

**Meeting of the Tennessee State University Board of Trustees  
Academic Affairs and Student Affairs Committee Meeting  
September 15, 2022  
Tennessee State University, Electronic**

**MINUTES**

**Committee Members Present:** Trustees Pam Martin, Andre Johnson, Bill Johnson, and Shaun Wimberly Jr.

**Other Board Members Present:** Trustees Deborah Cole, Van Pinnock, Richard Lewis, Obie McKenzie, and Joseph Walker, III.

**University Staff Present:** President Glenda Glover; Laurence Pendleton, General Counsel and Board Secretary; Dr. Robbie Melton, Acting Interim Provost and Vice President for Academic Affairs; Douglas Allen, Vice President for Finance and Budget; Jamie Isabel, Vice President of Institutional Advancement; Dr. Curtis Johnson, Chief of Staff; Dean Frank Stevenson, Associate Vice President of Student Affairs; Dr. Quincy Quick, Interim Associate Vice President of Research & Sponsored Programs; Terrence Izzard, Associate Vice President of Enrollment Management; Gregory Robinson, Assistant Vice President and Chief of Police; Kelli Sharpe, Assistant Vice President of Public Relations and Communications; Dr. Mikki Allen, Director of Athletics; Charlise Anderson, Director, Accreditation and Assessment; Adrian Davis, Director of Internal Audit; and Dr. Arlene Nicholas-Phillips, Liaison to the Board of Trustees.

**I. CALL TO ORDER**

Chair Martin called the meeting to order at 8:41 a.m. CDT on September 15, 2022.

Trustee Martin began by welcoming student trustee, Shaun Wimberly Jr., and provided the committee with an introduction to Mr. Wimberly. Trustee Martin also thanked former Trustee Thomas for her two-year service.

Trustee Martin then 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 Committee is set to take up important matters. Participation by electronic means is necessitated by the COVID-19 pandemic and accompanying guidance from the Center for Disease Control to limit face-to-face contact whenever possible. Electronic participation for the Committee meeting is necessary for the safety of Board members, staff, and guests. Trustee B. Johnson seconded the motion, and the motion carried unanimously by roll call vote.

**II. ROLL CALL/DECLARATION OF A QUORUM**

Board Secretary Pendleton called the roll at the Committee chair's request. Trustees Pam Martin, Andre Johnson, Bill Johnson, and Shawn Wimberly were present. Secretary Pendleton announced the presence of a quorum.

### **III. APPROVAL OF THE JUNE 16, 2022, ACADEMIC AFFAIRS AND STUDENT AFFAIRS COMMITTEE MEETING MINUTES**

Trustee Martin moved to recommend to the full Board the approval of the June 16, 2022, Academic Affairs and Student Affairs Committee meeting minutes, as contained in the Board materials for the September 15, 2022, Board meeting. Trustee B. Johnson seconded the motion, which was carried unanimously by roll call vote.

### **IV. APPROVAL OF ACADEMIC PROGRAM MODIFICATION – INACTIVATION OF ACADEMIC CONCENTRATION – INTERNATIONAL BUSINESS CONCENTRATION AND MINOR WITHIN THE BACHELOR OF BUSINESS**

Chair Martin announced the next agenda item as the approval of an academic program modification: the inactivation of the International Business Concentration and Minor within the Bachelor of Business. Chair Martin asked President Glover or her designee to provide pertinent information related to this agenda item.

President Glover designated Acting Interim Provost Melton to present on this item. Dr. Melton presented that there are no qualified faculty to teach the program at this time and no students are pursuing the program. After inactivating the concentration, the University will still have three years to reactivate the program if it wishes to do so.

Chair Martin moved to recommend to the full Board the approval of an academic program modification: the inactivation of the International Business Concentration and Minor within the Bachelor of Business, as contained in the Board materials for the September 15, 2022, Board meeting. Trustee B. Johnson seconded the motion and the motion carried unanimously by roll call vote.

### **V. REPORT ON SACSCOC ACCREDITATION REVIEW MATTERS**

Chair Martin introduced the next item on the agenda as the report on SACSCOC accreditation review matters. Chair Martin asked President Glover or her designee to provide pertinent information related to this agenda item, as contained in the Board materials for the September 15, 2022, Board meeting.

President Glover designated Dr. Charlise Anderson to present on this agenda item. Dr. Anderson provided an update that the University's is on track for its reaffirmation of accreditation in 2030 with its next step to be the submission of a report to SACSCOC on September 30<sup>th</sup>. Dr. Anderson also reported that the upcoming on-site follow up visit has been scheduled for April 2023. Finally, Dr. Anderson reported that the University's request to provide 50% or more of an MBA program at the Avon Williams campus moved forward at SACSCOC's June 2022 meeting and will be reviewed, including campus visits, and discussed at the June 2023 SACSCOC meeting.

Trustee Martin thanked Dr. Anderson for her report.

## **VI. ACADEMIC AFFAIRS REPORT**

Chair Martin announced the next agenda item as the Academic Affairs Report. She noted that Information regarding this Academic Affairs and Student Affairs Committee agenda item is included in the Board materials dated September 15, 2022. Chair Martin asked President Glover or her designee to provide pertinent information related to this agenda item. This is an informational discussion item only so no vote will be required.

Dr. Glover designated IA Provost Melton to comment on this agenda item. Provost Melton began by thanking the University employees who stepped up to help with the increase in enrollment, particularly Dr. Cheryl Seay and Dr. Johnnie Smith. Dr. Melton reported that the University has learned from the enrollment increase that occurred this fall 2022 semester and is using the information to plan ahead for spring 2023 and fall 2023. Dr. Melton also reported on retention efforts and pointed the Committee to the list of university accomplishments contained in the Committee materials.

Trustee Martin asked for information about the plan for the next semester and Dr. Melton reported on her efforts in collaboration with academic deans and other University personnel. Dr. Glover added that the University understands the seriousness of the issue, assured the Committee that the University did not and will not wait until the last minute to provide solutions, and credited Dr. Robbie Melton for her hard work when she took on the provost position in the middle of academic planning. Trustee Cole asked for specifics on when planning began to secure faculty for the student increase and Dr. Glover reported that plans were made prior to August 1 when Dr. Melton came on board as Interim Provost.

Trustee Cole acknowledged that Board members received calls regarding student complaints and reminded the University to protect its brand, particularly as it relates to customer service. Dr. Glover confirmed that customer service is a primary concern to the University, noted that HBCU culture often results in individuals calling authorities when they are unhappy, and called upon Dr. Johnson to provide additional information related to customer service.

Dr. Johnson provided information related to the University's plans for increased customer service moving forward, including some measures to be kicked off in the next five days. Trustee Bill Johnson asked how the university is engaging freshman, sophomores, and juniors who came out of COVID with no on-site university experience. Dean Stevenson reported on the efforts and successes of Student Affairs in this area. Trustee B. Johnson thanked Dean Stevenson for his efforts and encouraged the University to create Thursday night and Friday events for the students.

Trustee McKenzie asked what the University is doing in the public relations area to report on the successes of the student engagement initiatives. Trustee Lewis stated that there must be a follow up to see if the efforts are working. Trustee Bill Johnson proposed creating "Tiger Fridays" as a reason to come and stay at TSU. Trustee McKenzie asked again about PR efforts and Dr. Glover asked Kelli Sharpe to report on this item. Ms. Sharpe reported on the University's PR plan, the recent engagement of a media consultant, partnerships with media organizations, the promotion of positive news regarding the University, and the monitoring of social media platforms including follow-ups with posters. Trustee Pinnock noted that some of the efforts are reactive and less are

proactive and asked for key communications points and a communication plan to be provided to the Board. Ms. Sharpe replied that the University's plan would be sent to the Board today. Trustee Cole stated that she is holding Dr. Glover responsible for improving University customer services and asked the University to hire experts in order to maintain and improve the University's branding.

Trustee Martin asked that Dr. Glover makes sure that these items are covered at the next meeting in a report including PR efforts and strategic planning.

## **VII. REPORT ON ATHLETICS**

Chair Martin announced the Report on Athletics agenda item. Information regarding this Academic Affairs and Student Affairs Committee agenda item is included in the Board materials dated September 15, 2022. Chair Martin asked President Glover or her designee to provide pertinent information related to this agenda item. This is an informational discussion item only so no vote will be required.

Dr. Glover designated Dr. Mikki Allen to comment on this agenda item. Dr. Allen shared a brief update on Athletics including the football program's activities and the increased visibility of the football program and the Aristocrat of Bands. Dr. Allen also reported on student and community engagement opportunities in Athletics activities including upcoming Homecoming events. There are also some big games planned in future seasons, including Notre Dame, and the University is looking at ways to engage alumni and fans at away games. Dr. Allen invited everyone to attend the volleyball tournament which started that day and reported on the roll out of a new mobile fan app where users can also purchase tickets and donate to the University.

Dr. Cole thanked Dr. Allen for his report and encouraged him to look for ways to maximize customer service within Athletics. Trustee McKenzie congratulated Dr. Allen on securing the Notre Dame game.

Trustee Martin thanked Dr. Glover and Dr. Allen.

## **VIII. STUDENT AFFAIRS - HOUSING REPORT**

Chair Martin introduced the next item on the agenda as the Student Affairs Housing report. Chair Martin asked President Glover or her designee to provide pertinent information related to this agenda item.

Dr. Glover designated Dean Frank Stevenson to report on this agenda item. Dean Stevenson reported on upcoming Student Affairs events including next week's career fair and the new Tiger Patrol student employment opportunity. Dean Stevenson then provided information about the new residence hall which came online this fall semester and also listed this semester's overflow housing locations. Dean Stevenson referred the Committee to the graph in the Committee materials and discussed the housing demand trends and strategic plans for future housing including a plan to increase campus housing to over 6,000 beds in the next few years. Dean Stevenson reported that the University was able to accommodate all students who applied for housing within the open

period as well as a couple of hundred students who were on the waiting list. Dean Stevenson explained the timing of student housing assignments for the past fall semester and the factors that created the significant increase in demand for housing. The successes and challenges of overflow housing were also discussed.

Trustee Martin asked for additional information regarding staff assigned to overflow housing facilities and Dean Stevenson explained the staff and student employees assigned to each location and their duties. Trustee Martin also asked for a number of students on the housing waiting list and Dean Stevenson reported that the number is down to 140.

Trustee Bill Johnson asked about any policy or procedure changes that will push the housing decision date earlier to help avoid some of the issues. Dean Stevenson reported that the University administrators are working through the University's policies to determine future processes.

Trustee Cole noted that she is confident that the University has learned from its experience this semester and will address things differently going forward. Trustee Cole asked about the University's presentation to the State Building Commission including any alternatives presented that were not accepted. Dr. Glover provided a timeline of housing planning and requests to the State. Trustee Cole encouraged the University to have a debriefing meeting with the State Building Commission to find out how to present future requests. Dr. Glover stated that is exactly what the University will be doing at a brainstorming meeting with THEC next week.

Trustee Lewis thanked Trustee Cole for asking Dr. Glover about the details; Trustee Lewis wants this type of information to be shared with the Board in the future.

Trustee Cole stated that Dr. Glover needs to be the main communicator with the State boards.

Trustee Lewis observed that anyone related to the University who has a relationship with someone related to State government should strengthen those relationships. Trustee McKenzie agreed with this statement and added that it is an additional PR and communications strategy. Trustee B. Johnson noted that the University will have the same housing issues next fall and that the sooner we can get plans in place the better, and planning will also be helpful in proactive communications. Trustee Lewis suggested hiring a local firm with media and government connections to help with PR.

Trustee Wimberly agrees that it is important to promote the positives related to higher enrollment to students and be transparent with how the University is moving forward.

Dr. Glover thanked the Committee for this discussion and the opportunity to provide information on the University's efforts. Trustee Cole clarified that the Board is requiring the University to hire a firm to assist with communications and PR. Trustee McKenzie warned that the University should be sensitive to the fact that enemies use the negative information as an opportunity to attack Dr. Glover.

Trustee Martin thanked everyone for their comments and requested that the Board receive more information in advance regarding the University's efforts with the State.

Dean Stevenson concluded his report with information regarding off-campus overflow housing as a national trend. Dr. Glover added information regarding other HBCUs' housing challenges.

## **IX. ADJOURNMENT**

Chair Martin asked if there were any additional comments or business. Hearing none she asked for a motion to adjourn the meeting. Trustee B. Johnson and Trustee A. Johnson moved to adjourn the meeting. Secretary Pendleton called roll and the Committee members voted unanimously in favor of adjournment. The meeting was adjourned at 10:25 a.m. CDT.