

**Minutes**  
**Regular Meeting of the Board of Trustees**  
**Tuesday, November 19, 2019 – 6:30 p.m.**

**Trustees Present:**

Christopher Bell, Chair  
Elaine Crider  
Charlene Drew Jarvis  
Ken Grossinger  
Ronald Mason, President, *ex-officio*  
Joella Roberts  
Carolyn Rudd  
Errol Schwartz  
Barrington Scott  
Jerome Shelton

**Trustees Absent:**

Gwendolyn Lewis  
Anthony Tardd

**Additional Attendees:**

Esther Barazzone  
Joshua Wyner

**Executive Cabinet Present:**

Lawrence Potter, Chief Academic Officer  
Evola Bates, Chief of Staff  
William Latham, Chief Student Development and Success Officer  
Troy LeMaile-Stovall, Chief Operating Officer  
Avis Russell, Acting General Counsel  
Tony Summers, Chief Community College Officer

**Staff Participants:**

Deborah Sullivan, Assistant Vice President, Talent Management  
Beverly Franklin, Executive Secretary, Office of the Board of Trustees

**Call to Order and Roll Call**

Chair Bell called the meeting to order at 7:04 p.m. Ms. Franklin called the roll, and a quorum was found to be present.

**Approval of the Minutes**

The Board of Trustees unanimously approved the minutes for the September 10, 2019, meeting, with the noted corrections from Trustee Jarvis.

**Action Items**

The Board of Trustees agreed to add an action item to the agenda under the Operations Committee regarding the Jaggaer contract.

**Board of Trustees**

President Mason reported that the internal audit identified three areas of focus: travel and entertainment for the President and cabinet; consultants and contractors; and follow-up audits. After a brief review, the Board of Trustees unanimously approved the Internal Audit Department - Audit Plan, FY2020.

The Board of Trustees considered the notice of final rulemaking concerning updating tuition rates for Academic Year 2020 - 2021. Chair Bell read a portion of the resolution into the official record.

**Motion:**

*UDC Resolution No. 2019-44: Notice of Final Rulemaking, Amendments to Chapter 7, Tuition and Fees: Degree – Granting Programs Effective AY2020 – 2021*

WHEREAS, District of Columbia law (D.C. Official Code § 1202.06(8)) provides for the Board of Trustees of the University of the District of Columbia to fix fees to be paid by District of Columbia resident and nonresident students attending the University; provided, that such fees are adopted by the Trustees in accordance with the provisions of D.C. Official Code § 2-505(a); and

WHEREAS, the University consists of a flagship urban land-grant university offering a broad range of academic and professional programs; a community college offering workforce development opportunities, academic certifications and academic associate's degrees; and a law school whose mission is to recruit and enroll students from groups underrepresented at the bar, provide a well-rounded theoretical and practical legal education that will enable students to be effective and ethical advocates, and represent the legal needs of low-income District of Columbia residents through the school's legal clinics; and

WHEREAS, the University is trying to avoid sporadic, significant tuition increases and trying instead to maintain existing cost structure consistent with the rate of inflation by implementing consistent incremental increases; and

WHEREAS, a tuition rate increase of 2.5% for the Academic Year 2020-2021, will maintain the existing cost structure consistent with the rate of inflation: and

WHEREAS, the substance of the proposed rules enacted herein was published on September 20, 2019, at 66 DCR 39 for a thirty-day public comment period in accordance with D.C. Official Code §2-505(a), and no public comment was received during the public comment period; and

WHEREAS, pursuant to 8 D.C.M.R. §128.4, where no comments are received, the Chairperson of the Board may forward the rules for final adoption without committee action.

NOW, THEREFORE BE IT RESOLVED that, the Board of Trustees of the University hereby adopts the Notice of Final Rulemaking attached and incorporated hereto as Exhibit A; and

BE IT FURTHER RESOLVED that the Rules enacted herein shall take effect upon publication in the DC Register and that all prior inconsistent resolutions, customs, procedures, and practices are hereby repealed and the General Counsel is hereby directed to publish this Notice of Final Rulemaking in the D.C. Register.

The resolution was unanimously approved by the Board of Trustees.

Chair Bell presented the resolution pertaining to the final rulemaking for preemployment travel. He read a portion of the resolution into the official record.

**Motion:**

*UDC Resolution No. 2019-45: Notice of Final Rulemaking, Amendment to Chapter 4, Title 8-B by Adding a New Section 446 – Travel for Final Preemployment Interviews*

WHEREAS, pursuant to D.C. Official Code § 38-1202.01(a), the Board of Trustees ("Board"); has the power to adopt, prescribe, amend, repeal, and enforce bylaws, rules, and regulations it considers necessary for the governance and administration of the University; and

WHEREAS, pursuant to D.C. Official Code § 38-1202.06(13), it is the duty of the Board to perform such duties and make such regulations as may be necessary to carry out the purposes of the University and that such regulations are adopted in accordance with the provisions of D.C. Official Code § 2-505(a); and

WHEREAS, the University is amending Title 8-B DCMR by adding a new Section 446 to allow the University in certain situations approved by the President, to reimburse reasonable travel expenses for candidates traveling to the University for final, preemployment interviews in order to strengthen the University's competitive position in pursuit of talented candidates; and

WHEREAS, the substance of the proposed rules enacted herein was published on September 27, 2019, at 66 DCR 40 for a thirty-day public comment period in accordance with D.C. Official Code §2-505(a) and no public comment was received during the public comment period; and

WHEREAS, pursuant to 8 D.C.M.R. §128.4, where no comments are received, the Chairperson of the Board may forward the rules for final adoption without committee action.

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees of the University hereby adopts the Notice of Final Rulemaking attached and incorporated hereto as Exhibit A; and

BE IT FURTHER RESOLVED that the Rules enacted herein shall take effect upon publication in the DC Register and that all prior inconsistent resolutions, customs, procedures, and practices are hereby repealed, and the General Counsel is hereby directed to publish this Notice of Final Rulemaking in the D.C. Register.

The resolution was approved. There was one no vote.

#### Academic and Student Affairs Committee

In the absence of Trustee Tardd, Chair Bell presented the following resolutions for consideration by the Board of Trustees. The first resolution was tenure approval for Dr. Ludwig Nitsche, UDC School of Engineering and Applied Sciences. Chair Bell read a portion of the resolution into the official record.

#### **Motion:**

*UDC Resolution No. 2019-46: UDC School of Engineering & Applied Sciences Tenure Approval for Dr. Ludwig Nitsche*  
WHEREAS, pursuant to 8B DCMR §1467, the School of Engineering & Applied Sciences (SEAS) Promotion Committee and Dean Devdas Shetty have determined that Dr. Ludwig Nitsche, Professor of Mechanical Engineering, is qualified to receive tenure; and

WHEREAS, pursuant to 8B DCMR §1462, Dr. Nitsche meets the criteria for tenure, having served in various capacities such as the Associate Dean for Undergraduate Affairs, interim department head, as well as the Director of Undergraduate Studies and Associate Professor at the College of Engineering at the University of Illinois at Chicago, and was granted tenure from the Board of Trustees of the University of Illinois in 1996; and

WHEREAS, Dr. Nitsche has a distinguished record of teaching courses that include Fluid Mechanics, Chemical Engineering Thermodynamics, Junior Transport Phenomena II (Heat and Mass Transfer), Senior Chemical Process Control, Graduate Transport Phenomena, Mathematical Methods in Chemical Engineering, Graduate Microhydrodynamics, Diffusion and Membrane Transport, Computational Methods in Chemical Engineering, Introduction to Flow in Porous media, Graduate Numerical Methods in Chemical Engineering, and was substantiated by numerous awards such as the UIC award of Excellence in teaching in 2014, UIC College of Engineering Harold A. Simon Award for Excellence in Teaching, 2012, UIC College of Engineering 2008 Faculty Teaching Award., UIC CETL 2007 Teaching Recognition Program Award, UIC College of Engineering 2006 Faculty Teaching Award; and

WHEREAS, Dr. Nitsche is recognized for his research awards such as NSF Research Initiation Award, ACS Petroleum Research Fund Type G grant, 1994 NSF Young Investigator (NYI) Award, grants and contracts from National Science Foundation and Argonne National Laboratory, 1999 Fulbright scholar award, US Patent on manufacturing of drug-delivery particles via drop fluid mechanics; and

WHEREAS, Dr. Nitsche's service is recognized by his contribution to engineering accreditation through ABET by the web-based student assessment method, and was adopted by engineering college-wide at the University of Illinois Chicago; and

WHEREAS, pursuant to 8B DCMR §§ 1468 and 1470, the Dean, the Chief Academic Officer and the President have affirmed the recommendation of tenure for Dr. Ludwig Nitsche, and the President has forwarded the recommendation for tenure to the Board of Trustees.

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees of the University of the District of Columbia approves the award of tenure to Dr. Ludwig Nitsche of the School of Engineering & Applied Sciences.

The resolution was unanimously approved by the Board of Trustees. Chair Bell extended congratulations to Dr. Nitsche, who was present at the meeting.

Chair Bell introduced a resolution pertaining to the approval of the appointment of Dr. Sabine O'Hara as Distinguished Professor, College of Agriculture, Urban Sustainability and Environmental Sciences. He read a portion of the resolution into the official record.

**Motion:**

*UDC Resolution No. 2019-47: Appointment of Dr. Sabine O'Hara as Distinguished Professor, College of Agriculture, Urban Sustainability & Environmental Sciences (CAUSES)*

WHEREAS, pursuant to D.C. Official Code § 38-1202.06(3), the Board of Trustees is authorized to establish or approve policies and procedures governing admissions, curricula, programs, graduation, the awarding of degrees, and general policy for the components of the University; and

WHEREAS, pursuant to 8 DCMR § 1412, faculty who are qualified to hold the rank of Professor and who have achieved outstanding professional distinction in research, creative accomplishments, teaching, service to higher education, or public service, may be nominated for appointment to the rank of Distinguished Professor; and

WHEREAS, the Board of Trustees must approve all appointments to the rank of Distinguished Professor; and

WHEREAS, the Board has received the attached recommendation from the President of the University of the District of Columbia (UDC) and recommendation from the Chief Academic Officer of UDC, both of whom have approved the appointment of Dr. O'Hara to the rank of Distinguished Professor, due to her outstanding record of service to the University in her former role as Dean of the College of Agriculture, Urban Sustainability & Environmental Sciences (CAUSES), during which time she set a high benchmark for her leadership, scholarship, and service to the UDC and District communities and beyond, including among her many accomplishments the development of the award-winning UDC Urban Food Hubs and other urban agricultural innovations, such as UDC's "Green Roof"; her collaboration on the development and implementation of UDC's second doctoral program, in Urban Leadership and Entrepreneurship; her promotion of UDC as a model urban educational innovator and partner on the national and international frontlines of agricultural, environmental and health sciences through her many books, articles, lectures, and broadcast appearances; and in recognition of the many awards and honors bestowed upon her during the course of her work over the decades of her entire professional career; and in recognition of her continuing role as a professor who can inspire a new generation of students poised to confront new challenges with scholarship and innovation; and

WHEREAS, the Board agrees with the recommendation of Dr. O'Hara for the reasons described in the Chief Academic Officer's attached recommendation, and commends Dr. O'Hara for her distinguished service and professional excellence.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees hereby authorizes and approves the appointment of Professor Sabine O'Hara to the rank of Distinguished Professor.

The resolution was unanimously approved by the Board of Trustees. Chair Bell extended congratulations to Dr. Sabine O'Hara, who was present at the meeting.

Audit, Budget, and Finance Committee

Trustee Jarvis presented the resolution pertaining to the approval of an amendment to the FY2020 budget. The amendment is a request for use of additional revenue and the fund balance for operating costs. The fiscal impact statement indicated that the fund balance is appropriate.

A discussion occurred regarding the fund balance which is the University's reserve funds. President Mason noted the University has enough reserves to cover more than six months of the unrestricted portion of the budget, which is the National Association of College and University Business Officers (NACUBO) standard. Mr. LeMaile-Stovall further explained that every year when the University does not spend a certain amount of money, the money goes into the fund balance.

Trustee Jarvis spoke about a need to review the language in the Fiscal Impact Statements. One of the items she suggested should be added is that for every new program or purchase, the FIS should indicate what the fiscal impact of that acquisition is in terms of operating costs.

Chair Bell read a portion of the resolution into the official record.

**Motion:**

*UDC Resolution No. 2019-48: Approval of FY2020 Budget Amendment #2 – Request for Use of Additional Revenue and Fund Balance for Operating Cost*

WHEREAS, pursuant to D.C. Code §38-1202.06(4), the Board of Trustees (“Board”) of the University of the District of Columbia (“University”) is “required to prepare and submit to the Mayor . . . . an annual budget request for each fiscal year”; and

WHEREAS, pursuant to 8B DCMR §400.2, the President of the University shall prepare an operating budget for Educational and General activities of the University, and an operating budget for Auxiliary Enterprise operations of the University; and

WHEREAS, pursuant to 8B DCMR §400.1, the Board shall approve all budgets for expenditures of the institutions of the University and, pursuant to 8B DCMR §400.4, any expansion in operations that would necessitate any substantial change in the approved budget shall be submitted to the Board for its approval; and

WHEREAS, pursuant to UDC Resolution No. 2018-35, dated October 30, 2018, the Board approved a proposed budget request for Fiscal Year 2020 for the University (“Proposed Budget Request”), which request was then submitted to the Government of the District of Columbia (“D.C. Government”) for inclusion in its draft FY2020 Proposed Budget and Financial Plan; and

WHEREAS, pursuant to UDC Resolution No. 2019-36, dated September 10, 2019, the Board approved a supplement to the Proposed Budget Request corresponding to the increased local subsidy in the D.C. Government’s FY2020 Proposed Budget and Financial Plan (“Revised Budget”); and

WHEREAS, the President has identified additional revenue and fund balance of Four Million Five Hundred Twelve Thousand Five Hundred and No Cents (\$4,512,500.00), a revenue increase of approximately two and half percent (2.5%) over the amount set forth in the Revised Budget previously approved by the Board; and

WHEREAS, the President has prepared a supplement to the Revised Budget corresponding to the use of fund balance, a copy of which is attached hereto as Exhibit A (“FY2020 Budget Amendment #2 – Request use of Fund Balance”); and

WHEREAS, the proposed FY2020 Budget Amendment #2 is reflective of the projected revenues and planned expenditures, consistent with the prudent fiscal and accounting practices, and is in line with the President’s and the Board’s vision for the University.

THEREFORE, BE IT RESOLVED, that the Board of Trustees hereby approves the Revised Budget, as amended to incorporate FY2020 Budget Amendment #2, attached hereto as Exhibit A.

The resolution was unanimously approved by the Board of Trustees.

Trustee Jarvis presented the approval of a proposed FY2021 budget and financial plan. The total budget is \$161 million, of which \$129 million is unrestricted. The appropriation from the mayor is \$85.5 million, which is \$4.7 million less than FY2020, due to the removal of one-time funds. The grant budget was reduced by \$11 million. There is no cost-of-living for nonunion staff. The FY21 submission includes \$7.5 million in enhancement requests which are not a part of the budget. There also is \$1.5 million in one-time funds to continue and support the IT investments of the past few years. In response to a question from Trustee Grossinger, Mr. LeMaile-Stovall reported that there are approximately 500 nonunion staff. In the past ten years, there have been three COLAs [for nonunion staff], with the last one occurring in FY18.

Mr. LeMaile-Stovall reviewed the fund balance analysis. He indicated he would send the information to the Trustees.

There was further discussion regarding the COLAs. Trustee Roberts asked about the number of union members receiving cost-of-living increases. Ms. Sullivan provided the following information: SEIU (adjunct union) – 182 staff; AFSCME – approximately 230 staff; Faculty Union – approximately 185 faculty and 545 nonunion positions.

Chair Bell asked about the purchase of the Old Congress Heights (OCH) school. Mr. LeMaile-Stovall reported the University is trying to buy OCH's ground lease and building.

Chair Bell reported that the Board would vote on the FY21 Budget Financial Plan. He read a portion of the resolution into the official record.

**Motion:**

*UDC Resolution 2019-49: Approval of a Proposed FY2021 Budget and Financial Plan*

WHEREAS, pursuant to D.C. Code §38-1202.06(4), the Board of Trustees ("Board") of the University of the District of Columbia ("University") is required to prepare and submit to the mayor, an annual budget for each fiscal year, which shall include a proposed financial operating plan for such fiscal year, and a capital and educational improvement plan for such fiscal year and the succeeding 5 fiscal years for the University; and

WHEREAS, pursuant to 8B DCMR §400.2, the President of the University shall prepare an operating budget for Educational and General activities of the University, and an operating budget for Auxiliary Enterprise operations of the University; and

WHEREAS, pursuant to 8B DCMR §400.1, the Board shall approve all budgets for expenditures of the institutions of the University; and

WHEREAS, the proposed FY2021 Budget and Financial Plan, attached hereto as Exhibit A, has been prepared by the University Administration in consultation with the University's Chief Financial Officer, who has provided a Funding Certification for the FY2021 Budget and Financial Plan, attached hereto as Exhibit B, and the President recommends its approval for submission to the mayor by the Board; and

WHEREAS, the proposed FY2021 Budget and Financial Plan is reflective of the projected revenues, consistent with prudent fiscal and accounting practices, and is in line with the visions of the President and the Board for the University.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees hereby approves the Proposed FY2021 Budget and Financial Plan, attached hereto as Exhibit A, for submission to the mayor of the District of Columbia.

The Board of Trustees unanimously approved the FY2021 plan.

Trustee Jarvis noted that in terms of the FY21 budget, she would like, as a part of the official record, that the Board receive an FY21 budget funding certification from Chief Financial Officer Musara.

Trustee Jarvis reviewed the resolution for approval of the proposed FY2020 - FY2025 capital budget. The budget submission is for six years and \$663 million. It includes needs for infrastructure, classroom modernization, student housing, and expansion of UDC's footprint. Trustee Jarvis noted that the spending plan consists of \$40 million for 4250; \$35 million for the expansion of Backus; \$250 million for the Van Ness modernization, elevators, roof, learning spaces, and offices; and \$28 million for the purchase of Old Congress Heights.

Trustee Scott requested clarity regarding housing. Mr. LeMaile-Stovall reported that the occupants of Building 41 and 44 moved into 4250. Building 41 will be repurposed for the DC Archives. He noted that the plan is to turn Building 44 into housing.

With no further discussion, Chair Bell read a portion of the resolution into the official record.

**Motion:**

*UDC Resolution No 2019-50: Approval of a proposed FY2020-FY2025 Capital Budget Spending Plan*

WHEREAS, pursuant to D.C. Code §38-1202.06(4), the Board of Trustees ("Board") of the University of the District of Columbia ("University") is "required to prepare and submit to the Mayor . . . . an annual budget request for each fiscal year"; and

WHEREAS, pursuant to 8B DCMR §400.2, the President of the University shall prepare an operating and capital budget for Educational and General activities of the University, and an operating and capital budget for Auxiliary Enterprise operations of the University; and

WHEREAS, pursuant to 8B DCMR §400.1, the Board shall approve all budgets for expenditures of the institutions of the University and, pursuant to 8B DCMR §400.4, any expansion in operations that would necessitate any substantial change in the approved budget shall be submitted to the Board for its approval; and

WHEREAS, the President has prepared a six-year project plan corresponding to Capital Improvement Plan funding of \$120 million approved in the D.C. Government's FY2020 Proposed Budget and Financial Plan, a copy of which supplement is attached hereto as Exhibit A (Capital Budget Spending Plan); and

WHEREAS, the proposed FY2020–FY2025 Capital Budget Spending Plan is consistent with the prudent fiscal and accounting practices, and is in line with the visions of the President and the Board for the University.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees hereby approves the Proposed Spending Plan, attached hereto as Exhibit A.

The resolution was unanimously approved by the Board of Trustees.

### Operations Committee

Trustee Shelton discussed the proposed rulemaking to revise the University's grievance procedures for employees not represented by a collective bargaining unit. He thanked Trustees Crider and Roberts for their continuing support of the committee. Trustee Shelton noted that there was a markup provided to show any changes in the procedures, and the committee reviewed the markup.

Chair Bell read a portion of the resolution into the official record.

### **Motion:**

*UDC Resolution No. 2019-51: Notice of Proposed Rulemaking, Modifications to the University Rules Regarding Non-Bargaining Unit Grievances*

WHEREAS, pursuant to D.C. Official Code § 38-1202.01(a), the Board of Trustees ("Board") has the power to adopt, prescribe, amend, repeal, and enforce bylaws, rules, and regulations it considers necessary for the governance and administration of the University of the District of Columbia ("University"); and

WHEREAS, pursuant to D.C. Official Code § 38-1202.06(13), it is the duty of the Board to perform such duties and make such regulations as may be necessary to carry out the purposes of the University, and that such regulations are adopted in accordance with the provisions of D.C. Official Code § 2-505(a); and

WHEREAS, the Board seeks to revise Chapter 16, entitled "Grievances," as set forth in Title 8B of the District of Columbia Municipal Regulations (DCMR), to streamline the process by eliminating the Impartial Grievance Hearing Panel and Procedures and standardizing timeframes; by excluding bargaining unit employee grievances that can be processed pursuant to a negotiated grievance procedure; and to provide that decisions by the President are final.

NOW, THEREFORE BE IT RESOLVED, that the Board hereby takes proposed rulemaking action to adopt the revised Chapter 16 of Title 8B of the DCMR to streamline the grievance procedure, standardize time frames, exclude matters that can be processed pursuant to a negotiated grievance process, and provide that grievance decisions by the President are final as indicated in the Notice of Proposed Rulemaking attached hereto as Exhibit A; and

BE IT FURTHER RESOLVED that the Acting General Counsel of the University is hereby directed to publish this Notice of Proposed Rulemaking in the D.C. Register as soon as is practicable for a comment period of not less than thirty (30) days, in accordance with the provisions of D.C. Official Code §2-505 (a).

The Board of Trustees unanimously approved the resolution.

Trustee Shelton presented the proposed contract for e-procurement technology software for the Office of Strategic Sourcing and Procurement by and between Jaggaer LLC and the Board of Trustees. He reported

the motion is to approve the contract which has been adjusted, as directed by the committee. Trustee Crider noted that the discussion had been about the [termination] amount not exceeding what the Trustees considered reimbursing them for actual expenses. The amount is \$118,000. Chair Bell noted the amount was capped up to 8%, provided the company could prove the expenses. Trustee Shelton thanked the staff for working with the Trustees and expressed appreciation for the commitment from the Procurement Office.

Chair Bell read a portion of the resolution into the official record.

**Motion:**

*UDC Resolution No. 2019-52: Approval of Proposed Contract No. PO-GF-2020-C-0008 for E-Procurement Technology Software for the Office of Strategic Sourcing and Procurement by and between Jaggaer, LLC and the Board of Trustees of the University of the District of Columbia (“University”)*

WHEREAS, pursuant to D.C. Official Code § 38-1202.01(a), the Board of Trustees (“Board”) has the power to make contracts and procure and contract for goods and services.

WHEREAS, Pursuant to 8B DCMR §3001.4, specific approval of the President is required for contracts totaling more than Two Hundred Fifty Thousand Dollars (\$250,000);

WHEREAS, pursuant to 8B DCMR § 205.4(e), specific authorization of the Board is required for any commitment greater than one million dollars (\$1,000,000) in a single fiscal year;

WHEREAS, pursuant to D.C. Code § 1-204.51, the Council of the District of Columbia (“Council”) shall approve all contracts involving expenditures in excess of One Million Dollars (\$1,000,000) during a twelve (12) month period;

WHEREAS, Jaggaer, LLC and the University desire to enter into the proposed contract for the award of goods and services, contract number GF-2020-C-0008 (the “Contract”) for e-procurement technology software in the total amount of Two Million Four Hundred Sixty-Five Thousand and Forty-One Dollars (\$2,465,041);

WHEREAS, the President has approved the Contract; and

WHEREAS, the Board is satisfied that the Contract represents the proper culmination of the University’s procurement process and represents the best value to the University.

NOW THEREFORE, BE IT RESOLVED that subject to the required approval of the Council, the Contract substantially in the form attached hereto as Appendix A, is hereby approved by the Board, and the President and the University’s Chief Contracting Officer each are hereby authorized to enter into the Contract on behalf of the University, substantially in the form attached hereto as Appendix A; and

BE IT FURTHER RESOLVED, that as soon as practicable, the President is hereby directed to transmit the Contract to the Council for its approval.

The resolution was unanimously approved by the Board of Trustees.

**Report of the Chairperson**

Chair Bell reported that the Board of Trustees held a retreat. He thanked the Trustees for their attendance, and the team members who presented reports. They discussed enrollment, recruitment, flagship programs, the community college, workforce development, retention initiatives, and marketing and branding. Presentations were given by Ms. Maria Byrd, Dr. Potter, Dr. Summers, Trustee Roberts and Dr. Latham.

Trustee Felton’s term on the Board of Trustees has expired. While he was not in attendance at the meeting, Chair Bell thanked Trustee Felton for his many years of service. He was not clear regarding Mr. Dyke’s status on the Board of Trustees. His appointment is being reviewed to determine eligibility. Trustees Wyner and Barazzone will be reappointed.

*Election of Officer (Vice-Chair).* Trustee Felton, who is no longer on the Board, served as Vice-Chair. The Board of Trustees voted to elect Trustee Crider as Vice-Chair.

### **Report of the President**

President Mason briefly discussed Homecoming, the David A. Clarke School of Law Gala, the Alumni Banquet, and the Mayor's Healthcare Transformation Committee. He spoke before the Federal City Council, and received good reviews. President Mason talked about the C-16 Partnership, Martin Luther King Library, and the Firebird Film Festival. There were several Town Hall meetings to discuss the *Equity Imperative Reboot*. President Mason met with the State Superintendent of Education regarding the teacher training program, the Archives staff regarding their move to Building 41, and Dr. Roger Mitchell, Chief Medical Examiner, regarding a proposed anti-violence center. President Mason also spoke about minor adjustments to the *Equity Imperative*, which will go through the Board committees.

Good news included the School of Business and Public Administration ranking Number 1 among the top 50 best affordable business schools, and the mechanical engineering program ranking Number 1 as the best affordable mechanical engineering program. President Mason briefly discussed the General Counsel search. The three top candidates will be on campus December 3 for interviews with the Board of Trustees and the cabinet. He introduced Ms. Annie Whatley, the new Executive Director of External Affairs. He announced that Pat Johnson, Vice President of Talent Management, is planning to retire. President Mason also noted that the faculty union approved the compensation proposal. And, he announced that Dwight Sanchez, Associate Vice President of Enrollment, will be leaving the University for employment at Virginia Union.

### **Committee Reports**

#### *Executive Committee*

No report.

#### *Committee of the Whole*

No committee report.

#### *Academic and Student Affairs Committee*

Trustee Tardd was not present at the meeting. No committee report was presented.

*Communications Task Force.* Trustee Roberts reported that she worked with students to distribute flyers at the Van Ness and Community College campuses, regarding the Board of Trustees' committee meetings. She is working with the Journalism Club regarding the Firebird Student Spotlight, a newsletter which will be geared towards students, and engaging the campuses in unity and community. Trustee Roberts also is a member of Dr. Latham's task force, which includes other student leaders, staff and individuals from the community. The task force discusses University issues, viable solutions, and ways to increase communication. Trustee Roberts is working with Chair Bell to host a Board of Trustees Meet and Greet with faculty, students, and staff.

*Alumni Task Force.* Trustee Shelton reported that formal elections for alumni trustee positions will start January 1. Two trustees are eligible to run for reelection. Trustee Scott thanked the committee that worked on the alumni directory. He also spoke about the Academic Achievement Paver Awards. Eight of the ten students attended the program. He recognized Dr. Beckett and Ms. Alex Washington for their work on the program.

*Audit, Budget, and Finance Committee*

Dr. Jarvis provided a brief summary of the committee meeting. There was an update regarding the third-quarter financials. To date, there have been no findings in the FY19 Audit. However, the final report has not been presented. The Chief Operating Officer gave a report on a number of items, including the timeline for the submission of the FY21 budget; metrics for the *Equity Imperative Relaunch* in the Operations unit, and student debt. The committee also received a report from CARES, the Capital Assets and Real Estate Services.

*Community College Committee*

Chair Bell said Dr. Summers gave a great report at the retreat. Trustee Jarvis spoke about the nursing program, and the nursing students' 95 percent passage of their certifications.

*Operations Committee*

No additional committee report.

*Student Outcomes Committee*

Mr. Wyner thanked the staff for their work. The Student Outcomes Committee has received information regarding full- and part-time students; first-time-in-college students, and transfer students. The next report will pertain to readmit students.

**Unfinished Business**

No unfinished business.

**New Business**

No new business.

Chair Bell thanked everyone for the great work that was done this year. The next meeting of the Board of Trustees will be held in March 2020. With no further business, the meeting adjourned at 8:51 p.m.

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Secretary's Signature

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Date