

**WINSTON-SALEM STATE UNIVERSITY  
BOARD OF TRUSTEES  
THURSDAY, DECEMBER 12, 2019  
DRAFT PENDING BOARD APPROVAL**

**12:00pm  
Board of Trustees Luncheon**

**CALL TO ORDER**

Chair Farmer called the meeting to order at 12:10pm.

**CONFLICT OF INTEREST STATEMENT**

Chair Farmer reminded the members of their duties and obligations under the State Government Ethics Act by reading the following statement:

*All Board Members are reminded 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 meeting. If any board member knows of any conflict of interest or appearance of conflict with respect to any matter coming before the Board at this meeting, the conflict or appearance of conflict should be identified at this time.*

**ROLL CALL**

Ms. Kluttz-Leach called the roll. A quorum was established. Voting strength was 11, majority was 6, and 2/3rds was 8.

Trustees present: Kelvin Farmer (chair), Coretta Bigelow (secretary), Dr. L'Tanya Bailey, Robert Clark, Dr. Matthew Cullinan, Dr. William Harris, William Gibson, Brent Moore, Drewry Nostitz, Dr. Ricky Sides, and Dave Smith.

Trustees absent: Robert Barr and Kathleen Kelly were absent.

**PRESENTATIONS**

Tuition and Fees Presentation (Ms. Constance Mallette, Vice Chancellor, Finance and Administration)  
Mr. Wilbourne Rusere presented the WSSU Tuition and Fees proposal. WSSU will remain in the 4<sup>th</sup> quartile with the proposed increase. A copy of the presentation is archived with the December 12, 2019 board materials.

Grievance and Appeals Committee Training (Dr. Ivey Brown, Chief Legal Officer)  
Attorney Brown presented a training on the grievance and appeals process for the Board of Trustees that detailed the grievance process and appeal process that comes before the Board of Trustees for consideration. A copy of the presentation is archived with the December 12, 2019, board materials.

Annual Security and Fire Safety Report (Deputy Amir Henry, Deputy Chief of Police)  
Deputy Henry presented the Annual Security and Fire Safety Report. A copy of the report is archived with the December 12, 2019 board materials.

## **MANDATORY HARASSMENT TRAINING**

Mandatory UNC Board of Trustees Harassment Training (Aishah Casseus, Director, EEO/AA/Title IX) <https://myapps.northcarolina.edu/hr/equal-opportunity-diversity-and-inclusion/board-training/>  
Aishah Casseus facilitated the mandatory board of trustees harassment training.

Trustees present:

Kelvin Farmer (chair), Coretta Bigelow (secretary), Robert Barr, Dr. L'Tanya Bailey, Robert Clark, Dr. William Harris, William Gibson, Brent Moore, Drewry Nostitz, Dr. Ricky Sides, and Dr. Matthew Cullinan.

Trustees absent: Kathleen Kelly and Dave Smith

### **2:00pm Full Board of Trustees Meeting**

#### **CALL TO ORDER**

Chairman Farmer called the meeting to order at 2:07pm.

#### **CONFLICTS OF INTEREST**

Chairman Farmer reminded the members of their obligations under the State Ethics Act by reading the following statement:

*All Board Members are reminded 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 meeting. If any board member knows of any conflict of interest or appearance of conflict with respect to any matter coming before the Board at this meeting, the conflict or appearance of conflict should be identified at this time.*

No conflicts were noted.

#### **ROLL CALL**

Ms. Kluttz-Leach called the roll. A quorum was established. Voting strength was 11, majority was 6, and 2/3rds was 8.

Trustees present: Kelvin Farmer (chair), Coretta Bigelow (secretary), Robert Barr, Robert Clark, Dr. William Harris, William Gibson, Kathleen Kelly, Brent Moore, Drewry Nostitz, Dr. Ricky Sides, and Dr. Matthew Cullinan.

Trustees absent: Dr. L'Tanya Bailey and Dave Smith were absent.

Staff present: Dr. Anthony Graham, Mrs. Constance Mallette, Dr. LaTanya Afolayan, Dr. Mel Norwood, Dr. Ivey Brown, Mrs. Shannon Henry, Ms. Raisha Cobb, Mr. Cornelius Graves, Deputy Chief Amir Henry, Ms. Jaime Hunt, Mr. George Knox, and Ms. Camille Kluttz-Leach,

#### **ADOPTION OF AGENDA\***

Trustee Harris moved to adopt the agenda. Trustee Clark seconded the motion. The motion passed.

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

## **CONSENT AGENDA\***

- A. Approval of September 20, 2019 Open Session Meeting Minutes
- B. Approval of November 6, 2019 Called Meeting Minutes
- C. Approval of November 21, 2019 Called Meeting of Grievance and Appeal Committee Open Session Minutes
- D. Tuition and Fees
- E. Annual Admission Exceptions Report
- F. Office of Audit, Risk, and Compliance Charter

Trustee Harris moved to approve the Consent Agenda. Trustee Nostitz seconded the motion. The motion passed.

**Motion:** Resolved, that the Winston-Salem State University Board of Trustees approve the Consent Agenda.

## **REPORT OF CHANCELLOR**

- A. Update by Chancellor Robinson  
Chancellor Robinson thanked trustees for their services and wished them joy during this holiday season for their work and dedication to Winston-Salem State University and its students. He thanked Dr. Carolyn Berry for her work on the SACSCOC Accreditation Reaffirmation process. He then turned the report over to her to provide an update and the status of our process
- B. SACSCOC Accreditation Reaffirmation Update  
Dr. Berry presented an update on our status and the SACSCOC Accreditation Reaffirmation process. A copy of the report is archived in the December 12, 2019 board materials.

## **REPORT OF BOARD CHAIR**

- A. Appointment of Board of Trustees of Endowment Members\*  
Chairman Farmer presented candidates for the Board of Trustees of the Endowment: Mr. Brent Moore, current WSSU trustee, and Mrs. Sue Henderson, immediate past member of the WSSU Board of Trustees.

Mr. Clark moved approval of the candidates. Dr. Sides seconded the motion.

**Motion:** Resolved, that the Winston-Salem State University Board of Trustees approve the appointment of Brent Moore and Sue Henderson to the Winston-Salem State University Board of Trustees of the Endowment.

- B. Board Engagement  
Chairman Farmer thanked Chancellor Robinson, staff, and faculty for their work and contribution to the students of Winston-Salem State University. He noted the changes in logistics and format for our meetings. He highlighted the UNC Charlotte Trustee Workshop and the roles of trusteeship and the November Board of Governor's Meeting and strengthening relationships. He gave the giving contributions of the Board of Trustees Endowed Scholarship Fund and asked that the trustees give \$5,000 for the upcoming school year.

Mr. Moore moved to approve the use of \$5,000 immediately for student scholarship funds. Dr. Harris seconded the motion.

**Motion:** Resolved, that the Winston-Salem State University Board of Trustees make \$5,000 immediately available to the students for scholarships.

## **COMMITTEE REPORTS**

- A. Audit, Risk, and Compliance Committee (Mr. Clark)
- B. Academic Affairs Committee (Mr. Barr)
- C. Advancement Committee (Mrs. Nostitz)
- D. Endowment Committee (Chairman Farmer)
- E. Finance and Administration Committee (Mrs. Bigelow)
- F. Student Affairs Committee (Dr. Sides)

A copy of committee materials can be found in the archived December 12, 2019 board materials.

## **ADOPTION OF COMMITTEE REPORTS\***

Trustee Harris moved the adoption of the committee meeting reports. Trustee Sides seconded the motion.

**Motion:** Resolved, that the Winston-Salem State University Board of Trustees adopts the committee reports.

## **MOTION TO GO INTO CLOSED SESSION\***

Secretary Bigelow moved that the board go into closed session pursuant to North Carolina law to: (1) prevent the disclosure of privileged information under N.C.G.S. 143-318.11(a)(1), specifically state employee personnel records, under The Privacy of State Employee Personnel Records Act, Article 7 of chapter 126 of the North Carolina General Statutes; (2) consult with our attorney under N.C. Gen. Stat. 143-218.11(a)(3)(2) to protect the attorney-client privilege, to consider and give instructions concerning potential and actual claims, administrative procedures, or judicial actions, privilege and (3) hear or investigate a complaint, charge, or grievance by or against a public officer or employee under N.C.G.S. 143-318.11(a)(6).consider the qualifications, competence, performance, or condition of appointment of a public officer or employee or prospective public officer or employee under N.C.G.S. 143-318.11(a)(6).

Trustee Harris seconded the motion. The motion passed.

**Motion:** Resolved, that the Winston-Salem State University Board of Trustees approve the motion to go into closed session.

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

## **RESUME BOARD MEETING IN OPEN SESSION**

The meeting resumed in Open Session.

## **REPORT OF ACTIONS TAKEN IN CLOSED SESSION**

Chairman Farmer reported that while in Closed Session, heard a report from the Audit Committee, including the litigation report, approved the consent agenda, and approved a naming resolution.

## **ADOPTION OF ACTIONS TAKEN IN CLOSED SESSION\***

Trustee Harris moved that the board adopt the actions taken in closed session. Trustee Clark seconded the motion. The motion passed.

**Motion:** Resolved, that the Winston-Salem State University Board of Trustees adopt the actions taken in closed session.

### **OLD BUSINESS**

Recognition of Dr. William U. Harris, immediate past chair. Chancellor Robinson presented a gift to Dr. William Harris in recognition of his service on the Winston-Salem State University Board of Trustees. Chancellor Robinson wanted to take the opportunity to publicly thank Dr. Harris.

### **NEW BUSINESS**

No new business

### **ANNOUNCEMENTS**

**December 12, 2019, 4:30pm**

**Retirement Reception for Chief Norris (Diggs Gallery)**

**December 15, 2019**

**Chancellor's Holiday Open House (5005 Marble Arch Road)**

### **ADJOURNMENT**

With no further business, the meeting adjourned.

**Winston-Salem State University  
Board of Trustee Meeting  
December 12, 2019  
12:00pm**

<b>Name:</b>	<b>Present</b>	<b>Not Present</b>
<b>1. Farmer, Kelvin (Chair)</b>	<b>X</b>	
<b>2. Bailey, L'Tanya</b>	<b>X</b>	
<b>3. Barr, Robert</b>		<b>X</b>
<b>4. Bigelow, Coretta</b>	<b>X</b>	
<b>5. Clark, Robert</b>	<b>X</b>	
<b>6. Cullinan, Matthew</b>	<b>X</b>	
<b>7. Gibson, William</b>	<b>X</b>	
<b>8. Harris, William</b>	<b>X</b>	
<b>9. Kelly, Kathleen</b>		<b>X</b>
<b>10. Moore, Brent</b>	<b>X</b>	
<b>11. Nostitz, Drewry</b>	<b>X</b>	
<b>12. Sides, Ricky</b>	<b>X</b>	
<b>13. Smith, Dave</b>	<b>X</b>	

Quorum Established:

Voting Strength is 11

Majority is 7

2/3rds is 8



**Winston-Salem State University  
Board of Trustee Meeting  
December 12, 2019  
1:00pm**

<b>Name:</b>	<b>Present</b>	<b>Not Present</b>
<b>1. Farmer, Kelvin (Chair)</b>	<b>X</b>	
<b>2. Bailey, L'Tanya</b>	<b>X</b>	
<b>3. Barr, Robert</b>	<b>X</b>	
<b>4. Bigelow, Coretta</b>	<b>X</b>	
<b>5. Clark, Robert</b>	<b>X</b>	
<b>6. Cullinan, Matthew</b>	<b>X</b>	
<b>7. Gibson, William</b>	<b>X</b>	
<b>8. Harris, William</b>	<b>X</b>	
<b>9. Kelly, Kathleen</b>		<b>X</b>
<b>10. Moore, Brent</b>	<b>X</b>	
<b>11. Nostitz, Drewry</b>	<b>X</b>	
<b>12. Sides, Ricky</b>	<b>X</b>	
<b>13. Smith, Dave</b>		<b>X</b>

Quorum Established:

Voting Strength is 11

Majority is 7

2/3rds is 8



**Winston-Salem State University**  
**Board of Trustee Meeting**  
**December 12, 2019**  
**2:00pm**

<b>Name:</b>	<b>Present</b>	<b>Not Present</b>
<b>1. Farmer, Kelvin (Chair)</b>	<b>X</b>	
<b>2. Bailey, L'Tanya</b>		<b>X</b>
<b>3. Barr, Robert</b>	<b>X</b>	
<b>4. Bigelow, Coretta</b>	<b>X</b>	
<b>5. Clark, Robert</b>	<b>X</b>	
<b>6. Cullinan, Matthew</b>	<b>X</b>	
<b>7. Gibson, William</b>	<b>X</b>	
<b>8. Harris, William</b>	<b>X</b>	
<b>9. Kelly, Kathleen</b>	<b>X</b>	
<b>10. Moore, Brent</b>	<b>X</b>	
<b>11. Nostitz, Drewry</b>	<b>X</b>	
<b>12. Sides, Ricky</b>	<b>X</b>	
<b>13. Smith, Dave</b>		<b>X</b>

Quorum Established:

Voting Strength is 11  
 Majority is 7  
 2/3rds is 8

