the advancement of our students. He also made mention of his gratitude to serve as Chair for the Board of Trustees.

Student Trustee Thomas thanked President Glover, the administration and the SGA President Davis for meeting with the students and ensuring that all students got what they needed in order to have a successful semester.

IX. ADJOURNMENT

Chair Walker moved to adjourn which was seconded by Trustee Lewis. The motioned carried by roll call vote. The meeting was adjourned at 2:54 p.m. CST.