

**REPORT TO THE
BOARD OF REGENTS**



January 24, 2014

KENTUCKY STATE UNIVERSITY
Regular Meeting of the Board of Regents
1:15 p.m., January 24, 2014
KSU Julian Carroll Academic Service Building
Frankfort, Kentucky
Regent Karen Bearden, Presiding

A G E N D A

- I. **CALL TO ORDER** **Regent Karen Bearden, Chair**
- II. **ROLL CALL** **Atty. Lori Davis, Secretary**
- III. **OPENING REMARKS** **Regent Karen Bearden**

- IV. **APPROVAL OF MINUTES**
Action Item: Approval of Minutes from the October 25, 2013 Meeting
Action Item: Approval of Minutes from the December 2, 2013 Meeting

- V. **PRESIDENT'S REPORT**
A. President's Updates

- VI. **COMMITTEE REPORTS**
 - A. **Academic Affairs** **Regent Karen Bearden, Chair**
Action Item: Faculty Emeriti
Action Item: Program Approval

 - B. **Finance and Administration** **Regent Lavaughn Henry, Chair**

 - C. **Student Affairs** **Regent Phyllis Williams, Chair**

 - D. **External Relations and Development:** **Regent Charles Whitehead, Chair**

 - E. **Audit Committee:** **Regent Mindy Barfield, Chair**

- VII. **CLOSED SESSION**
 - A. Pending Litigation (KRS 61.810 (1)(c))
 - B. Personnel Matters (KRS 61.810 (1)(f))

- VIII. **CLOSING REMARKS**
- IX. **ADJOURNMENT**

Regents Committee Meetings Schedule

January 24, 2014

9:00—10:00	External Relations & Development
10:00 -- 10:45	Finance & Administration
10:45—11:15	Student Success & Enrollment Management
11:15—12:00	Academic Affairs Committee
12:00—12:30	Audit Committee
12:30—1:10	Lunch, President's Dining Room
1:15 -	Board Meeting

KENTUCKY STATE UNIVERSITY
Board of Regents Special Meeting
3:00 p.m., December 2, 2013
KSU Cooperative Extension Building, Auditorium
Frankfort, Kentucky
Regent Karen W. Bearden, Presiding

MINUTES

VI. Call to Order:

Chairperson Karen Bearden welcomed attendees to the special meeting of the Kentucky State University Board of Regents and called the meeting to order at 3:05 p.m. on December 2, 2013.

VII. Roll Call:

Chairperson Bearden asked the Secretary to the Board to conduct the roll call:

Regent Barfield, *Absent*

Regent Bearden, *Present*

Regent Guarnieri, *Present*

Regent Henry, *Present* after Roll Call*

Regent Jeter-Davis, *Present*

Regent Lysonge, *Present *after Roll Call*

Regent McFayden, *Present*

Regent Reddy, *Absent*

Regent Whitehead, *Present*

Regent Williams, *Present* after Roll Call*

Eight Regents were in attendance. A quorum was declared at 3:14 p.m.

VIII. Opening Remarks:

Chair Bearden began the meeting by offering opening remarks to attendees. She explained that this special meeting may also be a video conference meeting if there were regents who might need to participate via video conference link. Ultimately, there were no regents who participated in the meeting via video conference.

IX. President's Remarks:

President Sias addressed the board with a few opening remarks. She advised the board that KSU had been notified that it would receive an award from Central Kentucky's Bluegrass Tomorrow organization for the newly inaugurated KSU research vessel, the "KSU Thoroughbred."

Other good news items were reported. Dr. Maifan Silitonga, in the College of Agriculture, Food Sciences and Sustainable Systems, had been recently named a Fellow in the Food Sciences Academy. Dr. Teferi Tsegaye, Dean of the College of Agriculture, Food Sciences and Sustainable Systems is also a Fellow in several Agriculture-based societies.

President Sias also congratulated the KSU Womens' Volleyball Team for becoming SIAC Conference champions. The team will proceed to competition in the NCAA tournament.

KSU Thoroughbred Plan:

President Sias discussed the university's new Thoroughbred tuition and fees payment program for current students. President Sias stated the university has several student accounts that have not been paid (approximately 800) which are liabilities that the university can no longer absorb. Thus, in an effort to decrease the amounts that KSU accrues as bad debt expense, the university has developed a mandatory tuition repayment plan for those students who may not be able to pay their total tuition and fees in full each semester. President Sias distributed a handout to board members outlining the requirements students must meet each semester. Students who are unable to meet these requirements will not be permitted to re-enroll in subsequent semesters, receive transcripts or participate in graduation exercises.

In addition to the tuition payment program, President Sias also shared the university's commitment to increase the amount of need-based aid for students with unmet financial need.

X. Audit and Finance and Administration Committees:

Ms. Anita Lockridge, Chief Financial Officer and Vice President of Finance Administration, introduced Ms. Chrissy Fiscus, Auditor with Dean, Dorton Ford. Ms. Fiscus presented the external audit report for KSU orally and in written documents.

Ms. Fiscus stated that items came to light during the audit that were incorrect from prior years. Corrections were made during this year's audit and there were restated in the following areas: 1) Allowances for Doubtful Accounts; 2) Useful Lives of Capital Assets; 3) Fair Value of Investments; and 4) Accumulated Sick Leave Liability.

KSU will take nine months and review every student account to decrease its bad debt expense so that its cohort default rate does not approach the 30-40% threshold. Any educational institution that reaches these percentages would be in danger of losing its ability to participate in Title IV federal financial aid program. KSU's current default rate is 20.1% based upon a three year average.

Many questions were asked by board members about the university's accounts receivables. Various members of the university staff responded to questions. Although information had been provided about current students in financial arrears, Ms. Lockridge stated that she'd provide board members with the percentage of graduates who still owe the university.

The audit findings included a material weakness in Financial Reporting and some significant findings. KSU was issued an unmodified opinion. According to Ms. Fiscus, KSU is in a better financial position than not having these findings. She has nothing but good comments about working with Ms. Lockridge and the staff in the Finance and Administration division throughout the audit process.

Action: Motion was made to accept the findings and recommendations of the 2013 audit by Dean, Dorton and Allen by Regent Williams and seconded by Regent Henry. The motion passed unanimously, 8-0.

My Math Lab:

Ms. Lockridge discussed a request to add the cost of the MyMathLab student online program to the university's fee schedule. MyMathLab is an online learning system for students in some introductory math courses at KSU. This course does not have a traditional textbook, and the online system is used in lieu of textbook. MyMathLab is \$80.00 per student. If approved, the university would pre-purchase the system and add the fee to each participating students' tuition and fee account.

Action: Motion was made to approve MyMathLab to the approved 2013-14 student fee schedule by Regent Henry and seconded by Regent Williams. The motion passed unanimously, 8-0.

XI. Closed Session:

No closed session was held.

XII. Open Session:

The board remained in Open Session throughout the meeting.

VI. Adjournment

Submitted by:

Lori A. Davis, Secretary
General Counsel
Kentucky State University

Karen W. Bearden, Chair
Board of Regents
Kentucky State University

_____ Approved with no corrections
_____ Approved with corrections

KENTUCKY STATE UNIVERSITY
Regular Meeting of the Board of Regents
1:15 p.m., October 25, 2013
Board Room, Julian M. Carroll Academic Services Building
Frankfort, Kentucky
Regent Karen W. Bearden, Presiding

MINUTES

I. Call to Order:

Chairperson Karen Bearden called the meeting of the Kentucky State University Board of Regents to order at 1:35 p.m. on October 25, 2013.

II. Roll Call:

Chairperson Bearden asked the Secretary to conduct the Roll Call:

Regent Barfield, *Present*
Regent Bearden, *Present*
Regent Guarnieri, *Present*
Regent Henry, *Present*
Regent Jeter-Davis, *Present*
Regent Lysonge, *Present*
Regent McFayden, *Present*
Regent Reddy, *Present*
Regent Whitehead, *Present*
Regent Williams, *Present*

Ten Regents were in attendance. A quorum was declared.

III. **Opening Remarks:**

Chairperson Bearden welcomed the attendees to the meeting.

IV. **Approval of Minutes:**

Action: Motion to approve the minutes from the Board of Regents Special meeting held on July 25, 2013, was made by Regent Williams and seconded by Regent Henry. The motion passed, 10-0.

Action: Motion to approve the minutes from the Board of Regents Regular meeting held on July 26, 2013, was made by Regent Barfield and seconded by Regent Williams. The motion passed, 10-0.

Action: Motion to approve the minutes from the Board of Regents Special meeting held on August 16, 2013, was made by Regent Barfield and seconded by Regent Jeter-Davis. The motion passed, 10-0.

V. **President's Report:**

Introduction of New Staff:

President Sias introduced the newest members of the KSU staff. Ms. Deborah Martin is the Associate Vice President of Business Operations. Ms. Vicki Dornbush is the Director of Accounting and Ms. Ann Knotts is the Director of Budgets.

Information Technology Update:

President Sias requested that Mr. Eric Bergquist, Chief Information Officer, provide an update. Mr. Bergquist provided the following update via Powerpoint presentation:

- 90% of KSU classrooms have updated "smart" technology installed
- Microsoft Office 365 Upgrade process is complete
- Instituted self-service password re-set for campus email users
- Added two computer laboratories
- Developed over 600 pages for new KSU website
- Currently migrating old camera system to a new system
- Instituted nightly backup of data and stored offsite
- Surveillance cameras to be added to hallways and increased in dorms
- Continuous review of campus areas for increased lighting needs

Tuition Payment Plan:

President Sias requested that Mr. Hinfred McDuffie update the board about the university's new tuition payment plan. Mr. McDuffie stated that the university has a large number of student accounts receivables and that it has developed a plan to assist students with paying their accounts down to a zero balance using a tiered structure based upon the amount owed by the student. All students with balances must participate in the program and must be continuously enrolled

through graduation. Students with balances who do not maintain program requirements will not be permitted to participate in graduation exercises.

Housing Update:

Mr. McDuffie advised the board about conditions in the residence halls. Lobby furniture has been replaced, and bathroom renovations have been completed. Continuous monitoring of conditions in the dormitories is ongoing.

In the Halls, air conditioning units have been renovated to remove any mold spots. This is an area of ongoing maintenance and is reviewed bi-weekly. Also, KSU contracts with an environmental company to monitor environmental issues.

Consideration has been given to completely replacing the air conditioning units and Mr. McDuffie will obtain estimates for the full cost for replacement.

The Office of Residence Life conducts weekly room checks for cleaning or maintenance needs. Additionally, all rooms are checked thoroughly and floors/carpets are cleaned during the Winter break. Once students depart for the Summer, complete cleaning of the buildings are initiated.

Student surveys about residence hall needs are instituted twice annually, during the Winter and Spring. Mr. McDuffie will share student feedback at future meetings.

KSU plans to work with a private corporation to build a new residence hall that will house approximately 326 beds. After concluding an RFP process, the winning bidder was the Mantra Corporation. Mr. McDuffie expects that once new residence halls are built, older ones can be taken offline.

Mantra Corporation—Privitized Housing:

Andrew Schimmel, CEO of Mantra was introduced to the Board. Mantra is the private equity firm that will oversee the public-private partnership for building the new KSU residence hall.

Mantra has previously worked with other higher education institutions such as University of Miami and Nova Southeastern.

Mr. Schimmel discussed the process of building the new dorm. The dorm would consist of 3 buildings in a "village" concept located on the South side of campus near Young Hall. After a preliminary agreement is executed with KSU, it is envisioned that a design will be offered (after consultation with administration and other campus stakeholders), ground and facility leases executed and thereafter, construction would begin approximately 12 months later.

Mantra is a back office operation and would subsidize the Maintenance and Operations (M&O) of the project, though KSU would remain in control of the

project. KSU would pay lease payments to Mantra from revenue it would generate from student housing payments.

The actual cost for the building project has not been calculated as yet, since final designs have not been completed. The facility and ground leases will have the final costs delineated.

A new building has been included in KSU's 2012-2014 approved capital budget and KSU staff has discussed the project with the State Finance Cabinet.

KSU has 1027 dormitory beds and the residence halls are normally at 90-92% occupancy.

Admissions:

President Sias advised that new academic standards have been developed and forwarded the Academic Policies Committee (APC) of the Faculty Senate for review and consideration. The proposal is expected to support the increased number of applicants prepared to succeed at the college-level without diluting KSU's mission of access. Once review and discussion has concluded, the admissions standards will be shared with the Board in greater detail.

VI. Committee Reports

Academic Affairs:

Regent Bearden presented the Academic Affairs Committee report. A detailed written report was provided to the board. Regent Bearden commented upon ongoing work of the dedicated faculty at KSU.

Action: Motion was made by the Academic Affairs Committee to confer the appropriate degrees upon students who have completed degree requirements and are eligible to graduate in December 2013. The motion passed 10-0.

Finance and Administration:

Regent Henry presented the Finance and Administration report. A written report was also provided. Regent Henry stated that KSU had sent letters to its employees about the Affordable Care Act. Additionally, KSU held a campus-wide wellness event that was well-received. No action items were reported.

Student Success and Enrollment Management:

Regent Williams presented the Student Success and Enrollment Management Committee report. She provided an update on Student Life Activities, Health Services utilization, Career Placement, Enrollment Management, and Admissions. Regent Williams informed the board that the division was making progress towards achieving its goals. The enrollment for Fall 2013 was up 35% more than the previous Fall. These newly enrolled students also had the highest average composite ACT scores within the past 5 years.

The retention rate has also increased from 46.3% to 47.1%. More work will be done to improve retention outcomes.

The SSEM Division of Career Services is actively working to increase the number of internships available to students.

The Police Department has offered campus-wide training regarding the appropriate response in the event of a campus shooting.

No action items were reported.

External Relations and Development:

Regent Whitehead presented the External Relations and Development report. A written report was also provided to the board outlining the activities of Alumni Affairs, Auxiliary Services, External Relations, Housing, Capital Planning and Construction, Facilities, and Public Relations.

No action items were reported.

Audit Committee:

Regent Barfield presented the Audit Committee report. Regent Barfield stated the Internal Audit Plan would include reviews of the following areas: Land Grant; Accounts Payable; Purchasing/Travel; Auxiliary Enterprises; Investments; General Controls; and Student Financial Aid. No action items were reported.

Bylaws Committee:

Regent Whitehead stated that the Bylaws Committee met on October 24, 2013 to review the committee's charge and plan of work. Each member of the Committee is to conduct his/her review of the bylaws and submit comments by the end of November for review at a later meeting. No action items were reported.

Executive Committee:

Regent Bearden presented the Executive Committee report. The Executive Committee met on October 24, 2013. The Executive Committee discussed its role and beginning preparations for the January 2014 Board Retreat. No action items were reported.

VII. Closed Session:

Action: Motion was made to convene a closed session to discuss personnel matters and pending litigation pursuant to the Kentucky Open Meetings Act. The motion was made by Regent Lysonge and seconded by Regent McFayden. The motion passed, 10-0.

The Board discussed pending litigation and personnel matters. The Board took no action in Closed Session.

The Board reconvened in Open Session at 5:09 p.m. No action was taken.

VIII. Open Session:

The following individuals were permitted to make comments of five (5) minutes in length to the board in open session:

Ms. Tisa Cunningham, KSU student

Mr. Lacy Rice, KSU Alumnus

Ms. Cunningham's Comments:

Ms. Cunningham stated that there were environmental hazards such as mold in certain residence halls. She also stated that no surveys are offered to students for feedback about residence hall conditions.

Ms. Cunningham also stated that there was not enough security on campus.

Ms. Cunningham's concerns also related to the lack of adequate facilities for the track and baseball teams.

Ms. Cunningham also stated that there is no Financial Aid or workstudy to meet students' needs.

Mr. Rice's Comments:

Mr. Rice stated that he was concerned about the oversight of the administration and that students should receive better treatment. He also mentioned record salaries of administrators and that KSU should operate within economies of scale as detailed in the Baker Hosteller report.

Mr. Rice believes that more alumni need to be members of the board of regents.

IX. Adjournment:

Action: Motion was made to adjourn the Board meeting by Regent Reddy and seconded by Regent Williams. The motion passed 10-0.

The meeting adjourned at 5:21 p.m.

Submitted by:

Lori A. Davis, Secretary
General Counsel
Kentucky State University

Karen W. Bearden, Chair
Board of Regents
Kentucky State University

_____ Approved with no corrections

_____ Approved with corrections