

LANDER UNIVERSITY BOARD OF TRUSTEES

Lander University
Greenwood, South Carolina

Tuesday, May 10, 2021
2:00 p.m.

Presiding: Linda Dolny

Members of the Board in Attendance:

Angela Strickland
Anne Walker
Cary Corbitt
Cathy Lee
DeWitt Stone
Donald Lloyd
Donald Scott
Holly Bracknell
James Shubert
John Craig
Marcia Hydrick
Peggy Makins
Ray Hunt
Robert Barber
Robert Sabalis
Terry Pruitt

Others in Attendance: President Richard Cosentino; Dr. Scott Jones, Provost and Executive Vice President of Academic Affairs; Stacie Bowie, Vice President for Finance and Administration; Todd Gambill, Vice President for Enrollment and Access Management; Mike Worley, Vice President for University Advancement; Boyd Yarbrough, Vice President for Student Affairs; Adam Taylor, Vice President for Strategic Initiatives and Chief of Staff; Crystal Rookard, Vice President and General Counsel; Brian Reese, Director of Athletics; Megan Price, Assistant Vice President of University Relations and Publications; Matt Braaten, Assistant Vice President for Planning Analytics and Decision Support; Chief Greg Allen, Lander University Police Chief; Tracy Clifton, Assistant Vice President for Student Affairs and Title IX Coordinator; Abdallah Haddad, Chief Information and Technology Officer; and London Thomas, Director of Human Resources.

Guests: Dr. Mary Holloway, of Lexington.

Chair Linda Dolny called the meeting to order and stated for the record that appropriate publicity had been disseminated in order to comply with the Freedom of Information Act, and that the meeting is in compliance with that Act.

Dates to Remember:

May 11, 2021: Commencement

September 13, 2021: State of the University Address

September 14, 2021: Board of Trustees Meeting

October 5, 2021: Scholarship Banquet

I. APPROVAL OF MINUTES

Ray Hunt motioned to approve the March 9, 2021 Board of Trustees meeting minutes; seconded by Don Scott. The board meeting minutes from March 9, 2021 were approved by unanimous vote.

II. BOARD CHAIR REPORT

Chair Dolny gave the following report to the Board of Trustees:

Women's Basketball: Chair Dolny recognized Mr. Brian Reese, Director of Athletics, and the Lander University Women's Basketball Team for their appearance in the Final Four of the 2021 NCAA Tournament.

A. Trustee Emeritus Recommendation:

Chair Dolny entertained a motion to pass a resolution to posthumously appoint Maurice Holloway to the position of Trustee Emeritus. The motion was made by Ray Hunt; seconded by DeWitt Stone. The motion passed by unanimous vote.

Adam Taylor read the resolution aloud. The text of this resolution is found on the final page of these minutes.

III. PRESIDENT'S REPORT

The president shared the following updates with board members:

COVID-19: The president began his remarks by acknowledging the past academic year as "extremely disruptive" due to the ongoing COVID-19 pandemic.

Sophomore Experience: Due to this year's freshmen having lost many of the iconic first-year experiences, Lander University's Division of Student Affairs is planning to implement a special experience for rising Lander University sophomores.

Strategic Plan: The president acknowledged that it is time for the Board of Trustees to again review the university's strategic plan. The president remarked that now is a good time to review the strategic plan, not only because it is a requirement for accreditation, but also because of how much COVID-19 has changed the landscape in higher education. The president noted that the university has accomplished many of the pillars within its current strategic plan, which makes it important to revisit the university's strategic plan to re-evaluate the university's objectives.

Enrollment: The president informed the board that the university intends to maintain its enrollment at current levels. The president remarked that, due to the enrollment growth of recent years, the university is currently at capacity and the university administration will now consider future enrollment and the need for additional faculty and additional space on campus.

Enhanced Focus: The president announced that the university will enhance its focus on its nursing and teacher education programs. The university has hired additional faculty for both of these programs and has identified a new dean of the College of Education who will begin on July 1.

Dual Enrollment: The president remarked that Lander University is focusing more on the recruitment of dual enrollment students, pursuant to the Commission on Higher Education's Public Agenda Implementation Program, which aims to increase the number of South Carolina residents with post-secondary education to 60% by the year 2030.

Commencement Speakers: The president shared with the Board of Trustees the names of the two commencement speakers for the spring 2021 commencement ceremonies. The two speakers are Dr. Brenda Kapingidza, a 2015 graduate of Lander University, who is employed as a postdoctoral associate at the Duke Human Vaccine Institute (DHVI) and Greenwood Mayor Brandon Smith.

“Bear Necessities” Program: The president asked Dr. Boyd Yarbrough to share updates from the Division of Student Affairs on the Bear Necessities program, Lander University’s on-campus food pantry for students who struggle with food insecurity. Dr. Yarbrough reported that the program was a “resounding success” on campus. The pantry saw 613 visits from students in the fall 2020 semester, and 748 visits in the spring 2021 semester.

Insurance Policies: The president asked Dr. Stacie Bowie to share updates from the Division of Finance and Administration on Lander University’s insurance policies. Dr. Bowie remarked that, shortly after she began her tenure at the university, she and her team embarked on an insurance review to ensure that the university had adequate insurance coverage. The university now has updated insurance policies for directors and officers, liquor liability, cyber, and crime, as well as insurance policies that cover Lander Foundation-leased properties.

State Budget Updates: The president asked Mr. Adam Taylor to share updates on the university’s projected budget appropriations for FY 2021-22. Mr. Taylor remarked that the university has received tremendous financial support from the General Assembly during this legislative session. The General Assembly has granted Lander University \$997,204 in tuition mitigation increase; \$6,000,000 in new maintenance, renovation, and replacement; and an additional non-recurring line of \$4,397,730 for maintenance, renovation, and replacement. The General Assembly also included another non-recurring line of \$5,000,000 for renovations to the university’s nursing building. This funding is in addition to the \$525,000 from Proviso 18.1fr, which are unexpended funds from previous renovation projects. The General Assembly has also authorized 19 additional FTEs for FY 2021-22. These budget projections are pending final approval by the General Assembly and the Governor. The president acknowledged the work of Senator Billy Garrett, of Greenwood, and the other members of the Greenwood delegation for their assistance in securing this level of funding for the university.

Gratitude to Outgoing Chair: The president ended his report by thanking Chair Dolny for her four years of service as chair of the Board of Trustees. The president expressed his appreciation for the time and dedication of Chair Dolny to the university, and presented Chair Dolny with her official portrait, which will be displayed in the Lander University Board Room with other past Board of Trustees chairs. Chair Dolny’s tenure as chair will conclude on June 30, 2021.

IV. COMMITTEE REPORTS

A. Academic Affairs: Robert Barber

1. Master’s in the Art of Teaching (MAT) in Multi-Categorical Special Education

The Lander University College of Education is developing a Master’s in the Art of Teaching in Multi-Categorical Special Education to be offered in an online format. The purpose of this program is to provide a high-quality, accessible degree program for individuals who want to become certified in Multi-Categorical Special Education, working primarily with the SC Centers for the Re-education and Advancement of Teachers in Special Education (SC CREATE) program. This program provides students with financial assistance in obtaining special education certification, particularly paraprofessionals with undergraduate degrees seeking an advanced degree with special education certification. Students emerge from the program with certification in Multi-Categorical Special Education. This certification category is the most sought after by public school districts, as these teachers can work in a variety of inclusion and special education

classrooms, whereas more specific certification categories limit teachers' flexibility in job placement.

Although SC CREATE is a key component of this program, enrollment in SC CREATE is not the only means of admission to and completion of the MAT program. Individuals already working in South Carolina's public schools, but seeking certification in a high-need area, can also apply and complete the program independently of SC CREATE. Other applicants could include individuals who have a desire to become highly effective special educators, but who are only able to pursue this path in an online program. Although there is likely an audience for these other paths for students who will seek enrollment outside of SC CREATE, SC CREATE alone would ensure sufficient student enrollment to justify the program.

2. Bachelor of Science (BS) in Digital Media Production

The Bachelor of Science (BS) in Digital Media Production degree program is designed to address the ever-changing application and ubiquity of digital media content production and distribution. The program will provide a holistic curriculum that equips students with the theoretical and technical competencies to create meaningful and effective audio-visual content.

The Bachelor of Science in Digital Media Production program will offer students the practical, hands-on experience needed to be successful content creators in an ever-changing digital industry. Students will learn the technical and theoretical aspects of various digital media and how to leverage each, how to operate a variety of audiovisual equipment, how to employ industry-proven media theories and practices, how to perform the numerous job responsibilities that exist within a production team, how to manage projects with strict deadlines, and how to take an idea from concept to screen completion. Other areas of focus will include the process of creative ideation, discovery, and production asset management and organization. The program is designed for students planning to start personal ventures, work for existing media outlets/companies, or work within corporate media departments.

DeWitt Stone made the motion to approve the creation of both degree programs; seconded by Robert Sabalis. The motion passed by unanimous vote.

3. Faculty Handbook Changes

Dr. Jones explained that four revisions to the Lander University Faculty Handbook are recommended:

- i. Removal of the text of the Board of Trustees Bylaws from the Faculty Handbook and replacing it with a link to the bylaws on the university website. This will eliminate redundancy.
- ii. Provision of updated information about the University Tenure and Promotion Committee to clarify the election process for members of the committee. This update eliminates the non-tenure-track promotion committee, folding its responsibilities into the University Tenure and Promotion Committee. It also adds an at-large non-tenure-track committee member who will vote on the promotion applications of non-tenure-track faculty.
- iii. Provision of updated information about the Tenure Timeline Extension to revise and improve the process by which faculty request an extension to the tenure clock due to extenuating circumstances and add a pandemic as one basis for requesting an extension. The existing process may not inform faculty about whether an extension is granted in a timely manner, making their progress toward tenure unclear to the faculty member and the supervisor. The

proposed policy revision permits a faculty member to make a request for an extension and learn the result shortly after the request was made. In addition, most universities allowed extensions due to COVID; this proposed revision includes a pandemic (e.g., COVID-19) within the current policy, thus making a separate policy unnecessary. Lastly, it also makes it clear that a granted extension does not change the criteria for promotion and tenure.

- iv. Clarification of the date of Reappointment of January Hires in the Faculty Handbook. The current faculty reappointment processes in the Faculty Handbook are written under the assumption that new faculty begin their appointments at the start of the academic year. As such, they do not address the process for the small subset of faculty who start their positions in January. The proposed revised language allows the dean to set up a reasonable reappointment process for such faculty.

John Craig made the motion to approve the proposed changes to the Faculty Handbook; seconded by Robert Sabalis. The motion passed by unanimous vote.

4. Approval of Tenure for Dr. Sara Hunt-Barron, Incoming Dean of the College of Education

Terry Pruitt made the motion to approve tenure for Dr. Sara Hunt-Barron; seconded by Cathy Lee. The motion passed by unanimous vote.

B. Enrollment and Access Management: Holly Bracknell

No action items.

C. Finance, Facilities and Audit/Governmental Affairs: Don Lloyd

1. FY 2021-22 Budget Proposal

Don Scott made the motion to approve the FY 2021-22 Budget; seconded by John Craig. The motion passed by unanimous vote.

2. FY 2021-22 Course, Program, and Other Fees

John Craig made the motion to approve the FY 2021-22 Course, Program and Other Fees; seconded by Ray Hunt. The motion passed by unanimous vote.

D. Institutional Advancement: John Craig

No action items.

E. Student Affairs/Intercollegiate Athletics: Ray Hunt

No action items.

F. University Policies: Robert Sabalis

1. LP 5.29: Employee Hours and Overtime

This policy sets forth guidelines regarding hours of work and overtime for Lander University employees. The Fair Labor Standards Act (FLSA) establishes minimum wage rates, maximum work hours, overtime pay requirements, equal pay standards, and child labor restrictions for employees subject to its provisions. This policy also complies with South Carolina Code of Laws Section 8-11-55 and South Carolina State Human Resources Regulations 19-707, which allow provisions of overtime and the payment of compensatory time in lieu of overtime pay for state entities.

2. LP 5.31: Employee Performance Management System

The Employee Performance Management System (EPMS) policy sets forth the policy and procedures by which the job performance of probationary and covered employees of Lander

University is appraised, pursuant to State Human Resources Regulations Section 19-715 and South Carolina Code of Laws Section 8-11-230 (6).

3. LP 5.32: Employee Progressive Discipline

This policy establishes the guidelines on progressive discipline for faculty and staff in full-time equivalent (FTE) positions at Lander University per South Carolina Code of Laws Sections 8-11-230 (6) and 44-107-10 through 44-107-90 and South Carolina Human Resources Regulations Sections 19-710-04 B.5. and 19-717.

Robert Sabalis made the motion to approve all three policies; seconded by DeWitt Stone. The motion passed by unanimous vote.

V. OTHER BUSINESS

A. Ad Hoc Bylaws Committee – Robert Sabalis

Robert Sabalis presented the Board of Trustees with the following information from the committee:

1. Board of Trustees members currently complete a Lander University Annual Affirmation of Compliance and Disclosure Statement regarding potential conflicts of interest. This statement was created in response to SACSCOC Standard 4.2.d (“The governing board has a policy addressing conflict of interests for its members.”). The statement references a Lander University conflict of interest policy for Board of Trustees members.

Not realizing that the university administration had already identified the need for such a policy, in its July 2020 report to the Board of Trustees, the ad hoc committee had recommended that the Board of Trustees develop and approve such a policy for Board of Trustees members. This policy is currently in the policy pipeline, and it will be presented to the Board of Trustees for its approval after it has been fully vetted.

2. Regarding the annual evaluation of the Lander University president by the Board of Trustees, the ad hoc committee recommends that:
 - a. If it has not already done so, the Board of Trustees define the “procedures and criteria” for the annual evaluation of the president as required in Paragraph 4.4 of the existing Board of Trustees Bylaws: “In accordance with applicable law, it is the responsibility of the Board to evaluate annually the performance of the President of the University. The evaluation will be based upon procedures and criteria established by the Board and may involve the services of outside consultants if deemed advisable by the Board.”
 - b. The Board of Trustees determine whether the processes for evaluation of the president vis-à-vis the SC Agency Head Performance Evaluation (e.g., salary increase) and the Board of Trustees’ evaluation of the president for reasons unrelated to remuneration (e.g., to provide feedback to enhance performance) be separated since the two purposes do not necessarily align.
 - c. The Board of Trustees determine whether the final document containing the Board of Trustees’ evaluation of the president should be approved by a vote of the full Board of Trustees. Currently, the final document containing the annual evaluation of the president has not been available to or approved by the full Board of Trustees.

One example of an evaluation process for potential consideration by the Board of Trustees is that recommended by the SC Agency Head Salary Commission for the annual evaluation of agency heads: “Each board/commission member will complete an agency head evaluation survey and return it to the board/commission chairperson to compile. The board/commission chairperson...will complete the evaluation document based on the assessment of the agency head's performance as presented by the agency head, input from the board/commission, and the survey. The final document will be approved by a majority of the board/commission... and signed by the chairperson....”

B. Nominating Committee -- Election of Officers

Chair Dolny opened the floor for nominations for the election of officers. Ray Hunt presented the following slate of candidates recommended by the Nominating Committee: Don Scott to serve as Chair, Don Lloyd to serve as Vice Chair, and Peggy Makins to serve as Secretary. Terry Pruitt made the motion to close nominations; seconded by John Craig. The motion passed by unanimous vote.

John Craig made the motion to elect the slate of officers as presented by the Nominating Committee by acclamation; seconded by Robert Sabalis. The motion passed by unanimous vote.

VI. ADJOURNMENT

The motion was made by Ray Hunt to adjourn the meeting; seconded by John Craig. The motion passed by unanimous vote.

A RESOLUTION

OF THE LANDER UNIVERSITY BOARD OF TRUSTEES TO POSTHUMOUSLY APPOINT MAURICE HOLLOWAY TO THE POSITION OF TRUSTEE EMERITUS OF LANDER UNIVERSITY, AND TO EXTEND THE BOARD'S APPRECIATION TO THE FAMILY OF MAURICE HOLLOWAY FOR HIS MANY YEARS OF DEDICATION AND SERVICE TO LANDER UNIVERSITY.

WHEREAS, in special recognition of his distinguished service to Lander University, the University wishes to acknowledge the legacy of Maurice Holloway by posthumously appointing him to the position of Trustee Emeritus; and

WHEREAS, Mr. Holloway earned his Bachelor of Science degree in the year 1978 from Lander University, and was well known as one of the most active alumni of the Class of '78, and of the University; and

WHEREAS, it is due to such active participation that in the year 1988, Mr. Holloway was named Young Alumnus of the Year by the Lander University Alumni Association, and was called to serve as an inaugural member of the Lander University Board of Trustees; and

WHEREAS, Mr. Holloway faithfully served as a member of Lander University's Board of Trustees for thirty two years until his untimely passing in the year 2020, and served in many leadership capacities during his tenure as a Trustee, including the role of vice chairman; and

WHEREAS, the service and devotion of Mr. Holloway and his wife, Mary Holloway, led to the establishment of the Maurice and Mary Holloway Endowed Scholarship in the year 2000; and

WHEREAS, Mr. Holloway's service to the University was further recognized by the Lander University Alumni Association in its decision to award Mr. Holloway the Association's highest honor, the Grace Iler Norman Award in the year 2020; and

WHEREAS, Mr. Holloway is remembered fondly by not only his colleagues of the Lander University Board of Trustees, but also by the thousands of students, faculty and staff whose lives he touched during his tenure of service;

NOW THEREFORE BE IT RESOLVED by the Lander University Board of Trustees that it approves the appointment of Maurice Holloway to the position of Trustee Emeritus of Lander University.

BE IT FURTHER RESOLVED that this Board herein extends its deepest appreciation to Mr. Holloway for his years of dedication and service to Lander University, and to the Great State of South Carolina.

BE IT FURTHER RESOLVED that a copy of this Resolution be presented to the family of Mr. Holloway, and that the text of this Resolution be included in the permanent minutes of this Board, and shared with other University officials.