

Minutes

Executive Committee Meeting

Tuesday, September 19, 2017 – 5:30 p.m.

Trustees Present:

Christopher Bell, Chair (Executive Committee)
Reginald Felton (Executive Committee)
Esther Barazzone (Executive Committee)
Errol Schwartz (Executive Committee)
Jerome Shelton, Trustee
Barrington Scott, Trustee
Ronald Mason, President, ex-officio
Anthony Tardd, Trustee
Gwendolyn Lewis, Trustee

Trustees Absent:

Executive Cabinet:

Troy Lemaile-Stovall, Chief Operating Officer
Evola Bates, Chief of Staff
Karen Hardwick, General Counsel

Staff Participants:

Alonso Chisolm, Associate General Counsel
Beverly Franklin, Executive Secretary, Office of the Board of Trustees

Call to Order and Roll Call

Chairman Bell called the meeting to order at 5:37 p.m. Ms. Franklin called the roll and a quorum was present.

Approval of the Minutes – June 6, 2017

The minutes of the June 6, 2017 meeting were unanimously approved.

Action Item

Designation of University Freedom of Information Act (FOIA) Officer. Chair Bell introduced the resolution which would appoint Associate General Counsel, Alonzo Chisolm, as the University FOIA Officer.

Ms. Hardwick explained that every District government agency has a FOIA officer. Mr. Chisolm, who has been handling the FOIA requests, noted that FOIA is a Disclosure Act that gives access to certain information from a government entity. Every state, including the District of Columbia, has a FOIA statute. The statute includes detailed regulations that govern how long you have to respond to a FOIA requester and the appeal process if a requester is not satisfied. This year, the university received twenty-five FOIA requests. The FOIA Officer's responsibility is to review the compiled information and ensure the information is properly released to the requestor. Confidential or privileged information should not be released. There is an appeal process for a FOIA requester if they are not satisfied with the documents.

The committee briefly discussed FERPA which is different from FOIA and governs student information. Trustee Felton asked about the relationship between the university and FOIA in the District government.

Mr. Chisolm reported the District has a FOIA office. Through his experience, they have provided guidance on how to respond to various FOIA requests.

Chair Bell read a portion of the resolution into the record. The committee approved moving the resolution forward to the full Board for consideration.

Chair Bell asked about the Ethics Officer. Mr. Chisolm reported the statute for Ethics Officers was recently repealed. Ms. Hardwick noted that her office handles any ethics questions.

The meeting adjourned at 5:50 p.m.

BEVERLY FRANKLIN

DRAFT