

**KENT STATE UNIVERSITY  
BOARD OF TRUSTEES  
December 8, 2015  
Akron Children's Hospital, Community Room**

**Board Members Present**

Virginia Albanese  
Jennifer Bryant  
Stephen Colecchi  
Margot James Copeland  
Ralph Della Ratta  
Dennis Eckart, Chair  
Perry (P.J.) Kimmel  
Richard Marsh  
Stephen Perry  
Lawrence Pollock  
Michael Solomon

**KSU President's Cabinet Present**

Beverly Warren, President  
Alfreda Brown  
Todd Diacon  
Paul DiCorleto  
Iris Harvey  
Shay Little  
Ed Mahon  
Jeff McLain  
Stephen Nameth  
Charlene Reed, University Secretary  
Willis Walker

**CALL TO ORDER AND ROLL CALL**

Board Chair Dennis Eckart called the meeting to order at 7:45 a.m. in the Akron Children's Hospital Community Room. Vice Chair Lawrence Pollock called the roll, and a quorum was present.

Chair Eckart introduced William Considine, President and CEO of Akron Children's Hospital, who delivered a warm welcome to the Kent State community members. He noted that Kent State University is a valued partner of the hospital and the greater Akron community, and he shared several examples of the outstanding collaborations between our institutions. Chair Eckart thanked President Considine for his outstanding leadership and for the staff's hospitality in hosting the day's meetings.

**PROOF OF NOTICE**

Chair Eckart stated that public notification was given pursuant to state law and university policy.

**EXECUTIVE SESSION**

Preceding meetings of the Board as a committee of the whole, and of the standing committees, the Board convened at 7:50 a.m. for the purposes of executive session.

In accordance with Section 121.22(G) of the *Ohio Revised Code*, Chair Eckart announced that the Board had a need to meet in Executive Session for the purposes of: (i) considering the employment and compensation of a public employee or official [R.C. 121.22(G)(1)]; (iv) preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment [R.C. 121.22(G)(4)]; and (vi) details relative to the security arrangements and emergency response protocols for a public body or a public office [121.22(G)(6)]. He also noted there would be a conference with external auditors as permitted under Ohio law.

Trustee Virginia Albanese moved, seconded by Trustee Ralph Della Ratta, that the Board retire into Executive Session. Vice Chair Larry Pollock took a roll call vote of the membership. By virtue of a unanimous roll call vote, the Board adjourned into Executive Session. The session concluded at 10:10 a.m.

The session was followed by meetings of the Academic Excellence and Student Success Committee, Audit and Compliance Committee, External Relations and Development Committee, and the Finance and Administration Committee. At 12:50 p.m., trustees and members of the administration gathered for the Committee of the Whole session focusing on the Strategic Roadmap to a Distinctive Kent State and the healthy campus initiative now under development. During the Committee of the Whole session, Chair Eckart also called trustees' attention to a series of articles about freedom of speech issues nationally on college campuses.

### **APPROVAL OF THE AGENDA**

The Board reconvened for the business portion of the meeting at 2:05 p.m. in the Community Room. Chair Eckart requested additions or corrections to the afternoon's agenda.

Hearing no corrections or additions, the agenda was approved.

### **DISPOSITION OF MINUTES**

Chair Eckart requested additions, corrections, or changes to the minutes of the Board's September 9, 2015 meeting. Hearing none, the minutes were approved by general consent.

### **REPORT OF THE CHAIR**

On behalf of the Board, Chair Eckart expressed appreciation to Akron Children's Hospital for hosting the meeting, noting that President and CEO William Considine had welcomed the group at the beginning of the morning session. Chair Eckart observed how well the missions of the hospital and the university align in service to the Greater Akron community. He also noted that both organizations are fortunate to have the service of Virginia Albanese as a member of their respective boards.

Chair Eckart also thanked the Office of the President's staff for its work in supporting the Board's meeting at an off-campus location. Akron was selected as a meeting site due to Kent State's longstanding regional community engagement. He noted that within Summit County and Akron, Kent State has an incredible number of students, alumni, donors, and critical partnerships. As part of Kent State's regional community engagement, the next Board meeting will be held in Cleveland on March 9, 2016.

One of the Board's most important functions is the selection of the university president and one of its best practices is the annual review of the president, Chair Eckart stated. After an extensive performance review and board discussion earlier that day, it was clear that Kent State has the right person in the right place at the right time to move Kent State clearly in the right direction, he said. Reflecting back upon the presidential search, he stated the Board was looking for a president who placed students first, who would create a one university environment, and who would help Kent State break out of being the region's best-kept secret. The Board wanted strong management and leadership to build on the university's momentum and excellence, and after a rigorous national process, that search led the Board to select President Warren. Chair Eckart asserted that the Board was proud to say, as a reflection on its annual assessment, that President Warren has much more than met – she has dramatically exceeded – the Board's expectations. He praised President Warren, saying that Kent State is better off today, with a brighter future, because of the selection of President Warren. She has led by listening, acted in many ways by example, has dared Kent State to dream, and has challenged us to be bold. Under new business, the Board would present a resolution regarding the review of President Warren's performance and how it will be reflected in her 2015-16 compensation.

Chair Eckart thanked trustees for their engagement in connecting Kent State to important constituencies. On November 15, he and many others attended a dynamic all-boards meeting uniting representatives of 38 Kent State advisory boards at the Kent State University Hotel and Conference Center. Chair Eckart was impressed not only by the depth, breadth and diversity of talent in the room, but also with how attendees – coming from diverse silos and perspectives – expressed commonalities about the purpose of their work with Kent State. Chair Eckart thanked Foundation Board Chair Gary Brahler for his leadership in initiating this gathering.

Chair Eckart asked Trustee P.J. Kimmel to give a report on the recent Ohio Department of Higher Education Statewide Trustees Conference. Trustee Kimmel thanked the board and the university for the opportunity to serve as a student trustee, and commended trustees for always being willing to hear the input of student trustees.

Trustee Kimmel provided a few highlights from the conference and described two examples of state initiatives – Global Reach to Engage Academic Talent (GREAT) and the Governor's Task Force on Affordability and Efficiency. He noted that the university's strategic priorities align with internationalization and show Kent State's commitment to advancing its domestic students' global competitiveness. Some of the interesting facts he learned were that Ohio institutions in 2014 enrolled a total of 29,488 international students, who supported 11,337 jobs and contributed more than \$827 million to the state's economy. Regarding the Task Force on Affordability and

Efficiency, Trustee Kimmel noted that new dollars or savings generated by these initiatives will be applied to reducing the cost of student attendance. The two areas of affordability he thought were especially important for students were textbook affordability and policy reforms, specifically making financial literacy part of a student's education. Lastly, two other issues covered were suicide prevention and sexual assault prevention and response. In reviewing the Ohio Department of Higher Education guidelines on preventing and responding to sexual assault, he believed that Kent State is in a good position. As a student he could go through the state's recommendations and name the corresponding university program such as KSU Green Dot program, Healthy Campus initiative, and President Warren's priorities that address these issues.

Chair Eckart praised the incredible work of the student trustees who have served the Board of Trustees. He then praised the faculty, students and staff for their hard work throughout the fall semester, and applauded faculty and staff for placing students first. He thanked all of the campuses and communities for embracing bold change, even though change sometimes comes with sacrifices and compromises. Chair Eckart commented that trustees were aware of and following closely the faculty contract negotiations, and the Board was mindful of all the positions taken by all sides of the negotiations. The Board is strongly committed to a fair, transparent, open, and equitable process, and trustees support negotiations, mediation and if needed, fact-finding. He observed that shared values placing students first were key to a positive outcome.

Chair Eckart then yielded the floor to President Warren for her report.

### **REPORT OF THE PRESIDENT**

President Warren began her remarks by thanking Akron Children's Hospital for being the host location for this meeting of the Board of Trustees. She noted how Kent State, as Northeast Ohio's university, has partnered with Akron Children's Hospital for years, from seeking to reduce lead poisoning in Akron through GPS mapping, to promoting a diverse nursing workforce, to the KSU Flash-a-thon student-sponsored dance marathon that raises funds for children with cancer.

She identified many of the ways that Kent State has great connections to Summit County. Nearly one-third of all Kent Campus employees live in Summit County. Some 5,500 KSU students call the county home, making Kent State the county's second largest supplier of higher education behind the University of Akron. Kent State also calls Summit County home, with its Regional Academic Center in Twinsburg. The university is connected to many Summit County partners and local businesses. President Warren shared that the top three Summit County employers employing the most Kent State graduates include Akron Public Schools, Akron General Medical Center, and The University of Akron.

President Warren then welcomed the newest Cabinet member, Dr. Mark Polatajko, who will begin his role full-time as Senior Vice President of Finance and Administration January 1, 2016.

Looking back over the past year, President Warren noted that 2015 contained many 50<sup>th</sup> milestones including the 50<sup>th</sup> anniversaries of the East Liverpool campus, Liquid Crystal Institute, University Press, and the Kent State University Foundation. The year 2015 also brought accreditation for the Public Health program through the The Council on Education for Public Health. Kent State is one of only two accredited Public Health programs in Ohio and one of just 50 schools/colleges of public health accredited nationwide.

President Warren then highlighted other national leadership recognitions for Kent State, including the recent Institutional Excellence for Students in Transition Award. She praised Provost Todd Diacon and Dean Eboni Pringle for their leadership in working with students in transition in deciding their major direction. She asserted that the more support we can give to our deciding students, the greater their success. President Warren also recognized that Kent State received for the third time the Higher Education Excellence in Diversity award and for the seventh time was recognized as a Military Friendly Campus award-winner.

Looking ahead to build for Kent State's future, President Warren noted the groundbreaking for the Interdisciplinary Science Building (ISB) and shared the ISB renderings. She also highlighted how Kent State opened the beautiful Sciences and Nursing building at the Stark Campus, and is transforming older buildings into the new Center for the Visual Arts. Dr. Warren observed that while construction and growth from time to time cause difficulties in moving about campus, she appreciates the community's awareness that the inconveniences are temporary as Kent State is building for progress.

Dr. Warren remarked that Kent State had a marvelously generous "Giving Tuesday," raising a record one-day total of more than \$252,000. That was more than a 500% increase over the \$40,000 raised on "Giving Tuesday" in 2014. President Warren offered thanks to vice presidents Jeff McLain and Iris Harvey, and the entire Giving Tuesday team.

She noted several other ongoing initiatives. First, Intercollegiate Athletics is in the final stages of its strategic visioning process, conducted with assistance of consultant Todd Turner of Collegiate Sports Associates. Athletic Director Joel Nielsen and Faculty Athletic Representative Dr. Kathryn Wilson are co-chairing a steering committee of about 25 members. That committee includes Chair Eckart and herself, and leads from a very high level of commitment, she said. The six working groups and steering committee are expected to report out in February.

Another initiative, the One University Commission, is moving forward. President Warren expressed gratitude to Provost Diacon for leading that endeavor, visiting each regional campus location, and engaging in robust discussions around what is One University and how it might be realized. She stated that there will be a new Vice President of System Integration, and the Provost looks forward to welcoming that new member of the Cabinet.

As part of the One University Commission, student government structures are forming on every regional campus, said Dr. Warren, and students systemwide want more input and increased opportunities for leadership development and engagement. At a future Board meeting, the

establishment of a policy for student governance formulation at every regional campus will be requested. Dr. Warren thanked Vice President Shay Little for her team's work on this initiative. Dr. Warren also highlighted another aspect of the One University Commission – distance learning. She noted that Provost Diacon is leading this work, which will be covered in the Academic Affairs report.

President Warren updated the Board on the exploration of an international living learning residence. A Request for Qualifications (RFQ) was launched, to which five firms responded. The steering committee selected the top three proposals, and those firms were invited to make presentations in person. Signet Enterprises, an Akron-based firm, was selected to help with the capacity analysis. She clarified that this is a design and financing study, not a building phase. Signet has deep and creative experience with universities, including buildings on the University of Florida's Innovation Campus and a residence hall at the University of Akron. Additional information around the design-and-build prospects and capacity will be provided to the Board in the spring. President Warren reiterated for the media in attendance that this was not an approval of the building project at this time.

President Warren provided updates on the university's effectiveness and efficiency reviews. She explained that two groups are working concurrently. The first is an Effectiveness and Efficiency Task Force, with 30+ members, co-chaired by Vice President Edward Mahon, who launched the initiative. Senior Vice President Mark Polatajko will join him as co-chair when he begins in January. Their target is to identify potential cost savings equal to or exceeding 1% of the operating budget, which amounts to about \$7 million in cost savings. She reminded the trustees that \$3 million in cost savings already has been realized from eliminating the overload fee, so the group will be seeking another \$4 million in cost savings, if not more.

Another group working on effectiveness and efficiency is an Executive Council, which is working on recommendations of the Governor's Affordability and Efficiency Task Force. This group is led by Senior Vice President Polatajko and Senior Associate Vice President Jeannie Reifsnyder. President Warren expressed gratitude to Senior Associate Vice President Reifsnyder for stepping up during the division's administrative transition and making sure the university did not miss a beat.

With that, President Warren concluded her report and yielded the floor to Chair Eckart.

## **PERSONNEL ACTIONS**

Chair Eckart asked President Warren to present the personnel actions. President Warren called on Provost Diacon to present the academic personnel actions, followed by Interim Vice President for Human Resources Willis Walker, who presented the non-academic personnel actions.

*ACADEMIC PERSONNEL*

Provost Diacon reported that academic actions were routine in nature and included the granting of emeritus status to three faculty members.

*NON-ACADEMIC PERSONNEL*

Vice President Walker reported that the non-academic actions were routine.

**ACTION: There were no objections to placing the personnel actions on the consent agenda.**

**COMMITTEE REPORTS**

Chair Eckart called on Committee Chair Larry Pollock to present the report of the External Relations and Development Committee.

**EXTERNAL RELATIONS AND DEVELOPMENT COMMITTEE**

Trustee Pollock reported that the External Relations and Development Committee met that morning to consider one management decision item and received two reports on various topics.

*NAMING OF THE FASTENAL PROFESSIONAL SALES LABORATORIES*

First, the committee reviewed a resolution proposing the naming of The Fastenal Professional Sales Laboratories. The recommendation was consistent with university naming policy and procedures, and the committee recommended that it be placed on the consent agenda. The naming action for The Fastenal Professional Sales Laboratories is described in the resolution.

**Resolution 2015-71**

**NAMING OF THE FASTENAL PROFESSIONAL SALES  
LABORATORIES**

WHEREAS, Fastenal recognizes the College of Business Administration at Kent State University as a leader in higher education and excellence in Northeast Ohio; and

WHEREAS, Fastenal is committed to the long-term success of the College of Business Administration and the Professional Sales Program; and

WHEREAS, Fastenal recognizes that the Professional Sales Program offers high-quality learning opportunities, and understands the significant need to expand the program to accommodate the growing interest in the field of study; and

WHEREAS, Fastenal has generously committed to a gift in the amount of \$25,000 to create a second sales laboratory, and renovate the existing space to provide valuable sales education to students; now therefore

BE IT RESOLVED, that the Board of Trustees, on behalf of Kent State University and the College of Business Administration and the current and future students who will benefit from the facility, express their sincere appreciation to Fastenal for their generosity; and

BE IT FURTHER RESOLVED, that the Kent State University Board of Trustees, in accordance with university policy, hereby names Kent State University's sales laboratories the Fastenal Professional Sales Laboratories for a three-year term effective from the date of renovation.

Secondly, the committee received a fundraising update from Vice President Jeff McLain. Included in that report was an update on the \$252,000 raised through "Giving Tuesday." Trustee Pollock thanked President Warren for her personal match challenge of \$25,000. Current-year results showed gift commitments to date were in excess of \$9 million. Finally, the committee participated in a brainstorming session with members of the firm 160over90 regarding how Kent State might leverage its branding effort in the coming years. Among ideas discussed was the 50<sup>th</sup> commemoration of the events of May 4, 1970, which will occur in the year 2020. With that, Trustee Pollock concluded the External Relations and Development Committee report.

**ACTION: There were no objections to placing the resolution on the consent agenda.**

Chair Eckart called on Committee Chair Margot Copeland to present the report of the Academic Excellence and Student Success Committee.

### **ACADEMIC EXCELLENCE AND STUDENT SUCCESS COMMITTEE**

Trustee Copeland reported that the Academic Excellence and Student Success Committee met that morning and considered five management decision items that required Board action.

#### *CONFERRAL OF DEGREES – SUMMER 2015*

Trustee Copeland recommended the Conferral of Degrees for Summer 2015: 1,679 total associate, bachelor's, master's, educational specialist, and doctoral degrees awarded.



**Resolution 2015-72**

**CONFERRAL OF DEGREES  
Summer 2015**

WHEREAS, Section 3341.05 of The Revised Code of Ohio provides that "...On the recommendation of the (KSU) faculty, the (KSU) Board of Trustees may confer such honorary and academic degrees as are customarily conferred by colleges and universities in the United States..."; and

WHEREAS, the Faculties, Deans and Directors of Kent State University's Colleges and Schools recommend that appropriate degrees be conferred on those Kent State students who completed – during the period May 16, 2015, to August 15, 2015 – the various requirements of the respective programs of study they pursued; and

WHEREAS, the University has recognized completion of said programs of study by awarding diplomas as appropriate at a suitable time, during the period cited, upon such persons listed in the accompanying Summary of Candidates for Degrees; now, therefore,

BE IT RESOLVED that the Kent State University Board of Trustees hereby confirms the conferral of their respective degrees upon those persons who have been officially recorded by the Kent State University Registrar as having completed the requirements during said period May 16, 2015 to August 15, 2015.

*CONFERRAL OF HONORARY DEGREE UPON ARCH G. WOODSIDE*

Trustee Copeland then noted that Kent State awards honorary degrees to persons who have clearly and unmistakably demonstrated achievement in a recognized field of endeavor and who have contributed to the advancement of the university, or whose contributions are so significant that the benefits are recognized and acknowledged at the state, national, or international level.

The committee recommended Board approval that an honorary Doctor of Letters degree be conferred upon Dr. Arch G. Woodside in recognition of his outstanding contributions to the fields of marketing, psychology and tourism. Dr. Woodside is a two-time graduate of Kent State University, earning his bachelor's and master's degrees in Business Administration from Kent State, before earning his Ph.D. in Business Administration at Penn State University. His distinguished career spanning five decades has inspired and influenced generations of students and scholars around the globe, creating a body of work and a life that Kent State is proud to support and honor. He will serve as keynote speaker for Kent State's Advanced Degree Commencement Ceremony on December 18.

### **Resolution 2015-73**

#### **CONFERRAL OF HONORARY DEGREE UPON ARCH G. WOODSIDE**

WHEREAS, Arch G. Woodside established his academic roots as a student at Kent State University where he earned bachelor's and master's degrees in business administration in 1964 and 1965, respectively; and

WHEREAS, during a career spanning nearly five decades, he served as Professor of Marketing at the University of New South Wales, the Malcolm S. Woldenberg Professor of Marketing at Tulane University, and Distinguished Professor of Marketing at the University of South Carolina before joining Boston College as Professor of Marketing; and

WHEREAS, Professor Woodside is a prolific and ground-breaking scholar, producing more than 50 books and monographs and 400+ journal articles and other publications that have been cited more than 14,000 times, making him one of the top 10 scholars in the world in the field of marketing and the single-most influential scholar in tourism behavior; and

WHEREAS, Dr. Woodside has advanced his chosen profession through dedicated preparation and support of young researchers around the globe, creation of diverse academic outlets for scholars and research communities to stimulate innovation and knowledge production, and editorship of leading publications including the Journal of Business Research and the International Journal of Culture, Tourism and Hospitality Research; and

WHEREAS, his extraordinary contributions to the disciplines of marketing, psychology and tourism have earned him recognition as a Fellow of five academic societies across the three disciplines; an honorary doctorate from the University of Montreal; and a Lifetime Achievement Award from the International Academy of Culture, Tourism and Hospitality; and

WHEREAS, Professor Woodside's keen intellect, exacting professional standards, collaborative spirit, and tireless mentorship and service to his profession have inspired and influenced generations of students and scholars around the globe, creating a body of work and a life that Kent State University is proud to support and honor: now, therefore,

BE IT RESOLVED, that the Board of Trustees of Kent State University, upon the recommendation of the Citation and Recognition Committee, with the full concurrence of the President, hereby approves that the degree of Doctor of Letters, honoris causa, be conferred upon Arch G. Woodside for his extraordinary

contributions to the fields of marketing, psychology and tourism and to the broader society, and wishes him continued success.

*REVISION OF DEGREE DESIGNATION FOR THE PHOTO-ILLUSTRATION MAJOR FROM THE BACHELOR OF SCIENCE DEGREE TO THE BACHELOR OF FINE ARTS DEGREE*

Trustee Copeland then recommended Board approval of the revision of degree designation for the Photo-Illustration major from the Bachelor of Science degree to the Bachelor of Fine Arts degree, as requested by the School of Visual Communication Design and the College of Communication and Information. This change will better align with the mission of the school and the preferred degree in the photographic arts industry, enhancing the competitiveness of Kent State graduates in the commercial market and in their admission to graduate studies, she noted.

**Resolution 2015-74**

**REVISION OF DEGREE DESIGNATION FOR THE PHOTO-ILLUSTRATION MAJOR FROM THE BACHELOR OF SCIENCE DEGREE TO THE BACHELOR OF FINE ARTS DEGREE**

WHEREAS, the College of Communication and Information seeks approval of the revision of the degree designation for the Photo-Illustration major from the Bachelor of Science degree to the Bachelor of Fine Arts degree; and

WHEREAS, graduates of Kent State's Photo-Illustration major are currently awarded a Bachelor of Science degree; and

WHEREAS, a Bachelor of Fine Arts is the standard degree awarded to students in the discipline and the preferred degree in the photographic arts industry; and

WHEREAS, revising the degree designation will enhance graduates' competitiveness in the commercial marketplace and increase accessibility to graduate studies for students wishing to pursue the terminal Master of Fine Arts degree; and

WHEREAS, the proposed revision of degree designation has been reviewed and approved by the appropriate college faculty and curriculum committees, the Educational Policies Council, and the Faculty Senate, and also carries the endorsement of the Provost and the President; now therefore,

BE IT RESOLVED, that the Kent State University Board of Trustees hereby approves the revision of degree designation for the Photo-Illustration major from the Bachelor of Science Degree to the Bachelor of Fine Arts degree, effective Fall

2016, pending approval of the Ohio Department of Higher Education and the Higher Learning Commission.

*REVISION IN POLICY NUMBER FOR UNIVERSITY POLICY 3342-3-09  
REGARDING USE OF COPYRIGHT-PROTECTED WORKS*

Trustee Copeland then recommended the revision in policy number for University Policy 3342-3-09 Regarding Use of Copyright-Protected Works, as requested by the Office of General Counsel. This is a renumbering only; no substantive changes were made to the policy as previously approved by the Board.

**Resolution 2015-75**

**REVISION IN POLICY NUMBER FOR UNIVERSITY POLICY 3342-3-09  
REGARDING USE OF COPYRIGHT-PROTECTED WORKS**

WHEREAS, the Constitution of Kent State University requires the university to maintain a register of policies and procedures (University Policy Register); and

WHEREAS, the University Policy Register did not previously include a policy regarding the use of copyright-protected works; and

WHEREAS, the Kent State University Board of Trustees approved the establishment of University Policy 3342-3-09 Regarding Use of Copyright-Protected Works at its meeting on September 9, 2015, to become effective Spring 2016; and

WHEREAS, the Policy Register is organized based on subject and currently includes Administrative Policy 3342-3-09.1 Regarding Transcript Maintenance; and

WHEREAS, transcript maintenance is not tangentially related to the use of copyright protected works; and

WHEREAS, as the next available sequence in the Policy Register is 3342-3-10, the approved University Policy Regarding Use of Copyright-Protected Works was renumbered when filed with the Legislative Service Commission of Ohio; and

WHEREAS, no substantive revisions were made to the policy approved by the Board of Trustees; now, therefore,

BE IT RESOLVED, that the Kent State University Board of Trustees hereby approves the revision in policy number for University Policy 3342-3-09

Regarding Use of Copyright-Protected Works to University Policy 3342-3-10, effective Spring 2016.

*ENDORSEMENT OF UNIVERSITY RESPONSE TO STATE BUDGET  
LEGISLATION RELATED TO REVIEW OF COURSES AND PROGRAMS*

The committee's final action item recommended for the consent agenda was endorsement of the University Response to State Budget Legislation Related to the Review of Courses and Programs. Amended House Bill 64 requires the boards of trustees of public universities in Ohio to evaluate all courses and programs the institution offers based on enrollment and performance and to submit findings to the Chancellor of the Department of Higher Education by January 31, 2016. Consistent with this requirement, university administration conducted reviews of low-enrollment courses and course performance, and low-enrollment programs and program performance. A report of the findings includes Kent State's institutional definitions of course and program thresholds, a description of the process and data used to meet the Chancellor's definition of low enrollments, and a summary of recommended actions for each low-enrollment course. During the committee meeting, Provost Diacon presented an overview of findings and action plans.

**Resolution 2015-76**

**ENDORSEMENT OF UNIVERSITY RESPONSE TO STATE BUDGET  
LEGISLATION RELATED TO REVIEW OF COURSES AND  
PROGRAMS**

WHEREAS, Kent State University is committed to advancing student success while keeping true to its mission of providing an accessible education for the citizens of Ohio and beyond; and

WHEREAS, throughout the State of Ohio budget deliberations for fiscal years 2016 and 2017, policymakers and university leaders alike have been committed to assisting Ohio students and families in accessing a college education; and

WHEREAS, the Ohio General Assembly ultimately passed Amended Substitute House Bill 64 that requires the boards of trustees of public universities to evaluate all courses and programs the institution offers based on enrollment and performance in each course or program; and

WHEREAS, under Section 3345.35, findings must be submitted to the Chancellor of the Department of Higher Education (Ohio Board of Regents) January 31, 2016; and

WHEREAS, consistent with that requirement, the university administration has conducted reviews of low-enrollment courses, course performance, low-enrollment programs, and program performance; now, therefore,

BE IT RESOLVED, that the Kent State University Board of Trustees hereby endorses the review and findings and submission to the Chancellor of the Ohio Department of Higher Education by the required deadline of January 31, 2016.

Trustee Copeland then noted that the committee received other informational reports, including President Warren's appointment of Dr. Barbara Broome and Dr. Robert Haynie to the KSU Foot & Ankle Clinic Board of Directors. Dr. Broome is the Dean of Kent State's College of Nursing. Dr. Haynie serves as a Medical Consultant and Associate Professor at the College of Podiatric Medicine, and as Associate Dean for Student Affairs and Associate Clinical Professor of Medicine at Case Western Reserve University School of Medicine.

Next, Trustee Copeland observed that Fall 2016 admissions appear to be strong, according to an enrollment update from Senior Associate Vice President David Garcia. When compared with 2015, applications are up nearly 8%, admissions are up 18%, diversity applications increased by 617 students, and diversity admissions are up by nearly 300 students, she reported.

Finally, Interim Vice President of Student Affairs Shay Little gave the committee an overview of changes to five student affairs administrative policies: Administrative Policy 3342-4-02.5 Regarding Voluntary and Involuntary Withdrawal for Health Reasons; Establishment of Administrative Policy and Procedure 3342-4-02.7 Regarding Promotion of Mental Health Resources; Revision of Administrative Policy and Procedures 3342-4-01.4 Regarding Publications by Student Organizations; Revision of Administrative Policy 3342-4-12.1 Regarding Student Media Board; and Revision of Administrative Policy 3342-7-05.3 Regarding Student Leader Scholarships.

With that, Trustee Copeland concluded the Academic Excellence and Student Success Committee report.

**ACTION: There were no objections to placing the management decision items on the consent agenda.**

Chair Eckart asked Trustee Virginia Albanese to present the Audit and Compliance Committee report on behalf of Committee Chair Richard Marsh.

#### **AUDIT AND COMPLIANCE COMMITTEE**

Trustee Albanese reported that the Audit and Compliance Committee met that morning with members of the external auditing firm Plante & Moran to discuss the fiscal year 2015 audit of Kent State University. Plante & Moran officials briefly shared results with the committee, including most importantly, that once again the financial statements received an unqualified audit opinion. Among key changes: implementation of GASB 68 that required the university to recognize its share of the unfunded pension benefit obligation as a liability for the first time. The Audit and Compliance Committee acknowledged the finance and internal auditing staff for their great work on behalf of the university, she said.

Trustee Albanese then reported that the first quarter's performance report for fiscal year 2016 also was reviewed. This report compares the Internal Audit Plan budgeted hours to the actual hours. There were no unusual items to report.

Finally, Trustee Albanese reported that the committee heard a presentation regarding the university's current H-1B visa process from Vice President and General Counsel Willis Walker and his staff. They explained that earlier this year, Ohio Attorney General Mike DeWine issued a letter urging Ohio public universities to review their current procedures with regard to the filing of H-1B visas. An outside legal firm was appointed to perform an audit of Kent State's H-1B process, and the firm found the university's processes to be in compliance with federal regulations.

With that, Trustee Albanese concluded the Audit and Compliance Committee report.

Chair Eckart recognized Trustee Marsh, who also commented on the good working relationship between Kent State's internal staff and Plante & Moran auditors, which allows for a smooth audit process and for information to be shared that leads to good decisions being made.

Chair Eckart thanked trustees Marsh and Albanese, and highlighted the positive reviews of the good work of the staff.

Chair Eckart then called on Committee Chair Stephen Colecchi to present the Finance and Administration Committee report.

### **FINANCE AND ADMINISTRATION COMMITTEE**

Committee Chair Colecchi reported that the Finance and Administration Committee met that morning and discussed eight items to be considered by the Board. He thanked Jeannie Reifsnyder, Senior Associate Vice President of Finance and Administration, for her incredible efforts during the administrative transition this past year.

Trustee Colecchi presented the following management decision items as recommended for approval as part of the consent agenda.

#### *APPROVAL OF SIX-YEAR COMPREHENSIVE CAPITAL PLAN FOR FISCAL YEARS 2017-2022*

Trustee Colecchi stated that the committee recommended the proposed resolution for approval of the six-year capital plan for fiscal years 2017 through 2022. The projects recommended for all campuses were considered important to addressing academic program needs, upgrading campus infrastructure systems, and addressing a backlog of deferred maintenance, he said.

**Resolution 2015-77**

**APPROVAL OF SIX-YEAR COMPREHENSIVE CAPITAL PLAN  
FOR FISCAL YEARS 2017-2022**

WHEREAS, the Ohio Department of Higher Education (ODHE) requires that each institution of public higher education in Ohio prepare a six-year capital plan; and

WHEREAS, the plan submitted to ODHE is to be consistent with the nature and level of anticipated appropriations as estimated by the ODHE; and

WHEREAS, the exact amount of the capital funding will not be known until the state funds are actually appropriated; and

WHEREAS, Kent State University, following the completion of its planning and consultation process, has identified specific capital projects for each campus for each biennium of the six-year plan; and

WHEREAS, the projects being recommended are considered important for addressing academic program needs, upgrading the campus infrastructure and addressing the backlog of deferred maintenance; now, therefore,

BE IT RESOLVED, that the Board of Trustees of Kent State University approves the Kent State University Higher Education Six-Year Capital Plan for Fiscal Years 2017-2022.

*APPROVAL OF RENOVATIONS TO TRI-TOWERS ROTUNDA*

Trustee Colecchi recalled that the Board of Trustees, at its meeting on December 13, 2011, approved a phased approach for renovating the Tri-Towers complex. While the three residence halls were completed on time and below budget in 2014, the student services area, known as the Rotunda, has not been upgraded. The recommended renovations to the Tri-Towers Rotunda seek to replace the Rotunda window wall system and to renovate portions of the building to allow for new student service offerings. If approved, construction would begin in May 2016 with completion scheduled for August 2017, he reported.

**Resolution 2015-78**

**APPROVAL OF RENOVATIONS TO TRI-TOWERS ROTUNDA**

WHEREAS, the recent renovations to Wright, Koonce and Leebrick halls were successfully completed on-time and under budget; and



WHEREAS, the Rotunda remains as the last component of the complex to be enhanced and upgraded; and

WHEREAS, the College of Architecture and Environmental Design will be vacating studios on the second floor of the Rotunda and this vacated space will be available to enhance student services within the complex; and

WHEREAS, the university will replace the Rotunda window wall system, adaptively renovate the vacated studios into a central laundry and recreation facility as well as provide general improvements and accessibility enhancements for the building; and

WHEREAS, Residence Services has set aside \$2.4 million in facility reserves, of which \$740,000 was remaining from the previous projects within the complex; and

WHEREAS, the design, bidding, and construction of the project will follow all state laws and regulations; now, therefore,

BE IT RESOLVED, that the Kent State University Board of Trustees hereby authorizes the Senior Vice President for Finance and Administration to proceed with this project in accordance with University Policy 3342-7-04.

*APPROVAL OF SANITARY SEWER EASEMENT TO STARK COUNTY  
COMMISSIONERS*

Trustee Colecchi presented the recommended resolution seeking approval to enter into an exclusive easement agreement with the Stark County Commissioners for the operation and maintenance of the Kent State Stark Campus sanitary sewer line. If approved, the easement agreement would be for a period of 25 years.

**Resolution 2015-79**

**APPROVAL OF SANITARY SEWER EASEMENT TO  
STARK COUNTY COMMISSIONERS**

WHEREAS, the Kent State University at Stark Campus currently operates a private sewer line that services its campus and connects to the public sewer line operated by the Stark County Metropolitan Sewer District (SCMSD); and

WHEREAS, the SCMSD has expressed interest in an exclusive easement that would enable it to operate and maintain the private sewer line currently operated by the Kent State Stark Campus; and

WHEREAS, the granting of the easement would provide access to other users of the public sewer system; and

WHEREAS, the granting of the easement would transfer responsibility for maintenance and repairs to the SCMSD and reduce costs to the Kent State Stark Campus; and

WHEREAS, immediately following execution of the proposed easement, Kent State University and SCMSD shall work cooperatively to effectuate the perpetual transfer of the sewer line to SCMSD; now, therefore,

BE IT RESOLVED that the Board of Trustees authorizes the Senior Vice President for Finance and Administration to enter into an exclusive easement agreement for operation and maintenance of the Kent State Stark Campus sanitary sewer line with Stark County Commissioners for a period of 25 years.

Trustee Colecchi stated that in accordance with university policy, Board of Trustees authorization is required for purchases of goods and/or services exceeding \$1 million. The following resolutions request approval to enter into such agreements, he said.

*APPROVAL OF VENDOR SELECTION FOR A WEB-BASED LEARNING AND ASSESSMENT SYSTEM*

Trustee Colecchi presented a request for approval to enter into a contract for the purchase of an adaptive mathematics software system that can integrate both placement and course applications, allowing students to be placed into the full range of Kent State first-year mathematics courses. If approved, the initial contract would be for two years, with the potential of three additional one-year extensions, for a total of five years.

**Resolution 2015-80**

**APPROVAL OF VENDOR SELECTION FOR  
A WEB-BASED LEARNING AND ASSESSMENT SYSTEM**

WHEREAS, University Policy 3342-7-12 requires Board of Trustees approval of any single agreement to purchase goods and/or services with an estimated total cost of \$1 million or more, including the initial term and any optional renewals; and

WHEREAS, Kent State University desires an adaptive mathematics software system that can integrate both placement and course applications, allowing students to be efficiently and appropriately placed into the full range of Kent State mathematics freshmen courses; and

WHEREAS, in response to a request for proposal issued by the Kent State University procurement department, McGraw-Hill Education provided the proposal with the best overall value; and

WHEREAS, the estimated cost for these services is a two-year initial term of \$1.16 million with the potential of three additional one-year extensions at \$580,000 per year; now, therefore,

BE IT RESOLVED, that the Kent State University Board of Trustees hereby authorizes the Senior Vice President for Finance and Administration to enter into a contract with McGraw-Hill Education for the purchase of the ALEKS web-based learning and assessment system for the university for two years plus a university option to renew up to three additional one-year periods in accordance with University Policy 3342-7-12.

*APPROVAL OF VENDOR SELECTION FOR OFF-SITE STORAGE AND RETRIEVAL SERVICES FOR PORTIONS OF THE UNIVERSITY LIBRARY COLLECTION*

Trustee Colecchi presented a resolution to enter into a new contract for the provision of off-site storage and retrieval services for the Kent State University Library collections. If approved, the initial contract would be for a period of five years, with the potential of two, two-year extensions, for a total of nine years.

**Resolution 2015-81**

**APPROVAL OF VENDOR SELECTION FOR  
OFF-SITE STORAGE AND RETRIEVAL SERVICES FOR  
PORTIONS OF THE UNIVERSITY LIBRARY COLLECTION**

WHEREAS, University Policy 3342-7-12 requires Board of Trustees approval of any single agreement to purchase goods and/or services with an estimated total cost of \$1 million or more, including the initial term and any optional renewals; and

WHEREAS, Kent State University desires a service provider for off-site storage and servicing of large portions of the Kent State University Libraries collections; daily retrieval and delivery of parts of those collections to the Kent State University Library; retrieval and physical delivery of stored journal articles; and, data services integration with University Libraries' technologies to support these services; and

WHEREAS, in response to a request for proposal issued by the Kent State University procurement department, AssureVault LLC provided the proposal with the best overall value; and

WHEREAS, the estimated cost for these services is a five-year initial term of \$1.41 million with the potential of two additional two-year periods at \$564,000 per two-year period; now, therefore,

BE IT RESOLVED, that the Kent State University Board of Trustees hereby authorizes the Senior Vice President for Finance and Administration to enter into a contract with AssureVault LLC for the provision of off-site storage and retrieval services for the University Library for five years plus a university option to renew up to two additional two-year periods in accordance with University Policy 3342-7-12.

*APPROVAL OF AMENDMENT OF CURRENT TRANSPORTATION SERVICES AGREEMENT FOR KENT STATE UNIVERSITY, KENT CAMPUS*

Trustee Colecchi presented the recommended resolution to enter into a two-year contract amendment with the Portage Area Regional Transit Authority (PARTA) for the provision of on- and off-campus transportation services for students and employees. The initial agreement with PARTA did not provide for fee increases adequate to meet inflationary adjustments and increased transportation service utilization, he noted. If approved, the amendment will set fees for the two-year renewal period that will end June 30, 2017. Assuming approval of the amendment, Trustee Colecchi said discussions would be initiated relative to a longer-term agreement to meet transportation needs of Kent State students and employees.

**Resolution 2015-82**

**APPROVAL OF AMENDMENT OF  
CURRENT TRANSPORTATION SERVICES AGREEMENT  
FOR KENT STATE UNIVERSITY, KENT CAMPUS**

WHEREAS, University Policy 3342-7-12 requires Board of Trustees approval of any single agreement to purchase goods and/or services with an estimated total cost of \$1 million or more, including the initial term and any optional renewals; and

WHEREAS, Kent State University desires to provide appropriate on-campus transportation for students and employees; and

WHEREAS, an agreement for provision of transportation services currently is in place between Kent State University and the Portage Area Regional Transit

Authority (PARTA) in which fees for services have not kept pace with increased costs and transportation service utilization; and

WHEREAS, Kent State University and PARTA desire to amend the current agreement to reestablish appropriate mutually agreeable fees; and

WHEREAS, Kent State University and PARTA have reached agreement regarding the proposed appropriate fees for transportation services as outlined on the table below; now, therefore,

<b>Fiscal Year</b>	<b>Per Service Hour (28,500 annualized)</b>	<b>Fixed Local Fees</b>	<b>Total Estimated Expenditure</b>
2015-2016	\$69.75	\$214,000	\$2,201,875
2016-2017	\$73.75	\$218,000	\$2,319,875

BE IT RESOLVED, that the Kent State University Board of Trustees hereby authorizes the Senior Vice President for Finance and Administration to approve the two-year amendment to the current contract with PARTA for the provision of transportation services.

*APPROVAL OF CONTRACTS FOR ELECTRICAL RATES WITH FIRSTENERGY SOLUTIONS*

Trustee Colecchi reminded the Board that with the support of the Board of Trustees executive committee, on November 6, 2015, Kent State issued a 45-day Letter of Intent for the purpose of locking in a fixed price for the university's electric accounts. The resolution below requested approval to enter into a three-year contract extension with FirstEnergy Solutions for the provision of electrical power to the Kent Campus, regional campuses and satellite operations. Based on current usage, it was projected that the annual savings with this new contract will approximate \$900,000 per year. If approved, the Letter of Intent would be converted to a legal contract amendment for a three-year renewal period ending on July 1, 2019.

**Resolution 2015-83**

**APPROVAL OF CONTRACTS FOR ELECTRICAL RATES WITH FIRSTENERGY SOLUTIONS**

WHEREAS, Kent State University currently holds a contract with FirstEnergy Solutions to provide power to the Kent Campus, regional campuses and satellite operations; and

WHEREAS, the contract with FirstEnergy Solutions includes the right to extend the existing contract with new unit prices for three additional years; and

WHEREAS, the market controls the price for electric power and, in order to take advantage of the favorable fixed pricing offered by the supplier, the university issued a Letter of Intent to FirstEnergy Solutions to lock in pricing contingent upon approval of the Board of Trustees at its meeting on December 8, 2015; and

WHEREAS, the Letter of Intent lowers the unit cost for power supplied to the Kent Campus, regional campuses and satellite facilities, for a three-year term; and

WHEREAS, the original contract with FirstEnergy Solutions and all contract modifications followed university policy requirements; now, therefore,

BE IT RESOLVED, that the Kent State University Board of Trustees hereby authorizes the Senior Vice President for Finance and Administration to prepare and initiate a contract amendment accepting the terms of the Letter of Intent with the supplier.

*APPROVAL OF VENDOR SELECTION FOR A CONSTITUENT  
RELATIONSHIP MANAGEMENT SYSTEM AND RELATED  
IMPLEMENTATION SERVICES*

Finally, Trustee Colecchi presented a resolution to enter into a contract with a consortium of Salesforce Foundation / TargetX / Sierra-Cedar for a constituent relationship management system to allow the university to manage relationships and more effectively reach prospects, students, alumni, and other constituents. If approved, the initial contract would be for five years, with the potential of three, one-year extensions, for a total of eight years. Funding will come from cost-avoidance associated with current systems, and funding from the university divisions expected to utilize the system.

**Resolution 2015-84**

**APPROVAL OF VENDOR SELECTION FOR  
A CONSTITUENT RELATIONSHIP MANAGEMENT SYSTEM  
AND RELATED IMPLEMENTATION SERVICES**

WHEREAS, University Policy 3342-7-12 requires Board of Trustees approval of any single agreement to purchase goods and/or services with an estimated total cost of \$1 million or more, including the initial term and any optional renewals; and

WHEREAS, Kent State University desires a constituent relationship management (CRM) solution to address a critical need across the university, allowing KSU to manage relationships and more effectively reach prospects, students, alumni, and other constituents; and

WHEREAS, in response to a request for proposal issued by the Kent State University procurement department, the Salesforce Foundation / TargetX / Sierra-Cedar consortium provided the proposal with the best overall value; and

WHEREAS, the initial cost to implement the CRM will be \$1.219 million and will be funded by unallocated fund balance that was set aside for one-time expenses; and

WHEREAS, the annual license fee ranges from \$746,000 to \$757,000 per year for the initial term and is offset by cost avoidance of \$460,000 per year; the license cost will be funded by the university divisions expected to utilize and realize the benefits of the system; and

WHEREAS, the proposed contract will be for a term of five years with a university option to renew up to three additional one-year periods, for a potential contract duration of eight years; now, therefore,

BE IT RESOLVED, that the Kent State University Board of Trustees hereby authorizes the Senior Vice President for Finance and Administration to enter into a contract with the Salesforce Foundation / TargetX / Sierra-Cedar consortium for the engagement of a CRM solution for the university for five years plus a university option to renew up to three additional one-year periods in accordance with University Policy 3342-7-12.

Among information items, Trustee Della Ratta provided a report from the October 19, 2015 meeting of the Investment Committee, which he chairs. The Finance and Administration Committee also was informed of changes to Administrative Policy 3342-5-12.7 Regarding Persona Non Grata Status for Nonstudent Visitors. The policy revisions were initiated to enhance the university's ability to better protect the community. The revised policy became effective November 1, 2015.

This concluded Trustee Colecchi's report for the Finance and Administration Committee.

**ACTION: There were no objections to placing the management decision items on the consent agenda.**

Chair Eckart thanked all of the trustees for their hard work, noting that their service requires a great deal of time and effort beyond quarterly business meetings, including multiple committee assignments and taking on extra assignments while the Board has one vacancy.

**ACTION: Trustee Della Ratta moved, seconded by Trustee Colecchi, that the consent agenda be approved. There were no objections. The motion passed.**

## **NEW BUSINESS**

Chair Eckart called on President Warren to present the Strategic Roadmap as recommended in the morning's Committee of the Whole session.

### *ENDORSEMENT OF STRATEGIC ROADMAP FOR KENT STATE UNIVERSITY*

President Warren asked trustees to approve A Strategic Roadmap for a Distinctive Kent State, which is Attachment I to these minutes.

### **Resolution 2015-85**

#### **ENDORSEMENT OF STRATEGIC ROADMAP FOR KENT STATE UNIVERSITY**

WHEREAS, Kent State University has substantial strengths to bring to bear to better our society and to advance its position of strength among the nation's great public research universities; and

WHEREAS, the current environment of unprecedented change requires vision and focus; and

WHEREAS, toward that end, the university community launched a strategic visioning process in January 2015, which culminated in a new shared vision for Kent State, approved by the Board of Trustees on September 9, 2015; and

WHEREAS, work has continued this fall to finalize the statements of university mission, universally held core values that guide our work, key strategic priorities and university-level initiatives that will position Kent State for its best future; and

WHEREAS, through the leadership of President Beverly J. Warren, the President's Cabinet and the Strategic Visioning Advisory Committee, a draft Strategic Roadmap for the period 2015-2021 was developed; and

WHEREAS, the draft roadmap was shared widely for comment and input, involving hundreds of faculty, staff, students, alumni, donors and trustees who have helped shape the current draft submitted for the Board's consideration: now, therefore,

BE IT RESOLVED, that the Board of Trustees endorses the Strategic Roadmap for Kent State University, which is attached hereto, and specifically adopts the university's mission statement, core values, and strategic priorities;



BE IT FURTHER RESOLVED, that the elements of the Strategic Roadmap will require detailed implementation and continued refinement, and the Board expects that implementation will occur in full accord with the traditions and practice of shared governance at Kent State;

BE IT FURTHER RESOLVED, that the Board of Trustees acknowledges that strategic plans of Kent State campuses, colleges, and divisions will be aligned with the Strategic Roadmap;

AND BE IT FURTHER RESOLVED, that the Board of Trustees asks the President to report regularly on the university's progress in implementing the Strategic Roadmap, including achievement against key metrics and as compared to peer institutions.

**ACTION: Trustee Albanese moved, seconded Trustee Pollock, that the resolution be approved. The motion passed unanimously.**

*ANNUAL REVIEW AND COMPENSATION OF THE PRESIDENT*

Chair Eckart praised President Warren for her exceptional work during her term as President. He noted that the Board's hopes have been translated into President Warren's goals, and her goals have been turned into incredible results. It has been an exceptional exceeding of expectations, he stated. Consistent with that and the many conversations that this Board has had with the numerous people who have worked and interacted with President Warren this past year have led to this resolution. Chair Eckart called on Compensation Committee Chair Ralph Della Ratta, who presented the resolution below regarding the annual review and compensation of the president.

**Resolution 2015-86**

**ANNUAL REVIEW AND COMPENSATION OF THE PRESIDENT**

WHEREAS, the Board of Trustees of Kent State University elected Beverly J. Warren President of Kent State University, effective July 1, 2014; and

WHEREAS, the Board recognizes President Warren's outstanding contributions to the well-being and advancement of Kent State, finding that she has exceeded all performance goals in her performance review conducted by the Board; and

WHEREAS, she has led the university superbly through her first year in office, developing an inclusive and forward-looking Strategic Roadmap for Kent State's future, among other accomplishments: now, therefore,

BE IT RESOLVED, that the President's current base salary be adjusted by 2%, retroactive to July 1, 2015; that she is awarded a one-time performance bonus of \$75,000 effective immediately; and that her employment shall continue as previously authorized by the Kent State University Board of Trustees.

**ACTION: Trustee Della Ratta moved, seconded by Trustee Marsh, that the resolution be approved. The motion passed unanimously.**

President Warren expressed how grateful she is to be a part of this Kent State community and that the experience has exceeded everything she had anticipated. She said that it has been a pleasure every day to come to work and to work together on behalf of Kent State University, and that she could not be more pleased or more grateful for the confidence the Board has in her. She recalled that at the time of her selection in January 2014, she had pledged to do a 24/7, high-energy job, and that she will continue to do so.

### **ADJOURNMENT**

President Warren commented that Athletic Director Joel Nielsen was in New York City that day with Kent State student-athlete Jordan Italiano, who is a finalist for the prestigious William V. Campbell Trophy. The Campbell Trophy would be presented that evening by the National Football Foundation. She observed that Mr. Italiano represents the outstanding quality of students at Kent State University.

With that, Chair Eckart announced there was no additional business to come before the Board.

Chair Eckart announced that the next regular business meeting of the Board of Trustees is scheduled for Wednesday, March 9, 2016, in Cleveland, at a location to be announced.

On motion duly made and approved, the meeting was adjourned at 3:05 p.m.