

**UNIVERSITY OF SOUTH ALABAMA
BOARD OF TRUSTEES**

MEETING MINUTES

JUNE 5, 2019

- Audit Committee
- Development, Endowment and Investments Committee
- Health Affairs Committee
- Academic and Student Affairs Committee
- Budget and Finance Committee
- Evaluation and Compensation Committee
- Committee of the Whole

JUNE 6, 2019

BOARD OF TRUSTEES

- Item 1 Approved: Minutes
- Item 2 Approved: 2019-2020 Board Meeting Schedule
- Item 3 Report: University President
- Item 4 Report: Faculty Senate President
- Item 5 Report: Student Government Association President

CONSENT AGENDA

- Item 10 Approved: USA Hospitals Medical Staff Bylaws and Rules and Regulations Revisions
- Item 12 Approved: Professor Emeritus
- Item 20 Approved: Procurement of Athletics Travel Services
- Item 21 Approved: Contract Officers

AUDIT COMMITTEE REPORT

DEVELOPMENT, ENDOWMENT AND INVESTMENTS COMMITTEE REPORT

HEALTH AFFAIRS COMMITTEE REPORT

ACADEMIC AND STUDENT AFFAIRS COMMITTEE REPORT

- Item 13 Approved: Tenure and Promotion
- Item 14 Approved: Tuition, Fees, and Housing and Dining Rates

BUDGET AND FINANCE COMMITTEE REPORT

EVALUATION AND COMPENSATION COMMITTEE REPORT

NOMINATING COMMITTEE REPORT

- Approved: Election of Officers

SPECIAL ACKNOWLEDGEMENT

- Item 8 Approved: Recognition of Mr. Jim Fuchs, Ms. Alexis Atkins and Budweiser-Busch Distributing Co., Inc.
- Approved: Commendation of Mr. Kenneth O. Simon as Chair Pro Tempore

OTHER

- Discussion: Board of Trustees Self-Evaluation

**UNIVERSITY OF SOUTH ALABAMA
BOARD OF TRUSTEES**

**June 6, 2019
10:30 a.m.**

A meeting of the University of South Alabama Board of Trustees was duly convened by Judge Ken Simon, Chair *pro tempore*, on Thursday, June 6, 2019, at 10:34 a.m. in the Board Room of the Frederick P. Whiddon Administration Building.

Members Present: Alexis Atkins, Chandra Brown Stewart, Scott Charlton, Tom Corcoran, Ron Graham, Ron Jenkins, Arlene Mitchell, Lenus Perkins, Jimmy Shumock, Ken Simon, Steve Stokes, Margie Tuckson, Mike Windom and Jim Yance.

Members Absent: Steve Furr and Kay Ivey.

Administration and Others: Les Barnett, Robert Berry, Lynne Chronister, John Cleary, Josh Cogswell, Joel Erdmann, Monica Ezell, Paul Frazier, Mike Haskins, Vallarie Hernandez, Dave Johnson, Cassandra Joseph, Nick Lawkis, Trey Lemley, John Marymont, Susan McCready (Faculty Senate), Abe Mitchell, Mike Mitchell, Matthew Reichert, Rod Rocconi, Sabrina Simon, Sarah Simon, Zach Simon, John Smith, Margaret Sullivan, Jean Tucker, Sahilee Waitman (SGA), Mary Claire Wright (Davidson High School), Tony Waldrop, Scott Weldon and Alec Yasinsac.

Media: Ebonee Burrell (The Vanguard).

The meeting came to order and Chairman Simon called on Mr. Windom, who recognized the 75th anniversary of D-Day and requested a moment of silence to reflect on the sacrifices of veterans.

The attendance roll was called and Chairman Simon requested consideration of **ITEM 2** as follows, as was unanimously recommended for Board approval by the Committee of the Whole at a meeting on June 5, 2019. On motion by Dr. Stokes, seconded by Ms. Atkins, the Board voted unanimously to approve the resolution:

**RESOLUTION
2019-2020 BOARD MEETING SCHEDULE**

WHEREAS, Article II, Section 1, of the Bylaws provides that the Board shall schedule annually, in advance, regular meetings of the Board to be held during the ensuing year, and may designate one of such meetings as the annual meeting of the Board,

THEREFORE, BE IT RESOLVED that the regular meetings of the University of South Alabama Board of Trustees shall be held on the following dates:

Friday, September 13, 2019
Thursday, December 5, 2019
Friday, March 6, 2020
Friday, June 5, 2020

FURTHER, BE IT RESOLVED that the date of June 5, 2020, be designated as the annual meeting of the University of South Alabama Board of Trustees for 2019-2020.

Chairman Simon called for consideration of the minutes of the March 15, 2019, meeting of the Board of Trustees, **ITEM 1**. On motion by Ms. Mitchell, seconded by Mr. Shumock, the minutes were adopted unanimously.

Chairman Simon called for presentation of **ITEM 3**, the President's Report. President Waldrop recognized Honorary Trustee Mr. Abe Mitchell. He also gave information on the recent graduating class and Spring Commencement exercises held on May 4, 2019, noting the keynote speakers were former NFL player and environmental advocate Mr. Ovie Mughelli and retired Executive Director for Governmental Relations and USA alumnus Mr. Happy Fulford.

President Waldrop called on Dr. Erdmann for an update on Hancock Whitney Stadium. As aerial footage was viewed, Dr. Erdmann stated construction was proceeding at a good pace for completion in time for the 2020 football season. He discussed stadium, parking and ticket access and encouraged fan support of the 2019 season, noting nationally broadcast home matches against the University of Memphis and Georgia Southern University. Chairman Simon mentioned the first game against the University of Nebraska in Lincoln on August 31, 2019.

President Waldrop called on Dr. Marymont, who shared details on a new partnership between USA Health's Department of Emergency Medicine and the City of Orange Beach. He stated the collaboration involved second-year resident physicians accompanying first responders on emergency calls, which would provide residents a better understanding of the emergency rescue environment and patients at scenes would benefit from their teamwork with paramedics. In turn, he said Orange Beach first responders would be able to work in the emergency rooms at University Hospital and Children's & Women's Hospital in order to strengthen the skills they use in the community.

President Waldrop recognized Associate Vice President for University Development Dr. Josh Cogswell, advising that he had recently earned a doctorate degree and would soon leave the University to pursue an academic appointment. Dr. Cogswell said he would be joining the College of Business at Nichols State University as a faculty member.

President Waldrop advised of the completion of a national search to fill the position of Executive Director of Governmental Relations and announced that USA alumnus Mr. Lawkis was selected. Mr. Lawkis expressed appreciation for the confidence placed in him, and he shared background on the performance-based budget process which resulted in an appropriation increase of \$7.2 million, or 6.5 percent – the largest received in 10 years. He added that one-time funding totaling \$4 million for building maintenance and technology purchases was secured as well.

President Waldrop called on Provost Johnson, who discussed the recent national search to fill the position of dean for the College of Engineering. He announced the selection of Dr. John M. Usher as dean of the College of Engineering effective August 1, 2019. He stated Dr. Usher's current role was as professor and head of the Department of Industrial and Systems Engineering at Mississippi State University. He noted that Dr. John Steadman, who served as dean for 16 years, would assume a faculty position.

President Waldrop recognized Employee of the Quarter Ms. Vallarie Hernandez, secretary in the College of Education and Professional Studies' Department of Integrative Studies. He read remarks from the nomination, presented Ms. Hernandez with a plaque commemorating the honor, and said she would receive \$500 and a reserved parking spot for the quarter.

President Waldrop read an email received from a USA alumna and parent of a Spring 2019 graduate. The message conveyed pride for the progress of the University and for the maturity her son developed over four years as a South Alabama student.

Chairman Simon recognized Ms. Ebonee Burrell, editor-in-chief of The Vanguard.

Chairman Simon called for a report from Faculty Senate President Dr. Susan McCready, **ITEM 4**. Dr. McCready shared information about herself; introduced Faculty Senate Vice Chair Dr. John Cleary, Secretary Mr. Trey Lemley and Past President Dr. Matthew Reichert; talked about the broad expertise of the faculty; and stated she looked forward to working with the Board.

Chairman Simon introduced Student Government Association (SGA) President Ms. Sahilee Waitman for a report, **ITEM 5**. Ms. Waitman talked about her background and passion for student advocacy; conveyed pride for the student leadership at South; and stated SGA's platform of activities and projects for the coming year would focus on the mental, physical and financial well-being of students.

Chairman Simon called for consideration of consent agenda **ITEMS 10, 12, 20 and 21** as follows, which were unanimously recommended for Board approval by the respective committee that met on June 5, 2019. On motion by Mr. Corcoran, seconded by Ms. Atkins, the Board voted unanimously to approve the resolutions:

**RESOLUTION
USA HOSPITALS MEDICAL STAFF BYLAWS AND RULES AND REGULATIONS REVISIONS**

WHEREAS, revisions to the USA Hospitals Medical Staff Bylaws and Rules and Regulations, attached hereto as approved at the April 29, 2019, Medical Staff meeting that was held electronically via email, are recommended for Board approval by the Medical Executive Committees, General Medical Staff and the Executive Committee of the University of South Alabama Hospitals,

THEREFORE, BE IT RESOLVED that the Board of Trustees of the University of South Alabama approves the revisions as submitted.

**RESOLUTION
PROFESSOR EMERITUS**

WHEREAS, Dennis W. Fell, MD, PT, Professor of Physical Therapy, has retired from the University of South Alabama, and

WHEREAS, in recognition of Dr. Fell's contributions to the University through extraordinary teaching technique and in the generation of new knowledge through research and scholarship; in serving to positively inspire students; and through dedication to

the treatment and healing of patients, all for which, in accordance with University policy, the applicable faculty committee, Chair of the Department of Physical Therapy, Dean of the Pat Capps Covey College of Allied Health Professions, Provost and Senior Vice President for Academic Affairs, and President have duly recommended that he be appointed to the rank of Professor Emeritus,

THEREFORE, BE IT RESOLVED, the Board of Trustees of the University of South Alabama hereby appoints Dr. Dennis W. Fell to the rank of Professor Emeritus with the rights and privileges thereunto appertaining, and

BE IT FURTHER RESOLVED that, in recognition of his extraordinary accomplishments and dedicated service to the University of South Alabama, the Board of Trustees conveys its deep appreciation to Dr. Fell.

**RESOLUTION
PROCUREMENT OF ATHLETICS DEPARTMENT AIR-CHARTER TRANSIT SERVICES**

WHEREAS, the University of South Alabama Department of Intercollegiate Athletics (the "Athletics Department") utilizes the services of air-charter transit companies to transport its athletic teams to intercollegiate athletic events, and

WHEREAS, a primary requirement of any air-charter transit company utilized is to ensure the safety of our student-athletes, coaches and staff, and

WHEREAS, the quality and reliability of those air-charter transit companies have become more disparate in recent years, and

WHEREAS, the selection of air-charter transit services through negotiation rather than competitive bidding allows not only cost but quality, reliability and safety of charter transit companies to be given the consideration they are due during the procurement process, and

WHEREAS, the Code of Alabama section 41-16-27 provides that, in certain situations, transit services to be utilized by a university's athletics department may be awarded without competitive bidding, and

WHEREAS, the University's Athletics Administration believes that it is in the best interest of the University and its student-athletes to acquire such air-charter transit services through a negotiation process rather than the competitive-bidding process,

THEREFORE, BE IT RESOLVED, the University of South Alabama Board of Trustees approves the procurement of air-charter transit services for use by the University's Department of Intercollegiate Athletics through a negotiation process consistent with state law.

**RESOLUTION
CONTRACT OFFICERS**

WHEREAS, since the inception of the University of South Alabama, the President of the University has been authorized to sign general contractual agreements and documents for and on behalf of the Board of Trustees, and

WHEREAS, other individuals and positions of the University have, from time to time, been given authority by the Board of Trustees to sign such contractual agreements and documents on behalf of the Board of Trustees,

THEREFORE, BE IT RESOLVED, the University of South Alabama Board of Trustees reaffirms the authority of the President of the University of South Alabama to sign and enter into contractual instruments, agreements, grants, and other similar legal documents for and on behalf of the University of South Alabama and its Board of Trustees, as well as, delegate signature authority to other University officials as he/she sees fit for contracts that are on templates pre-approved by the University Attorneys, and

BE IT FURTHER RESOLVED that the University of South Alabama Board of Trustees also authorizes and approves the positions of Executive Vice President; Provost and Senior Vice President for Academic Affairs; Vice President for Finance and Administration; Vice President for Medical Affairs; Chief Executive Officer and Senior Associate Vice President for Medical Affairs; University Treasurer; and Chief Financial Officer and Assistant Vice President for Medical Affairs as contracting officers of the University of South Alabama with all necessary power, responsibilities, authorities, and obligations to enter into contractual instruments, agreements, grants, and other similar legal documents for and on behalf of the University of South Alabama and its Board of Trustees.

Chairman Simon called for a report from the Audit Committee. Mr. Shumock, Committee Chair, stated, at a meeting on June 5, 2019, Mr. Berry discussed the risk assessment process and related activities, and advised of plans for an in-depth educational session in the fall.

Chairman Simon called for a report from the Development, Endowment and Investments Committee. Mr. Yance, Committee Chair, stated, at a meeting on June 5, 2019, endowment performance for the fiscal year through April 30, 2019, and since inception was reported; Hancock Whitney Bank representatives discussed the University's investments; a possible change to the hedge fund index was discussed; and an update was delivered on the Upward & Onward and South Fund campaigns and related activities. He thanked Ms. Sullivan and Angelia and Steve Stokes for their leadership and conveyed best wishes to Dr. Cogswell.

Chairman Simon called for a report from the Health Affairs Committee. On behalf of Dr. Furr, Committee Chair, Dr. Charlton stated, at a meeting on June 5, 2019, reports were delivered on the positive outcome of a recent Joint Commission survey of University Hospital and positive data published by the American Association of Medical Colleges about South's program.

Chairman Simon called for a report from the Academic and Student Affairs Committee. Dr. Charlton, Committee Chair, stated, at a meeting on June 5, 2019, the Committee voted unanimously to recommend Board approval of **ITEM 13** as follows. On motion by Ms. Atkins, seconded by Mr. Shumock, the Board voted unanimously to approve the resolution:

**RESOLUTION
TENURE AND PROMOTION**

WHEREAS, in accordance with University policy, faculty applications for tenure and promotion have been reviewed by the respective faculty peers, departmental chair, col-

lege dean, and by the Provost and Senior Vice President for Academic Affairs or the Vice President for Medical Affairs, and the President, and, of those faculty considered, the following individuals are hereby recommended for tenure and/or promotion,

THEREFORE, BE IT RESOLVED, the University of South Alabama Board of Trustees approves and grants tenure and/or promotion to the following individuals effective August 15, 2019.

PAT CAPPS COVEY COLLEGE OF ALLIED HEALTH PROFESSIONS:

Promotion to Associate Professor:

Inna Shokolenko

Promotion to Professor:

Brenda Beverly

COLLEGE OF ARTS AND SCIENCES:

Tenure:

Donald Beebe
Kara Burns
Susan Fitzsimmons
Alma Hoffmann
Jeffrey Krause
John Lehrter
David Messenger
Hosik Min
William Peterson

Promotion to Associate Professor:

Donald Beebe
Kara Burns
Alma Hoffman
Jeffrey Krause
Hosik Min
William Peterson

Promotion to Professor:

Benjamin Hill
Kimberly Zlomke

Promotion to Senior Instructor:

Jacob Dasinger

MITCHELL COLLEGE OF BUSINESS:

Tenure:

Ermanno Affuso
Amelia Baldwin
John Cummings
Gregory Prescott

Promotion to Associate Professor:

Ermanno Affuso
John Cummings
Gregory Prescott

COLLEGE OF EDUCATION AND PROFESSIONAL STUDIES:

Tenure:

Hank Bounds
Ryon McDermott

Promotion to Associate Professor:

Ryon McDermott

COLLEGE OF MEDICINE:

Tenure:

Ssang-Taek Lim
Michael T. Lin
Promotion to Senior Instructor:
Jacob Dasinger

Promotion to Associate Professor:

Sabrina G. Bessette
Ramachandra Bhat
William Bogan Brooks, III
Jason Luke Engeriser
Ssang-Taek Lim
Michael T. Lin

Promotion to Professor:

Anthony G. Martino

COLLEGE OF NURSING:

Promotion to Associate Professor

John Elkins
Ashley Marass

Promotion to Senior Instructor:

Jeanene Cockrell

Dr. Charlton advised that the Committee voted unanimously to recommend Board approval of **ITEM 14** as follows, which he noted would not authorize a tuition and fees increase, but would authorize an average two percent increase in housing and meal plan rates. He stressed that South's tuition and fees would continue to be among the lowest in Alabama. On motion by Ms. Mitchell, seconded by Mr. Windom, the Board voted unanimously to approve the resolution:

**RESOLUTION
TUITION, FEES, AND HOUSING AND DINING RATES - 2019-2020**

WHEREAS, the University of South Alabama is committed to maintaining high-quality educational and student services programs, and

WHEREAS, it has been determined that USA can maintain educational objectives and standards for excellence in its RN to BSN program while implementing a decrease in the tuition per credit hour for that program, which is hereby recommended, and

WHEREAS, the University continues to maintain outstanding educational and student services programs, and after extensive analysis of the financial needs of the University in 2019-2020 and beyond, the University Administration and Budget Council have determined that increases in charges for housing and dining fees are necessary, and

WHEREAS, student housing must address continuing maintenance, renovation, and technology needs in order to ensure high-quality on-campus accommodations,

THEREFORE, BE IT RESOLVED, that the Board of Trustees of the University of South Alabama approves the RN to BSN program tuition reduction and the recommended housing and dining rates for the 2019-2020 academic year as set forth in the attached schedules.

Chairman Simon called for a report from the Budget and Finance Committee. Mr. Corcoran, Committee Chair, stated, at a meeting on June 5, 2019, Mr. Weldon discussed the quarterly financial statements ended March 31, 2019, advised of South's net position of approximately \$1.6 million, and shared information on a student payment plan that had been implemented.

As part of the Academic and Student Affairs Committee report, Dr. Charlton said reports on the Student Health Center and ionic liquids research were delivered at the Committee meeting.

Dr. Charlton called on Provost Johnson, who introduced Dean of the School of Computing Dr. Alec Yasinsac; Director of the Center for Forensics, Information Technology and Security Mr. Les Barnett; and Davidson High School teacher Ms. Mary Claire Wright. Mr. Barnett shared specifics about K-12 outreach programs designed to recruit students and prepare them for college and computing careers. Ms. Wright talked about the significant impact of a partnership with South that availed unique computing activities to students over four years. She said students participating had higher grades and many chose to come to South.

Dr. Charlton called on Ms. Chronister, who advised of the involvement of South faculty and students in projects related to the discovery of the Clotilda, the last known ship to have illegally trafficked slaves from Africa to Alabama. In conjunction, Ms. Tuckson recommended the book Barracoon by Zora Neale Hurston. She and Mr. Perkins shared historical perspective.

Chairman Simon called for a report from the Evaluation and Compensation Committee. Mr. Windom, Committee Chair, shared that, at a meeting on June 5, 2019, he advised the process of evaluating President Waldrop's performance was less extensive this year and of plans to revamp future processes to include objective criteria connected to the strategic priorities. He reiterated the Committee's agreement that President Waldrop's performance over the preceding year exceeded expectations and he was eligible for a salary increase if one was approved for general University employees. Chairman Simon concurred President Waldrop had done an excellent job. President Waldrop conveyed appreciation and acknowledged that the progress of the University was the result of many people working together, crediting specifically the leadership team and his wife, Julee.

Chairman Simon acknowledged guests joining the meeting following a tour of South's simulation lab and some offered feedback about the experience.

Chairman Simon called for a report from the Nominating Committee. Mr. Yance, Committee Chair, presented the Committee's recommendation for the nomination of Mr. Shumock as Chair *pro tempore*, Ms. Mitchell as Vice Chair and Ms. Atkins as Secretary. Chairman Simon called for a second. Mr. Windom seconded and the Board voted unanimously to approve the slate of officers for three-year terms becoming effective following the meeting.

Chairman Simon invited Ms. Atkins to join him, Chair-elect Shumock and President Waldrop for the presentation of **ITEM 8** as follows. Mr. Perkins read the resolution and Ms. Atkins shared thanks on behalf of her family and expressed excitement for the continued partnership with the University, the Jaguar football team and Hancock Whitney Stadium. On motion by Mr. Yance, seconded by Capt. Jenkins, the Board voted unanimously to approve the resolution:

RESOLUTION
RECOGNITION OF MR. JIM FUCHS, MS. ALEXIS ATKINS AND BUDWEISER-BUSCH DISTRIBUTING CO., INC.

WHEREAS, the University of South Alabama is a leading comprehensive public university recognized for educational, research and health care excellence, as well as for its positive intellectual, cultural and economic impact on those it serves, and

WHEREAS, Jaguar Athletics is an integral component of the University, and contributes to the University mission by advancing academic and athletic excellence among student-athletes, enlivening campus life, engaging alumni and friends throughout the nation and supporting economic development for the Gulf Coast region, and

WHEREAS, Mr. Jim Fuchs, Ms. Alexis Atkins and Budweiser-Busch Distributing Co., Inc., are ardent supporters of Jaguar Athletics, distinguishing themselves by becoming the football program's first corporate donors in 2008 and providing visionary leadership for the business community across the region, and

WHEREAS, Mr. Fuchs, Ms. Atkins and Budweiser-Busch Distributing Co., Inc., have generously committed \$1 million to assist the University of South Alabama in building the state-of-the-art Hancock Whitney Stadium, a facility that will expand and enhance aware-

ness of the University of South Alabama and the City of Mobile, as well as the competitiveness of the Jaguar Athletics program, and

WHEREAS, Ms. Atkins has distinguished herself through dedicated service to the University of South Alabama as a member of the Board of Trustees, past president of the USA National Alumni Association, and board member of the Jaguar Athletic Fund, and has promoted the progress of the University's fundraising campaigns as a volunteer leader and generous donor,

THEREFORE, BE IT RESOLVED, the University of South Alabama Board of Trustees commends and thanks Mr. Jim Fuchs, Ms. Alexis Atkins and Budweiser-Busch Distributing Co., Inc., for their loyal support of the University and the USA Jaguars football program, and

BE IT FURTHER RESOLVED that, in recognition of the exemplary partnership between the University of South Alabama and Mr. Fuchs, Ms. Atkins and Budweiser-Busch Distributing Co., Inc., the south terrace of Hancock Whitney Stadium will be known as the *Michelob Ultra Terrace*.

Chairman Simon asked his wife, Sabrina, to stand with him and the following resolution was read by Mr. Graham. Chairman Simon said it was an honor and privilege to serve as Board Chair and work alongside fellow Trustees, President Waldrop and others. He recognized family members in attendance. On motion by Mr. Yance, seconded by Ms. Mitchell, the Board voted unanimously to approve the resolution. Chairman and Mrs. Simon removed the veil from his portrait that would be installed in the Board Room and Trustees and guests gave a round of applause:

**RESOLUTION
COMMENDATION OF MR. KENNETH O. SIMON AS CHAIR PRO TEMPORE EMERITUS**

WHEREAS, Mr. Kenneth O. Simon has served faithfully as a member of the Board of Trustees of the University of South Alabama since his appointment in 2009, and

WHEREAS, Mr. Simon served as Chair Pro Tempore of the Board of Trustees from 2016 to 2019 and as Board Vice Chair from 2013 to 2016, and

WHEREAS, Mr. Simon and his wife, Sabrina, are loyal supporters of South Alabama and, over the years, have contributed generously to advance the mission of the Institution, and

WHEREAS, the Simons' gifts have included support for the 50th Anniversary Annual Fund, the USA Health Mitchell Cancer Institute Fund for Excellence, and the USA Board of Trustees Endowed Scholarship, and creation of the Lavonne Simon Endowed Book Award in memory of Mr. Simon's mother, the first African-American graduate of the University of South Alabama, and

WHEREAS, Mr. Simon serves on the Steering Committee for *Upward & Onward*, the University's \$150-million fundraising campaign dedicated to elevating and accelerating every aspect of the University of South Alabama, and

WHEREAS, Mr. Simon, who earned his undergraduate degree in 1976 as one of seven siblings who enrolled at South, was elected as the University's first African-American President of the Student Government Association and was later elected as the first African-American to fill the role of Chair Pro Tempore of South's Board of Trustees, serving as an inspiration and role model to many, and

WHEREAS, Mr. Simon's guidance has been critical to the University's progress, as demonstrated through his service on the Board's Executive Committee; Development, Endowment and Investments Committee; Academic and Student Affairs Committee; and Health Affairs Committee, and

WHEREAS, the positive results of Mr. Simon's leadership as Board Chair will be realized for years to come, made possible by initiatives he championed, such as, enrollment of the most academically accomplished class in South Alabama history; introduction of the Board's first self-assessment program; and the groundbreaking of Hancock Whitney Stadium, the Simulation Building, the Julian and Kim MacQueen Alumni Center and the Fanny Meisler Trauma Center at University Hospital, and

WHEREAS, Mr. Simon, through his wisdom, philanthropy and steadfast guidance, has played a prominent role in advancing the interests of all University of South Alabama constituencies,


THEREFORE, BE IT RESOLVED that the Board of Trustees of the University of South Alabama expresses its sincere appreciation to Mr. Kenneth O. Simon for his many contributions and invaluable service to the Board, to the entire University community, and to the people of the state of Alabama, all of whom have benefited from his knowledge, dedication and generosity, and confers upon him the honorary title of *Chair Pro Tempore Emeritus* of the University of South Alabama Board of Trustees.

Chairman Simon called for a recess at 12:05 p.m., noting that the meeting would resume following lunch.

The meeting resumed at 1:20 p.m. and Chairman Simon called for comments from Associate Vice President for Institutional Effectiveness Dr. Angela Coleman. Dr. Coleman gave an overview of the self-evaluation survey and response. She said the feedback received was generally positive and that qualitative comments and suggestions added value. She indicated the survey results could inspire the Board to set goals and identify actions, noting, for instance, specific feedback pertaining to orientation, education and the strategic plan. She guided the discussion through the six survey areas: (1) mission and strategic direction, (2) governance, (3) fiduciary responsibility, (4) CEO evaluation, (5) board function and logistics and (6) board expectations. Trustees shared experiences, views and suggestions on ways to improve function.

There being no further business, the meeting was adjourned at 2:35 p.m.

Attest to:


Arlene Mitchell, Secretary

Respectfully submitted:


Kenneth O. Simon, Chair *pro tempore*

APPENDIX A

**Description of Proposed Changes to USA Hospitals Medical Staff Bylaws/Rules and Regulations
Approved at the USA Health Hospitals General Medical Staff Meeting held on April 25, 2019**

Medical Staff Bylaws

- 1) **ARTICLE XIII – APPOINTMENTS**
Section 13.01- Submission of Application
Revised to reflect current practice of completing a privilege checklist every appointment cycle instead of every other appointment cycle.
Rationale: This wording change will match the current reappointment practice.

- 2) **ARTICLE XXIX – History and Physical Examination**
Section 29.01 – Content
Revised to specify the minimal essential elements required for an admission or pre procedures physical examination.
Rationale: Revision needed based on the Joint Commission survey action plan requirement.

Medical Staff Rules and Regulations

- 1) **3.2.2 Progress notes**
Added on the day of discharge the discharge summary could be considered the daily progress note when completed on the day of discharge.
Rationale: Encouraging timely completion of the discharge summary and minimizing documentation requirements on the day of patient discharge.

**Proposed Changes to University of South Alabama Hospitals Medical Staff Bylaws/Rules and Regulations
Approved at the USA Health Hospitals General Medical Staff Meeting on April 25, 2019**

Bold and Underlined -New Wording

~~Strikethrough~~—Deletion

BYLAWS:

ARTICLE XIII REAPPOINTMENTS

Section 13.01 Submission of Application

At least one hundred and eighty (180) days prior to the expiration of the appointment of a Medical Staff member, the MSO will provide the Staff member with an application for reappointment and the appropriate delineation of clinical privileges form, referred to collectively herein as “the application form.” A Medical Staff member seeking reappointment shall complete the application forms, update the information requested in the application for reappointment, sign the acknowledgements, consents, and releases and return all the documents to the MSO. A completed privilege checklist is required every ~~other~~ appointment cycle. The applicant shall attest to the correctness and completeness of the information provided on the application and acknowledge that any significant misstatements in, or omissions from, the application may constitute cause for denial of reappointment to or summary dismissal from the Medical Staff. The applicant must return the completed application for reappointment within thirty (30) days of its receipt. Failure to return the application forms within thirty (30) days may be deemed a voluntary resignation from the Medical Staff.

ARTICLE XXIX HISTORY AND PHYSICAL EXAMINATION

Section 29.01 Content

A history and physical examination must include chief complaint; history of present illness; past medical history; physical examination findings/systems review; impression/assessment; and plan. **Physical examination will include pertinent findings in those organ systems relevant to the presenting illness as well as to the co-existing diagnoses.** A social history and family medical history is encouraged, when applicable. A history and physical examination is not required for routine “minor procedures” such as venipuncture, peripheral IV line placement or insertion of a nasogastric tube or indwelling urinary catheter.

A history and physical examination for the obstetrical patient may consist of a complete admission history and physical examination or the initial prenatal intake history and physical examination and subsequent updates including a focused admission note documenting the patient’s current status.

A history and physical examination for patients receiving sedation services must include a history of present illness, past medical history, family anesthesia history, and focused physical examination pertinent to sedation administration, impression/assessment, and plan.

Ambulatory patients, who receive treatment based upon an outpatient prescription, for administration of medication (e.g., outpatient chemotherapy administration visits, apheresis, blood transfusion, use of contrast media or medication in diagnostic testing) are required to have a discipline-specific History & Physical examination from their referring physician or a detailed office visit note which provides the clinical justification. An updated discipline-specific History & Physical examination or office visit note is only required when a new prescription is generated for that ambulatory patient. No History & Physical examination is required for a change in medication use (e.g., post-operative pain medication, Coumadin clinic visit) or for outpatient counseling about treatment options.

A discipline-specific History & Physical requires the following components: chief complaint/history of present illness; past medical history pertaining to the care/treatment to be provided; physical examination findings pertaining to the care/treatment to be provided plus a heart and lung examination if sedation/anesthesia is to be administered to provide the care/treatment and the plan of care/treatment.

USA University Hospital

Mitchell Cancer Institute (MCI) infusion center ambulatory patients, who receive treatment for non-oncology diagnoses based upon an outpatient prescription, for administration of medication for medical diagnoses such as Iron deficiency Anemia, Osteoporosis, Systemic Lupus Erythematosus, Rheumatoid Arthritis, Crohn’s Disease, Chronic Kidney Disease, or Multiple Sclerosis are only required to have a detailed office visit note from the patient’s last clinic visit with their primary care physician or the referring physician which provides the clinical justification.

Proposed Changes to University of South Alabama Hospitals Medical Staff Bylaws/Rules and Regulations Approved at the USA Health Hospitals General Medical Staff Meeting on April 25, 2019

Section 29.02 Time Requirements

An inpatient history and physical examination must be either completed within 24 hours after admission or prior to surgery or procedures requiring anesthesia services whichever occurs first. A history and physical examination performed up to 30 days prior to an admission may be utilized if accompanied by an update, including pertinent changes or the statement of no changes, documented in the medical record within 24 hours after admission or prior to surgery or procedures requiring anesthesia services whichever occurs first.

A history and physical examination must be completed for outpatients receiving surgical services, endoscopy services, and procedures requiring anesthesia services including sedation services. A history and physical examination must be completed prior to the procedure. A history and physical examination performed within 30 days of admission for the procedure may be utilized if accompanied by an update, including pertinent changes or the statement of no changes, documented in the medical record at the time of admission for the procedure.

Section 29.03 Emergencies

In emergency situations when a complete history and physical examination is not present in the medical record and a delay would be detrimental to the patient, a brief note including preoperative diagnosis must be entered into the medical record prior to surgery.

Section 29.04 Special Practitioners

A Physician or oral maxillofacial surgeon or another legally authorized practitioner, who has an established and ongoing relationship with the patient may complete a comprehensive or discipline-specific history and physical examination as long as the update note is performed by a USA practitioner who has been granted privileges to perform a history and physical examination. As referenced in Section 28.01 above, a discipline-specific history and physical examination is acceptable.

A physician may delegate to an RN the duty of assisting with obtaining a patient's medical history; however, the physician is responsible for reviewing and completing the history as part of the physician's responsibility to perform, document and authenticate a complete history and physical examination on a patient.

RULES AND REGULATIONS:

3.2.2 Progress notes

Progress notes must be entered into the medical record **daily** by attending physician or licensed independent practitioner. Patients designated as being long term stay patients will be assessed as per hospital policy. Medical student progress notes must be reviewed and signed by a physician, but cannot take the place of an attending or resident note. These notes should reflect current problems, treatments and plans and patient/family wishes.

3.2.2 Progress notes

Progress notes must be entered into the medical record daily by attending physician or licensed independent practitioner. **On the day of discharge, the discharge summary may be accepted as a progress note when the discharge summary is completed contemporaneously with discharge.** Patients designated as being long term stay patients will be assessed as per hospital policy. Medical student progress notes must be reviewed and signed by a physician, but cannot take the place of an attending or resident note. These notes should reflect current problems, treatments and plans and patient/family wishes.

UNIVERSITY OF SOUTH ALABAMA HOSPITALS
MEDICAL STAFF MEETING MINUTES
April 25, 2019

The meeting of the University of South Alabama Hospitals Medical Staff was held electronically via email on Thursday, April 25, 2019.

This meeting was for the purpose of voting on proposed revisions of the Medical Staff Bylaws/Rules and Regulations. An email from Michael Chang, MD, Chief Medical Officer was sent to all Medical Staff Active members eligible to vote. Included in the email were the proposed revisions and a description of those revisions for review and consideration. It was requested that the recipients review the revisions and cast an approve/not approve vote via a return email to sender. The proposed revisions were approved.

Respectfully submitted,

A handwritten signature in black ink that reads "Juliana Kuck". The signature is written in a cursive style and is positioned above the printed name and title.

Juliana Kuck
Medical Staff Credentialing Coordinator

University of South Alabama

2019-2020 Tuition & Fees

Web Course per-Hour Tuition

32% Tuition Decrease

Student Classification	Current tuition	Proposed tuition	Change
	<u>2018-2019</u>	<u>2019-2020</u>	
Nursing - RN to BSN	\$482	\$328	(\$154)

2019- 2020 Proposed Semester Room Rates

ROOM TYPE	2018-2019 Current Rate	2019-2020 Proposed Rate	Difference
APT for 2 (B/G)	3,050	\$3,100	\$50
APT for 4 (B)	2,000	\$2,050	\$50
LG PVT Room (D)	2,775	\$2,825	\$50
LG PVT Room (G/X)	2,775	\$2,825	\$50
LG Room for 2 (D)	2,000	\$2,050	\$50
PVT Room (D)	2,650	\$2,675	\$25
PVT Room (D6)	2,650	\$2,740	\$90
PVT Room (S/X1)	3,050	\$3,100	\$50
PVT Studio APT (B/G)	3,050	\$3,100	\$50
Room for 2 (A/C/E)	2,650	\$2,700	\$50
Room for 2/3 (D)	2,000	\$2,050	\$50
Room for 2/3 (D6)	2,420	\$2,475	\$55
Studio APT 2 (B/G)	2,650	\$2,740	\$90
Suite for 1 (G)	2,775	\$2,825	\$50
Suite for 1 (S)	3,050	\$3,100	\$50

A-Azalea

B-Beta

C-Camellia

D-Delta

D6-Delta 6

E-Epsilon

G-Gamma

S-Stokes

X-Greek SC

X1-Greek KA/PKA

1) A multiplier of 1.5 will be applied to the Beta/Gamma Apt for 2 rate for all Housing graduate student staff apartments.

2) A multiplier of 1.25 will be applied to the current Room for 2 rate for private rooms in freshmen residence halls and Delta 6.

2019- 2020 Proposed Semester Meal Plan Rates

Meal Plan Type		2018-2019 Current Rate	2019-2020 Proposed Rate	Difference
Freshmen and above	All Access Pass with \$175 Bonus Bucks	\$1,810	\$1,850	\$40
	All Access Pass with \$300 Bonus Bucks	\$1,935	\$1,975	\$40
	All Access Pass with \$450 Bonus Bucks	\$2,085	\$2,130	\$45
Sophomore and above	10 Meals Per Week with \$500 Bonus Bucks*	\$1,810	\$1,850	\$40
Junior and above	\$1400 Bonus Bucks*	\$1,400	\$1,400	\$0
	7 Meals Per Week with \$100 Bonus Bucks	\$1,000	\$1,035	\$35

COMMITTEE MINUTES

**UNIVERSITY OF SOUTH ALABAMA
BOARD OF TRUSTEES**

Audit Committee

**June 5, 2019
1:30 p.m.**

A meeting of the Audit Committee of the University of South Alabama Board of Trustees was duly convened by Mr. Jimmy Shumock, Chair, on Wednesday, June 5, 2019, at 1:32 p.m. in the Board Room of the Frederick P. Whiddon Administration Building.

Members Present: Alexis Atkins, Scott Charlton, Ron Graham, Ron Jenkins and Jimmy Shumock.

Other Trustees: Chandra Brown Stewart, Tom Corcoran, Arlene Mitchell, Lenus Perkins, Margie Tuckson, Mike Windom and Jim Yance.

Administration and Others: Robert Berry, Lynne Chronister, Joel Erdmann, Monica Ezell, Paul Frazier, Mike Haskins, David Johnson, Nick Lawkis, John Marymont, Susan McCready (Faculty Senate), Mike Mitchell, Rod Rocconi, John Smith, Margaret Sullivan, Jean Tucker, Sahilee Waitman (SGA), Tony Waldrop and Scott Weldon.

The meeting came to order and the attendance roll was called. Mr. Shumock called for consideration of the minutes of the meeting held on March 15, 2019. On motion by Capt. Jenkins, seconded by Mr. Graham, the Committee voted unanimously to adopt the minutes.

Mr. Shumock called on Mr. Berry for an update on the activities of the Office of Internal Audit, **Item 6**. Mr. Berry gave an overview on the risk assessment process underway. He reviewed goals and the manner in which the work was being carried out, advised of training provided to University units, and said data collected from the campus community had been compiled into a report and delivered to the Committee. Mr. Shumock said the Committee would consider the information and take part in an educational session in the coming months.

There being no further business, the meeting was adjourned at 1:37 p.m.

Respectfully submitted:



James H. Shumock, Chair

**UNIVERSITY OF SOUTH ALABAMA
BOARD OF TRUSTEES**

DEVELOPMENT, ENDOWMENT AND INVESTMENTS COMMITTEE

**June 5, 2019
1:37 p.m.**

A meeting of the Development, Endowment and Investments Committee of the University of South Alabama Board of Trustees was duly convened by Mr. Jim Yance, Chair, on Wednesday, June 5, 2019, at 1:37 p.m. in the Board Room of the Frederick P. Whiddon Administration Building.

Members Present: Chandra Brown Stewart, Tom Corcoran, Ron Jenkins, Margie Tuckson, Mike Windom and Jim Yance.

Member Absent: Steve Stokes.

Other Trustees: Alexis Atkins, Scott Charlton, Ron Graham, Arlene Mitchell, Lenus Perkins and Jimmy Shumock.

Administration and Others: Terry Albano, Robert Berry, Lynne Chronister, Angela Dunn (Hancock Whitney), Joel Erdmann, Monica Ezell, Jacob Hartl and Eric Knoll (Hancock Whitney), Mike Haskins, David Johnson, Nick Lawkis, John Marymont, Susan McCready (Faculty Senate), Mike Mitchell, Norman Pitman, Rod Rocconi, John Smith, Margaret Sullivan, Jean Tucker, Sahilee Waitman (SGA), Tony Waldrop and Scott Weldon.

The meeting came to order and the attendance roll was called. Mr. Yance called for consideration of the minutes of the meeting held on March 15, 2019. On motion by Mr. Windom, seconded by Capt. Jenkins, the Committee voted unanimously to adopt the minutes.

Mr. Yance called on Mr. Albano and Mr. Pitman to present endowment and investment performance for the 2019 fiscal year through April 30, **Item 7**. Mr. Albano reported that the investment return of 1.93 percent underperformed the relative index of 2.26 percent by 33 basis points. He presented charts showing manager performance and Mr. Pitman shared perspective on market trends impacting manager underperformance. Brief discussion took place about the possible change of Gerber Taylor's benchmark. Mr. Albano addressed asset allocation and advised that the annualized performance since inception was 5.36 percent vs. the index of 4.47 percent, an outperformance by almost 90 basis points.

Mr. Albano introduced Hancock Whitney Bank representatives Ms. Angela Dunn, Mr. Jacob Hartl and Mr. Eric Knoll. Mr. Knoll made brief remarks and Mr. Hartl shared information about the management team, investment strategies, and allocation of University assets totaling approximately \$30 million.

Mr. Yance called on Ms. Sullivan, who introduced **Item 8**, a resolution recognizing Ms. Atkins, Mr. Jim Fuchs and Budweiser-Busch Distributing Company, Inc., for a gift of \$1 million to aid in the construction of Hancock Whitney Stadium and authorizing the south terrace of the stadium

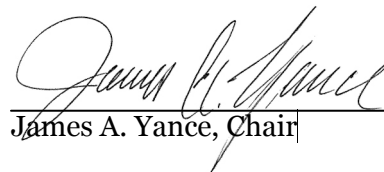
be named the *Michelob Ultra Terrace* (to view approved resolutions, policies and other authorizations, refer to the minutes of the Board of Trustees meeting held on June 6, 2019). Ms. Sullivan pointed out that Ms. Atkins, Mr. Fuchs and Budweiser-Busch Distributing Company were the first corporate donors to support the football program in 2008. On motion by Mr. Corcoran, seconded by Mr. Windom, the Committee voted unanimously to recommend approval of the resolution by the Board of Trustees.

Concerning an update on the activities of the Division of Development and Alumni Relations, **Item 9**, Ms. Sullivan reported approximately \$16.8 million in gifts and pledges had been secured for the Upward & Onward Campaign for fiscal year 2019 through June 3, for an overall total raised of approximately \$140.7 million, or 94 percent of the \$150 million goal. She talked about the recent Hope Cup Golf Tournament and Local Goodness benefit which generated support for USA Health Mitchell Cancer Institute and USA Health Children's & Women's Hospital, respectively. She noted that construction of the MacQueen Alumni Center should be complete in early 2020. As to the South Fund drive, she stated 56 percent of the employees raised a record-breaking \$1,036,849 million, which included \$241,871 in matching gifts. Among the strategic initiatives outlined for the remaining 16 months of the campaign, she advised of the recruitment of an Associate Vice President for University Development to succeed Dr. Josh Cogswell, who accepted an academic appointment at Nichols State University.

Mr. Yance made brief comments about expectations for investments managed by Hancock Whitney Bank.

There being no further business, the meeting was adjourned at 2:01 p.m.

Respectfully submitted:



James A. Yance, Chair

**UNIVERSITY OF SOUTH ALABAMA
BOARD OF TRUSTEES**

HEALTH AFFAIRS COMMITTEE

**June 5, 2019
2:01 p.m.**

A meeting of the Health Affairs Committee of the University of South Alabama Board of Trustees was duly convened by Dr. Scott Charlton on behalf of Dr. Steve Furr, Chair, on Wednesday, June 5, 2019, at 2:01 p.m. in the Board Room of the Frederick P. Whiddon Administration Building.

Members Present: Alexis Atkins, Chandra Brown Stewart, Scott Charlton and Arlene Mitchell.

Members Absent: Steve Furr and Steve Stokes.

Other Trustees: Tom Corcoran, Ron Graham, Ron Jenkins, Lenus Perkins, Jimmy Shumock, Margie Tuckson, Mike Windom and Jim Yance.

Administration and Others: Robert Berry, Michael Chang, Lynne Chronister, Joel Erdmann, Monica Ezell, Paul Frazier, Mike Haskins, David Johnson, Susan LeDoux, Nick Lawkis, John Marymont, Susan McCready (Faculty Senate), Mike Mitchell, Rod Rocconi, John Smith, Margaret Sullivan, Jean Tucker, Sahilee Waitman (SGA), Tony Waldrop and Scott Weldon.

The meeting came to order and the attendance roll was called. Dr. Charlton called for consideration of the minutes of the meeting held on March 15, 2019. On motion by Ms. Brown Stewart, seconded by Ms. Atkins, the Committee voted unanimously to adopt the minutes.

Dr. Charlton called on Dr. Marymont, who introduced Associate Vice President of Medical Affairs/USA Health Chief Medical Officer Dr. Michael Chang for an update on the activities of USA Health and the College of Medicine (COM), **Item 11**. Dr. Chang gave an overview on the positive outcome of a recent accreditation review of University Hospital by The Joint Commission. He said the visiting team, which assesses in excess of 1,300 criteria, was complimentary of patient services procedures and issued fewer requests for improvement than hospitals receive on average, all of which were minor and did not necessitate a follow-up visit.

Dr. Marymont introduced COM Associate Dean of Medical Education Dr. Susan LeDoux for a report on the COM's positive standing as ranked among medical schools that report data to the American Association of Medical Colleges. Dr. LeDoux shared particular indicators related to graduates, faculty, alumni and cost of attendance. Dr. Marymont noted that Dr. LeDoux would soon retire. He and Dr. Charlton credited Dr. LeDoux for leadership that had advanced the program.

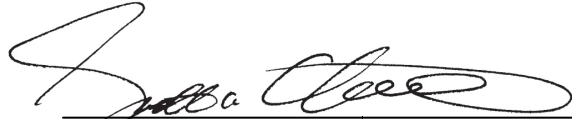
Dr. Charlton called for presentation of **Item 10**, a resolution authorizing revisions to medical staff bylaws (to view approved resolutions, policies or other authorizations, refer to the minutes of the Board of Trustees meeting held on June 6, 2019). Dr. Chang explained the changes proposed and reviewed the internal recommendation process. On motion by

Health Affairs Committee
June 5, 2019
Page 2

Ms. Brown Stewart, seconded by Dr. Charlton, the Committee voted unanimously to recommend approval of the resolution by the Board of Trustees.

There being no further business, the meeting was adjourned at 2:11 p.m.

Respectfully submitted:



Scott A. Charlton, M.D.

On behalf of:



Steven P. Furr, Chair, M.D.

**UNIVERSITY OF SOUTH ALABAMA
BOARD OF TRUSTEES**

ACADEMIC AND STUDENT AFFAIRS COMMITTEE

**June 5, 2019
2:49 p.m.**

A meeting of the Academic and Student Affairs Committee of the University of South Alabama Board of Trustees was duly convened by Dr. Scott Charlton, Chair, on Wednesday, June 5, 2019, at 2:11 p.m. in the Board Room of the Frederick P. Whiddon Administration Building.

Members Present: Alexis Atkins, Scott Charlton, Ron Graham, Lenus Perkins, Margie Tuckson and Mike Windom.

Member Absent: Steve Furr.

Other Trustees: Chandra Brown Stewart, Tom Corcoran, Ron Jenkins, Arlene Mitchell, Jimmy Shumock and Jim Yance.

Administration and Others: Robert Berry, Lynne Chronister, James Davis, Joel Erdmann, Monica Ezell, Ryan Ferguson, Paul Frazier, Mike Haskins, David Johnson, Nick Lawkis, John Marymont, Susan McCready (Faculty Senate), Mike Mitchell, Rod Rocconi, John Smith, Margaret Sullivan, Jean Tucker, Sahilee Waitman (SGA), Tony Waldrop and Scott Weldon.

The meeting came to order and the attendance roll was called. Dr. Charlton called for consideration of the minutes of the meeting held on March 15, 2019. On motion by Mr. Windom, seconded by Ms. Atkins, the Committee voted unanimously to adopt the minutes.

Dr. Charlton called on Dr. Johnson, who presented **Item 12**, a resolution appointing retired Professor of Physical Therapy Dr. Dennis W. Fell to the rank of Professor Emeritus and conveying appreciation for his service (to view approved resolutions, policies and other authorizations, refer to the minutes of the Board of Trustees meeting held on June 6, 2019). On motion by Mr. Windom, seconded by Mr. Perkins, the Committee voted unanimously to recommend approval of the resolution by the Board of Trustees.

Dr. Johnson discussed **Item 13**, a resolution granting tenure and promotion to faculty of the Division of Academic Affairs and College of Medicine effective August 15, 2019. He pointed out that candidates are subject to rigorous review processes. On motion by Ms. Atkins, seconded by Mr. Windom, the Committee voted unanimously to recommend approval of the resolution by the Board of Trustees.

Dr. Johnson introduced **Item 14**, a resolution authorizing housing and dining rates for 2019-2020 as set forth, as well as a 32-percent reduction in tuition per credit hour for the College of Nursing's RN-BSN program. He noted that an increase in state appropriation helped the University to avoid a tuition increase, and conveyed optimism that the RN-BSN tuition reduction would help attract new students. Mr. Weldon commented that South placed 11th among Alabama's 14 four-year institutions in terms of least tuition and fees charged, and recommended that the University continue in its efforts to address this gap. Dr. Smith advised that the increase in housing and dining rates as proposed would fund renovations occurring over the

2019 and 2020 summer terms at an approximate cost of \$3 million. On motion by Mr. Perkins, seconded by Mr. Windom, the Committee voted unanimously to recommend approval of the resolution by the Board of Trustees.

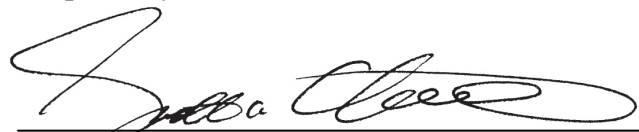
Item 15, a report on the activities of the Division of Academic Affairs, was deferred to the June 6 meeting of the Board of Trustees.

Dr. Charlton called on Dr. Mitchell for presentation of **Item 16**, a report on the activities of the Division of Student Affairs. Dr. Mitchell reviewed changes pertaining to the Student Health Center, noting that, effective May 1, the unit would be managed through Student Affairs. He introduced new Student Health Center Director and USA alumnus Mr. Ryan Ferguson, who made brief remarks.

Dr. Charlton called on Ms. Chronister to address **Item 17**, a report on the activities of the Division of Research and Economic Development. Ms. Chronister introduced Chemistry Professor Dr. James Davis, who gave an overview on research involving ionic liquids, which has garnered grant awards totaling close to \$5 million, including awards from the National Aeronautics and Space Administration and the U.S. Department of Energy. Dr. Davis answered questions and shared examples of market application.

There being no further business, the meeting was adjourned at 2:39 p.m. |

Respectfully submitted:

A handwritten signature in black ink, appearing to read "Scott A. Charlton", written over a horizontal line.

Scott A. Charlton, M.D., Chair

**UNIVERSITY OF SOUTH ALABAMA
BOARD OF TRUSTEES**

Budget and Finance Committee

**June 5, 2019
2:39 p.m.**

A meeting of the Budget and Finance Committee of the University of South Alabama Board of Trustees was duly convened by Mr. Tom Corcoran, Chair, on Wednesday, June 5, 2019, at 2:39 p.m. in the Board Room of the Frederick P. Whiddon Administration Building.

Members Present: Tom Corcoran, Ron Graham, Arlene Mitchell, Lenus Perkins and Jim Yance.

Member Absent: Steve Stokes.

Other Trustees: Alexis Atkins, Chandra Brown Stewart, Scott Charlton, Ron Jenkins, Jimmy Shumock, Margie Tuckson and Mike Windom.

Administration and Others: Robert Berry, Lynne Chronister, Joel Erdmann, Monica Ezell, Paul Frazier, Mike Haskins, David Johnson, Nick Lawkis, John Marymont, Susan McCready (Faculty Senate), Mike Mitchell, Rod Rocconi, Rick Schaffer, John Smith, Margaret Sullivan, Jean Tucker, Sahilee Waitman (SGA), Tony Waldrop and Scott Weldon.

The meeting came to order and the attendance roll was called. Mr. Corcoran called for consideration of the minutes of the meeting held on March 15, 2019. On motion by Mr. Yance, seconded by Capt. Jenkins, the Committee voted unanimously to adopt the minutes.

Mr. Corcoran called on Mr. Weldon to address the quarterly financial statements for the six months ended March 31, 2019, **Item 18**. Mr. Weldon reported an increase in net position of approximately \$1.6 million as compared to that of approximately \$4.5 million at the close of March 2018. He asserted that fiscal year 2019 compared favorably to fiscal year 2018 given consideration of the primary reasons for the variance, such as the downturn in the market value of University investments that resulted in an approximate \$8 million negative impact to the financial statements, as well as the three percent salary supplement totaling approximately \$9 million that was approved in fiscal year 2018, but paid and recognized the first quarter of fiscal year 2019.

Mr. Corcoran asked Mr. Weldon for details on a new payment plan for students, **Item 19**. Mr. Weldon shared details on a pilot plan launched for the summer term whereby students could pay for tuition, fees, room and board in installments over the semester. He said more than 500 students had registered and full implementation was planned for the 2019 fall semester. He introduced Executive Director of the Office of Student Financial Services Mr. Rick Schaffer, crediting him with development and execution of the plan.

Mr. Corcoran called for presentation of **Item 20**, a resolution to approve the procurement of air charter transit services for the Department of Intercollegiate Athletics through a negotiation process consistent with state law (to view approved resolutions, policies and other authorizations, refer to the minutes of the Board of Trustees meeting held on June 6, 2019).

Citing flight industry changes and concerns as to the reliability and safety of charter flight services obtained previously through the competitive bid process to transport USA Athletics teams, Mr. Weldon advised of provisions in Alabama law allowing universities to negotiate charter flight services for athletics travel. He anticipated minimal cost impact. On motion by Ms. Atkins, seconded by Mr. Yance, the Committee voted unanimously to recommend approval of the resolution by the Board of Trustees.

Mr. Corcoran called on Ms. Tucker to present **Item 21**, a resolution affirming the University President; Executive Vice President; Provost and Senior Vice President for Academic Affairs; Vice President for Finance and Administration; Vice President for Medical Affairs; University Treasurer; and Chief Financial Officer of USA Health/Assistant Vice President for Medical Affairs as contract officers authorized to enter into legal contracts and agreements on behalf of the University and Board of Trustees. The resolution further affirms the authorization of the President to delegate signature authority to other University officials. Ms. Tucker specified the individuals who would be authorized as contract officers, noted the update of position titles, and discussed the contract approval process. On motion by Mr. Yance, seconded by Ms. Mitchell, the Committee voted unanimously to recommend approval of the resolution by the Board of Trustees.

There being no further business, the meeting was adjourned at 2:49 p.m.

Respectfully submitted;



E. Thomas Corcoran, Chair

**UNIVERSITY OF SOUTH ALABAMA
BOARD OF TRUSTEES**

Evaluation and Compensation Committee

**June 5, 2019
2:49 p.m.**

A meeting of the Evaluation and Compensation Committee of the University of South Alabama Board of Trustees was duly convened by Mr. Mike Windom, Chair, on Wednesday, June 5, 2019, at 2:49 p.m. in the Board Room of the Frederick P. Whiddon Administration Building.

Members Present: Alexis Atkins, Tom Corcoran, Arlene Mitchell, Jimmy Shumock and Mike Windom.

Member Absent: Steve Furr.

Other Trustees: Chandra Brown Stewart, Scott Charlton, Ron Graham, Ron Jenkins, Lenus Perkins, Margie Tuckson and Jim Yance.

Administration and Others: Robert Berry, Lynne Chronister, Joel Erdmann, Monica Ezell, Paul Frazier, Mike Haskins, David Johnson, Nick Lawkis, John Marymont, Susan McCready (Faculty Senate), Mike Mitchell, Rod Rocconi, John Smith, Margaret Sullivan, Jean Tucker, Sahilee Waitman (SGA), Tony Waldrop and Scott Weldon.

The meeting came to order and the attendance roll was called. Mr. Windom thanked Committee members for their service and acknowledged the Committee's primary charge of conducting periodic evaluations of the University President, **ITEM 22**. He stated President Waldrop has welcomed regular performance evaluations and added that doing so fulfilled a SACSCOC (Southern Association of Colleges and Schools Commission on Colleges) requirement. He said the evaluation process recently completed was less extensive than those conducted previously and stated a recent Association of Governing Boards seminar on presidential evaluations had inspired a different approach for future evaluation processes in that objective criteria aligned with the strategic priorities would be added. He cited examples of how President Waldrop's service and activities were tied directly to the priorities and progress of the University. He stated the Committee would work in the coming months to identify reasonable criteria and would communicate a recommendation to the President and the entire Board.

For the interim and on behalf of the Committee, Mr. Windom attested that President Waldrop's performance over the year met or exceeded expectations. He further declared President Waldrop eligible for any general salary increase approved for University employees. He thanked President Waldrop for his leadership and President Waldrop credited the administrative team for the positive momentum of the University.

There being no further business, the meeting was adjourned at 2:55 p.m.

Respectfully submitted:



Michael P. Windom, Chair

**UNIVERSITY OF SOUTH ALABAMA
BOARD OF TRUSTEES**

COMMITTEE OF THE WHOLE

**June 5, 2019
2:55 p.m.**

A meeting of the Committee of the Whole of the University of South Alabama Board of Trustees was duly convened by Mr. Jimmy Shumock, Vice Chair, on behalf of The Honorable Ken Simon, Chair *pro tempore*, on Wednesday, June 5, 2019, at 2:55 p.m. in the Board Room of the Frederick P. Whiddon Administration Building.

Members Present: Alexis Atkins, Chandra Brown Stewart, Scott Charlton, Tom Corcoran, Ron Graham, Ron Jenkins, Arlene Mitchell, Lenus Perkins, Jimmy Shumock, Margie Tuckson, Mike Windom and Jim Yance.

Members Absent: Steve Furr, Kay Ivey, Ken Simon and Steve Stokes.

Administration and Others: Robert Berry, Lynne Chronister, Joel Erdmann, Monica Ezell, Paul Frazier, Mike Haskins, David Johnson, Nick Lawkis, John Marymont, Susan McCready (Faculty Senate), Mike Mitchell, Rod Rocconi, John Smith, Margaret Sullivan, Jean Tucker, Sahilee Waitman (SGA), Tony Waldrop and Scott Weldon.

The meeting came to order and the attendance roll was called. Mr. Shumock called for consideration of the minutes of meetings of the Committee of the Whole and Executive Committee held on March 15, 2019. On motion by Ms. Mitchell, seconded by Capt. Jenkins, the minutes were approved unanimously.

Mr. Shumock presented **Item 23**, a resolution authorizing dates of Board of Trustees meetings for the 2019-2020 academic year (to view copies of approved resolutions, policies and other authorizations, refer to the minutes of the June 6, 2019, meeting of the Board of Trustees). On motion by Mr. Corcoran, seconded by Mr. Yance, the Committee voted unanimously to recommend approval of the resolution by the Board of Trustees.

In accordance with the provisions of the Alabama Open Meetings Act, Mr. Shumock made a motion to convene an executive session for an anticipated duration of 15 minutes for the purpose of discussing pending or imminent litigation, **Item 24**. He stated Ms. Tucker, Senior University Attorney, had submitted the required written declaration for the minutes. Mr. Yance seconded and the Committee voted unanimously at 2:57 p.m. to convene an executive session following a brief recess, as recorded below:

AYES:
Ms. Atkins
Ms. Brown Stewart
Dr. Charlton
Mr. Corcoran
Mr. Graham
Capt. Jenkins

Committee of the Whole
June 5, 2019
Page 2

Ms. Mitchell
Mr. Perkins
Mr. Shumock
Ms. Tuckson
Mr. Windom
Mr. Yance

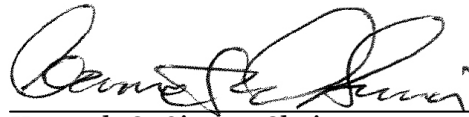
The Executive Session ended at 3:14 p.m. and the Committee meeting resumed in an open session. There being no further business, the meeting was adjourned at 3:15 p.m.

Respectfully submitted;



James H. Shumock, Vice Chair

On behalf of:



Kenneth O. Simon, Chair *pro tempore*

APPENDIX A

Executive Session

University of South Alabama Board of Trustees Committee of the Whole meeting June 5, 2019.

The purpose of the executive session for the above-referenced meeting is to discuss pending or imminent litigation.

This written declaration is submitted pursuant to the requirements of the Alabama Open Meetings Act by Jean Walker Tucker, ASB number 9400K72J.



Jean Walker Tucker