

**Lincoln University Board of Trustees  
Regular Meeting  
September 18, 2021**

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**MINUTES**

The Lincoln University Board of Trustees held a Regular Meeting on Saturday, September 18, 2021, in the International Cultural Center Boardroom and virtually via Zoom. Gerald W. Bruce, Board Chair, called the meeting to order at 9:00 AM Eastern. Trustee Robert Allen led the group in prayer. Trustee Nandi Jones-Clement called roll.

**Trustees present via Zoom:** Gerald W. Bruce, Chair; Dr. Brenda A. Allen, President; Mr. Robert A. Allen; Robert L. Archie (virtual); Mr. Mack Cauthen (virtual); Mr. Owen Cooks; Mr. Van Corbin; The Honorable Andrew Dinniman; Mr. William F. Dunbar; Dr. Judith L. Fitzgerald; Dr. Tanya Garcia; Ms. Nandi Jones-Clement; Mr. James W. Jordan; Mr. Henry M. Lancaster, II; Mr. Stephen Kenric Lewis; Ms. Kimberly A. Lloyd; Ms. Felicia McDade; Rev. Dr. Frances E. Paul; Mr. Kenneth A. Poole; Dr. Charmaine Rochester; Mr. Jose Sabastro; Ms. Sandra F. Simmons; Dr. Deborah C. Thomas (virtual); Mr. Kevin E. Vaughan; Dr. Corey D. B. Walker (virtual); Mr. Joseph V. Williams (virtual); Mr. Gregory Works (virtual); Student Representative: Ms. Jayla Ross; and Faculty Representative: Dr. Karen Baskerville. *A quorum was satisfied.*

**Trustees excused:** Ms. Jalila Parker; Honorable Doris Smith-Ribner

**MINUTES**

The Board of Trustees approved the draft minutes from the Regular Board Meeting held April 17, 2021, and the Special Board Meetings held June 23, 2021, and July 12, 2021.

**PUBLIC COMMENT**

There was no public comment made at the meeting.

**CONFLICT OF INTEREST**

The Board Chair read aloud the Conflict of Interest Statement.

**CHAIRMAN'S REPORT**

Chairman Bruce announced that Trustee Theresa Braswell resigned from the Lincoln University Board of Trustees effective June 30, 2021, and read Trustee Braswell's letter to the Board. The Board Chair relayed appreciation for Trustee Braswell's contributions to Lincoln University and its Board of Trustees.

Regarding the selection of committee chairs and members, and to create transparency in this process, Chairman Bruce relayed he requested that Trustees provide two to three committee preferences, then each committee's chair and members were chosen by matching experience and expertise with the committees in place.

The Board Chair provided a summary of the Board Retreat that was held on July 16-17, 2021, and discussed the moderator, Dr. Charles Nelms from the Association of Governing Boards as well as the resulting key priorities to develop a high-functioning Board.

## **PRESIDENT'S REPORT**

President Allen's report included information on the Lincoln University Foundation ("Foundation"), the new US News and World Report rankings, and the status of COVID-19 campus management. Dr. Allen provided the Foundation's current status and focus and relayed that the composition of the Board of Directors is under consideration, given that alumni, friends of the University, and University Administrators currently make up the Foundation's Board of Directors.

Dr. Allen reported that with the major event that occurred in October 2020, the Foundation was caused urgently to (1) create formalized by-laws; (2) establish committees; (3) create a Memorandum of Understanding (MOU) with Lincoln University; (4) establish a relationship with the Lincoln University Board of Trustees, and (5) decide on an investment strategy and policy.

President Allen provided that the Foundation has established a quasi-endowment, or "board designated" endowment, with plans in place for Goldman Sachs to manage the funds. The President relayed that the Lincoln University Board of Trustees oversees the Foundation by maintaining an investment committee and investment policy designed to guide decision making related to annual spending from the endowment and by maintaining ex-officio membership on the Lincoln University Board of Trustees Investment Committee, which has oversight for Lincoln University's permanently restricted endowment.

The Foundation is currently focused on establishing a process by which funds from the quasi-endowment are approved for University-use annually; reviewing the by-laws to ensure that the Investment Committee and Investment policy are in place, expanding Ex-Officio Membership to include the University's Chief Financial Officer, Vice President for Advancement, Chair of the Lincoln University Board of Trustees, and the Chair of the University's Board Investment Committee.

Dr. Tiffany Lee reported on the recent US News and World Report rankings noting that the 2022 ranking was conducted in 2021, is based on 2019 and 2020 data, and that many scores are based on a 2-year average. Dr. Lee provided that rankings are connected with the initiatives in the University's strategic plan for student outcomes, faculty resources, expert opinions, financial resources, student excellence, and alumni giving.

Chief Partee provided an update on the University's management of COVID-19 and the status of campus and relayed that there were no incidents related to commencement, everyone attending commencement did so safely. Chief Partee reported that the University has partnered with Delaware State University for processing COVID test results within 24-hours at their on-site testing module. To ensure appropriate COVID protocol is in place for properly managing campus, Chief Partee relayed the acronym COVID as follows: C is for Containment and responding quickly to incidents related to COVID-19, O is for Observation and ensuring compliance: non-vaccinated individuals are tested 2X per week; vaccinated individuals are tested 1X per week. V is for vaccination – working on becoming a vaccination site for Chester County and making the vaccination accessible; I is for Information – ensuring that relevant, updated information is communicated to the University community in compliance with the policies of the CDC, the Pennsylvania Health Department, and the Chester County Health Department and that these policies weave cohesively into Lincoln University policy; D is for Determination – determined to make sure this pandemic does not stop student success. Chief Partee reported that over 2,000 individuals have been tested resulting in a .142% positivity rate.

## **TREASURER'S REPORT**

Mr. Charles Gradowski, Vice President for Finance and Administration provided the Treasurer's Report and answered questions from Trustees. The Board of Trustees accepted the Treasurer's Report as information.

## **STANDING COMMITTEES**

### **Trustees, Degrees and Nominations Committee**

Committee Chair, Trustee Henry Lancaster reviewed the minutes from the Committee meeting held September 16, 2021, and presented the following resolutions for approval by the Board of Trustees.

### **APPOINTMENT OF 2021-2022 STUDENT REPRESENTATIVE MS. JAYLA ROSS**

**RES675\_091821**

**WHEREAS**, Article I, Section 2D of the Lincoln University By-Laws (Revised November 20, 1999) provides that one of the eighteen University Trustees shall be a student representative who shall serve for a term of one year; and

**WHEREAS**, by resolution dated February 19, 2000, the Board of Trustees approved the Student Government Association (SGA) process of determining the student representative to the Board of Trustees; and

**WHEREAS**, the process approved provides, pursuant to the Constitution of the SGA, that the SGA President will be the student representative to the Board of Trustees; and

**WHEREAS**, that **Ms. Jayla Ross** was elected by the student body to serve as the 2021-2022 SGA President; now, therefore be it

**RESOLVED**, that **Ms. Jayla Ross**, is hereby appointed Student Representative to the Board of Trustees in her capacity as President of the SGA, for a term expiring on June 2022.

A motion was made and properly seconded to approve the resolution.

A voice vote was conducted

Motion passed unanimously.

### **APPOINTMENT OF ALUMNI TRUSTEE MR. STEVEN BOARD '81**

**RES676\_091821**

**WHEREAS**, Article II, Section 2, of the Lincoln University By-Laws (Revised November 20, 1999) stipulates that upon the expiration of the term of any Alumni Trustees, the Board shall elect an Alumni Trustee for a term of four years from nominations submitted by the Alumni Association; and

**WHEREAS**, The Alumni Association has nominated **Mr. Steven Board '81** to serve as an Alumni Trustee for a four-year term to expire June 30, 2025, and

**WHEREAS**, The Alumni Association has duly notified the Board of Trustees of said nomination; now, therefore be it

**RESOLVED**, That the Board of Trustees hereby approves the nomination of the Alumni Association for the appointment of **Mr. Steven Board '81** as Alumni Trustee to serve in accordance with Article II, Section 2 (C) of the University By-Laws.

A motion was made and properly seconded to approve the resolution.

A voice vote was conducted.

Motion passed unanimously.

**APPOINTMENT OF ALUMNI TRUSTEE  
MR. MICHAEL HANCOCK '88**

**RES677\_091821**

**WHEREAS**, Article II, Section 2, of the Lincoln University By-Laws (Revised November 20, 1999) stipulates that upon the expiration of the term of any Alumni Trustees, the Board shall elect an Alumni Trustee for a term of four years from nominations submitted by the Alumni Association; and

**WHEREAS**, The Alumni Association has nominated **Mr. Michael Hancock '88** to serve as an Alumni Trustee for a four-year term to expire June 30, 2025, and

**WHEREAS**, The Alumni Association has duly notified the Board of Trustees of said nomination; now, therefore be it

**RESOLVED**, That the Board of Trustees hereby approves the nomination of the Alumni Association for the appointment of **Mr. Michael Hancock '88** as Alumni Trustee to serve in accordance with Article II, Section 2 (C) of the University By-Laws.

A motion was made and properly seconded to approve the resolution.

A voice vote was conducted.

Motion passed unanimously.

**APPOINTMENT OF FACULTY REPRESENTATIVE  
DR. KAREN BASKERVILLE**

**RES678\_091821**

**WHEREAS**, By resolution dated November 20, 1999 (RES041\_112099), the Lincoln University Board of Trustees established that subject to the provisions of the Resolution, a member of the faculty, to be selected by the faculty and subject to Board approval, may participate as faculty representative in meetings of the Board of Trustees and Committees of the Board in a non-voting capacity. The faculty representative may not participate in executive sessions of the Board of Trustees or of its committees; and

**WHEREAS**, By resolution dated November 17, 2001 (RES098\_111701) the Lincoln University Board of Trustees established a two-year term for the faculty representative to the Board of Trustees, with all other provisos of RES041\_112099 remaining intact and in effect; and

**WHEREAS**, The faculty has selected **Dr. Karen Baskerville** to serve as faculty representative to the Board of Trustees; now, therefore be it

**RESOLVED**, That the Lincoln University Board of Trustees hereby approves the faculty selection of **Dr. Karen Baskerville** for 2021-2022 and 2022-2023 academic years expiring on June 30, 2023.

A motion was made and properly seconded to approve the resolution.

A voice vote was conducted.

Motion passed unanimously.

**RE-APPOINTMENT OF UNIVERSITY TRUSTEE  
MR. GERALD W. BRUCE '78**

**RES679\_091821**

**WHEREAS**, In November 2017, Mr. Gerald W. Bruce '78 was appointed to a four-year term as a University Trustee on the Lincoln University Board of Trustees; and

**WHEREAS**, Mr. Bruce is eligible to serve a second term as University Trustee on the Lincoln University Board of Trustees; and

**WHEREAS**, The Lincoln University Board of Trustees Committee on Trustees, Degrees and Nominations has nominated Mr. Bruce to serve a second term as University Trustee on the Lincoln University Board of Trustees; now therefore be it

**RESOLVED**, That the Lincoln University Board of Trustees approves the nomination of Mr. Gerald W. Bruce '78 to serve a second four-year term as a University Trustee, expiring June 30, 2025.

A motion was made and properly seconded to approve the resolution.

A voice vote was conducted

Motion passed unanimously.

**AMENDED RESOLUTION 624  
APPOINTMENT OF ALUMNI TRUSTEE, JUDITH L. FITZGERALD '85, J.D.**

**RES680\_091821**

**WHEREAS**, Article II, Section 2 (C), of the Lincoln University By-Laws (Revised November 20, 1999) also stipulates that if a vacancy occurs from any cause with respect to an Alumni Trustee, the vacancy shall be filled for the unexpired term by the Board of Trustees from the alumni of the University upon nominations of the Alumni Association; and

**WHEREAS**, the Alumni Association has nominated **Judith L. Fitzgerald '85, J.D.**, to fill the Alumni Trustee vacancy. The remaining time of the term expires June 30, 2022, and

**WHEREAS**, the Alumni Association has duly notified the Board of Trustees of said nomination; now, therefore be it

**RESOLVED**, that the Board of Trustees hereby approves the nomination of the Alumni Association for the appointment of **Judith L. Fitzgerald '85, J.D.** as Alumni Trustee to serve in accordance with Article II, Section 2 (C) of the University By-Laws through June 30, 2022.

## **CONSENT AGENDA**

Chairs for the Audit, Buildings and Property, Business Affairs, Investment, Planning and Development / External Affairs, and Student Affairs Committees provided reports to the Board and addressed questions from Trustees. The Board accepted the Committee reports as information.

## **ANNOUNCEMENTS**

### **EXECUTIVE SESSION**

Chairman Bruce called an Executive Session to discuss legal matters, then reconvened the public session at 1:18 PM.

### **NEW BUSINESS**

Acknowledging the expiration of their terms of appointment to the Board, Chairman Bruce thanked Trustees Kenneth Poole and Mack Cauthen for their service to Lincoln University and the Board of Trustees.

## **ADJOURNMENT**

**There being no further business,** Chairman Bruce adjourned the meeting at 1:22 PM.