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University of South Carolina

BOARD OF TRUSTEES

Academic Affairs and Faculty Liaison Committee

Friday, March 20, 2020

The Academic Affairs and Faculty Liaison Committee of the University of South Carolina Board of Trustees met at 10:00 a.m. on Friday, March 20, 2020 by telephone conference hosted from Room 206B of the Osborne Administration Building

Committee Chair Ms. Leah B. Moody participated in person. Members participating by telephone were Mr. C. Dan Adams; Mr. A. King Dixon II; Mr. Robert F. Dozier; Dr. C. Edward Floyd; Mr. William C. Hubbard; Mr. Richard A. Jones Jr.; Ms. Rose Buyck Newton; Mr. Hubert F. Mobley, Board Vice Chair; and Mr. John von Lehe Jr., Board Chair.

Other Board members on the call were Mr. Chuck Allen; Mr. J. Egerton Burroughs; Mr. Toney J. Lister; Mr. Miles Loadholt; Dr. C. Dorn Smith III, Mr. Eugene P. Warr Jr.; Mr. Thad H. Westbrook; and Mr. Mack I. Whittle Jr.

Also participating by telephone were USC Columbia Faculty Senate Chair Dr. Mark Cooper, USC Columbia Student Government President Mr. Luke Rankin, and USC Columbia Student Government President-Elect Ms. Issy Rushton.

Others attending in person were President Robert L. Caslen Jr., Secretary J. Cantey Heath Jr., Presidential Faculty Fellow Susan Bon, General Counsel Terry Parham, Chief Operating Officer Jeff Perkins, Interim Chief Communications Officer Jeff Stensland,

Assistant Vice President and Chief of Staff for Division of Administration and Finance Joe Sobieralski, Executive Vice President and Chief Financial Officer Ed Walton, Dean of the School of Law Robert Wilcox, and Board of Trustees Staff.

Other participating by telephone were Vice President for Human Resources Caroline Agardy, President's Chief of Staff Mark Beiger, Interim Chancellor USC Upstate J. Derham Cole Jr., Chief Audit Executive Pamela Dunleavy, Interim Chief Development Officer Will Elliott, Chancellor Palmetto College Susan Elkins, USC Upstate Senior Vice Chancellor and Academic Affairs Provost Clif Flynn, Vice President of Information Technology Doug Foster, Interim Executive Vice President for Academic Affairs and Provost Tayloe Harding, Assistant to the President for System Affairs Eddie King, Executive Director Office of Engagement Bill Kirkland, USC Aiken Chancellor Sandra Jordan, USC Beaufort Chancellor Al Panu, Vice President for Student Affairs and Vice Provost Dennis Pruitt, USC Union Professor Christine Sixton-Rinehart; Special Assistant to the President James Smith, Executive Assistant to the President Equal Opportunity Programs Clifford Scott, USC Aiken Provost and Executive Vice Chancellor of Academic Affairs Daren Timmons; USC Columbia Professor of Computer Science and Engineering Marco Valtorta; and Board of Trustees Staff.

## **OPEN SESSION**

### **I. Call to Order**

Chair Moody called the meeting to order and welcomed everyone. Secretary Heath confirmed those participating by telephone. Jeff Stensland introduced Tyler Fedor with the *The Daily Gamecock* on the call.

Chair Moody stated notice of the meeting and agenda had been posted and the press notified as required by the Freedom of Information Act; the agenda and supporting materials had been circulated to the committee; and a quorum was present to conduct business.

## II. Coronavirus Update

Chair Moody called on President Caslen to present a coronavirus update. President Caslen stated there are currently 14,366 confirmed cases of COVID-19 in the United States which is double that reported the previous day. There are currently 81 confirmed cases in South Carolina. The University has 10 students that have contracted COVID-19. All these students live off campus of which three are in Columbia, six in other states and one is studying abroad in France. There was one confirmed case at the University among faculty and none among staff. The University asked the Arnold School of Public Health Epidemiologists to model four unique scenarios. Based on this modeling, the University made the decision to extend Spring Break by a week and move to two weeks of online learning. The University established a COVID-19 Task Force on March 3, 2020 to work with local and state officials and experts. Four guiding principles were identified to support the University's actions during this time of uncertainty. These include ensuring the health, welfare and safety of all students, faculty and staff; limiting the spread of the virus through mitigation strategies; continuing to maintain academic excellence and integrity; and ensuring the long term stability of the University. The University has implemented a communication plan utilizing a variety of platforms to inform and educate target audiences including students, parents, faculty, staff, state and local leaders, and alumni. The financial impact of the pandemic will be significant. The ability to protect tuition through the deployment of online strategies will be key. Auxiliary services such as housing, dining, and parking are particularly vulnerable. Many decisions made by the State and the Commission on Higher Education will impact and guide decisions. President Caslen stated he and key staff were in regular communication with the Governor, Commission on Higher Education, State and local leaders. The University's cash

position is strong; however, the University must prepare for a “new normal”. The University is exploring State and Federal support.

The University recognizes this is an emotional time for students and families expecting to celebrate achievements at commencement. The University is exploring several options for May commencement.

President Caslen asked Executive Vice President and Chief Financial Officer Ed Walton to provide an update on financial analysis. Mr. Walton stated a financial team has been working with the President to determine the financial impact of the COVID-19 as information becomes available. Once the President identified the four enduring priorities, the Finance Team began considering actions in support of each. Actions being considered include: 1) extending online instruction through the Spring Semester; 2) alternative commencement options; 3) refunds; 4) long-term planning for Admissions, Budget, and Resourcing; 5) assistance from State and Federal resources; and 6) the implementation of cost-saving measures. The unknown impact on enrollment is key to assessing the financial impact on the University. The opportunity to reconsider the timing of capital improvements may benefit the University’s cash position which is currently strong but susceptible the longer the pandemic lasts. Students due refunds will receive those. Mr. Walton stated the finance team is focused on cost-cutting initiatives and will provide estimates in the near future. Mr. Allen asked if the finance team had analyzed the impact of loss revenue on the Athletics Budget. Mr. Walton stated the finance team has taken a deep dive into modeling the impact on Athletics and would be presented at the appropriate time. He then turned the floor back over to President Caslen.

President Caslen asked the Board for additional emergency contracting authority, approval of internal cost-saving measures in the near-term, as appropriate, and assistance in engaging the legislature on higher education relief. He noted the current State Budget will not be passed at this time and a continuing resolution would be passed. This will have an impact on the University as the new budget had \$12 million dollars designated for tuition mitigation.

Chair Moody inquired if the Board would receive a list of cost-cutting measures. Mr. Walton advised certain fixed cost will continue but all variable costs are being analyzed for saving opportunities. Mr. Whittle stated the Board should be actively involved and across the board cuts would be very unfair. He stated some colleges have already taken measures to reduce cost and he would like a list of those that have and have not done so. He also asked for an analysis of increases in indirect costs. Mr. Allen asked how many students remained on the University's other campuses. President Caslen advised 91 students remain on campus at Aiken, 70 at Beaufort, and 108 at Upstate.

Chair Moody thanked President Caslen for his report and stated it was received as information.

### III. Development Organizational Structure

Chair Moody provided a summary of the organizational structure of the Development Office reporting to the Chief Development Officer. The information was provided by Interim Chief Development Officer Will Elliott. She stated a more comprehensive overview would be provided at a later date. Mr. Whittle stated he would like to see a presentation on best practices for a development organization.

#### IV. USC Columbia

Chair Moody called on Interim Provost Tayloe Harding to present USC Columbia items for Committee approval.

##### A. New Certificate Program

– Artificial Intelligence Certificate, College of Engineering and Computing

Dr. Harding presented details of a new Artificial Intelligence Certificate Program in the College of Engineering and Computing. Ms. Newton made a motion to recommend full Board approval of the new Artificial Intelligence Certificate program in the College of Engineering and Computing, as presented and posted on the Board portal. Mr. Hubbard seconded the motion. A vote was taken, and the motion carried.

##### B. Articulation Agreement: USC College of Education and Horry-Georgetown Technical College

Dr. Harding presented details of an articulation agreement between the USC College of Education and Horry-Georgetown Technical College. Mr. Dozier made a motion to recommend full Board approval of the articulation agreement between the College of Education and Horry-Georgetown Technical College as presented and posted on the Board portal. Mr. Dixon seconded the motion. A vote was taken, and the motion carried.

##### C. Articulation Agreement: USC College of Information and Communications and Claflin University

Dr. Harding presented details of an articulation agreement between the USC College of Information and Communications and Claflin University. Mr. Adams made a motion to recommend full Board approval of the articulation

agreement between the USC College of Information and Communications and Claflin University as presented and posted on the Board portal. Mr. Jones seconded the motion. A vote was taken, and the motion carried.

D. Program Name Changes

Dr. Harding presented three program name changes: 1) BA in Experimental Psychology change to BA in Psychology; 2) BS in Experimental Psychology to BS in Psychology; and 3) MEd in Educational Technology change to MEd in Learning and Design Technologies.

Ms. Newton made a motion to recommend full Board approval of these three program name changes as presented and posted on the Board portal. Mr. Mobley seconded the motion. A vote was taken, and the motion carried.

E. Unit Name Change

– School of Library and Information Science change to School of Information Science

Dr. Harding presented details for changing the name of the School of Library and Information Science to the School of Information Science.

Mr. Jones made a motion to recommend full Board approval of this unit name change from School of Library and Information Science to School of Information Science. Mr. Adams seconded the motion. A vote was taken, and the motion carried.

F. USC Columbia Faculty Manual Changes

Dr. Harding presented details of changes to the Columbia Faculty Manual for approval.

Mr. Hubbard made a motion to recommend full Board approval of changes to the USC Columbia Faculty Manual as presented and posted on the Board portal. Dr. Floyd seconded the motion. A vote was taken, and the motion carried.

V. USC Aiken

Chair Moody called on Executive Vice Chancellor of Academic Affairs Daren Timmons and USC Chancellor Sandra Jordan to present several recommendations for USC Aiken for approval.

A. New Program: BA in Art

Mr. Adams made a motion to recommend full Board approval of the new BA in Art degree program at USC Aiken, as presented and posted on the Board portal. Ms. Newton seconded the motion. A vote was taken, and the motion carried.

B. Program Modification: BA in Special Education

Mr. Jones made a motion to recommend full Board approval of a program modification to the BA in Special Education degree program at USC Aiken, as presented and posted on the Board portal. Mr. Hubbard seconded the motion. A vote was taken, and the motion carried.

C. USC Aiken Faculty Manual Changes

Dr. Floyd made a motion to recommend full Board approval to change the USC Aiken Faculty Manual as presented and posted on the Board portal. Mr. Dozier seconded the motion. A vote was taken, and the motion carried.

VI. USC Upstate

Chair Moody called on Senior Vice Chancellor for Academic Affairs Clif Flynn to present recommendation for USC Upstate to the Committee for approval.

– New Programs

Dr. Flynn presented details of six new programs at USC Upstate to the Committee for approval: 1) BSBA Accounting; 2) BSBA Economics and Finance; 3) BSBA Entrepreneurship and Innovation; 4) BSBA in Logistics and Supply Chain Management; 5) BSBA in Marketing; and 6) BSBA in Management.

Mr. Adams made a motion to recommend full Board approval of the six new programs for USC Upstate as presented and posted on the Board portal.

Mr. Jones seconded the motion. A vote was taken, and the motion carried.

MOTION FOR EXECUTIVE SESSION

Chair Moody stated there was a need for an Executive Session to discuss personnel matters related to honorary academic titles, appointments with tenure, and a proposed contractual matter regarding a campus transit agreement and academic collaboration agreements.

Mr. Hubbard made the motion to enter Executive Session. Ms. Newton seconded the motion. A vote was taken, and the motion carried unanimously. Ms. Moody invited the following to remain: Trustees, President Caslen, Secretary Heath, the President's Executive Council, Dean Wilcox, Dr. Cooper, Mr. Rankin, Ms. Dunleavy, and Faculty Liaison Committee members.

EXECUTIVE SESSION

– Executive Session Removed

OPEN SESSION

VII. Other Matters

Chair Moody called on Board Chair von Lehe. Board Chair von Lehe announced that he would form an Ad Hoc Advisory Committee on Finance. He asked Mr. Whittle to Chair the Committee. Other members who have agreed to serve are Mr. Dozier, Ms. Newton, and Dr. Smith.

Chair Moody called for any other matters to come before the Committee.

VIII. Adjournment

Hearing none, she declared the meeting adjourned at 12:30 p.m.

Respectfully submitted

A handwritten signature in blue ink, appearing to read "J. Cantey Heath, Jr.", is positioned above the typed name.

J. Cantey Heath, Jr.  
Secretary