

Board of Trustees
Regular Meeting of the Student Affairs Committee
Tuesday, January 16, 2014 – 6:00 p.m.
MINUTES

Trustees Present:

Errol Schwartz, Chair
Christopher Bell
Jerome Shelton
Kenneth Isaacs

Trustees Absent:

Staff Participants:

Valerie Epps, Vice President, Student Affairs
James Contreras, Director, Financial Aid
Maria Byrd, Project Manager
Staci Mills, Office of the General Counsel
Denise Slaughter, substituting for the Executive Secretary, Board of Trustees

Call to Order and Roll Call

Chair Schwartz called the meeting to order at 6:15 p.m. No official actions were taken at this meeting. The chair made a motion to modify the agenda to add testimony from a community member, Mr. Michael Sindram, after the last agenda item. The motion was approved.

Minutes

The written minutes from the prior committee meeting were unavailable.

Vice President's Report

Dr. Epps provided a written report, highlighting updates in various areas under her direction. She discussed matters with and fielded questions from the Board, including:

- **Financial Aid:** Mr. Contreras said \$27 million in aid had been disbursed to approximately 4,900 undergrads, graduate, and law students. He spotlighted some of the recruitment and financial aid remedies underway thus far, e.g., implemented a call center and on-line chat to respond to questions, and sponsored financial-awareness events to help students complete applications on-line, and attended college fairs. These steps are also intended to make students more aware of their higher education financial obligations to decrease the default rate.

He also explained to the Board why UDC was liquidating its Perkins student loan program that was stopped by the Federal government, noting that it had cost the University more to continue operating it than to discontinue—and that those loans had the highest default rate.

Trustee Shelton asked if anyone was looking at the experience of full-pay students: their graduation rates and any other demographic information. He also cited the need for an emergency fund to help those students who may need it to stay in school, and the need to find other independent sources of support to help ensure access.

Trustee Isaacs asked Mr. Contreras to provide the Board with more disaggregated data that includes the Law School students' details.

- **Housing:** Dr. Epps let the Board know that a search committee has been formed to find a replacement for the Resident Director who resigned effective 12/31/2013. She introduced Marc Strothers as the interim director, a role he has only had for a week, in addition to his current position. She said that they had a few vacancies, but 28 students on a wait-list who would like to fill them. They have begun marketing for summer tenants. Discussion ensued about the space and relationship UDC currently has with the two locations where students are housed, Archstone and the Consulate. She alerted the Board to a change in the Archstone management that will call for some meetings to contain any problems brewing from the changeover. The Board asked about other aspects of current and future housing plans, with Chair Schwartz observing that they make sure the housing supports the need. The Board indicated that they had given Barbara Jumper, Vice President, Real Estate and Facilities, the permission to start discussions with other relevant agencies, staying within the plan she had presented, with the understanding that certain criteria must be satisfied before more concrete steps can be approved.
- **Records Management:** Ms. Byrd presented a Records Management Study Summary document that outlined the review findings and recommendations for Board consideration. She enlisted the consultant, Mr. Joel Limerick, Project Executive, DSI, who had been engaged to evaluate the University's situation and help develop a plan to address it, modernizing UDC's records management system. He said he was heartened to have found UDC was already on the right track and could be updated to be more comprehensive and ensure compliance with regulations governing this area. The primary problem continues to be implementation, including the need for updated technologies, and the need for a records manager in each department. He proposed an implementation team be established to oversee the design and implementation of the recommended plan. When asked, he estimated it would cost \$900,000 and take one year to get UDC up to speed and prepared to go forward with a fully-functioning records management system. A complete and formal proposal will be presented to the Board.

Dr. Epps ended the meeting by introducing Wayne Sparks, UDC Records Management, to acknowledge his hard work under trying circumstances. She also recognized staff member Jane Darko, Director of Health Services, who would be resigned at the end of January 2014.

Public Testimony

Mr. Michael Sindram was allowed two minutes to make remarks, in addition to the selected documents he submitted at the meeting. He spoke about his situation and sought no other action from the Board for four minutes, at which point Chair Schwartz thanked him.

The meeting adjourned at 7:37 p.m.

The final minutes will be approved at the next regularly scheduled Student Affairs Committee meeting (February 27, 2014).