

**WINSTON-SALEM STATE UNIVERSITY  
MINUTES OF THE BOARD OF TRUSTEES MEETING  
FRIDAY, SEPTEMBER 16, 2016  
DRAFT PENDING BOARD APPROVAL**

Board Chair Debra Miller called the meeting to order.

**CONFLICT OF INTEREST STATEMENT**

Mrs. Miller read the following statement:

“It is my responsibility to remind all members of the Board of their duty under the State Government Ethics Act to avoid conflicts of interest and appearances of conflict of interest as required by this Act. Each member has received the agenda and related information for this Board of Trustees’ meeting. If any board member knows of any conflict of interest or appearance of conflict with respect to any matter coming before the Board of Trustees at this meeting, the conflict or appearance of conflict should be identified at this time.”

There were no conflicts.

**OATH OF OFFICE**

Ms. Mona Zahir, SGA President was sworn in by Mrs. Kluttz-Leach as the newest member of the WSSU Board of Trustees.

**ROLL CALL**

Members present: Mrs. Debra Miller, Mrs. Coretta Bigelow, Mr. Robert Clark, Mr. Kelvin Farmer, Dr. William Harris, Mrs. Sue Henderson, Dr. Karen McNeil-Miller, Mr. Pradeep Sharma, and Mr. Charles Wright.

Members absent: Mr. Scott Wierman and Mr. Osyris Uqoezwa.

**ADOPTION OF THE AGENDA**

**Motion:** Resolved, that the Winston-Salem State University Board of Trustees adopt the current agenda as distributed.

Dr. McNeil-Miller moved and Dr. Harris seconded the motion to adopt the agenda. The motion passed.

### **REPORT OF THE NOMINATING COMMITTEE**

Mr. Shortt presented the recommendation from the nominating committee of the officers for the 2016-2017 and 2017-18 academic calendar years and requested approval.

**Motion:** Resolved, that Dr. William Harris be appointed Chair of the WSSU Board of Trustees, Mr. Charles Wright be appointed Vice Chair of the WSSU Board of Trustees, and Mr. Scott Wierman be appointed Secretary of the WSSU Board of Trustees.

Mr. Shortt moved that the current election procedure requirements be suspended and the current slate of officers be elected by acclamation. Mrs. McNeil-Miller seconded the motion to approve the nominations. The motion passed. The new slate of officers became effective immediately.

Mrs. Miller congratulated all of the new officers. She then asked Dr. Harris to take his seat next to Chancellor Robinson and begin his new role as chair.

Mr. Wright thanked Mrs. Miller for her leadership and for helping the new members have a smooth transition into board members. Mrs. Henderson also thanked Mrs. Miller for her tremendous leadership during the search for a new chancellor and during the transition. Mr. Miller also thanked the board members for their work and stated how much she has enjoyed working with the group. Dr. Harris quoted, “gratitude is a duty that ought to be paid but none has a right to expect”. He told her that he knows that she doesn’t expect a lot of gratitude but she is to be thanked for all that she has done.

### **APPROVAL OF THE MINUTES**

**Motion:** Resolved, that the Winston-Salem State University Board of Trustees approve the minutes of the June 15, 2016 meeting as distributed.

Mrs. Miller moved and Mr. Sharma seconded the motion. The motion passed.

**Motion:** Resolved, that the Winston-Salem State University Board of Trustees approve the executive session minutes of the June 15, 2016 meeting as distributed.

Mrs. Miller moved and Mrs. Bigelow seconded the motion. The motion passed.

**Motion:** Resolved, that the Winston-Salem State University Board of Trustees approve the minutes of the August 26, 2016 called meeting as distributed.

Mrs. Miller moved and Mr. Wright seconded the motion. The motion passed.

## **CONSENT AGENDA**

There were no consent agenda items for approval.

## **CHANCELLOR'S REPORT**

Chancellor Robinson opened by thanking Dr. Harris for accepting the responsibility as the new chair of the Board of Trustees. Chancellor Robinson told Dr. Harris that “he is the right man for this time”.

Chancellor Robinson moved on to thank Debra Miller for her service as board chair. He stated that she was an outstanding leader, above board, and a person of integrity, and also a pleasure to work week.

### **Summer Highlights**

Chancellor Robinson began by stating “where ever we are as an institution, we got there because of this group of people over there”, pointing to his Executive Staff. He informed the board that this group of people have a tremendous commitment to ensuring that we can provide an excellent educational experience for each of our students. They are the ones who do the work. They think about their work, their jobs, their craft, they read, they’re all intellectuals. He stated that he wants the board to know, understand and recognize that the Executive Staff members are the heart and soul of the everyday operations of the university.

Chancellor Robinson went on to inform the board about a statement that he has made to the Executive Staff in the past. He stated “you can get so much done when you don’t care who gets credit for it!” He stressed that “sometimes we have to step outside of ourselves and put our egos aside in order to get the work done”. We are all responsible for where we are, how we move up, and how we can make Winston-Salem State University a premier institution in not only the state by the country as well.

Chancellor Robinson proceeded to touch on a few items worth mentioning.

1. We welcomed more than 900 new freshman on campus. Which is the largest since 2008 which represents an increase of interest in WSSU.
2. We have hired 23 new faculty members. This is part of the strategic plan and vision to have outstanding faculty that are committed to the students, to social justice and equity, committed to being able to provide education to the students. This is the beginning of us transforming our faculty into an elite faculty.
3. The Integrated Marketing Department has done a lot of work on our brand and have come up with a great brand that shows a lot of history within itself. The brand refresh was unveiled on Facebook and we have received a lot of positive feedback on the new design.

4. We received numerous recognition in US News Report as one of the top HBCUs in the country, and one of the top universities in the South.
5. A new Ramdition was used this year which included a community service aspect. There were 15 separate community service projects held on Friday afternoon with over 900 participants.
6. We opened the new Lowery Street Bridge which connects the campus.
7. We received a \$125000 donation in honor of Ms. Cynthia Williams who is a member of the WSSU Foundation board.
8. We received a \$4.2 million dollar donation from the US Department of Health for Nursing Scholarships.
9. WS Football Classic which was a partnership with the WS Forsyth County School System. This classic brought over 700 students to the campus to see what happens on a college campus and to get the students excited about the prospects of college.
10. The UNC Board of Governors is going through a strategic planning process in which there are strategic priorities that the board is looking at. There are 3-4 Chancellors that are involved in committee work for each of the priorities. The priorities include, Access to a college degree, Affordability, Student Success, Economic Impact, Excellence and Diverse Institutions. Timeline for rollout is early spring 2017.

Dr. Allen then gave the enrollment report. She touched on the items that her team is working on to increase and understand the enrollment numbers.

1. The numbers being shown were not the final numbers, but they are as close to the final numbers as they could get as of board day.
2. The number of applications received is up, the number of acceptances is up, the number of denials is down which means that there are more qualified applications in the pool.
3. Transfer students – we are down approx. 12% in enrollment – they have found that schools that have a large number of transfer student they have programs that attract working adults – we are more attractive to the traditional age students – except in the area Health Care - her team will be working to find ways to attract more transfer students.
4. Graduate program numbers are down a bit- we no longer have the Master's Program in Education - we have been approved for a Master's of the Art in Teaching – we should see the MAT numbers go up.
5. The goals for the university are to become a campus size that can support our liberal education goals.

She also stated that they will began to look at additional housing options in order to draw more students to the university.

Mrs. Miller asked what new incentives were done to increase our enrollment numbers. Dr. Allen stated that there is new leadership in Admissions. Mr. Kerwin Graham who is

the director of enrollment, and Mr. Mr. Joel Lee, assistant provost for enrollment management, both brought new ideas on recruitment. Some of the things being done are; using more social media, doing better follow-up with prospective students, using technology, using the cultural of the millennials, and visiting community college campuses on Wednesdays.

## **REPORTS OF THE COMMITTEES**

### **ACADEMIC AFFAIRS COMMITTEE**

The committee report was given by Mr. Wright. Mr. Wright also presented the board with a Jersey Policy which required a 2/3 vote in order to pass.

**Motion:** Resolved, that the Winston-Salem State University Board of Trustees approve the Jersey Policy effective October 3, 2016 as presented.

Mr. Wright motioned and Mr. Clark seconded. The motion passed.

Please see the Academic Affairs report as presented in this section of the September board book.

### **FINANCE AND ADMINISTRATION COMMITTEE**

The committee report was given by Dr. Harris. Please see this report as presented in the Finance and Administration section of the September book.

### **BOARD OF TRUSTEES OF THE ENDOWMENT**

The committee report was given by Mrs. Miller. Mrs. Miller discuss the ups and the downs that have occurred during the last quarter of the university's investment. She also presented the Endowment Funds Investment Policy regarding the spending rate, and how necessary it was that it be approved by the board.

**Motion:** Resolved, that the Winston-Salem State University Board of Trustees approve the Endowment Funds Investment Policy as presented.

Mrs. Miller moved and Mr. Clark seconded the motion. The motion passed.

In the past few meetings, members of the WSSU Student Investment Fund have been attending the endowment committee meetings. Mrs. Miller stated that she has informed the group that they are invited to continue attending the endowment committee meetings.

Please see this report as presented in the Endowment Committee section of the September board book.

### **AUDIT COMMITTEE**

The committee report was given by Mr. Shortt. Please see this report as presented in the Internal Audit section of the September board book.

### **STUDENT AFFAIRS COMMITTEE**

The committee report was given by Dr. Harris. Dr. Harris discussed the need to have each incoming SGA President sworn in at the June meeting instead of having to wait until the September board meeting. He followed this up by presenting a modification to the board's bylaws which would make this change a reality.

**Motion:** Resolved, that the Winston-Salem State University Board of Trustees approve the BOT Bylaws Modification as presented.

Mr. Wright moved and Mr. Farmer seconded the motion. The motion passed.

A poll was then taken from each member regarding their vote as it related to the Bylaws Modification and each member in attendance stated "yes".

Please see this report as presented in the Student Affairs section of the September board book.

Ms. Mona Zahir, SGA President gave her report on the activities of the Student Government Association. Ms. Zahir stated that the organization is focusing on voting registration and also on creating a Rams Neighborhood Watch.

### **UNIVERSITY ADVANCEMENT COMMITTEE**

The committee report was given by Dr. Harris. Please see this report as presented in the University Advancement section of the September board book.

### **APPROVAL OF ALL REPORTS**

**Motion:** Resolved, that the Winston-Salem State University Board of Trustees approve and adopt all reports as presented.

Mrs. Miller moved and Mr. Farmer seconded the motion. The motion passed.

### **EXECUTIVE SESSION**

**Motion:** Resolved, that the Winston-Salem State University Board of Trustees move into executive closed session to consult with our attorney under N.C. Gen. Stat. 143-218.11(a)(3) to protect the attorney-client privilege and to consider and give instructions concerning potential and actual claims, administrative procedures, or judicial actions.

Mr. Wright moved and Mr. Clark seconded the motion to go into executive session. The motion passed.

The meeting moved into executive (closed) session.  
(The complete minutes of the executive session are recorded separately)

**Motion:** Resolved, that the Winston-Salem State University Board of Trustees return to open session.

Mrs. Miller moved and Mr. Wright seconded the motion to come out of executive session. The motion passed.

*The public meeting resumed in open session*

**PUBLIC STATEMENT REGARDING ACTIONS TAKEN IN EXECUTIVE SESSION**

Dr. Harris reported that while in executive session, the board:

1. consulted with the university general counsel to protect attorney-client privilege; and
2. was updated on pending and potential litigation.

No actions were taken while in executive session.

**FORMER BUSINESS**

There were no former business items to discuss.

**NEW BUSINESS**

**NEXT MEETING DATE**

The next meeting date is December 9, 2016.

**ADJOURNMENT**

**Motion:** Resolved, that the Winston-Salem State University Board of Trustees adjourn until the next meeting.

Mr. Clark moved and Mr. Farmer seconded the motion. With no further business, the motion was passed.

Respectfully submitted,

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Scott Wierman, Secretary

DRAFT