



WRIGHT STATE UNIVERSITY

**Board of Trustees
Committee Meetings
Thursday, December 10, 2020**

Academic and Student Affairs Committee

8:30 a.m.

Minutes

Pgs 1-15

Present: D. Asarpota, D. Fecher, T. Gunlock, B. Montgomery, A. Platt, V. Soin

Guests: S. Culley, S. Edwards, B. Kawosa, D. Leaman,
T. Littell, L. Luehrmann, J. McCamis, S. Mickey-Boggs, G. Sample,
D. Williams

1. Call to Order

Trustee Vishal Soin, vice chair, called the meeting to order at 8:30 a.m. and welcomed everyone. Mr. Soin also extended his thanks to the administration, staff and faculty for their extraordinary achievements during the past semester, given all the uncertainty due to Covid-19.

Trustee Soin asked the secretary, Shari Mickey-Boggs, to call the roll. There was a quorum.

2. Conflict of Interest Statement

Trustee Soin read the conflict of interest statement.

It is of the utmost importance to ensure that all university decisions are free from any real or perceived conflicts of interest.

Therefore, please be mindful of all obligations with which you have been charged as a Trustee of Wright State University, and take the steps you deem appropriate to perform your duties fairly and impartially.

Mr. Soin recognized, Mr. Tom Gunlock-chair of the WSU Board of Trustees. Mr. Gunlock informed the Board members present that there were two Trustees absent from the meeting (one just having had surgery and one that is tending to patients at Miami Valley Hospital). Mr. Gunlock stated per Article 3, Section 1 Standing Committees of the By-Laws of the Wright State University Board of Trustees, he was adding Trustee Andy Platt to the Academic and Student Affairs committee so that there will be a quorum present. Mr. Gunlock further stated that this is a temporary assignment for this meeting only.

3. Proof of Notice of Meeting

Mr. Soin informed those present that the meeting has been called by written notification; a quorum is present.

Chair's Statement:

The Wright State University Board of Trustees is a public body subject to the Ohio Open Meetings Act. It operates on a fixed agenda to those attending the meeting. Persons wishing to address the Board in its public session should submit a written request to the Board of Trustees' office 72 hours in advance of the meeting in order to be placed on the agenda. However, all persons address the Board at the invitation of the Board and are subject to time limitations and other guidelines established to maintain the good order of the meeting.

4. Disposition of Previous Minutes

Mr. Soin asked if there was no discussion, that the minutes of the September 17, 2020 meeting be approved as submitted. Trustee Montgomery so moved and seconded by Trustee Soin. Mr. Soin asked for those in favor to say Aye—three ayes; those opposed--zero; the minutes were approved as submitted.

Mr. Soin asked Dr. Chris Taylor, Dean of Students, to give his report.

5. Dean of Students Report

Dr. Taylor began his report by sharing a power point of highlights within the Division of Student Affairs. Dr. Taylor stated that student affairs worked with Facility Operations and Environmental Health and Safety to develop a process to review, evaluate and safely conduct in-person activities. Reviewed and held 315 in-person events (which represents only about 10% of their normal programming.) Additionally, over 400 virtual programs were planned and held by students and staff. Many of the virtual programs were well attended.

The fitness center did open, with all safety protocols in place, and has had 4,587 visits (down about 85%). Student Involvement and Recreation added outdoor activity for small group activities this fall (hiking, running, biking). 200 students participated.

Dr. Taylor reported that students in Wright State University housing is at 1,150 vs 3,000 capacity. We had 1,700 residents last year. All students are in private bedrooms, no guests are allowed, limited use of public spaces and remarkably low rates of Covid-19 in campus housing. There have been 22 cases of Covid-19 in our housing.

After moving solely to remote services in March, Counseling and Wellness Services (CWS) continued to see most clients remotely in the fall, but also had a small number of students that were seen in person in a safe manner. Over the fall semester, CWS has seen an 11% increase in students presenting with anxiety symptoms. While CWS had a decrease in the number of students seen this semester the no show rate was less than in the past, likely due to the use of telehealth for sessions. Staff are in the center every day to take care of anyone that walks in for assistance.

Dr. Taylor reported that the Student Conduct and Covid policy enforcement violations have trended lower than in past semesters. Total violations for Fall 2020 was 161, thirty less violations than 2019. There have been 92 Covid violations, however, no repeat violations.

Student Legal Services (SLS) has represented 173 students, which represents a slight decline in the number represented in Fall semester 2019. The SLS has saved WSU students over \$45,000 this semester by settling/litigating a variety of legal issues. Some of these include a dog bite lawsuit; a student loan default lawsuit, and a successful breaking of a lease for members of the WSU athletic teams who were impacted by the cancellation of their season.

Dr. Taylor asked Destinee Biesemeyer, Associate Director, Student Advocacy & Wellness Center (SAWC), to highlight the department. Ms. Biesemeyer thanked the Board of Trustees for inviting her to speak and she invited those present to please visit their new space in 051 Student Union. This space houses the Raider Food Pantry, Raid Our Closet, and Student Advocacy and Wellness all in one convenient space. She indicated that with the rebranding (formerly Student Support Services) has integrated prevention work and self-advocacy along with the many other services provided to our students. Ms. Biesemeyer listed some of the service areas in SAWC; emergency funding, after-hours on call, health promotion, etc. She indicated the case management is on point to surpass last year's cases (fy -to date- 2020-21 has had 354 cases vs 562 for fy 2019-20). The number quoted does not include Covid cases. The SAWC is also handling contact tracing for any Covid-19 cases (both Dayton and Lake, minus athletes). The grant management program has brought in \$936,646 to the university. Ms. Biesemeyer also provided an extensive list of content areas; mental health support, family crisis, sexual assault prevention and response, self-advocacy education, just to name a few. Ms. Biesemeyer asked Megan Creviston, graduate student, to speak with the Board of Trustees.

Ms. Creviston, applied behavioral Sciences master's student, stated that as a graduate student, it has been very challenging with Covid-19 going on and needing SPSS access remotely to continue working on quantitative analysis. It was important that she was able to run the variables for her research; which is federally funded for the BSOM. The situation took 7 ½ weeks to resolve. Ms. Creviston wouldn't have been able to continue her research and graduate fall 2020 without the help of Destinee and her team.

6. Student Government Presentation

Trustee Soin asked the New Student Government President, Adrian Williams, to give his report.

Mr. Williams greeted the Board of Trustees and began a PPT presentation. Mr. Williams reviewed the purpose of student government to engage the student body, advocate for their concerns, empower student leadership and connect the community. Mr. Williams is a Senior Neuroscience Major and plans to pursue an MD/PhD. He is also the 2018 Wright State Newman Civic Fellow. Mr. Williams asked his Vice President, Mr. Joseph Douglas York, to introduce himself to the Board of Trustees.

Mr. York informed the board members that he is a Senior Philosophy major with Economics and Classics minors and plans to attend law school. He is currently Executive Director of the Ohio Student Government Association, representing all public universities in the state of Ohio.

Mr. Williams stated that over the summer he was involved in the Racial Equity Task Force as he informed the Board at the December 2020 meeting. The Task Force was developed in response to the recent events in our country. This was made up of Wright State University faculty, staff and students. Various working groups were formed to address systemic and institutionalized racism. The task force also sent a letter to Governor DeWine regarding the current vacancy on the Board of Trustees. The letter advocated for an appointment of a diverse member that represents and looks like a member of the student body that they serve.

Student Government has been working with the foundation to establish an endowed scholarship that will support three students for the duration of their education at Wright State University and will provide mentorship and networking opportunities through various university offices. More than \$2,000 has been raised to date and Student Government has pledged that in the next 18-months they will have raised the \$10,000 needed to make the endowment official. There is a NewsRoom story with a link for donations to this endowment. The Retain The 9 Initiative was created via a Student Government executive order during the fall 2018 semester. While the name of the initiative, Retain the 9, comes from the 9.9% of students on campus who are African American, Williams sought to expand the initiative to cover all underrepresented minorities at Wright State, including international students.

Mr. Williams briefly reviewed some semester updates; working with faculty senate to examine grading options for the semester, Vice President of Inclusive Excellence search committee, Inter University Council (Ohio) Covid-19 safety campaign, just to name a few. Mr. Williams further informed the board members of the Student Government's two resolutions: Open Gates on Zink Road for safety and ease of use issues; and declare election day an official university holiday to allow for students to work at the polls/vote/etc.—in conjunction with the Faculty Senate.

Trustee Soin thanked both Mr. Williams and Mr. York for their report. Mr. Bob Grant, Athletics Director, was asked to begin his report.

7. Athletics Report

Mr. Grant began his report by telling the board members that his two favorite bragging points are graduation and success rates (87%). Mr. Grant indicated that the success is due to the culture here at Wright State University. Mr. Grant introduced Katrina Merriweather, Head Women's Basketball Coach.

Ms. Merriweather informed the board members that the culture of student-centered decisions at Wright State University enables the Athletics' team to make sure that our athletes know that they are more than just athletes. She stated that Mr. Grant's mentorship, and that of the athletics' leadership, has assisted in the success of the women's team. As the athletes encounter the many obstacles they must overcome – the environment and culture of the entire leadership team allows for them to really give them what is needed, but still teach them to be independent, accountable and self-sufficient. Ms. Merriweather praised her team and all the work they do for our women. "The secret to our success is the investment we make in them."

Mr. Grant introduced Ms. Allison Newlin, Staff S\Psychologist & Therapist. Ms. Newlin is a real MVP for the athletics team and is a former athlete herself. Ms. Newlin works approximately 20 hours per week with our student athletes. Counseling and Wellness Services (CWS) uses monies from WSU athletics to supplement service capacity with contract therapists. Ms. Newlin informed the board members that she provides clinical training and experience to the CWS cohort of graduate trainees. This training also provides an expanded training opportunity for many SOPP and Counseling Graduate Students. In collaboration with student athletes who are taking the lead on the de-stigmatization of mental health and our community receives informed and confident role models. Ms. Newlin pointed out that one of our female athletes has begun posting on social media, 'Mental Health Mondays' and she's consulted regularly on content. Our student athletes are taking the lead on mask wearing...not only walking across campus, but also while practicing. Ms. Newlin also has considerable contact with the athletic trainers. Ms. Newlin checks in with all student athletes, provides support for student athletes in quarantine, and continues to collaborate with academic advisors, athletics trainers, coaches and administrators.

Trustee Soin asked Provost Leaman for his report.

8. Provost Report

Covid-19 Response

Provost Leaman began by stating that he's very proud of what the Wright State University community has been able to accomplish in the face of the adversity Covid-19 presented. Dr. Leaman updated the board members on Covid-19 response and the collaboration with the Wright State Physicians.

- Expanded to screening of asymptomatic individuals. Following on the Fall pilot program, individuals will be screened repeatedly to monitor at-risk student populations. This is being done with a less invasive antigen test with faster turn-around. The Fall testing pilot program was successful.
 - Outcomes included 377 tests ordered, 321 were fulfilled (15% no show)
 - Five positive cases out of the 321 (1.6% positive)
- Dr. Leaman directed the participants to the WSU Covid-19 Dashboard so that they could keep track as we progress through this pandemic. <https://www.wright.edu/coronavirus/covid-19-dashboard>
- Wright State Physicians will serve as a vaccination site. Wright State University has also applied to participate – perhaps in collaboration with Wright State Physicians.

Dr. Leaman stressed his appreciation for faculty, staff and students for following the rules and being good stewards concerning the Covid-19 guidelines. Dr. Leaman informed the board members that even though other IUC schools are altering start dates and/or canceling spring break, currently Wright State has no plans to alter our schedule. The delivery modes will be similar to fall, but faculty using any delivery mode will be prepared in the event we need to move to remote delivery; due to worsening pandemic situation. Comparing Wright State University to other Ohio IUC schools, Dr. Leaman reported that:

- Many are delaying the start of spring semester
- Others going remote for the first two weeks
- Approximately 2/3 have canceled spring break (and some scattering mental health days throughout the semester)
- Nearly all schools have maintained the delivery mode balances that were used this fall

Dr. Leaman reported that our fall 2020 reopening succeeded through collaborative engagement of administration, faculty, staff and students. We will continue this strategy going forward. Summer 2021 planning is to proceed with a mix of remote, in-person and hybrid courses.

New College

Dr. Leaman informed the board members that he has asked Dr. Travis Doom, Professor and Associate Dean-Computer Science, to serve in a coordinator/organizer role to assist moving the New College forward. Throughout November 2020, he worked with the group leaders as well as the colleges to map out an approach to finalize the structure. The name proposed is Health, Education and Human Services (CHEH). This structure will be comprised of the following: Miami Valley School of Nursing, Kinesiology, and Health Sciences, School of Social Work and Human Services, School of Professional Psychology and School of Education and Leadership. Dr. Leaman shared that feedback would be gathered over a two-month period and still allow for the proposal to be brought before the Board of Trustees at the February 2021 meeting. The Founding Dean position for the new college is now posted and applications will be accepted until February; with a start date of July 1, 2021 for the Founding Dean.

Provost Leaman ended his report by reminding those present that the Wright State University Virtual Commencement Ceremony would be held on Saturday, December 12, 2020 at 10 a.m.

Affordability and Efficiency Report

Provost Leaman informed the board members that the Affordability and Efficiency Report is a yearly report and the main additions/changes to the document were the additional items pertaining to the Covid-19 crisis. Dr. Leaman asked if there was any discussion to the report provided. There being none, he asked for the committee to vote on approving and moving the Affordability and Efficiency Resolution to the full board meeting, being held on Friday, December 11, 2021.

Mr. Soin read the Affordability and Efficiency Resolution.

AFFORDABILITY and EFFICIENCY

RESOLUTION 21 -

WHEREAS, Am. Sub. H.B. No. 64, Section 369.560 requires that all Boards of Trustees for each state institution of higher education shall develop an efficiency review of the institution based on the recommendations of the Ohio Task Force on Affordability and Efficiency; and

WHEREAS, the review considers:

- 1) Efficiencies;
- 2) Academic Processes;
- 3) Policy Reforms; and
- 4) Cost Savings, Redeployment of Savings, and Tangible Benefits to Students;
and

WHEREAS, not later than November 13, 2020 each state institution of higher education shall submit the reports required under this section to the Chancellor of the Ohio Department of Higher Education either approved or pending approval by the institution's Board of Trustees of; therefore, be it

RESOLVED that the attached Wright State University Affordability and Efficiency Report as submitted to this meeting be, and the same hereby is endorsed.

Trustee Soin made a motion to adopt the resolution
Seconded by Trustee Platt and unanimously passed by roll call vote.

9. Emeritus Requests

Vice Chair Soin asked Provost Leaman to present the resolution for emeritus requests. Provost Leaman reported that there were two requests for emeritus status and he offered the following resolution:

The following resolution is presented to the committee for approval and recommendation to the Board of Trustees for appropriate action:

Emeritus Requests

RESOLUTION 21 -

WHEREAS, faculty members who have served ten or more years as fully-affiliated

and full-time members at Wright State University will automatically be granted the emeritus title upon retirement and upon written request by the faculty member to the provost; and

WHEREAS, Gary L. Nieder, Professor of Cell Biology and Physiology, served the university from 1986 in a fully-affiliated and full-time status and has requested emeritus status; and

WHEREAS, John C. Gallagher, Professor of Computer Science, served the university from 2000 in a fully-affiliated and full-time status and has requested emeritus status; therefore, be it

RESOLVED that the requests for emeritus status for the aforementioned faculty members, as submitted to this meeting be, and the same hereby are endorsed.

Trustee Soin made a motion to adopt the resolution
Seconded by Trustee Montgomery and unanimously passed by roll call vote.

Trustee Soin asked President Edwards to present enrollment updates for the board of trustees.

10. Enrollment Updates

Dr. Edwards introduced Ms. Jen McCamis and further informed them that she has taken over the role of Enrollment and Admissions Officer; with the retirement of Mr. Rob Durkle. Dr. Edwards asked Ms. McCamis to give the enrollment updates.

Ms. McCamis thanked President Edwards and the Board of Trustees. She further asked the board members to reach out at anytime they may have a question concerning enrollment. Ms. McCamis gave a profile of the Student 2020 Undergraduate (Dayton and Lake campuses) with 68% being first-time students and 32% transfer students. We have 58% female and 42% male students. Most of our first-time students come from Raider Country and 776 earned an average of 20 college credits while in high school. Ms. McCamis reported that our top five transfer institutions are Sinclair, Clark State, Edison State, University of Cincinnati and Ohio State University. Wright State University really works on partnerships with Sinclair, Clark State and Edison State. Ms. McCamis gave some examples of the impact of Covid-19 during 2020: school year disruption, access to testing and impacts to

income. She shared some solutions to help mitigate the impact: online admissions presentation, inclusive excellence series and Wright State spotlight. Ms. McCamis shared what 2021 would look like – we will need to evolve, adapt, be flexible and be agile, “Meet the students where they are at.” Working with the Wright State Nutter Center and Events Services, a senior preview day was held in October – all precautions were adhered to and the event was a success. Ms. McCamis also highlighted the ongoing advertising and marketing campaign—[Right Here. Right Now. Wright State.](#) There’s been a commitment to work with our high schools; you’ll see Wright State University on score boards throughout Raider Country, on the floor of the basketball courts, at the movie theater, local networks, etc. Housing scholarships are being offered this year.

Mr. Soin gave kudos to Ms. McCamis and her team for the agility and adaptability in the times we’re currently experiencing. Trustee Platt also praised the team for the collaboration with colleges, advisors, etc.

Trustee Soin asked Mr. Tim Littell to give the Academic Support, Orientation and Student Success Report

11. Academic Support, Orientation and Student Success

Mr. Littell reported that our campus completion plan is submitted by Wright State every 2-years. House Bill 59 calls for each public college and university to develop a Campus Completion Plan (CCP) that is approved by their board of trustees and submitted to the Ohio Chancellor. The focus of the plan is on strategies that impact key student success metrics including: course completion, term-to-term persistence, fall-to-fall retention and graduation. Mr. Littell presented highlights from the 2018-2020 plan. Although enrollment is down, retention is up, however, four- and six-year graduation rates remain stagnant. Our students are enrolling in 15 or more hours, thus increased progress toward degree (on-time graduation). Retention of underrepresented minorities is still under the 75% range and we still have a way to go (average retention 2015 cohort to 2019 cohort is 64%). Mr. Littell further reported on remediation and stated that over half of our first-time students are entering below remediation free standards as mapped out by the state. Since our semester conversion, they have been working very hard on the developmental education program. The program has shown some dividends as pertains to the completion of gateway English and students are passing this course within the first 12-months of enrollment. The CCP developed for this year is made up of six elements: academic

support, curricular redesign, advising pathways, career preparation student engagement & support and data-informed—based on the goal to increase student success metrics. Many faculty are doing some unique things, focusing on curricular changes that can impact student outcomes. We are insuring that each one of these metrics has measurable outcomes.

There being no questions, Trustee Soin asked the secretary to read the resolution.

Adoption of Wright State 2020 Campus Completion Plan
RESOLUTION 21 -

WHEREAS, Section 3345.81 of the Ohio Revised Code requires that each institution of higher education adopt an institution-specific completion plan consistent with the mission and strategic priorities of the institution that includes measurable student completion goals; and

WHEREAS, the Higher Learning Commission of the North Central Association of Colleges and Schools, which accredits Wright State University, requires that each institution has defined goals for student retention, persistence, and completion that are ambitious but attainable and appropriate to its mission, student populations, and educational offerings; and

WHEREAS, the Ohio Revised Code requires that the board of trustees of each institution of higher education shall update its plan at least once every two years and provide a copy of their updated plan to the chancellor upon adoption; and

WHEREAS, the initial Wright State Campus Completion Plan was approved by the Board of Trustees and submitted to the Ohio Department of Higher Education in 2014; and

WHEREAS, the University's Campus Completion Committee has reviewed the 2020 Campus Completion Plan and recommended the initiatives and programs in the 2020 Campus Completion Plan; therefore, be it

RESOLVED, that the Wright State University Board of Trustees adopts the Wright State University 2020 Campus Completion Plan.

Trustee Soin as for a motion to adopt the resolution.

Moved by Trustee Montgomery.

Seconded by Trustee Platt and unanimously passed by roll call vote.

Mr. Soin asked Dr. Brian Rigling, Dean, to begin the College of Engineering and Computer Science presentation.

12. Presentation: College of Engineering and Computer Science

Dr. Rigling began by introducing his co-presenters; Dr. Craig Baudendistel, Academic Advantage Program, Ryan Slater, Esports Club and Sabrina D'Alesandro, Engineers Without Borders. He also thanked the many corporate partners and generous friends of the college (Reynolds & Reynolds, Heapy, Emerson, etc.). Dr. Rigling highlighted the national prominence that the college receives (US News & World Report college rankings) for all disciplines in the college. Dr. Rigling stated that Wright State University is only 2nd to Ohio State in research per faculty. There are many corporate partners and employers within easy driving distance of campus. Students can get experiential learning and work experience, as well, make money to help pay for their schooling. Dr. Rigling stated that in 2016, after the Board of Trustees had approved new programs for the college (bachelors and information technology and cyber security), the goal was to have 60-80 students within three years. Within the first year we had hit close to 70 students. By this fall we are over 120 students.

Dean Rigling ask Dr. Baudendistel to highlight the Academic Advantage Program. Dr. Baudendistel informed the board members that mathematics in engineering is done differently in CECS. The objective is to increase student motivation to learn math/science through application-driven, just-in-time, engineering instruction. We've found out that if properly motivated to learn math, then those wanting to be engineers will stick around longer. This summer program began in 1999 and offers: on-campus student able to move-in early, remediate HS math skills in one week (3 hours faculty time per day, 3+ hours of peers/teaching assistants time) and will include faculty from all departments-as needed. Spending 6-8 hours per day for two weeks. This is a self-funded program. Cost is \$200 for off-campus students and \$300 for students that want to move-in early. Results over the last seven years, overall 60% of the students that participate, test-up upon re-taking the math placement test. And the best benefit is that they are going to see what engineering is all about, from actual engineers.

Dr. Rigling thanked Dr. Baudendistel for his presentation. Dr. Rigling stated that over 90% of College of Education and Computer Science undergraduate students are from Ohio – and most remain in Ohio. Dr. Rigling briefly reviewed Virtual Reality vs Augmented Reality (showed a video).

Dr. Rigling introduced Ryan Slater, President-Esports Club. Mr. Slater shared a PPT presentation explaining Esports. Esports are competitive video game tournaments, professional and collegiate levels, valued at \$1 billion in 2020 with 450 million viewers worldwide and is estimated to reach \$3 billion by 2022. Last year, over 350 schools competed in collegiate tournaments with a \$4.4 million prize pool. Collegiate Esports at Wright State University: began in 2018-just a group of friends, club hosted first local tournament in 2019, two officially recognized collegiate teams, grew from 20 members to over 100 in six months, represented in five intercollegiate tournaments (this year), and is zero cost to students and the university. Some of the biggest names in Esports are less than a few hours from Wright State. These are located at Miami, Robert Morris, and Illinois Wesleyan are just a few of the powerhouse sports universities in the area.

Dr. Rigling informed the board members that a team of WSU American Institute of Aeronautics and Astronautics (AIAA) students helped Valley View middle school students with a high-altitude balloon launch. Those students were: Hunter Gilliland, Anna Spiros, Caleb Wasserbeck, and Nathan Childs. Check-out <https://webapp2.wright.edu/web1/newsroom/2020/11/20/sky-high/>.

Dr. Rigling introduced Sabrina D'Alesandro, Engineers Without Borders (EWB). Ms. D'Alesandro also showed a PPT presentation of Engineers Without Borders. Ms. D'Alesandro is a junior in material science engineering, minoring in computer science, math, and Arabic. Her role for Engineers Without Borders: president for 2020-2021 and a three-time travel team member. Engineers Without Borders, president for 2020 as well as going into 2021 and was a three-time travel team member. She currently serves as WSU's international project/design lead and other roles on campus. Ms. D'Alesandro presented her leadership team: Riley Croghan, Phinu Philip, Alexis Lemieux, Calvin Reed, Garrett Regan and Keith Oliver. The EWB is a student-led volunteer organization that specializes in need-based engineering projects—to include outreach, local projects and international projects. EWB was able to donate over \$1k in school supplies and 100 masks to children in need.

Trustee Soin indicated that he would like Wright State University to begin real tracking of internships, even if not through Wright State. Dr. Rigling stated that this is problematic throughout higher education institutions. Discussion followed.

Dr. Rigling wrapped up the presentation and thanked the trustees for the invitation to make a presentation.

13. Good of the Order

Trustee Soin asked the committee if there was any further business to discuss. There being none, Trustee Soin moved to adjourn, seconded by Trustee Platt and the meeting adjourned with voice vote at 11:45 a.m.

Respectfully submitted,

Fran Keeley

Approved by A&SA Committee—2/18/2021



WRIGHT STATE UNIVERSITY

**Board of Trustees
Committee Meetings
Thursday, December 10, 2020**

Finance, Audit, Governance and Compliance

1:30 p.m.

Minutes

Pgs 16-25

Present: Dhishant Asarpota, Douglas Fecher, Sean Fitzpatrick,
Tom Gunlock, Bruce Langos, William Montgomery, Andrew Platt, Vishal Soin

Guests: Mark, Anderson, Don Borowy, Donna Braswell, Sean Culley, Sue Edwards,
Matt Grushon, Burhan Kawosa, Doug Leaman, Laura Luehrmann, Shari
Mickey-Boggs, Greg Sample, Steve Sherbet, Lora Sidor, Michael Stankas,
Sommer Todd

1. Call to Order

Trustee Bruce Langos, chair, called the meeting to order at 1:30 p.m. and welcomed the board members present as well as the guests.

Trustee Langos asked the secretary, Shari Mickey-Boggs, to call the roll. There was a quorum.

2. Conflict of Interest Statement

Trustee Langos read the conflict of interest statement.

It is of the utmost importance to ensure that all university decisions are free from any real or perceived conflicts of interest.

Therefore, please be mindful of all obligations with which you have been charged as a Trustee of Wright State University, and take the steps you deem appropriate to perform your duties fairly and impartially.

3. Proof of Notice of Meeting

The meeting has been called by written notification; a quorum is present.

Chair's Statement

The Wright State University Board of Trustees is a public body subject to the Ohio Open Meetings Act. It operates on a fixed agenda available to those attending the meeting. Persons wishing to address the Board in its public session should submit a written request to the Board of Trustees' office 72 hours in advance of the meeting in order to be placed on the agenda. However, all persons address the Board at the invitation of the Board and are subject to time limitations and other guidelines established to maintain the good order of the meeting.

4. Disposition of Minutes for September 17 and October 23, 2020

Trustee Langos asked for a motion to approve the minutes of the September 17 and October 23, 2020 meetings of the committee. Moved by Trustee Fecher and seconded by Trustee Platt. The minutes were unanimously approved, by voice (aye) vote (3-0-0), as submitted.

5. Committee Chair Comments

Mr. Langos asked the Chief Operating Officer for his comments.

6. Chief Operating Officer Comments

Mr. Sample welcomed everyone and introduced Don Borowy, Associate Bursar. Mr. Borowy will give today's investment reports as he will be taking over for Mr. Steve Sherbet upon his March 2021 retirement. Mr. Sample indicated that there was one item (real estate) to be covered today that is not on the agenda and will be discussed under New Business. Mr. Sample asked Sommer Todd to begin the Finance Reports.

7. Monthly Financial Performance Reports

Ms. Sommer Todd, Director of University Fiscal Services, provided monthly financial updates for FY2020. Our operating surplus has adjusted since the last time we met from \$1.9 million to \$2.2 million. She stated this was primarily due to interest income from private equity investments. These are the final updates for FY2020.

Ms. Todd stated that FY2021 numbers are through October 31, 2020. The anticipated year-end has again not changed since last time the committee met. We still anticipate a \$17 million use of reserves vs the initially budgeted \$31 million. Spring enrollment is tracking slightly better than projected. The State appropriates number is expected to be up in the first part of calendar year 2021.

FY2021 Anticipated Year End

Ms. Todd indicated that this new schedule is a collaboration with Trustee Langos. This is to give a historical look at where we started out on the approved annual budget. Each committee meeting this will be updated to give historical data as we progress through the year.

FY2020 to FY2021 Actual Comparison

Ms. Todd pointed out several points on the revenue; 63% of the budget as compared to 57% for tuition and fees. This was due to the projection of 22% decline in enrollment; we landed at 11 percent. This may change as we project for spring. The state appropriation is at 40% compared to 34%; this again is due to the budget projections differing to actual. Ms. Todd stated that our expenses are also down, compared to budget. This is due to the university focusing on critical expenses.

FY2020 to FY2021 Single Month Comparison

State appropriations were down \$400k for the single month and while we are looking better for 2021 (as compared to budgeted), our numbers are still down with what was received in state appropriations last fiscal year. Sales and service were down significantly. This was anticipated and we adjusted those categories on the anticipated year-end. Some examples: parking and transportation permits/fines, Liberal Arts, theatre productions, band camps, etc. As we'll see each month, overall budget and spend is lower. Ms. Todd pointed to the scholarships and fellowships \$1million variance. She reported that this was due to timing difference (September 2019 vs October 2020).

Trustee Fecher asked about the Covid-19 expenses and if they were completely covered by the stimulus monies received by the university. Mr. Kawosa stated that the Board of Trustees had approved, as part of fiscal year 2021, an additional \$2 million for operating expenses for Covid-19 related expenses. We received the Institutional Cares funds and also the Coronavirus Relief funds, to cover expense. We are currently identifying Covid-19 related expenses from March of 2020. We also have a resolution, later in this meeting, for the trustees to vote for an additional allocation of relief monies. The relief funds received to date are covering most of those direct expenses related to public health (e.g. safe social distancing, upgrades to the classrooms, etc.). Dr. Kawosa informed the trustees that in several months we should have a better number to present. The relief monies have been used for reimbursing the university for those incremental Covid-19 related expenses.

Trustee Platt asked for clarification of the Marketing budget...\$5 million for this fiscal year or \$5 million for the next two years? Ms. Todd stated that the board approved a \$5 million budget for two years and this year's allocation is for \$2 million.

Trustee Langos asked for clarification of how many registered students Wright State University was projecting for spring semester 2021. Ms. Todd stated that we are currently at 8,500 registered students and projection is 9,500. There are still five weeks of open registration for spring semester.

Cash Forecast – October 31, 2020

Mr. Borowy stated he wanted to point out two things on the cash forecast; where we finished in October 2020 and where we'll expect to be at year-end. The working balance at the end of October was \$92.1 million, with a working balance of \$10.4 million; for a total of working capital & liquid investments of \$102.5 million. This is a \$14.2 million increase over October 2019. Mr. Borowy further stated that of the \$14.2 million increase, \$11.7 million is due to starting the year at a higher balance. The \$2.5 million increase was due to \$6.9 million on favorable cash inflows and \$9.9 million less in cash outflows. Both cashflows include the Covid-19 related items. The decrease in cash outflows was driven by variable payroll and lower operating costs. Mr. Borowy stated that anticipated full-year cash/investment results are projected to be \$68.3 million; down \$15.8 million over the prior year.

Mr. Borowy reported that the monthly cash and investments are running higher than last year (through December 2020). In January/February 2021 it's anticipated we're going to be below as inflows drop-off after the spring semester billing. By fiscal year end, we anticipate we will be below fiscal year 2019-20.

8. Investment Reports

Mr. Borowy reported that the investment income to-date is \$19,000; compared to \$541,000 last year for the same period. Mr. Borowy stated one reason is investment deals are down-due to rate cuts in 2020; impacting the income, cash and liquidity pools.

Trustee Fecher stated that despite the fact that the investment income is lower than we expected, the way we manage our investments currently is completely different than five to seven years ago. We were heavily invested in equities at that time and currently we have a very conservative portfolio. "We'd like it higher, but it could be the other way around. This is actually good news."

Mr. Borowy reported that we are emphasizing liquidity/asset preservation over income yield. Our investments continue to be heavily weighted in cash—in very liquid holdings (cash in liquidity pools), making up over 89% of the total investment. We also have \$4.1 million holding in bank cash accounts for operational needs.

Mr. Borowy informed the board members that all investments are doing better than their benchmark. Raider Asset Management is the only one not performing, but that is due to holding the large amount of cash to strategically invest.

Mr. Borowy ended his report and asked for any questions from the trustees. Mr. Fecher asked if the returns being shown were net of fees and SCI. Mr. Borowy answered yes to both. There was discussion as to repositioning the investment portfolio to remove some of the risk. The finance team was asked to review and make recommendations to the Committee.

9. Bond Refunding Update

Mr. Steve Sherbet, University Bursar & Director of Treasury Services, informed the trustees that through our process for the invitation to negotiate, Blue Rose Capital Advisors were selected as our independent municipal advisor. Blue Rose Capital will advise Wright State on our upcoming bond refunding issue. Mr. Sherbet further reported that the final stage of negotiations with our bond underwriter; providing underwriting services for the 2021 bond issue. Wright State University's audited financial statements were due December 15, 2020, however, BKD (our external auditors) filed an extension with the Auditor of the State. The delay is primarily attributed to the Cares Act Funding and has impacted all institutions receiving federal

awards. The Office of Management and Budget-state of Ohio must provide guidance to the external auditors to test an audit and the deployment and use of the federal funds. It's anticipated that the Auditor of State will not approve the release of our audited financial statements until late March or April. This delay, at the federal level, will impact the bond issue as investors await the audited financial statements. Pushing back the pricing and closing of our bond issue to April or May of 2021.

Trustee Langos thanked both Don Borowy and Steve Sherbet for their presentations. Mr. Langos asked Mr. Kawosa to present the Covid-19 Expense Resolution to the board members.

10. Covid-19 Expense Resolution

Mr. Kawosa reported that in November Wright State University received \$2.7 million in Covid-19 relief funds from the Ohio Department of Higher Education. The funds are to cover Covid-19 related expenses, commencing March 1, 2020 through December 30, 2020. The Department of the Treasury reserves the right to determine ineligible expenses. The following resolution is asking for Board authorization to use these funds to offset university expenses incurred as a result of addressing Covid-19 expenses.

Trustee Langos asked the board secretary to read the resolution.

COVID-19 Expenses RESOLUTION 21-

WHEREAS, in order for the university to conduct business on an on-going basis, and provide products and services in a timely manner, purchases must be made; and

WHEREAS, these expenditures may exceed \$500,000; therefore, be it

RESOLVED that the Wright State University Board of Trustees authorizes the expenditure of up to \$2,726,577 in Coronavirus Relief Funds granted to the University by the Ohio Department of Higher Education for use in offsetting university expenses incurred as a result of addressing COVID-19.

Trustee Langos motioned to approve the resolution; seconded by Trustee Fecher and unanimously passed by roll call vote (3-0-0).

Trustee Langos asked Mr. Sample to begin presenting the Approval of Contracts.

11. Approval of Contracts \$500,000 and over

Mr. Sample began his presentation with the Brown Enterprise/Staples contract information. A five-year contract commencing January 1, 2021 and ending December 31, 2025. Asking for an approval amount of \$1 million. There being no questions from the committee members, the resolution was read and voted on to be presented to the full board of trustees on Friday, December 11, 2020.

Mr. Langos ask the secretary to the board to read the resolution.

Approval of Expenditures \$500,000 and Above RESOLUTION 21-

WHEREAS, in order for the university to conduct business on an on-going basis, and provide products and services in a timely manner, purchases must be made; and

WHEREAS, these expenditures may amount to greater than \$500,000; therefore, be it

RESOLVED that authorization is granted for the accompanying contract now before the Finance, Audit, Governance, and Compliance Committee of the Board of Trustees be, and hereby is approved.

Trustee Langos asked for a motion to approve; moved by Trustee Fecher, seconded by Trustee Platt. The resolution was unanimously approved by roll call vote (3-0-0).

12. Approval of Contracts \$250,000-\$499,999

Mr. Sample briefly described the next contract/resolution needing committee approval only. Contract is for Adobe, Inc.-The Creative Cloud Suite, used by students, faculty and staff at Wright State University. Commencing on December 31, 2020 and ending December 30, 2024. There being no questions from the committee members, the resolution was read and voted on to be presented to the full board of trustees on Friday, December 11, 2020.

Mr. Langos ask the secretary to the board to read the resolution.

Approval of Contracts \$250,000-\$499,999 RESOLUTION 21-

WHEREAS, in order for the university to conduct business on an on-going basis, and provide products and services in a timely manner, purchases must be made; and

WHEREAS, these expenditures may amount to greater than \$250,000 and less than 500,000; therefore, be it

RESOLVED that authorization is granted for the accompanying contract now before the Finance, Audit, Governance, and Compliance Committee of the Board of Trustees be, and hereby is approved.

Trustee Langos asked for a motion to approve; moved by Trustee Fecher, seconded by Trustee Platt. The resolution was unanimously approved by roll call vote (3-0-0).

13. Other Business

Mr. Langos asked Mr. Sample to present his other business to the committee. Mr. Sample discussed a residential property located in Coshoctan, Ohio. The person that lived in the home passed away and not only donated their body to the Boonshoft School of Medicine, but in their estate transferred ownership to Wright State University. The property at 658 Birch Street, Coshocton County, Ohio was appraised at \$13,600. In researching the property, it does not meet county code to be sold. In order to bring this property up to county code and sell, Wright State University would need to spend \$10,000. Coshocton County is currently in the process of developing a land bank. They have agreed to take this property into the land bank as part of their inventory. Mr. Sample stated what is being asked today is the committee authorize the transfer of this property from Wright State University to the Coshocton County Land Bank. Mr. Sample asked if there were any questions.

There being no questions, Mr. Langos asked the secretary to the board to read the resolution.

Authorize Sale of Property Rights, and Expend Funds for Relocation of Certain Facilities RESOLUTION 21-

WHEREAS, Roy a. Aronhalt died on September 7, 2019, and in his will devised to the University the real property at 658 Birch Street, Coshocton, Ohio 43812, Parcel No. 037-00000472-00 (the "Property"); and

WHEREAS, the property consists of a 0.15 acre residential lot, with a single-family residence, most recently appraised at \$13,600 as of 2020; and

WHEREAS, the Property has been unoccupied for over a year, and requires significant repairs and improvement, and ongoing maintenance, that are not accounted for in the University's budget; and

WHEREAS, the University has been unsuccessful in attempts to list the property, or to identify a buyer willing to pay a price sufficient to offset the University's administrative costs.

IT IS NOW, THEREFORE RESOLVED: That the Property is not necessary or suitable for use according to the University's strategic plans, and that the Property is unmarketable without significant costly repairs that the University would likely not recoup in a subsequent sale.

FURTHER RESOLVED: That the President or her designee are hereby authorized and directed to donate the Property to the Coshocton County Land Bank, or to a similar non-profit organization that intends to put the property to efficient use.

Trustee Langos asked for a motion to approve; moved by Trustee Platt, seconded by Trustee Fecher. The resolution was unanimously approved by roll call vote (3-0-0).

Trustee Langos asked Mr. Sample for any further business. Mr. Sample stated that there were no further items for the committee before entering into Executive Session. He further stated that he foresaw no actionable items arising from the discussion at Executive Session that would require a board vote.

14. Executive Session

Trustee Langos stated that at this time, the Finance, Audit and Governance Committee would like to enter into a Special Executive Session to discuss:

- Matters Required to be Kept Confidential Pursuant to Federal or State Law.
- The appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official

In accordance with the Ohio Open Meetings Law, the Wright State University Board of Trustees' Finance, Audit and Infrastructure Committee, after a majority of a quorum and by roll call vote, determines to hold a Special Executive Session by offering the following resolution:

Trustee Langos asked the Secretary to the Board to read the resolution.

RESOLUTION 21-

RESOLVED that the Wright State University Board of Trustees' Finance, Audit and Infrastructure Committee agrees to hold a Special Executive Session on December 10, 2020; and be it further

RESOLVED that pursuant to the Ohio Revised Code 121.22 (G), the following issues may be discussed in Executive Session:

- Matters Required to be Kept Confidential Pursuant to Federal Law or State Statute pursuant to Revised Code Section 121.22(G)(5); and
- To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official pursuant to Revised Code Section 121.22(G)(1).

Moved by Trustee Fecher and seconded by Trustee Platt. The resolution was unanimously approved by roll call vote (3-0-0).

Adjournment

Upon return to Public Session, Trustee Langos asked for any additional business that needed to be brought before the committee. There being none, Trustee Langos moved to adjourn; seconded by Trustee Fecher and unanimously approved by voice vote.

Respectfully submitted,

Fran Keeley

Approved by FAGC on 2/18/2021