

BOARD OF REGENTS
for
KENTUCKY STATE UNIVERSITY



Special Called Meeting of the Board of Regents

Wednesday, August 5, 2020

9:00 a.m.

Virtual Meeting

Kentucky State University

Frankfort, Kentucky 40601

KENTUCKY STATE UNIVERSITY

MISSION STATEMENT

Kentucky State University is a public, comprehensive, historically black land-grant university committed to advancing the Commonwealth of Kentucky, enhancing society, and impacting individuals by providing quality teaching with a foundation in liberal studies, scholarly research, and public service to enable productive lives within the diverse global economy.

KENTUCKY STATE UNIVERSITY

VISION STATEMENT

Kentucky State University prepares today's students as global citizens, lifelong learners and problem solvers. To accomplish this, Kentucky State University must challenge itself and its students to be the best. It must recognize its strengths, expand and excel. Notwithstanding, it must also welcome change and quality improvement. By doing so, KSU will gain widespread recognition as one of the region's strongest universities. As a university of distinction, Kentucky State University will create an environment where:

- Students are first.
- Diversity is valued, understood and respected.
- Diverse, motivated and talented students, staff and faculty are actively recruited and retained.
- An intellectual environment conducive to leadership in teaching, research and community service is encouraged and supported.
- Effective teaching is promoted both inside and outside the classroom.
- Students are taught how to obtain, evaluate and use information.
- Learning is lifelong.
- Effective and efficient fiscal management by the administration is the norm.
- Collegiality is the norm, not the exception.
- Each person is a change agent.
- Excellence starts with me.

KENTUCKY STATE UNIVERSITY

CORE VALUES

Through the core values, we- the faculty, staff, administration and students of Kentucky State University – communicate to all our stakeholders and constituents the way in which we choose to do business. The following values that we hold are essential to achieving the University’s mission:

Student Centered Philosophy

In everything we do, our students come first. We strive to create an environment that values the unique backgrounds, perspectives and talents of all our students and provide them with the academic, leadership and social tools to help them grow as responsible, knowledgeable and creative global citizens. We encourage attitudes and behaviors that lead to a desire to learn, a commitment to goals and respect for the dignity of others. Ultimately, we encourage attitudes and behaviors that build success.

Excellence and Innovation

We believe in student’s potential to learn and to connect what they learn inside and outside the classroom to solving problems for productive changes. We strive to offer excellent academic programs; to encourage exploration and discovery through providing outstanding instruction, technology and facilities; and to ignite a curiosity toward the world and a passion for lifelong learning. We seek to reward the pursuit and achievement of excellence and innovation in an environment where freedom of thought and expression are valued. We want all members of our campus community to leave a mark through their creativity, curiosity, discovery, exploration and ingenuity.

Ethical Conduct

We encourage the sharing of information in an open and responsible manner while maintaining the highest ethical and moral standards. The standards are reflected in our commitment to accountability and to personal responsibility for our choices and actions. We encourage respect for the dignity, diversity and right of individuals. We welcome all students who commit themselves to learning, knowing that students and faculty with diverse perspective enhance our classroom experience.

Social Responsibility

We share responsibility for each other and are committed to providing opportunities for the participation in the economic, political and cultural life of our local, state, regional, national and global communities. We are sensitive to our surrounding community; therefore, we recognize the value of integrating classroom learning with the community experience. Our commitment is to provide leadership and to establish partnerships for addressing community and workforce needs and to make a positive difference in the city of Frankfort, the Commonwealth of Kentucky and the world.

KENTUCKY STATE UNIVERSITY COUNCIL OFFICERS

Dr. M. Christopher Brown II
Eighteenth President

Dr. Lucian Yates III
Interim Provost and Vice President for Academic Affairs

Mr. Douglas R. Allen II
Executive Vice President for Finance and Administration / CFO

Ms. Clara Ross Stamps
Senior Vice President for Brand Identity and University Relations

Vacant
Institutional Advancement

Dr. Derek F. Greenfield
Vice President for Student Engagement and Campus Life

Ms. Lisa Lang
General Counsel, and Records Custodian

KENTUCKY STATE UNIVERSITY BOARD MEMBERS

Mr. Ron Banks (2023)

Ms. Mindy Barfield, Esq. (2021)

Ms. Kierra Donald (2020), Student Regent

Dr. Elaine Farris (2020), *Chairperson*

Ms. Chandee Felder (2022), *Staff Regent*

Mr. Paul C. Harnice, Esq. (2022)

Mr. Dalton Jantzen, MS (2022)

Dr. Joe Moffett (2022), *Faculty Regent*

Dr. Syamala H.K. Reddy (2021)

Mr. Roger Reynolds (2024)

KENTUCKY STATE UNIVERSITY ELECTED BOARD OFFICERS

Dr. Elaine Farris, *Chairperson*

Mr. Dalton Jantzen, *Vice Chairperson*

Dr. M. Christopher Brown II, *Secretary*

Mr. Douglas R. Allen II, *Treasurer*

KENTUCKY STATE UNIVERSITY

BOARD COMMITTEES

ACADEMIC AFFAIRS

Regent Dalton Jantzen, *Chair*
Regent Mindy Barfield
Regent Kierra Donald
Regent Elaine Farris
Regent Joe Moffett
Regent Roger Reynolds

BRAND IDENTITY AND UNIVERSITY RELATIONS

Regent Roger Reynolds, *Chair*
Regent Ron Banks
Regent Elaine Farris
Vacant
Regent Dalton Jantzen
Regent Joe Moffett

INSTITUTIONAL ADVANCEMENT

Regent Ron Banks, *Chair*
Regent Elaine Farris
Regent Chandee Felder
Regent Paul Harnice
Regent Syamala Reddy
Regent Roger Reynolds

FINANCE AND ADMINISTRATION

Regent Mindy Barfield, *Chair*
Regent Elaine Farris
Regent Paul Harnice
Vacant
Regent Dalton Jantzen
Regent Roger Reynolds

STUDENT ENGAGEMENT AND CAMPUS LIFE

Regent Elaine Farris, *Chair*
Regent Ron Banks
Regent Kierra Donald
Regent Chandee Felder
Regent Paul Harnice
Regent Dalton Jantzen

GOVERNANCE

Regent Paul Harnice, *Chair*
Regent Mindy Barfield
Regent Elaine Farris
Regent Chandee Felder
Regent Syamala Reddy
Regent Roger Reynolds

EXECUTIVE AND AUDIT COMMITTEE

Regent Elaine Farris, *Chair*
Regent Ron Banks
Regent Mindy Barfield
Regent Paul Harnice
Regent Dalton Jantzen
Regent Roger Reynolds

KENTUCKY STATE UNIVERSITY BOARD OF REGENTS

Special Meeting of the Board of Regents

Wednesday, August 5, 2020, 9:00 a.m.

***** Meeting Will be Conducted by Teleconference*****

Zoom Link: <https://kysu.zoom.us/j/98362483887>

Webinar ID: 983 6248 3887

Phone One-Tap: [+13017158592](tel:+13017158592).,98362483887# or [+13126266799](tel:+13126266799).,98362483887#

AGENDA

1. **Call to Order** Regent Elaine Farris,
Chair, Board of Regents

2. **Roll Call** Dr. M. Christopher Brown II,
Board Secretary

3. **Adoption of the Agenda** Regent Elaine Farris

4. **Information Item(s)** Dr. M. Christopher Brown II
 - A. *Fall 2020 Campus Reopening Update*
 - B. *Fall 2020 Curricular Delivery Plan*
 - C. *Fall 2020 Enrollment Update*
 - D. *Fall 2020 Housing Update*

5. **Action Item(s)** Dr. M. Christopher Brown II
 - A. *Approve Revision of Contract with Capital Plaza Hotel*

6. **Adjournment** Regent Elaine Farris

Kentucky State University Board of Regents

2020 Quarterly Meeting Dates

September 3-4, 2020

December 3-4, 2020



KENTUCKY STATE UNIVERSITY BOARD OF REGENTS

DATE: August 5, 2020
SUBJECT: Fall 2020 Campus Reopening Update
FROM: ACADEMIC AFFAIRS
ACTION ITEM: NO

BACKGROUND: On March 3, 2020, the COVID-19 pandemic was declared. Since that time Kentucky State University has managed campus operations using a hybrid of in-person essential activities and telecommuting. All courses were moved on-line for the conclusion of the academic session and residence halls were vacated. The campus continues to monitor the landscape regarding Fall 2020 and beyond.

SUMMARY OF PROGRAMS/ACTIVITIES: Kentucky State University will operate with:

- Normal Start Date – Residential students will populate the campus in accordance to public health guidelines and recommendations for social distancing, temperature/wellness checks and stockpiling of personal protective equipment.
- Earlier End Date – On-campus instruction will end on November 20th. No classes will be held November 23rd – November 27th. Classes will resume virtually on November 30th and will be held via remote instruction only.
- Virtual with Residency – Students will return in residence and pursue coursework virtually. This will allow campus auxiliaries and activities to continue while limiting large clusters in compact classrooms.

ALIGNMENT WITH STRATEGIC GOALS:

Goal 1: Enhance Student Enrollment, Improve Student Life and Engagement, and Improve Student Advising and Career Development.

Goal 2: Achieve Academic Excellence Across all Programs and Colleges, Increase Student General Education Skills, Degree Persistence, Career Readiness and Graduation Rates.

Goal 3: Increase the University's Financial Strength and Operational Efficiency.

Goal 4: Enhance the Impact of External Relations and Development.



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Goal 5: Obtain Maximum Institutional Effectiveness through the Implementation of a Continuous Quality Improvement Process framed within the seven Baldrige Performance Excellence in Education criteria.

PROGRAM IMPLICATIONS:

FISCAL IMPLICATIONS: N/A

RECOMMENDATION: N/A

ATTACHMENTS: NONE



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DATE: August 5, 2020
SUBJECT: Fall 2020 Curricular Delivery Plan
FROM: ACADEMIC AFFAIRS
ACTION ITEM: NO

BACKGROUND: The persistence of COVID-19 has forced all institutions of higher learning to be flexible and responsive to the health needs of their entire campus communities. Kentucky State University has developed three approaches to instructional delivery for the Fall 2020, and beyond, if needed, that will enable faculty and students to engage in educational activities safely with an assurance of quality in teaching and learning. The University's academic calendar has been modified to end instruction on November 20, 2020. On-campus instruction will end on November 20th. No classes will be held November 23rd – November 27th. Classes will resume virtually on November 30th and will be held via remote instruction only.

SUMMARY OF PROGRAMS/ACTIVITIES: Faculty members have three options for offering courses in the Fall 2020. Courses are offered Monday - Thursday in 75 minute periods. These delivery options are as follows:

- Hybrid- Students will be divided into two smaller groups (half the class in person and half online synchronously) and may meet one day a week in a classroom large enough to accommodate them following CDC social distancing guidelines. These hybrid classes will meet synchronously with students in and out of class to optimize learning in “real time.” Recording of the classes will be available and housed in Blackboard.
- Online on-campus- Student who choose to live on-campus will complete their coursework online and have access to learning support and resources on campus to the extent permitted by CDC and internal operational guidances. The courses will be delivered synchronously with asynchronous access to recorded class presentations housed in Blackboard.
- Online off-campus- Students who chose to remain at home will complete their course work online and have access to learning support and resources that are offered online such as The Thoroughbred Learning Center and Blazer Library's online collection. This includes the expertise of the online librarian as well as use of the chat with a librarian feature. Those students will be encouraged to participate in the synchronous offering of their courses, but if time zone changes



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are prohibitive, for example, they will be access course materials and activities asynchronously.

Three programs have requested modification for additional face-to-face instruction time. These include Nursing, Physical Education, and Music.

ALIGNMENT WITH STRATEGIC GOALS:

Goal 1: Enhance Student Enrollment, Improve Student Life and Engagement, and Improve Student Advising and Career Development.

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Goal 3: Increase the University's Financial Strength and Operational Efficiency.

Goal 4: Enhance the Impact of External Relations and Development.

Goal 5: Obtain Maximum Institutional Effectiveness through the Implementation of a Continuous Quality Improvement Process framed within the seven Baldrige Performance Excellence in Education criteria.

PROGRAM IMPLICATIONS: N/A

FISCAL IMPLICATIONS: N/A

RECOMMENDATION: N/A

ATTACHMENTS: YES

Fall Semester 2020

August

- Monday, August 10 -- Tuesday, August 11
 - New Student Orientation (Make-up)
- Wednesday, August 12 -- Friday, August 14
 - Continuing students register or complete registration
- Saturday, August 15
 - Classes begin
- Monday, August 17 -- Friday, August 21
 - Welcome/ Bred Week
- Friday, August 21
 - Last day of late registration
 - Last day to add/change registration
 - Fall payment deadline
- Monday, August 26
 - Students dropped for non-payment

September

- Monday, September 7
 - Academic holiday (Labor Day)
- Friday, September 11
 - Last day for students to submit an Application for Degree to departments for the Fall 2020 semester
- Friday, September 18
 - Last day for departments to submit Applications for Degree to the Office of the University Registrar for the Fall 2020 semester

October

- Saturday, October 3 – Friday, October 9
 - Mid-term Examination Week
- Friday, October 9
 - Last day for students to submit work for an incomplete grade received in Spring and/or Summer 2020 semester/session
- Monday, October 12
 - Academic Holiday (Columbus Day)

- Wednesday, October 14
 - All midterm grades to be input by faculty no later than 5:00 pm
- Friday, October 16
 - Founder's Day (Day of service – no class meetings)
- Saturday, October 17
 - Homecoming
- Monday, October 19
 - All grade changes for incomplete work from Spring and/or Summer sessions 2020 due in the Office of the University Registrar
- Friday, October 23
 - Last day to drop classes or withdraw from the University with a "W"

November

- Monday, November 2 – Monday, November 30
 - Faculty advisement period for student course selection for the Spring 2021 semester
- Tuesday, November 3
 - Presidential Election (University Closed)
- Wednesday, November 11
 - Veterans Day (University Closed)
- Friday, November 20
 - Last Day of Face to Face Classes
 - Students Check out of Dorms
- Monday, November 23 – Saturday, November 28
 - Thanksgiving holiday
- Monday, November 30
 - Classes resume (Virtually)

December

- Friday, December 4
 - Last day of classes
- Saturday, December 5 – Thursday, December 10
 - Final examinations
- Friday, December 11
 - Graduation and Commencement
 - Fall semester ends
- Monday, December 14
 - All grades to be input by faculty no later than 5:00 pm

Nursing Course Plan for the Fall 2020 Semester

Below you will find the information sent to Nursing faculty as we prepare for the Fall semester, recognizing that plans may change at any time.

- Employees will be required to complete health screening surveys online to self-report/disclose any symptoms they may be experiencing.
- As the return to work effort continues, the workforce of each division will remain reduced based on capacity and assessment determined by supervisors. It is expected that solutions might include alternating days, rotating weeks, staggered times and/or a combination of remote work/campus work.
- Faculty Meetings are to be held remotely.
- EduRisk Training will be required and will be available via email account. For mandatory training information, please email human.resources@kysu.edu, if unable to access
- No student will be forced to come to class for in person instruction that wish to remain at home and receive online instruction.
- If a student makes the choice that they wish to be a part of online instruction then we must honor their choice.
- All classes previously listed as online such as RN-BSN, DNP and ALH 205 will continue as planned online with no in class instruction.
- An informal email requesting feedback as to what our students want in terms of in person or online.
 - AAS- 28 students -14 responded and 12 of those want online
 - BSN -35 students -24 responded and 19 of those want in class instruction
- Clinicals will continue normally with students placed in the hospital setting unless the affiliates make a change. Last Thursday - UK indicated that at this time they fully expect to be open for student clinical experiences in the hospital for fall. Norton's have reduced the number allowed by one-half (from ten to five)
- We must provide gloves and masks at the clinical site. Students will be required to attend to all clinical expectations.
- On campus clinical preparation will be competed in BW – based on size of room for social distancing and with use of PPE.

- All instructional areas have been measured and the number of students that can be in that area has been determined. For example: HH 130 the number is 10. Even if a class has less than 10 --for example NUR 440B (5 students) but one student wants online and the others want in class then we must plan to provide what they have requested. For classes with larger numbers -for example NUR 330B (30 Students) it will be necessary to provide a plan that allow those wishing in class to attend on a rotating basis. It was suggested as an example that Tuesday/Thursday classes could alternate but as you are aware that will not work for Nursing and it will be necessary to rotate on a weekly basis. (as our didactic courses meet only one a week).
- If necessary, all didactic classes can migrate to online. In regard to clinical, we have a program that can provide online simulation. Also, most clinical classes will be front loaded to complete by the middle of October.
- All instruction will end on November 20, 2020 followed by Thanksgiving-November 23-28, a week for virtual catchup if needed -November 30-December 4 and online finals the week of December 7 with graduation of some type on December 11. Grades due on December 14, 2020.
- It is important to determine how the University will be able to provide synchronous platform for faculty.
- We have ordered PPE for faculty and students.
- Faculty will provide in-class teaching as necessary. Otherwise, faculty will work from home.
- I hope the above provides sufficient information for our plans for Fall semester. If you have additional questions, please let me know.



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DATE: August 5, 2020
 SUBJECT: Fall 2020 Enrollment Update
 FROM: FINANCE AND ADMINISTRATION
 ACTION ITEM: NO

BACKGROUND: The attached chart represents the July 30, 2020 enrollment snapshot.

SUMMARY OF PROGRAMS/ACTIVITIES:

As of 30-JUL-2020	
at 8:15AM	
Level	Fall 2020
UG	1451
GR	62
Grand Total	1513
Student Type	Fall 2020
Continuing	930
First Time Freshman	493
New Graduate Student	10
Pre-College Academy	1
Readmit	17
Special, non-degree seeking	2
Transfer	60
Grand Total	1513

ALIGNMENT WITH STRATEGIC GOALS:

Goal 1: Enhance Student Enrollment, Improve Student Life and Engagement, and Improve Student Advising and Career Development.



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Goal 2: Achieve Academic Excellence Across all Programs and Colleges, Increase Student General Education Skills, Degree Persistence, Career Readiness and Graduation Rates.

Goal 3: Increase the University's Financial Strength and Operational Efficiency.

Goal 5: Obtain Maximum Institutional Effectiveness through the Implementation of a Continuous Quality Improvement Process framed within the seven Baldrige Performance Excellence in Education criteria.

PROGRAM IMPLICATIONS: N/A

FISCAL IMPLICATIONS: Converting our prospective students into enrolled students at KSU will increase revenue from funds generated by the collection of tuition and fees.

RECOMMENDATION: N/A

ATTACHMENTS: NONE



KENTUCKY STATE UNIVERSITY BOARD OF REGENTS

DATE: August 3, 2020
SUBJECT: Fall 2020 Housing Update
FROM: STUDENT ENGAGEMENT AND CAMPUS LIFE
ACTION ITEM: NO

BACKGROUND: A meaningful residence life experience is critical for the personal, social, and academic development of our students. During the pandemic, changes have been made to provide a safe “home away from home.”

SUMMARY OF PROGRAMS/ACTIVITIES: The Fall 2020 Residence Hall Move-In period will take place over an extended period to ensure a safe process and a positive experience for students.

- Upperclass students will move in from Tuesday, August 11-Thursday, August 13;
- First-year students and transfers will move in from Friday, August 14-Sunday, August 16.

Similar to the Move-Out process, students will sign up for a day and time slot and adhere to specific safety protocols. Student leaders will move in this Thursday, August 6 and Friday, August 7.

McCullin Hall will be taken offline this semester to serve as housing solely for quarantine (1st and 2nd floors) and isolation (3rd floor). Policies and protocols for health monitoring and meal delivery have been established.

It was determined that the university would only maintain a maximum of an 80% occupancy rate in the on-campus residence halls.

At present, there are 919 beds in residence halls – and therefore, with the 80% figure, a maximum 735 beds will be made available for students on campus. The new BREDS Choice initiative allows students to select to live in a double room with a roommate of their choosing (or allow Residence Life to assign one) or to live in a single room. Thus, we will be revising housing assignments based on these selections this week. In anticipation of the need for additional housing, rooms at the Capital Plaza Hotel have been secured; a Resident Hall Director and Resident Assistants will also be present in the hotel.



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Our current numbers include:

- 993 students have submitted housing applications
- 913 students have submitted housing applications and deposits

ALIGNMENT WITH STRATEGIC GOALS:

Goal 1: Enhance Student Enrollment, Improve Student Life and Engagement, and Improve Student Advising and Career Development.

PROGRAM IMPLICATIONS: This plan will enhance student satisfaction and safety during this time.

FISCAL IMPLICATIONS: To be discussed in other Staff Notes.

RECOMMENDATION: None

ATTACHMENTS: None



KENTUCKY STATE UNIVERSITY BOARD OF REGENTS

DATE: August 5, 2020
SUBJECT: Approve Revision to Contract with Capital Plaza Hotel
FROM: FINANCE AND ADMINISTRATION
ACTION ITEM: YES

BACKGROUND: The execution and approval of this contract is necessary to ensure that Kentucky State University will have capacity to house students should on-campus housing not be available due to social distancing required by COVID-19.

SUMMARY OF PROGRAMS/ACTIVITIES: The Office of Administration and Finance is hereby submitting the attached contract for approval by the Kentucky State University Board of Regents.

- Capital Plaza Hotel Contract

ALIGNMENT WITH STRATEGIC GOALS:

Goal 3: Increase the University's Financial Strength and Operational Efficiency.

PROGRAM IMPLICATIONS: N/A

FISCAL IMPLICATIONS: The total cost to the University to house up to 250 students for Fall Semester 2020 at Capital Plaza Hotel at an expense not to exceed \$614,656. At full capacity the University can generate an additional \$1,611,680 in gross revenue.

RECOMMENDATION: The Kentucky State University Board of Regents approve up to the total amount listed in the contract with Capital Plaza Hotel.

ATTACHMENTS: YES