

Minutes

Regular Meeting of the Board of Trustees

Wednesday, November 7, 2018 – 6:00 p.m.

Trustees Present:

Christopher Bell, Chair
Esther Barazzone
Charlene Drew Jarvis
James Dyke*
Reginald Felton
Gabriela Lemus*
Gwendolyn Hubbard Lewis
Ronald Mason, ex-officio
Errol Schwartz*
Barrington Scott
Jerome Shelton
Anthony Tardd

Trustees Absent:

Elaine Crider
Sandra Nkamgna
Joshua Wyner

**via Teleconference*

Executive Cabinet Present:

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:

Maria Byrd, Office of Planning and Institutional Effectiveness
Beverly Franklin, Executive Secretary, Office of the Board of Trustees

Call to Order and Roll Call

Chair Bell called the meeting to order at 6:10 p.m. Ms. Franklin called the roll and a quorum was found to be present. Chair Bell noted, at the September 26, 2018 Board of Trustees meeting, an executive session was held. All matters acted upon in the executive session were proper. During that session, there was a discussion regarding the pouring rights contract, which was included in the November 7, 2018 meeting agenda.

Approval of the Minutes – September 26, 2018

The minutes of the September 26, 2018 Board of Trustees meeting were unanimously approved.

Chair Bell noted one item needed to be added to the agenda. An Executive Committee meeting was held before the Board of Trustees meeting. During that meeting, the appointment of Dr. Lawrence T. Potter as Chief Academic Officer was approved. The Board of Trustees agreed to add the appointment of the CAO to the agenda. Chair Bell reported this item would be considered under New Business.

Action Items

Executive Committee

Chair Bell reported the first item for consideration was the approval of the multiyear agreement for exclusive pouring rights at the University of the District of Columbia. Mr. Lemaile-Stovall explained that the agreement had been vetted and that it covers ten years with PepsiCo as the exclusive carbonated provider of beverages to the University. Chair Bell noted the Executive Committee voted on the resolution which needed to be ratified. The agreement also was discussed at a joint meeting of the Executive, Operations, and Audit, Budget, and Finance Committees. Trustee Lewis noted this agreement is an excellent opportunity for the University and thanked the Administration and staff for the work that was put into the program. Chair Bell read a portion of the resolution into the record.

Motion:

UDC Resolution No. 2018-30: Approval of Proposed Multi-Year Agreement for Exclusive Pouring Rights at the University of the District of Columbia

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 contracts for goods and services; and

WHEREAS, pursuant to 8B DCMR §205.4(a), specific authorization of the Board is required for any commitment by the University of the District of Columbia ("University") for more than seven (7) years; and

WHEREAS, Bottling Group, LLC, and its affiliates and/or subsidiaries comprising Pepsi Beverages Company ("Pepsi") and the University desire to enter into a proposed ten (10) year Sponsorship Agreement, whereby Pepsi will be the exclusive supplier of beverages within University Facilities (as such term is defined in the Pouring Rights Agreement) in exchange for providing, among other things, certain cash and in-kind payments to the University, substantially in the form attached hereto as Appendix A ("Pouring Rights Agreement"); and

WHEREAS, Pepsi and the University have completed negotiation of the key business terms of the Pouring Rights Agreement; and

WHEREAS, pursuant to D.C. Code § 1-204.51, the Board of Trustees shall cause to be submitted to the Council of the District of Columbia ("Council") all contracts having a term of more than five (5) years and involving expenditures out of an appropriation which is available for more than one year; and

WHEREAS, the University is currently exploring through contact with the Council whether the Pouring Rights Agreement is considered by the Council to involve expenditures out of an appropriation which is available for more than one year, and is therefore required to be submitted by the University for review and approval by the Council.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the University hereby approves the proposed Pouring Rights Agreement subject to review and approval by the Council of the District of Columbia, should it be determined that such review and approval is required; and

BE IT FURTHER RESOLVED, that if it is determined that the Pouring Rights Agreement is required to be submitted to Council for review and approval, the University is hereby authorized to forward to the Council of the District of Columbia the Pouring Rights Agreement for its review and approval; and

BE IT FURTHER RESOLVED, that if Council review of the Pouring Rights Agreement is determined not to be required, or if Council does review and approve the Pouring Rights Agreement, then the President is hereby authorized to take all necessary actions to finalize and execute the Pouring Rights Agreement.

The Board of Trustees unanimously ratified the resolution.

Chair Bell presented the resolution regarding a lease agreement for the property located at 4250 Connecticut Avenue. This resolution was considered during the joint meeting with the Executive Committee, Operations Committee and Audit, Budget and Finance Committee.

Mr. Lemaile-Stovall reported the agreement had been vetted by a number of committees. He discussed the challenges facing the university, particularly Buildings 41 and 44. Upon ratification and approval by the Council, the University would enter a three year lease with options to have a subsequent three year term. The University will have the option to buy the building. Trustee Jarvis noted this agreement provides additional parking spaces and addresses the space needs that are critical to the University.

Chair Bell provided historical information regarding the building. During the DC Control Board phase, the building was sold as an asset in order to help with University funds. Chair Bell thanked everyone who worked on this contract. President Mason recognized Mr. Lemaile-Stovall for the work that was done. Chair Bell read a portion of the resolution into the record.

Motion:

UDC Resolution No. 2018-31: Approval of a Lease Agreement for the Property located at 4250 Connecticut Avenue, NW, Washington, DC Between BDC Van Ness LLC, as Sublandlord and the Board of Trustees of the University of the District of Columbia ("University") as Subtenant (the "Lease Agreement")

WHEREAS, pursuant to D.C. Code § 38-1202.1(a)(5) and (6), the Board of Trustees ("Board") possesses all powers necessary or convenient to accomplish its statutorily prescribed objects and duties, including the power to make, deliver, and receive deeds, leases, and other instruments, and to take title to real and other property in its own name; and

WHEREAS, pursuant to 8B DCMR §2100.1, the President of the University, subject to Board approval, is authorized to enter into real estate lease agreements with any person, partnership, corporation, or other entity; and

WHEREAS, pursuant to 8B DCMR §2100.3, the President shall lease as he deems to be in the interest of the University and necessary for the accommodation of University activities; and

WHEREAS, pursuant to 8B DCMR §2100.7 and §2100.8 acquisition of space by lease will be by negotiation, and on the basis most favorable to the University with due consideration to maintenance and operation efficiency and only at charges consistent with prevailing scales in the community for comparable facilities; and

WHEREAS, pursuant to 8B DCMR §2100.9, approval of the Board is required for all leases and lease renewals; and

WHEREAS, leasing the approximately 202,000 rentable square feet of office space at 4250 Connecticut Ave NW is necessary to address the University's need for additional administrative and academic support spaces; and

WHEREAS, the Lease Agreement was negotiated and the Administration has determined that the triple net terms in the Lease Agreement are most favorable to the University with due consideration to maintenance and operation efficiency and that the charges are consistent with prevailing scales in the community for comparable facilities; and

WHEREAS, any future exercise of any lease renewal option or purchase option by the University will require the approval of the Board and the Council of the District of Columbia ("Council") at the time such option is exercised; and

NOW THEREFORE, BE IT RESOLVED, that, subject to the required approval of the Council, the Lease Agreement, substantially in the form attached hereto as Appendix A, is hereby approved for the initial three (3) year term, by the Board in accordance with 8B DCMR §2100.1, and the President is hereby authorized to enter into the Lease Agreement, substantially in the form attached hereto as Appendix A, on behalf of the Board; and

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

The Board of Trustees unanimously ratified the resolution.

Chair Bell presented *en bloc* the resolutions pertaining to the executive appointment of Ms. Avis Russell as Acting General Counsel and the designations as the University's Freedom of Information Officer, and the University's Chief Ethics Officer. The resolutions were approved in the Executive Committee. President Mason spoke in support of Ms. Russell and recommended that the Board ratify the actions of the Executive Committee.

Chair Bell read portions of the three resolutions into the record.

Motion:

UDC Resolution No. 2018-32: Approval of the Executive Appointment of Avis M. Russell as Acting General Counsel of the University of the District of Columbia

WHEREAS, pursuant to the authority of the Board of Trustees (the "Board") under D.C. Official Code §38-1202.06(10) and in accordance with 8B DCMR §200 et seq., the Board has the responsibility to approve the appointment and compensation of the academic and administrative heads of each of the components of the University of the District of Columbia (the "University") and of such other officers as it deems necessary, including legal counsel, subject to the provisions of Chapter 6 of Title 1 of the D.C. Code; and

WHEREAS, pursuant to D.C. Code §1-608.53(f), the General Counsel of an independent agency shall serve at the pleasure of the agency head; and

WHEREAS, pursuant to 8B DCMR §210.1, the President is authorized to make executive appointments to designated positions in the Educational Service; and

WHEREAS, pursuant to 8B DCMR §210.2, each person selected for an executive appointment shall be qualified based on the description of their position and their roles and responsibilities and shall be approved by the Executive Committee; and

WHEREAS, pursuant to 8B DCMR §213.2, compensation of appointees with acting status shall be determined in accordance with the provisions of 8B DCMR §§208, 210, 211, 212, and

WHEREAS, pursuant to 8B DCMR §208.1, the Board determines compensation for administrators and non-administrators at Grade 1A and above, upon recommendation of the President through the Executive Committee or appropriate committee as determined by the Board Chair; and

WHEREAS, pursuant to 8B DCMR §§213.3, a person serving in an acting status for an executive appointment shall be limited to one (1) year from the date the vacancy for such position was created, and the former General Counsel of the University of the District of Columbia resigned her position effective October 12, 2018, creating a vacancy in the position of General Counsel as of that date; and

WHEREAS, Avis M. Russell has been recommended to serve as the Acting General Counsel of the University of the District of Columbia based on her knowledge, past accomplishments and extensive legal experience; and

WHEREAS, after review of her credentials, it has been determined that Ms. Russell is well-qualified for such position and that the recommended compensation adequately reflects the responsibilities of the position and Ms. Russell's experience.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the University of the District of Columbia approves the acting appointment of Avis M. Russell as the Acting General Counsel of the University of the District of Columbia effective November 1, 2018.

UDC Resolution 2018-33: Designation of University Freedom of Information Act Officer

WHEREAS, pursuant to D.C. Code § 2-538(d), each public body subject to the provisions of the District of Columbia Freedom of Information Act, D.C. Code §2-531 et seq., shall designate a Freedom of Information Act Officer ("FOIA Officer"); and

WHEREAS, pursuant to D.C. Code § 2-502, the term "public body" means the Mayor, an agency, or the Council of the District of Columbia; and

WHEREAS, pursuant to D.C. Code § 38-1202.01(b), the University of the District of Columbia (the "University") is an independent agency of the District of Columbia; and

WHEREAS, the previously designated Freedom of Information Officer for the University has left the employ of the University and a successor is required; and

WHEREAS, President Mason has recommended to the Board of Trustees (the "Board") of the University that it designate Avis Russell, Acting General Counsel to the University, as the University's FOIA Officer.

NOW THEREFORE, BE IT RESOLVED, that the Board of Trustees of the University hereby designates Avis Russell, Acting General Counsel, as the University's FOIA Officer.

UDC Resolution No. 2018-34: Designation of University Chief Ethics Officer

WHEREAS, pursuant to 8B DCMR §100.5, whenever laws, regulations, or rules confer authority on the "Head of Agency" that term shall mean, with respect to the University of the District of Columbia ("University"), the Board of Trustees ("Board") for the University; and

WHEREAS, pursuant to D.C. Code § 1-618.03(a), the head of each agency of the DC government shall appoint or designate an employee to serve as the agency ethics counselor; and

WHEREAS, pursuant to D.C. Code § 1-618.03(a), agency ethics counselors shall undertake and satisfactorily complete such training programs as are prescribed by the DC Ethics Counselor; and

WHEREAS, pursuant to the D.C. District Personnel Manual ("DPM") § 1811.4, under the general guidance of the DC Ethics Counselor, agency ethics counselors shall be responsible for (a) advising agency employees with respect to their obligations under D.C. DPM Chapter 18; (b) maintaining copies of all laws, regulations, orders and advisory opinions with respect to ethical conduct and financial disclosure which are applicable to agency employees; and (c) advising the agency head with regard to the designation of agency employees required to file statements of financial interest under D.C. DPM § 1813.

NOW THEREFORE, BE IT RESOLVED, that the Board of Trustees of the University hereby designates Avis Russell, Acting General Counsel, as the University's Chief Ethics Officer.

The Board of Trustees unanimously ratified the three resolutions *en bloc*.

Audit, Budget and Finance Committee

Trustee Jarvis presented the resolution pertaining to the approval of the proposed FY2020 Budget and Financial Plan. She noted the capital and operating budgets were presented in the same budget. The budget was aligned with the Equity Imperative goals.

Motion:

UDC Resolution No. 2018-35: Approval of a Proposed FY2020 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 improvements plan for such fiscal year and the succeeding 4 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 FY2020 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 FY2020 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 FY2020 Budget and Financial Plan is reflective of the projected revenues, consistent with prudent fiscal and accounting practices, and is in line with the President's and the Board's vision for the University.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees hereby approve the Proposed FY2020 Budget and Financial Plan, attached hereto as Exhibit A for submission to the Mayor of the District of Columbia.

The resolution was unanimously approved by the Board of Trustees.

Chair Bell presented the resolutions pertaining to the final rulemaking for amendments to Chapter 7, updating tuition rates and Chapter 13 regarding remitted tuition. The two resolutions were considered *en bloc*. Chair Bell read portions of the resolutions into the record.

Motion:

UDC Resolution No. 2018-36: Notice of Final Rulemaking, Amendments to Chapter 7, Updating Tuition Rates for AY 2019-2020

WHEREAS, District of Columbia law (D.C. Official Code §38-1202.06(8)) provides for the Board of Trustees of the University of the District of Columbia ("University") to fix tuition to be paid by resident and nonresident students attending the University; provided, that such tuition is 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 including, a community college offering workforce development opportunities, academic certifications and academic associate degrees, and a law school whose mission is to recruit and enroll students from groups under-represented 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 2019-2020, will maintain the existing cost structure consistent with the rate of inflation.,

WHEREAS, the substance of the proposed rule enacted herein was published on October 5, 2018 at 65 DCR 011055 for a thirty (30) 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 8B DCMR § 128.4, where no comments are received, the Chairperson of the Board committee may forward the rules for final adoption without committee action.

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of the University hereby amends Chapter 7 of the University Rules (Title 8B DCMR) to increase tuition to the rates as indicated in the Notice of Final Rulemaking attached hereto as Appendix A; and

BE IT FURTHER RESOLVED that the rules enacted herein shall take effect upon publication in the D.C. Register and that all prior inconsistent resolutions, customs, procedures and practices are hereby repealed.

UDC Resolution No. 2018-37: Notice of Final Rulemaking, Amendments to Chapter 13, Section 1332, Remitted Tuition

WHEREAS, the Board of Trustees (the "Board") of the University of the District of Columbia (the "University"), pursuant to the authority set forth under the District of Columbia Public Postsecondary Education Reorganization Act Amendments effective January 2, 1976 (D.C. Law 1-36; D.C. Official Code §§38-1202.01(a); 38-1202.06 (2012 Repl.)), has the authority to adopt, prescribe, and enforce rules and regulations it considers necessary for the governance and administration of the University; and

WHEREAS, the Board approved the Notice of Final Rulemaking dated March 15, 1991, to amend Title 8B of the District of Columbia Municipal Regulations (“DCMR”), Chapter 13, Section 1332 – Remitted Tuition, by extending the tuition remission benefit to cover employees and their spouses and dependents in the event of death, retirement, disability or reduction in force (“Final Rulemaking 91”); and

WHEREAS, the Board approved the Notice of Final Rulemaking dated April 30, 1999, to amend Title 8B of the DCMR, Chapter 13, Section 1332 – Remitted Tuition, by excluding courses offered at the UDC David A. Clarke School of Law (“Final Rulemaking 99”); and

WHEREAS, the University now seeks to amend the regulations governing remitted tuition, found in Title 8B of the DCMR, Chapter 13, Section 1332 – Remitted Tuition, to clarify eligibility requirements, define the duration of the benefit for eligible employees, and extend the benefit to cover courses at the UDC David A. Clarke School of Law; and

WHEREAS, the University further seeks to repeal both Final Rulemaking 91 and Final Rulemaking 99 and to replace both Final Rulemaking 91 and Final Rulemaking 99 with the proposed rulemaking action to amend Chapter 13, Section 1332, Remitted Tuition, of Subtitle B, University of the District of Columbia, of Title 8, Higher Education (Title 8B DCMR) attached hereto as Appendix A.

WHEREAS, the substance of the proposed rule enacted herein was published on October 5, 2018 at 65 DCR 011051 for a thirty (30) 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 8B DCMR § 128.4, where no comments are received, the Chairperson of the Board committee may forward the rules for final adoption without committee action.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the University hereby amends Chapter 13, Section 1332, Remitted Tuition, of Subtitle B, University of the District of Columbia, of Title 8, Higher Education (Title 8B DCMR) to amend the provisions for remitted tuition as indicated in the Notice of Final Rulemaking attached hereto as Appendix A; and

BE IT FURTHER RESOLVED that the rules enacted herein shall take effect upon publication in the D.C. Register and that all prior inconsistent resolutions, customs, procedures and practices are hereby repealed.

The Board of Trustees unanimously approved the two resolutions *en bloc*.

Operations Committee

Chair Bell presented the approval of the FY2019 Capital Improvement Plan. He read a portion of the resolution into the record.

Motion:

UDC Resolution No. 2018 – 38: Approval of the FY2019 –FYy2024 Capital Improvement 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 improvements plans for such fiscal year and the succeeding 4 fiscal years for the University. The Mayor and the Council shall, after review and consideration of the budget submitted by the Trustees, establish the maximum amount of funds for each of the major components of the University and the total University budget which will be allocated to the Trustees; and

WHEREAS, the Board of Trustees by UDC Resolution No 2017-31 approved the proposed FY 2019 University Budget Request that was submitted to the Mayor; 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 Mayor and the Council, after review and consideration of the FY 2019 University Budget Request submitted by the University, has allocated \$147 million to the University’s capital improvement budget; and

WHEREAS, the President has prepared a six year capital improvement plan for FY 2019 – FY 2024, a copy of which is attached hereto as Exhibit A (FY 2019-2024 CIP), corresponding to the capital improvement budget allocation of \$147 million approved in the District of Columbia Government's FY2019 Proposed Budget and Financial Plan; and

WHEREAS, the proposed FY2019 – 2024 CIP is consistent with prudent fiscal and accounting practices, and is in line with the President's and the Board's vision for the University.

NOW, THEREFORE, BE IT RESOLVED, that the Board Trustees hereby approve the FY2019 – 2024 CIP, attached hereto as Exhibit A.

The resolution was unanimously approved by the Board of Trustees.

Report of the Chair

No additional report by the Chair.

Report of the President

President Mason discussed the following documents that were presented to the Board of Trustees: the End of the Year Report for Fiscal Year 2018 which included the workgroup review, challenges, and accomplishments; the Equity Imperative Baseline and Targets for FY19; and the Third Year Report 2015-2018. He reported there is an electronic version of the three-year report and is located on the President's webpage.

Committee Reports

Executive Committee

No additional report.

Committee of the Whole

No committee report.

Academic and Student Affairs Committee

Dr. Tardd presented a brief report regarding the committee meeting which was held on October 17, 2018. He discussed the work plans and goals for the Advanced Academy, Advanced Teaching and Learning, and Learning Pathways; the Equity Imperative; and the Institute of Politics Policy and History (IPPH). President Mason provided information regarding the Institute. Dr. Tardd also spoke about the Student Town Hall meeting which was held on October 4, 2018. Some of the topics were the purge process which has been renamed the payment resolution process; student concern regarding building accessibility; and students reporting that some faculty are not attending classes on a regular basis.

Trustee Lewis asked about the Institute of Politics Policy and History and how it would operate including whether it would be reporting to the Board. Dr. Tardd noted the Institute is in the planning year and Pratt Consulting will be hired to do the work. The contract manager is the Dean of the College of Arts and Sciences. The Institute envisions having fellows and a lecture series.

Trustee Barazzone spoke about the issue of absentees in classes which should be self-regulated by the faculty as well as by the Administration. In the future, she hoped to hear additional information regarding how to regulate this issue.

Alumni Task Force. Trustee Shelton reported the Academic Achievement Awards [pavers] will be presented to ten graduates for academic excellence [Saturday, November 17.] The Alumni Awards Dinner will be held on Friday, November 16.

Communications Task Force.

No report.

Audit, Budget and Finance Committee

No additional report.

Community College Committee

Dr. Tardd reported the Community College staff has been working on modifying the associate degree offerings to increase pathways and transferability into the bachelor's programs. They also are working on technical education grants, continuing education courses in CPR and ESL, and working with the Infrastructure Academy and Career Youth Academy to identify gaps in the capital workplace learning data.

Operations Committee

No additional report.

Student Outcomes Committee

No Committee Report.

Unfinished Business

No report.

New Business

Chair Bell reported that during the Executive Committee meeting which was held earlier in the day, the committee approved the appointment of Dr. Lawrence T. Potter Jr. as the Chief Academic Officer at the University.

Motion:

UDC Resolution No. 2018-39: Approval of the Executive Appointment of Lawrence T. Potter, Jr. as the Chief Academic Officer of the University of the District of Columbia

WHEREAS, pursuant to the authority of the Board of Trustees (the "Board") under D.C. Official Code §38-1202.06(10) and in accordance with 8B DCMR §200 et seq., the Board has the responsibility to approve the appointment and compensation of the academic and administrative heads of each of the components of the University of the District of Columbia (the "University") ... subject to the provisions of Chapter 6 of Title 1 of the D.C. Code; and

WHEREAS, pursuant to 8B DCMR §210.1, the President is authorized to make executive appointments to designated positions in the Educational Service; and

WHEREAS, pursuant to 8B DCMR §210.2, each person selected for an executive appointment shall be qualified based on the description of their position and their roles and responsibilities and shall be approved by the Executive Committee; and

WHEREAS, pursuant to 8B DCMR §212.1 et. seq., the position of Chief Academic Officer shall be filled by executive appointment following a formal search and selection process; and

WHEREAS, Dr. Lawrence T. Potter, Jr., has been appointed to serve as the Chief Academic Officer of the University, based upon his knowledge, past accomplishments and extensive experience in academic leadership; and

WHEREAS, Dr. Potter shall be eligible to receive tenure as a full professor in English, following a recommendation for tenure approval by the faculty and Dean in the College of Arts and Sciences and subsequent approval by the Board; and

WHEREAS, pursuant to 8B DCMR §208.1, the Board determines compensation for administrators and non-administrators at Grade 1A and above, upon recommendation of the President through the Executive Committee or appropriate committee as determined by the Board Chair; and

WHEREAS, after review of his credentials, it has been determined that Dr. Potter is well-qualified for such position and that the recommended salary adequately reflects the job duties and experience;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the University of the District of Columbia approves the appointment of Dr. Lawrence T. Potter, Jr., as the Chief Academic Officer, effective February 1, 2019, consistent with the terms and conditions of his appointment letter attached hereto as Appendix A.

The resolution was unanimously ratified by the Board of Trustees.

The meeting adjourned at 7:02 p.m.

Secretary's Signature

Date