

**VIRGINIA STATE UNIVERSITY BOARD OF VISITORS
ACADEMIC AND STUDENT AFFAIRS COMMITTEE
MEETING MINUTES
Thursday, September 20, 2018**

CALL TO ORDER

Ms. Pamela Currey, Committee Chair, called the meeting of the Virginia State University (“VSU”) Board of Visitors (“Board”) Academic and Student Affairs Committee to order in the Board Room in Virginia Hall on the campus of Virginia State University at 2:17 pm.

ROLL CALL

A quorum was present.

Committee Members Present:

Ms. Pamela Currey
Dr. Daryl Dance
Mr. Charlie Hill
Mr. Xavier Richardson
Mr. Gregory Whirley
Ms. Gabrielle Wilks, Student Representative (Late arrival)

Absent:

Mr. Wayne Turnage (*absent*)
Ms. Zoe Spencer, Faculty Representative

Administration Present:

Dr. Makola M. Abdullah, President
Dr. Donald Palm, Provost/Vice President for Academic Affairs
Dr. Letizia Gambrell-Boone, Vice President, Student Success and Engagement
Mr. Hubert Harris, Vice President for Administration
Mr. Kevin Davenport, Vice President for Finance/CFO
Dr. G. Dale Wesson, Vice President, Research and Economic Development
Mr. Rodney Hall, Asst. Vice President, Enrollment Management
Ms. Sheila Alves, Chief Audit Executive, Internal Audit
Dr. Jame’l Hodges, Associate VP, Student Success and Engagement
Dr. Sabin R. Duncan, Executive Director, Academic Center for Excellence
Mr. Osubi Craig, Special Asst. to President for Strategic Initiatives/Dir., Government Relations
Dr. Annie C. Redd, Special Assistant to the President and Board Liaison

Legal Counsel Present:

Ms. Ramona L. Taylor, University Legal Counsel Board of Visitors

Other Attendees:

Ms. Cynthia D. Baker, Student Success and Engagement
Dr. Tia Minnis, Planning and Institutional Effectiveness

Other Attendees continued:

Dr. Kawachi Clemons, Office of the Provost
Mr. Ben Houck, Finance Division

AGENDA APPROVED

The Committee approved the agenda as printed.

PRESIDENT'S REMARKS

Dr. Abdullah welcomed the committee board members and his administration to the meeting and highlighted three key points: national rankings, Hurricane Florence preparation and experience, and VSU providing shelter for Norfolk State University's students during the hurricane. The responsibility of hosting Norfolk State University's students gave invaluable experience to the VSU Student Success & Engagement staff and the Public Safety staff.

VSU is ranked as No. 19 historically black college/university by the 2019 U.S. News & World Report's Best Colleges; ranked No. 29 as a top public school by the U.S. News & World Report; and ranked 78th in the Regional Universities South category.

REPORTS AND RECOMMENDATIONS

Enrollment Management

Mr. Rodney Hall addressed the committee with a Fall 2018 admissions update which included the number of freshman and transfer applications, admitted applicants, offers accepted, and the final numbers validated. Committee member(s) inquired regarding what it would take to increase the yield. Mr. Hall responded that personalizing message, integrating prospective students with faculty, and inviting students to visit the campus more could increase the yield.

Discussion followed regarding the number of enrolled students from the southern parts of Virginia (Tidewater, Newport News/Hampton, Norfolk/Suffolk). Committee member(s) stated that VSU should capitalize on the Newport News/Hampton area; determine the number of students enrolled from the 757 area code and how many are in the shortfall.

Discussion continued regarding the reason for the significant increase in the number applications, clarification re admits versus validation, and the financial gap between financial aid and the cost to attend.

The discussion also included reasons why students may not attend VSU. Mr. Hall presented results from a survey on the possible factors in students' choices to choose another college. The reasons included the following: Campus environment, Cost of attendance, Location of school, Financial aid received, and other colleges offered the desired major.

Mr. Craig advised the committee that the President plans to present economic factors and the implications on higher education opportunities at tomorrow's full board meeting. He stated that to close the gap a shortfall of \$9.2 million is needed but that is without books or living cost (when submitted in 2016 to SCHEV). The need is closer to \$12.13 million to include books and cost of living. In response to the question of where students landed if they did not choose VSU, Mr. Hall stated Virginia Commonwealth University, Norfolk State University, and Old Dominion University. Committee members expressed a desire for timely updates to the regarding closing of the financial aid gap.

Mr. Hall advised that students shop academic credits that are transferrable. He hopes to offer a transfer scholarship opportunity to offset expenses.

Academic Affairs

Dr. Palm addressed the committee on Academic Affairs, noting the following:

BOV Action Items:

- Approval of candidates for promotion and tenure as well as approval of the resolution for the six year academic plan for 2018-2024.

Strategic planning:

- Phase 1 completed, Development of Baseline and External/Internal Perspective
- Phase 2 completed, Institution and Environment Scan
- Phase 3 completed, Identification of Strengths Going Forward
- Phase 4 In progress, Identify Institutional Opportunities
- Phase 5 Develop a Strategic Plan with Roadmap - TBD
- Phase 6 Strategy Review and Establish Action Plan – TBD

Statewide Strategic Plan Goals:

- Provide affordable access for all
- Optimize student success for work and life
- Drive change and improvement through innovation and investment
- Advance the Economic and Cultural Prosperity of the Commonwealth and its regions

VSU (Six year) plan submission to SCHEV/OPP6

- Improve student academic and career success
- Strengthen partnerships with K-12 schools in Petersburg and Ettrick
- Provide affordable access by revamping admissions and financial aid awarding process as well as increasing financial support for low-income students.

SACSCOC Reaffirmation; on-site committee recommendation

- FY 17 Financial Statement Audit which specifically called for improved user access controls: removal of Banner access for terminated employees on last day of work
- Scale back on QEP/ scaled back recommendation was approved by the committee
 - Pathway 1. Academic and Co-Curricular
 - Pathway 2. Infuse Leadership skills across the curriculum
 - Pathway 3. Leadership Minor

SSC Student Success Collaborative/ EAB-Education Advisory Board,

- Dr. Kawachi Clemons spoke on the implementation of the EAB Student Success Collaborative (SSC) that started at VSU in January 2018. The SSC is a network of 500+ institutions of higher education working together to improve student outcomes (retention, progression, and graduation). The management system uses technology in a coordinate care network to support students from enrollment to graduation; for example, early alerts, case referrals, guided onboarding, and major selection guidance.
- Phase I included the full launch in Summer 2018 to ACE Advisors and Staff and in Fall 2018 with the Freshman Class and Transfers less than 30 hours.
- Phase II Faculty advisors (including dept. chairs and program coordinators) and other student support services. EAB is available for all students.

Division of Student Success and Engagement

Dr. Letizia Gambrell-Boone addressed the committee with the request for a moment of silence for Trojan Brianna Jordan who passed away over the summer and would've begun her third term at VSU in Fall 2018. Dr. Gambrell-Boone then addressed the committee on student success highlights and engagements noting the following:

Retention Updates

- Retention stands at 64% which is a 6% drop, down (81) students compared to last fall. Noting to achieve the 75% rate that 857 students would need to be retained to hit 75% or 83 students.
- Trying to understand student behavior. It was noted that an increase in mental health behaviors and student conduct. Looking into the data to understand rationale for decrease in retention numbers noting that by understanding the data offer ways to improve retention.
- Collaboration with the Division of Finance which has already reached out to the students. Collaboration with Mental Health and Health Services.
- Timetable: The first of the year to focus on priorities strategically.

Committee member(s) suggestions included speaking with other members regarding retention strategies, not relying heavily on data or data analysis, not waiting too long to react, and developing a sense of urgency.

Housing Update

- Housing occupancy 89% for 2,518
- Whiting Hall upgrades, in full circulation Spring 2019

Sharpening the Saw

- Best Practice Tour to Claflin University and California State-Fullerton
- Crucial Conversations Training for SSELT
- Competitive Searches underway for Dean of Students, Director of Residence Life and Housing, and Director of Student Conduct.

SSE Strategic Priorities

- Getting more students into ACE
- EAB - to date over 500 students have downloaded app
- Monitoring aggregate data
- Educating students on SAP (Satisfactory Academic Progress)

Student Success

- Summer TIP sessions, overall survey stats with above satisfaction results.
- Strengthened partnership between ACE and Faculty.
- Commit to students with partnering of Division staff and students
- Commitment and accountability of SSELT with:
 - ✓ Student Success
 - ✓ Student Engagement
 - ✓ Student Retention
 - ✓ Leadership Development
 - ✓ Fiscal Responsibility
 - ✓ Customer Service
 - ✓ Continuous Quality Improvement

• Engagements

- Move In Day/Welcome Week
- Summer Read-The Kemba Smith Story and Lyceum speaker start with Mrs. Kemba Smith Pradia speaking.
- Labor Day Classic
- Career Expo
- Family Weekend September 28th-30th
- Homecoming October 20th

Division of Administration

Mr. Hubert Harris addressed the committee on Police and Public Safety noting the following:

- Police and Public Safety
 - Trending ahead this calendar year, 65 total crimes reported to date. Title IX incidents increase as students are made aware of their rights.
 - DPPS attended Title IX training at Longwood College. Total of 16 employees from VSU attended this training.
 - DCJS Multiagency civil unrest training
 - Attendance at US Attorney and FBI training
 - Awarding of \$645K for Police digital radios
 - Recruit Rosario (VSU graduate) graduated Police Academy

- BOV Action Items
 - Weapon Sale Corporal Horace Thompson
 - Weapon Sale Corporal Paul WarnerBoth retired as police officers with 10+ years of service

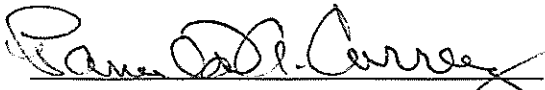
- Emergency Preparedness for Hurricane Florence
 - Board member Koontz assisted with getting two generators to campus
 - Norfolk State University students evacuated to VSU
 - Outline of emergency preparedness process, process effectiveness, and lessons learned.
 - VSU, CNU, William and Mary, and VCU deemed emergency shelters by the governor.

Other Business:

- Bylaws Revision:
 - BOV action on (4) items up for approval; items relate to aligning responsibilities with the proper committee

ADJOURNMENT

There being no further business, the Chair adjourned the meeting of the Committee at 5:07 pm.


Ms. Pamela Currey, Chair

11/16/18
Date