

**Lincoln University Board of Trustees**  
**Regular Meeting**  
**November 20, 2021**

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**MINUTES**

The Lincoln University Board of Trustees held a Regular Meeting on Saturday, November 20, 2021, in the International Cultural Center Boardroom and virtually via Zoom. Prior to convening the Board Meeting, the firm of CliftonLarsonAllen LLC presented the University's Financial Statements for the period June 30, 2021 and 2020 and answered questions posed by Board members before ending the presentation. Trustee Steven Kenric Lewis, Chair of the Audit Committee thanked all those who partnered to bring the audit to a successful close.

Gerald W. Bruce, Board Chair, called the meeting to order at 9:20 AM Eastern. Trustee Robert Allen led the group in prayer. Trustee Jalila Parker, Secretary, called roll.

**Trustees present:** Gerald W. Bruce, Chair; Dr. Brenda A. Allen, President; Mr. Robert A. Allen; Robert L. Archie (virtual); Mr. Steven Board, Mr. Owen Cooks; Mr. Van Corbin; The Honorable Andrew Dinniman; Dr. Judith L. Fitzgerald (virtual); Dr. Tanya Garcia; Mr. Michael Hancock; Ms. Nandi Jones-Clement; Mr. James W. Jordan; Mr. Henry M. Lancaster, II; Mr. Stephen Kenric Lewis; Honorable Doris Smith-Ribner (virtual); Dr. Charmaine Rochester; Mr. Jose Sabastro; Ms. Sandra F. Simmons (virtual); Mr. Kevin E. Vaughan (virtual); Dr. Corey D. B. Walker (virtual); Mr. Joseph V. Williams, Jr; Mr. Gregory Works (virtual); and Faculty Representative: Dr. Karen Baskerville (virtual). *A quorum was satisfied.*

**Trustees excused:** Rev. Dr. Frances E. Paul; Dr. Deborah C. Thomas; Mr. William F. Dunbar; Ms. Kimberly A. Lloyd; Ms. Felicia McDade; Student Representative: Ms. Jayla Ross

**MINUTES**

A motion was made and properly seconded to approve the draft minutes from the Regular Board Meeting held September 18, 2021 with friendly amendment to add Trustee Williams to the Trustees present.

Trustee Jalila Parker conducted a roll call vote.

The motion was approved unanimously.

**PUBLIC COMMENT**

Public comment was made by Ms. Carmina Taylor, and Rev. James Thomas regarding the Lincoln University Parents' Association and the appointment of Commonwealth Trustees. Dr. Charisse Carney-Nunes addressed the Board regarding the Alumni Association of Lincoln University (AALU).

## **CONFLICT OF INTEREST**

The Board Chair read aloud the Conflict of Interest Statement.

## **CHAIRMAN'S REPORT**

Chairman Bruce spoke briefly about the five priorities he has set for himself and the Board for the year. The priorities were presented at the Board Retreat in July and include:

1. President's evaluation: An Evaluations Committee has been put in place and will be chaired by Trustee Kevin Vaughan. The committee has been charged with establishing a process and completing a Presidential Evaluation.
2. Establishing a Board assessment baseline: The Evaluations Committee has been charged with this task.
3. By-law review: Trustee Robert Archie has been named chair of the Ad-hoc Bylaws Committee that will review and make recommendations for revisions to enhance Board operations and oversight.
4. Transparency: Chairman Bruce expressed his commitment to maintaining transparency in carrying out the responsibilities of the Board.
5. Repairing the reputation of the Board: This will take some time, but operating with transparency will help to instill trust and eventually lead to repairing the reputation and confidence in the Board.

Chairman Bruce closed out his report with comments regarding the newly established Promise Fund which was officially launched during Homecoming.

## **PRESIDENT'S REPORT**

President Allen presented updates to the goals of the University's Strategic Enrollment Management (SEM) Plan and emphasized the context of Lincoln's mission as a small, historically Black, liberal arts institution and its growth opportunity in the areas of graduate, continuing and on-line education.

Dr. Allen provided national, regional and internal enrollment data, recruitment data, and trends and offered the following recruitment goals and objectives to achieve by 2030: 1) to incrementally increase new student population on the main campus to 750; 2) to improve selectivity, and 3) to realize undergraduate enrollment growth of 9%. In addition, President Allen relayed that, by placing a priority on retaining and graduating students, and paying close attention to closing the gap between the financial aid awarded and the total cost of attendance, this goal is feasible.

Dr. Allen also reviewed SEM data for the School of Adult and Continuing Education (SACE), proposed doubling SACE enrollment by 2030, and proposed new goals for academic programs, operations, and continuing education.

## **TREASURER'S REPORT**

Mr. Charles Gradowski, Vice President for Finance and Administration gave a summary of the Treasurer's Report. The Board of Trustees accepted the Treasurer's Report as information.

## **STANDING COMMITTEES**

### **Audit Committee**

Committee Chair, Trustee Steven Kenric Lewis presented the following resolutions for approval by the Board of Trustees.

### **FINANCIAL STATEMENTS FOR THE PERIOD June 30, 2021 and 2020**

**RES681\_112021**

**RESOLVED**, That the Lincoln University Board of Trustees accepts the Audits of Financial Statements and Federal Awards programs for the year ended June 30, 2021 and 2020 presented and reviewed by **CliftonLarsonAllen LLC** and the University's Administration at a meeting of the Audit Committee on November 16, 2021. The June 30, 2021 financial statements include an unmodified opinion by **CliftonLarsonAllen LLC**.

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

A voice vote was conducted

Motion passed unanimously.

### **AMENDED DEFINED CONTRIBUTION RETIREMENT PLAN (TIAA)    RES682\_112021**

**RESOLVED**, the Lincoln University Defined Contribution Retirement Plan (Plan) is amended effective January 1, 2022 to exclude the following items from the definition of compensation for purposes of all contributions and allocations under the Plan: auto allowances, Core Values payments, housing allowances, insurance opt-out payments, tuition remission, taxable group term life over \$50,000.

**RESOLVED**, that the Vice President of Finance and Administration is hereby authorized to execute an amendment to the Plan document to effectuate the foregoing.

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

A voice vote was conducted

Motion passed unanimously.

### **Executive Committee**

Gerald W. Bruce, Board Chair presented the following resolution to the Board for approval.

**RFP FOR FINANCIAL ADVISORY SERVICES FOR A  
PROPOSED NEW HOUSING PROJECT**

**RES683\_112021**

**RESOLVED**, That the Board of Trustees hereby approves the issuance of an RFP for Financial Advisory Services for a proposed new housing project. A date of December 18, 2021 will be set to close out the process for the identification of possible contractors.

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

A voice vote was conducted

Motion passed unanimously.

**Buildings and Property Committee**

Trustee Owen Cooks, Chair of the Buildings and Property Committee reviewed the meeting minutes from the November 19, 2021 meeting and presented the following resolutions to the Board for approval.

**RESIDENTIAL STUDENT HOUSING**

**RES684\_112021**

**WHEREAS**, the Lincoln University Board of Trustees has determined that there is a need for the expansion of and/or improvements to residential student housing available to students of the Lincoln University of the Commonwealth System of Higher Education (the “University”); now, therefore be it

**RESOLVED**, that Lincoln University Board of Trustees hereby authorizes the University President, Dr. Brenda A. Allen and/or Charles Gradowski, Vice President – Division of Finance & Administration, to pursue and carry out the development and upgrading of the University’s residential student housing at the University, for a price and under terms and conditions as may be determined by the aforementioned officers to be in the best interests of Lincoln University; and be it

**FURTHER RESOLVED**, that said aforementioned officers of the University are hereby authorized and directed to enter into such agreements and to take such further actions as such officers shall determine to be necessary and beneficial in accomplishing the expansion of and/or improvements to the University’s residential student housing.

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

A voice vote was conducted

Motion passed unanimously.

## **ECONOMIC DEVELOPMENT**

**RES685\_112021**

**WHEREAS**, the Lincoln University Board of Trustees has determined that there is an opportunity for the Lincoln University of the Commonwealth System of Higher Education (the "University") in the economic development of University-owned real estate that should be sought; now, therefore be it

**RESOLVED**, that Lincoln University Board of Trustees hereby authorizes the University President, Dr. Brenda A. Allen and/or Charles Gradowski, Vice President – Division of Finance & Administration, to prepare and issue a request for qualifications and proposals for the purpose of engaging a qualified and experienced professional to advise on matters of economic development and use of University-owned real estate, for a price and under terms and conditions as may be determined by the aforementioned officers to be in the best interests of Lincoln University; and be it

**FURTHER RESOLVED**, that said aforementioned officers of the University are hereby authorized and directed to enter into such agreements and to take such further actions as such officers shall determine to be necessary and appropriate in accomplishing the engagement of a qualified and experienced professional.

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

A voice vote was conducted

Motion passed unanimously.

## **CONSENT AGENDA**

Chairs for the Business Affairs, Investment, Educational Policy & Academic Affairs, Evaluations, Planning and Development / External Affairs, Student Affairs, and Trustees, Degrees and Nominations Committees provided reports to the Board and addressed questions from Trustees. The Board accepted the Committee reports as information.

## **ANNOUNCEMENTS**

No announcements were made at the meeting.

## **EXECUTIVE SESSION**

Chairman Bruce called an Executive Session to discuss legal and personnel matters, then reconvened the public session following the close of the Executive Session.

## **ADJOURNMENT**

**There being no further business**, Chairman Bruce adjourned the meeting at 12:48 PM.