



Delaware State University

Dover, Delaware 19901

Board of Trustees Meeting Minutes
June 12, 2014

**DELAWARE STATE UNIVERSITY
DOVER, DELAWARE**

**Minutes of the meeting of the Board of Trustees of
Delaware State University, Thursday, June 12, 2014**

The Board of Trustees of Delaware State University held its regular meeting on Thursday, June 12, 2014, in the Drs. James C. Hardcastle & Cora Norwood Selby Boardroom of the Administration Building on the Dover campus. Dr. Claibourne Smith, chairman of the Board of Trustees, called the meeting to order at 1:38 p.m.

TRUSTEES PRESENT

OTHERS PRESENT

Dr. Claibourne D. Smith, chair	Dr. Harry L. Williams, president Delaware State University
Mr. David Turner, vice chairman	Dr. Alton Thompson, provost and vice president for academic affairs
Mr. John Allen	Ms. Carolyn Curry, vice president for Institutional Advancement/chief of staff
Dr. Richard Barros, trustee emeritus	Dr. Teresa Hardee, vice president for Finance
Mr. José Echeverri	Dr. Noureddine Melikechi, vice president for Research, dean
Mr. Barry Granger – via telephone	Thomas Preston, Esq. general counsel
Ms. Lois Hobbs	Dr. Bradley Skelcher, associate provost
Charles McDowell, Esq.	Mr. Carlos Holmes, director of News Services
Mr. Wesley Perkins	
Mr. Jim Stewart	
Mr. Mark Turner – via telephone	
Dr. Devona Williams	

Chairman Claibourne Smith welcomed the Board and indicated that the first order of business was to approve the minutes from the March 20, 2014 quarterly meeting of the Board of Trustees.

Chairman Smith asked if there were corrections to the March 20, 2014 Board minutes.

Chairman Smith asked for and received a motion that was seconded to approve the minutes of the March 20, 2014 meeting of the Board of Trustees.

The motion passed unanimously.

THE COMMITTEE ON TRUSTEES REPORT (Mr. Charles McDowell, chair)

Chairman Smith called Mr. Charles McDowell, chair, Committee on Trustees, to give the committee report. Mr. McDowell gave following report:

DELAWARE STATE UNIVERSITY
BOARD OF TRUSTEES
Committee on Trustees Report
June 12, 2014

Nominations of Officers for 2014-2015. The Committee makes the following nominations for Board officers for the 2014-2015 year: Claibourne D. Smith to be reelected Chairman of the Board and David G. Turner to be reelected Vice-Chairman of the Board. Dr. Smith and Mr. Turner did not participate in the Committee's deliberations with respect to their respective nominations. The Chairman of the Board and the President of the University have recommended that Teresa Hardee be elected as Treasurer of the Board and that Eleanor Wilson be reelected as Secretary of the Board. Attached as Exhibit A is a proposed Resolution with respect to these recommendations.

Respectfully submitted,

Charles S. McDowell
Chair, Committee on Trustees

EXHIBIT A

Delaware State University
Board of Directors

Resolution Electing Officers for the 2014-2015 Year

WHEREAS, the Committee on Trustees has made the following nominations for Board officers for the 2014-2015 year: Claibourne D. Smith to be reelected Chairman of the Board and David G. Turner to be reelected Vice-Chairman of the Board; and

WHEREAS, the Chairman of the Board and the President of the University have recommended that Teresa Hardee be elected as Treasurer of the Board and that Eleanor Wilson be reelected as Secretary of the Board.

NOW THEREFORE BE IT RESOLVED THAT, the following slate of officers of the Board are elected for terms expiring June 30, 2015 or until their successors are elected:

Chairman	Claibourne D. Smith
Vice-Chairman	David G. Turner
Treasurer	Teresa Hardee
Secretary	Eleanor Wilson

Mr. McDowell asked President Williams to preside over the meeting during the voting for chairman and vice chairman.

President Williams asked for and received a motion to accept the nominations for Board officers for the 2014-2015 year: Claibourne D. Smith to be reelected Chairman of the Board and David G. Turner to be reelected Vice-Chairman of the Board.

The motion passed unanimously.

Chairman Smith returned to the chairman's seat. He thanked the Board and stated that he was delighted to have been a part of the Board over the many years. He presided over the voting of the remaining slate of officers.

Chairman Smith asked for and received a motion to accept the Chairman of the Board and the President of the University's recommendation that Teresa Hardee be elected as Treasurer of the Board and that Eleanor Wilson be reelected as Secretary of the Board.

The motion passed unanimously.

Chairman Smith stated that the slate of officers of the Board are elected for terms expiring June 30, 2015 or until their successors are elected.

Chairman Smith entertained a motion to go into Executive Session to discuss current active litigation with Thomas P. Preston, general counsel.

Chairman Smith asked for and received a motion that was seconded to meet in Executive Session to discuss confidential legal matters.

The motion passed unanimously.

Chairman Smith convened the Executive Session at 1:45 p.m.

Chairman Smith made a motion that was seconded to reconvene the regular session of the Board of Trustees meeting.

The motion passed unanimously.

The regular meeting reconvened at 1:59 p.m.

EXECUTIVE COMMITTEE (Dr. Claibourne Smith, chair)

Chairman Smith stated that the Executive Committee met on three occasions during the intervening time between the full Board meeting. He reported the following:

April 9, 2014 – Executive Committee approved the following:

- Students who had completed all requirements for graduation recommended by the Faculty Senate, general faculty and the President as presented in the list of potential graduates for academic year 2013-14.
- Permission to Implement Post-Secondary Certificates in Information Systems Security Professionals and Systems Administrator submitted by the Computer and Information Science Department. The Educational Policy Committee approved this at its March meeting. The program underwent a thorough analysis of its potential benefit to the University. The Committee noted that cyber security is a growing field of which DSU should be a part.

May 1, 2014 – Executive Committee approved the following:

- Conferring of Honorary Doctorate degrees at the 2014 Spring Commencement ceremony to two candidates, Mrs. Bythema Byrd Bagley, a music educator and friend to DSU; Dr. Charles J. Ogletree, Jr., a law professor at Harvard, a person of notable distinction and the Commencement speaker. Also, the conferring of an Honorary Doctorate degree to Mr. Zhang Fuquiang at the 2014 December Commencement. Mr. Zhang is a key business person in China and a contributor to DSU.

May 21, 2014 – Executive Committee approved the following:

Action Items for contracts over \$100,000 (Approved by Finance and Facilities Committee via Boardvantage portal on May 5, 2014)

- **Audit Services** – Certified public accounting firm will audit DSU's financial statements for fiscal years ending 2014, 2015, and 2016 with the option of performing the audit for two subsequent fiscal years. The firm will also perform the DSU's A-133 audit, NCAA Agreed Upon Procedures, and 990 Tax Returns. SB and Company LLC was selected at a cost of \$95,600.00.
- **Landscaping Services** – Service will provide landscaping services to Delaware State University at all locations. The Brickman Group LTD was the selected company. The vendor was the lowest bidder at a cost of \$246,000.00.
- **Roof Repairs at the Living and Learning Commons** – Severe roof leaks were discovered at the Commons that required immediate repair because of the

imminent opening of the Early College High School (ECHS). Initially P and C Roofing was selected as the lowest bidder at a cost of \$182,580.00; however, the company was unable to comply with DSU's schedule and the second lowest bidder, Tri-State Roofing, was awarded the contract at a cost of \$203,500.00.

- **Signage for DSU@Wilmington and ECHS** – The contract is to provide design, fabrication and installation services for signage at the new facilities, DSU at Wilmington and the Living and Learning Commons campuses. First State Signs was selected based on its creativity representing the DSU brand, projected turnaround time and familiarity with DSU campuses. The company also owns the LED software at the Commons. The contract was awarded at a cost of \$152,800.00.

Other Action Items approved by the Executive Committee (Approved by the Finance and Facilities Committee at its May 21, 2014 meeting)

- **Budget FY 2014-15 Academic Year** - The recommendation of the administration of a 0% increase in tuition and a 20% holdback for the fiscal year 2014-15 to serve as a strategic investment fund was approved by the Finance and Facilities Committee with the following amendment:
 1. Guiding Principles revised to create a holistic framework consistent with DSU's strategic plan
 2. Score Card/Dashboard linked to DSU's strategic plan and its key metrics to measure DSU's transformational use of the Strategic Investment Fund.
 3. The Transformational Team announced and launched immediately to complete the planning over the summer to culminate in a Zero Based Budget by January 2015.
 4. The Governance Process rolled out to manage the Strategic Investment Fund and to assure the variable cost efforts get funded and other funds are liberated. These decisions will be reviewed by the Executive Committee for alignment as a standing agenda item at each meeting.
- **Tuition and Fees FY2014-15 (Academic Year)** – The administration recommended and was approved by the Finance and Facilities Committee that 20% of the budget be held back to assure that DSU achieves the budget and to make strategic investments instead of raising tuition. An increase of 0% in tuition, fees, housing and meal plan for the 2014-15 academic year was approved.
- **Early College High School (ECHS) Loans** – The recommendation of the Finance and Facilities to enter in negotiation with WSFS Bank for \$1,000,000.00 for a commercial revolving line of credit to be used for start-up cost and working capital for the Early College High School.

Chairman Smith asked for and received a motion that was seconded to accept the report from the Executive Committee.

The motion passed unanimously.

STUDENT AFFAIRS COMMITTEE (Mr. Wesley Perkins, chair)

Mr. Wesley Perkins, chair, and turned over the discussion to Dr. Alton Thompson, provost and vice president for Academic Affairs.

Dr. Thompson stated that he would highlight five items. Before highlighting the items, Dr. Thompson noted that Student Affairs held a successful Strategy Days program. President Williams spoke to the staff during the two-day event. The program centered around the University Strategic Plan with particular emphasis on student success and intellectual climate. He also noted that the first Student Orientation Day for the new school year had approximately 400 participants registered and fall enrollment looked good—a little low, but the target goal would be met.

Dr. Thompson covered the following five items from the Student Affairs Committee reports.

1. The Office of Admissions held Scholars Appreciation Reception on Friday, April 11, 2014 for prospective students offered a merit scholarship to attend DSU.
2. The Office of Conferences and Events provided conference and event services to two Student Affairs Speaker Services events, *The Three Doctors* and *The Immortal Life of Henrietta Lacks*. *The Immortal Life of Henrietta Lacks* is the One Book, One Campus common selection that focuses, in part, about ethical issues in scientific and medical research and the consequential family dynamics. The Three Doctors program presented three African American males who grew up together, in less than ideal circumstances, and went on to graduate school in medicine. They spoke about perseverance, striving, and moving forward. Both programs were well attended, excellent in content and presentation.
3. The Office of Student Leadership and Activities inducted 375 students into the National Society of Leadership and Success Program on April 24, 2014. This supports KPI#1 in terms of student leadership. The program was well attended by students and parents and is a demonstration of the student intellectual climate on campus.
4. Student leaders (57) participated in the Student Leadership Institute Retreat May 12-14, 2014 and received training in program planning, conflict resolution, and public speaking. The focus in this program and the one that follows is KPI#1.
5. Student leaders (15) participated in the National Association of Student Affairs Professionals (NASAP) conference May 27-June 2, 2014.

Mr. Perkins added the following:

- The acceptance rate for first year students has increased by 15% over last year.
- The acceptance of confirmation of transfer students also increased by 15%.
- Of the 4,208 eligible students, 27% have enrolled in the Student Health Insurance Program.
- Counseling Services was awarded a \$1,000 mini-grant to support alcohol awareness programs.

- The first Annual Walk-A- Mile in Her Shoes, an event to bring awareness to sexual violence, was held in April. The program was coordinated by the Student Health Committee. Dr. Stacy Downing, associate vice president for Student Affairs, thanked Athletics for its participation. The football team members supported the program by showing up and walking in 3 inch heels. She noted that the turnout was great for the event.
- Lastly, Student Affairs held its Strategy Days, a professional development and strategic planning event. The program focus was the following:
 - Improving Student Affairs programs
 - Ensuring better customer service
 - Being more collaborative and accountable and,
 - Concentrating on student leadership development

Mr. Perkins stated that there may be those who are unaware that Mr. Kemal Atkins, vice president of Student Affairs, would be leaving DSU at the end of June for a Vice President of Student Affairs and Enrollment Management position at Keene State College in Keene, New Hampshire. In Mr. Atkins' absence, Mr. Perkins wished him well.

Chairman Smith asked for and received a motion that was seconded to accept the report from the Student Affairs Committee.

The motion passed unanimously.

EDUCATIONAL POLICY COMMITTEE (Dr. Devona Williams, chair)

Dr. Devona Williams chaired the Educational Policy Committee meeting that was held on May 9, 2014. Prior to this meeting, Dr. D. Williams, and other members of the EPC, met with the Faculty Senate on May 4 to share and discuss selected topics from the April meeting of the Association of Governing Boards (AGB) Conference on Trusteeship. Topics covered included the continuing value and relevancy of higher education and the changing models of higher education.

The EPC Committee, at its May 9 meeting, reviewed the status of the academic programs and two new degree programs to be recommended for action at the end of the report. Dr. D. Williams stated that the College of Business has hired the new Dean, Donna Covington. Dean. Covington brings a blend of academic and corporate business experience to DSU. Her effective date of employment is August 4, 2014. Dr. D. Williams noted that the deans will be utilizing, for the first time, the new format for board report, an executive dashboard containing the Key Performance Indicators (KPIs).. She requested that Dr. Alton Thompson, provost and vice president for Academic Affairs, highlight some of the activities contained in the reports.

Dr. Thompson provided some additional information regarding Dean. Covington's background. Dean Covington has a Bachelor of Science in Chemistry, Master of Science in Analytical Chemistry and a Master of Arts in Christian Leadership and has more than 25 years in director and executive positions in the corporate world.

She has held managerial positions in Texas Instruments and IBM. She was a vice president at Lexmark International Inc. where she worked for 16 years. During that period, she held positions in a number of areas including global reengineering, supply chain, and business systems. She managed 1200 employees with a budget of \$600M. She had responsibility for companies in Europe, Asia, France, Latin America, India, Philippines and the US.

In her most recent position, she served as the interim dean of the College of Business and Computer Science at Kentucky State University. At Kentucky State University, she also served as Assistant to the President. Dr. Thompson stated that in her references, it was noted that Ms. Covington is excellent with students--that she is student-centric leader. He said she is knowledgeable about Systems Applications and Products in Data Processing (SAP), supply chain, business intelligence and analytics. Dr. Thompson stated that she will bring a good blend of corporate and academic experience.

Dr. Thompson provided a few highlights from the following colleges:

College of Agriculture and Related Sciences – Dean Dyremple Marsh

- The USDA Foreign Agriculture Service has enlisted a team of DSU faculty members to provide technical expertise in researching and evaluating ongoing USDA projects in the West African region. The U.S. Department of Agriculture is providing the DSU faculty team with a \$1.4M grant over five years as part of its “Analytical Support Services and Evaluations for Sustainable Systems in Agriculture, Environment and Trade (ASSESS)” program. The program is a partnership between DSU, University of Rhode Island and Kwame Nkrumah University of Science and Technology in Kumasi, Ghana. Dr. Marikis Alvarez, associate dean for research, in DSU College of Agriculture and Related Sciences is the principal investigator heading the DSU team. This topic was covered in the *News Journal* and *Delaware State News*.
- Eight students participated in study abroad trips last year to Ghana, West Africa to study agriculture, natural resources, trade, economy, and culture.

Dr. Thompson indicated that Dean Stevenson was the keynote speaker at a conference in Boston representing DSU in a very significant way.

College of Arts, Humanities and Social Sciences – Dean Marshall Stevenson

- The English Language Institute is part of international program that supports the strategic plan. This Institute will continue to be further developed.
- Dr. Susmita Roye, associate professor of English, was awarded a National Endowment for the Humanities (NEH) Fellowship to complete a book manuscript.
- Dr. Ladji Sacko, associate professor in the Department of English & Foreign Languages was awarded J. William Fulbright Award to teach language instruction at the University of Abidjan in Cote d’Ivoire.

College of Business – Acting Dean Amir Mohammadi

- The College of Business (COB) created a new Director of International Programs. The new position will help coordinate all international programs within the COB, with the Offices of Student Accounts, Registrar's, International Affairs and Admissions.
- Dr. Constant Beugre was awarded the J. William Fulbright Award for helping to establish an entrepreneurship program and a business incubator in Ghana.
- The University Center for Economic Development and International Trade is a very active part of the COB. Dr. Michael Casson is the director. The Center is involved in numerous activities in the areas of research, economic development, outreach, entrepreneurship, manufacturing, and aquaculture commercialization to name a few.

College of Health and Public Policy – Dean Marsha T. Horton

- A major focus within the College has been on accreditations. A rejoinder was submitted to CAEP (Council for the Accreditation of Educator Preparation) in response to Standards I and II which were Not Met at the Graduate Level. The rejoinder was approved (with 5 indicated AFI's) and accreditation was reaffirmed until 2018.
- A follow-up report was sent to ACEN (Accreditation Commission for Education in Nursing) February 2014. The Chair and Interim Dean attended the ACEN Evaluation Review Panel meeting in June as invited observers. The panel recommended acceptance of the follow-up report. The final determination will be made by the full Commission during its July 2014 meeting. DSU's expectation is that the Nursing program will to be removed from the watch list.
- The Social Work program report was accepted.

College of Mathematics, Natural Sciences and Technology – Dean Nouredine Melikechi

- Dr. Nouredine Melikechi and his team continue to play an important role with NASA's Mars Mission taking place on the Red Planet.
- In support of the goal Research and Scholarship CMNST faculty members are encouraged, supported and assisted to develop competitive proposals. Six competitive grants have been funded since July 2013 for a total of \$1.65M. More proposals are expected to be funded by the end of summer (target \$2M).

Dr. Thompson commented that the deans will begin training sessions that will include discussions about the corporate sector led by Dean Covington as well as other deans presenting information related to the academic side. At the upcoming Deans Retreat, Dean Covington and Dr. Teresa Hardee, vice president for Finance, have been asked to participate. Topics of discussion will be zero-based and performance-based budgets as well as KPIs and the strategic planning process.

Dr. D. Williams commented that a lot of information had been shared regarding changing models. She directed attention to two items that required Board action.

A new degree program, Master of Public Administration in the College of Arts, Humanities and Social Sciences, was recommended for approval by the EPC Committee. Dr. D. Williams asked for a motion to approve. Mr. Charles McDowell inquired of the due diligence and financial aspects of approving the program. Dr. Teresa Hardee discussed the pro forma that was developed which considered the number of students (on site and online), tuition, faculty salary, travel, supplies and all components of the program. She discussed the number of sessions and projected net income. The local competition was discussed and it was determined that DSU's MPA would serve a different market niche than the University of Delaware. Ten HBCUs were also reviewed for program comparisons or to determine if those universities offered a MPA degree. It is projected that the program would start in January 2015.

Chairman Smith asked for and received a motion that was seconded to accept the recommendation from the Educational Policy Committee to approve the Request for Authorization to Establish a New Degree Program, Master of Public Administration in the College of Arts, Humanities and Social Sciences.

The motion passed unanimously.

A new degree program, Bachelor of Science in Electrical & Electronics Engineering Technology (BSEET) in the Department of Physics and Engineering, was recommended for approval by the EPC Committee. Dr. D. Williams noted that the same process that was used in reviewing the MPA program was also used for BSEET. There is no other institution of higher education in the state that offers a BSEET degree and Delaware is probably the only state that does not offer this degree. Dr. Melikechi stated that there is a demand for the BSEET degree and it is consistent with DSU's STEM focus. It is an applied degree. This program will be offered at the Georgetown facility because of the existing scientific laboratories. The program is a partnership with Delaware Tech that would enable Del Tech's associate degree graduates to transfer to DSU into the bachelor's degree program. The target is 15 students. Ms. Lois Hobbs inquired whether any thought had been given to having a dual program for high school students. Dr. Melikechi indicated that might be a possibility at a future time. At present, he noted that the acquisition of teachers for the program is the focus.

Dr. Devona Williams asked for and received a motion that was seconded to accept the recommendation from the Educational Policy Committee to approve the Request for Authorization to Establish a New Degree Program, Bachelor of Science in Electrical & Electronics Engineering Technology (BSEET) in the Department of Physics and Engineering.

The motion passed unanimously.

Chairman Smith asked for and received a motion that was seconded to accept the report from the Educational Policy Committee.

The motion passed unanimously.

THE DEVELOPMENT AND INVESTMENT COMMITTEE (Mr. James Stewart, chair)

Mr. Jim Stewart, chair, highlighted the recent activities of the Development and Investment Committee.

- **Investment**
 - The total endowment balance is \$24.6 million as of end of the first quarter 2014.
 - Investment is up 1.15% year to date and 9.73% since our new investment manager, Goldman Sachs, began in July 2013.
 - All investment positions are in line with approved Delaware State investment policy.
- **Development**
 - DSU has raised \$3.5 million thus far in FY 2013 – 14, up from \$2.5 million last year.
 - DSU has received \$1.05 million from Bernard Osher Foundation, \$100,000 from Barclays for mentorship program, and \$37,500 from WSFS and \$250,000 from Longwood Foundation for the Early College High School.
 - Faculty and Staff contributors up 330 over 318.
 - Overall donors at all- time high of 2,028 – 883 of which are new.

Chairman Smith asked for and received a motion that was seconded to accept the report from the Development and Investment Committee.

The motion passed unanimously.

FINANCE AND FACILITIES COMMITTEE (Mr. David Turner, chair)

Mr. David Turner provided highlights of the Finance and Facilities Committee meeting held earlier that day and presented those items requiring actions of the Board.

Action Items

Dr. Teresa Hardee, vice president for Finance, and Mr. Tom Beckett, managing director, NW Financial Group, LLC presented information to the Finance and Facilities Committee regarding the issuance of debt (bond issuance). The presentation consisted of the potential debt (\$40-\$45 million), purpose of the issuance and its impact, the timeline and process involved. Mr. Turner presented the recommendation for approval.

The Finance and Facilities Committee recommends approval by the full Board to give Dr. Teresa Hardee authority to begin the process of issuance of debt for the University. This approval requires follow-up steps/milestones to the Finance and Facilities Committee and the full Board before finalization of deal.

Chairman Smith asked for and received a motion that was seconded to grant the University permission to begin the bond issue process.

The motion passed unanimously.

Dr. Hardee also presented the Finance and Facilities Committee with a draft resolution for bond reimbursement. Mr. Turner asked for approval for the recommendation.

**RESOLUTION OF THE BOARD OF
DELAWARE STATE UNIVERSITY
DECLARING OFFICIAL INTENT TO USE BOND FINANCING**

WHEREAS Delaware State University (the "University"), is a tax-exempt organization described in section 501(c)(3) of the Internal Revenue Code; and

WHEREAS the University expects to use financing provided by governmental obligations the interest on which is exempt from Federal income tax ("tax-exempt bonds") for a project described on Exhibit A (the "Project") for the use and benefit of the University.

NOW, THEREFORE, the University hereby resolves and declares its intent under Treasury Regulation § 1.150-2 to use tax-exempt bonds to finance all or a portion of the capital costs of the Project, together with costs of issuance and reasonably required reserves, subject to the following conditions:

1. The maximum principal amount of tax-exempt bonds expected to be issued to finance the Project is \$45 million;

2. Pending issuance of the tax-exempt bonds, the University may finance the Project with other funds which will be reimbursed with the proceeds of the tax-exempt bonds, provided that (a) the tax-exempt bonds shall not be used to reimburse any expenditure paid more than 60 days prior to the present date; (b) the tax-exempt bonds shall not be issued more than 18 months after the later of (i) the date of the first expenditure to be reimbursed with the proceeds of the tax-exempt bonds, or (ii) the date the Project is placed in service; and (c) in no event may the tax-exempt bonds be issued more than three years after the date of the first expenditure to be reimbursed with the proceeds of the tax-exempt bonds; and provided further that the limitations of this paragraph 2 shall not apply to qualified "preliminary expenditures" as permitted by Treasury Regulation § 1.150-2(f); and

3. Issuance of the tax-exempt bonds shall be subject to documentation acceptable to the University providing for the tax-exempt bonds to be payable from the payments by the University.

Adopted: June 12, 2014

EXHIBIT A

PROJECT DESCRIPTION

The Project consists of (1) the construction, acquisition, renovation, equipping and furnishing of an Optical Science Center for Applied Research with a total project cost of \$18,000,000 (approximately eight million dollars (\$8 million) representing the University's share with the balance to be funded from the proceeds of certain capital grants from the State of Delaware; (2) the acquisition and capital improvement of the former Sheraton Hotel and Convention Center, now known as the Living and Learning Commons (approximately twelve million dollars (\$12 million)); (3) facilities renovation and startup expenses for the Early College High School at Delaware State University (approximately four million dollars (\$4 million)); and (4) refinancing bonds currently financing the University Courtyard for the best available rate (approximately sixteen million dollars (\$16 million)).

The Finance and Facilities Committee recommends approval by the full Board for funds expended on bond projects to be reimbursed from bond proceeds.

Chairman Smith asked for and received a motion that was seconded to approve the bond reimbursement.

The motion passed unanimously.

The Finance and Facilities Committee recommends approval by the full Board of the Finance and Facilities Committee charter. This charter combines the former Finance Committee and Buildings and Grounds Committee.

Chairman Smith asked for and received a motion that was seconded to approve the Finance and Facilities charter.

The motion passed unanimously.

The Finance and Facilities Committee recommend the approval by the full Board for the following contracts over \$100,000.

Price Building Window Replacement – This is for full window replacement. This project is documented on the Master Plan. All RFP policies and procedures were followed. The lowest and successful bidder was Donald Reisinger, Inc.

Chairman Smith asked for and received a motion that was seconded to approve the University to enter into a contract with Donald Reisinger, Inc. to provide the Price Building full window replacement at a cost of \$112, 000.

The motion passed unanimously.

Price Building, First Floor South Wing HVAC Renovation – This is a full HVAC renovation and replacement in Price Building South. This project is documented on the Master Plan. All RFP policies and procedures were followed. The successful and lowest bidder was Joseph Richardson, Inc.

Chairman Smith asked for and received a motion that was seconded to approve the University to enter into a contract with Joseph Richardson, Inc. to provide a full HVAC renovation and replacement on the first floor south wing of the Price Building at a cost of \$500, 000.

The motion passed unanimously.

Science Center North, Third Floor HVAC Renovation – This is to revamp the HVAC system. This project is documented on the Master Plan. All RFP policies and procedures were followed. The successful and lowest bidder was Whiting and Turner Contracting Company.

Chairman Smith asked for and received a motion that was seconded to approve the University to enter into a contract with Whiting and Turner Contracting Company to revamp the HVAC system in the Science Center North, Third, Floor at a cost of \$249,900.

The motion passed unanimously.

Blackboard Contract Revision – In June 2013, DSU signed a 3-year renewal contract with Blackboard to provide hosting and use of the Blackboard Course Delivery System (basic Blackboard) for roughly \$99,000 for each year. During the fall of 2013, DSU received a special offer from Blackboard. Blackboard offered to deeply discount, quoted at almost 90% discount) to allow DSU to amend the existing contract to add on Content Management and Community Engagement. The proposal includes additional features to the existing contract that will be beneficial to the University community, such as inclusion of ePortfolios and doubling DSU's storage by adding an extra 400 gigabytes of storage. The contract price is \$121,000.

Chairman Smith asked for and received a motion that was seconded to approve the University to enter into a revised contract with Blackboard to include the additional features of ePortfolios, extra storage, Content Management and Community Engagement at a cost of \$121,000.

The motion passed unanimously

Informational Items presented at the Finance and Facilities Committee meeting

- Cash Balances as of May 31, 2014
 - \$15,168,492- stable, no real fluctuations compared to this time last year.
- Budget to Actual FY2013-14

- The budget process is still being refined. The budget is slightly off from expectation; however, more funds have not been expended than revenue. The next process creates a strategic investment/reallocation of funds for targeted/strategic needs.
- Ms. Valerie Dinkins discussed the benefits of upgrading the Alumni Stadium scoreboard. Dr. Hardee discussed the financing options and will develop a pro forma to present to the Committee in the coming weeks.
- Johnson Controls updated the Committee on Phase I of the Energy Saving Initiative. DSU is on target to meet the energy saving goal.

Mr. Turner concluded the report for the Finance and Facilities Committee.

Chairman Smith asked for and received a motion that was seconded to accept the report from the Finance and Facilities Committee.

The motion passed unanimously.

AUDIT COMMITTEE (Mr. José Echeverri, chair)

Mr. Echeverri reported that the Audit Committee met May 20, 2014. Staff presented information on risk management and audit areas, he presented the following highlights from that meeting.

- SB and Company, an audit and tax services firm, has been contracted to provide service for fiscal years 2014, 2015, and 2016 with the option of two one-year extensions.
 - Seven responses were submitted for the RFP.
 - Review of responses and selection of the vendor were conducted according to procurement procedures.
 - SB Company is a highly qualified firm with an existing relationship with Delaware State University Foundation. SB Company had the lowest cost per hour for and outstanding references from both current and prior clients. The contract was approved by the Executive Committee at a special meeting on May 21, 2014.
- A new employee, Ms. Michelle Shorter, has been hired as AVP and Chief Risk Officer, Enterprise Risk Management. Ms. Shorter previously held the position of Vice President, Small Business at Bank of America where she was employed for 14 years. Ms. Shorter is highly qualified and competent and has made significant contributions to the University within a short time period. (Mr. Echeverri asked Ms. Shorter to stand to be recognized).
- An overview of the new Delaware State University risk framework and high level key priorities for 2014 were provided.
- A positive discussion was held regarding minors on campus. The discussion included creating Minors on Campus Program that addresses all minors particularly the Early College High School students. Executive Director Coffield, ECHS, and EdWorks consultant discussed the transition of having minors on campus.

- The Audit Committee reviewed a report that provided a list of audit projects that were completed and those upcoming.

Chairman Smith asked for and received a motion that was seconded to accept the report of the Audit Committee.

The motion passed unanimously.

THE PRESIDENT’S REPORT (Dr. Harry Williams, president)

President Williams stated his presentation would highlight the year in review noting some of the year’s achievements and the attendant goals. The following is a summary of a selected number of illustrations.

Goal 1 Intellectual Climate and Culture

- Ms. Donna T. Covington was named as the new dean of the College of Business. She has served as interim dean of the College of Business and Computer Science at Kentucky State University. Prior entering academia, Ms. Covington’s career in the corporate world spanned more than 25 years in director and executive positions.
- Four faculty members were awarded the 2014 Faculty Excellence Award. Dr. Raymond Tutu, assistant professor of history, political science and philosophy for Excellence in Teaching; Dr. Jung Lim-Lee, assistant professor of food and nutritional sciences for Excellence in Research and Creative Activities; Dr. Dawn Lott, professor of mathematics for community service; and Dr. Clytrice Watson, associate professor of biological sciences for Excellence in Advising.
- Over 250 students volunteered for the 2014 DSU Inspired Day of Service. DSU students have supported over 150 community organizations and provided more than 20,000 hours of service.

Goal 2 Student Success

- A school-record 136 DSU student-athletes have been honored by MEAC for their success in the classroom. The DSU athletes are among 1,018 from 13 MEAC schools named to the 2013-14 Commissioner’s All-Academic Team and Del State tops among all MEAC schools in total Commissioner’s All-Academic honorees for the 7th time in the last eight years.
- Over 550 degrees, two honorary degrees and two academic leadership awards were awarded at the DSU May Commencement 2014.
- For the second consecutive year, DSU has not increased tuition, fees and housing. This supports the goal of retaining DSU students.
- Several student orientation sessions are scheduled over the summer in support of the goal to recruit new students.

Goal 4 Outreach and Engagement

- DSU will participate in several events throughout local communities. To name a few: African American Festival, 95th Delaware State Fair (July 25 is DSU Day), Best of Delaware at the Chase Center and the Peach Festival.
- 2014 Summer Camps operate from June to mid- August. Over 20 different camps will be on campus including five sports camps. These camps are open to the community and focus on areas in science, entrepreneurship, finance, aviation and many others.
- Senator Brian Bushweller and DSU's local legislators donated a portion of their Community Transportation Funds for a sidewalk along Route 13 near the Commons to assist in keeping DSU students safe while walking from their residence hall to the main campus. DSU extended thanks for the group's efforts.
- The Delaware Convocation Feasibility Study was chaired by Carolyn Curry, co-chaired by Amir Mohammadi, and consisted of an advisory committee of Kent County legislators and economic officials. The project has 10 objectives. To highlight seven of those objectives:
 1. Academic building that supports DSU's pedagogical mission
 2. DSU facility created for shared use by the entire state of Delaware
 3. Premier facility for NCAA basketball
 4. Multi-use facility for large assemblies, conferences, trade shows, entertainment and athletic events
 5. Engine to enhance economic development (job creation and tourism)
 6. Promote active partnerships with DSU, State of Delaware, Kent County, City of Dover and school districts
 7. Premier facility embodying design excellence

President Williams explained the methodology utilized to develop the study. The recommendations for the building program would be in two phases with the final phase ending in a 170,000 gross square feet facility including a projected seating capacity of 6,000. President Williams made an hour long presentation to legislators on May 8 requesting \$57.5M for the Convocation Center.

- President Williams announced at the 2014 DSU Day at Legislative Hall that DSU was awarded historic \$1,050,000 for Osher Reentry Scholarships. The Bernard Osher Foundation's grant is the largest scholarship from a private source in the University's 123-year history.
- The Early College High School (ECHS) at DSU satisfies goals 1, 2, and 4. ECHS has met its enrollment goals and is on target to open Fall 2014. It is the only Early College charter school of its kind in Delaware. With a focus on STEM, it will serve the underserved students throughout Delaware. Graduates will receive up to two years of college credit.

Goal 5 Sustainability

- The sustainability efforts and financial creativity of DSU and Dr. Amir Mohammadi, executive vice president and University treasurer were recognized by Obama Administration's Better Building Challenge. During the May 7-9

Better Building Challenge Summit in Washington, D.C., DSU was among seven entities recognized for “Sharing Innovative Solutions” to achieve energy reductions. DSU was recognized for utilizing an innovative way of mobilizing capital – conceived by Dr. Mohammadi – to finance energy upgrades on campus that will save the University millions of dollars in energy cost over the next 20 years. In order to achieve its sustainability goals of reducing its energy consumption through energy technology upgrades, DSU had to overcome the strict debt capacity limits. Dr. Mohammadi developed a novel “on balance sheet, off-debt capacity” approach, in which the University obtained permission from the state of Delaware to use previously restricted appropriations to create a revenue-neutral structure. This enabled the University to access large-scale bond financing to support energy efficient upgrades on campus. As a result of this “on balance, off-debt capacity” approach, DSU was able to obtain bond financing totaling \$19.3M which paid for energy efficient work.

Goal 6 Institutional and Operational Effectiveness

- Mr. Keith Walker named the new DSU Men’s Basketball Head Coach.
- Twenty-one retirees will be honored at the President’s Banquet of Retirees this evening (June 12, 2014) starting at 5pm in the MLK Student Center.
- The President’s Society has solicited \$1.8 M from 162 members. A President’s Society reception will be held May 29, 2014.
- More than \$26,000 was raised March 18 to April 24, 2014 in the Battle of the Colleges. The College of Arts, Humanities, and Social Sciences won the challenge. Dr. Tutu accepted the award for Dean Marshal Stevenson. This year a new category, Faculty participation, was won by the College of Education, Health and Public Policy. Dr. Marsha Horton, interim dean, accepted the award for the college.
- Scholarship Sunday (the brainchild of Ms. Bebe Coker, community leader, and DSU Development team) raised \$25,172 from 43 Delaware churches, exceeding the \$10,000 goal. All monies are for DSU student scholarships.

A local group of clergy headed by Rev. Rita Paige presented a facsimile of the check to the President at the Board meeting. President Williams indicated that that this initiative contributes to student success by retaining those students who may have had to drop out due to lack of finances. It also supports outreach and engagement as well as institutional and operational effectiveness.

PUBLIC COMMENT

There were no persons signed up for public comment.

OTHER BUSINESS/ANNOUNCEMENTS

Chairman Smith announced that the President’s Banquet for Retirees would be held at 5pm that evening in the Martin Luther King, Jr. Student Center and encouraged participation. He noted that the next Board meeting would be held September 18, 2014.

Chairman Smith asked for and received a motion that was seconded to adjourn.

The meeting adjourned at 3:45 p.m.

Respectfully submitted,

Claibourne D. Smith, chairman

Eleanor Wilson, board secretary

**DELAWARE STATE UNIVERSITY
DOVER, DELAWARE
ADDENDUM OF MOTIONS AND ACTIONS TAKEN BY
BOARD OF TRUSTEES ON THE MEETING OF JUNE 12, 2014**

1. Approved the minutes of the Board of Trustees quarterly meeting of March 20, 2014.
2. Approved the election of officers Dr. Claibourne D. Smith as Chair and Mr. David G. Turner as Vice Chair both for terms expiring June 30, 2015.
3. Approved the election, upon the recommendation of the Chairman of the Board and the President of the University, to elect Dr. Teresa Hardee as Treasurer and the reelection of Ms. Eleanor Wilson as Secretary, both for terms expiring June 30, 2015.
4. Accepted the report from the Committee on Trustees.
5. Approved the motion to convene an Executive Session to discuss confidential legal matters.
6. Approved the motion to reconvene the regular session of the Board of Trustees.
7. Accepted the report from the Executive Committee.
8. Accepted the report from the Student Affairs Committee.
9. Approved the Request for Authorization to Establish a New Degree Program, Master of Public Administration in the College of Arts, Humanities and Social Sciences.
10. Approved the Request for Authorization to Establish a New Degree Program, Bachelor of Science in Electrical & Electronics Engineering Technology (BSEET) in the Department of Physics and Engineering.
11. Accepted the report from the Educational Policy Committee.
12. Accepted the report from the Development and Investment Committee.
13. Approved the University to begin the bond issue process to use bond financing.
14. Approved funds expended on bond projects to be reimbursed from bond proceeds (bond reimbursement).
15. Approved the Finance and Facilities charter which combines the former Finance Committee and Buildings and Grounds Committee.

16. Authorized the University to enter into a contract with Donald Reisinger, Inc. to provide the Price Building full window replacement in the amount of \$112,000.00.
17. Authorized the University to enter into a contract with Joseph Richardson, Inc. to provide full HVAC renovation and replacement on the first floor south wing of the Price Building in the amount of \$500,000.00.
18. Authorized the University to enter into a contract with Whiting and Turner Contracting Company to revamp the HVAC system in the Science Center North, third floor in the amount of \$249,900.00.
19. Authorized the University to enter into a revised contract with Blackboard to include additional features: ePortfolios, extra storage, content management and community engagement in the amount of \$121,000.00.
20. Accepted the report from the Finance Committee.
21. Accepted the report from the Audit Committee.
22. Approved adjournment.