

**THE UNIVERSITY OF TENNESSEE AT CHATTANOOGA
ADVISORY BOARD MEETING**

3:00 PM EST
Tuesday
May 23, 2023

Mapp Building
Room 102

I. CALL TO ORDER AND ROLL CALL

Chair Scott LeRoy called the meeting to order at 3:02pm.
Secretary David Steele called roll and confirmed a quorum. The following Board members were present:

Fred Decosimo
Tammie Garland
Scott LeRoy
Elaine Swafford
Todd Womack

II. OPENING REMARKS

Chair LeRoy welcomed everyone to the meeting. He shared there would be several items of business on the agenda, including the approval of a recommendation of the FY24 budget to the UT System Board of Trustees.

III. APPROVAL OF OCTOBER 5, 2022 MEETING MINUTES

Chair Leroy noted the first item of business was the approval of the October 5, 2022 meeting minutes. Ordinarily these would have been done at the previous meeting, but a quorum was not present to vote. Chair LeRoy called for a motion to approve the minutes as submitted; Mr. Decosimo made a motion to approve, which Dr. Swafford seconded. The motion was approved unanimously by a roll call vote.

Chair Leroy also noted that Secretary Steele had handed out notes from the February 6, 2023 meeting; no action was required on those – they were for the Board’s information.

IV. CHANCELLOR'S REPORT

Chair LeRoy then introduced Chancellor Angle for his report. (2:20) Dr. Angle mentioned the UTC Research Institute, which had its kick-off a couple of weeks ago and combines elements of the SIM Center and our research efforts in mobility and transportation. Mina Sartipi is leading these efforts. Volkswagen is poised to make some significant new investments in Chattanooga. They want to centralize a lot of their work, including some research and design. They have already hired the first designer that is going to work in Chattanooga. Given Dr. Sartipi’s research that impacts the coordination of autonomous vehicles in urban environments, it is a natural fit there.

We want to be on the cutting edge of quantum and transportation with the EPB network and the Research Institute. There have been several major NSF/ORNL grants already submitted and funded in the last week to ten days.

(6:29) The current strategic plan for the university ends in 2025. The least expensive cost estimate we had from firms that do this for universities was \$450,000 plus expenses. In 2018-2019, the Benwood Foundation funded a consultant for UTC, Bryan Johnson, who worked with our leadership team for a year. We now have a two year contract with him to come in and help us look at strategic visioning priorities and develop a plan with time to be much more purposeful in seeking input from the faculty and the community and be able to chart a path forward. We will be looking at how to forge some relationships going forward and how to incorporate these into our future. University High was one of his suggestions, which allows students to take their last two years of high school classes on our campus with Hamilton County teachers and take dual enrollment courses from UTC. Currently there are 57 students coming in for the fall semester from multiple high schools.

Dr. Garland asked, since we are partnering with Hamilton County, how much effort have we put into getting those students who are not necessarily on the four-year college track into these certification programs, thinking that if they get the certification they might come back to UTC and get a four-year degree at some point. Dr. Angle responded there are some pathways we are working on to enable them to do that – that will drive workforce mechatronics. We offer these licensure programs but the next step, for example, may be an LDN or an RN at Chatt State or UTC; in partnership with Chatt State we have so many different certifications and opportunities for students to come back and get retrained and advance their career.

Dr. Garland asked about scholarships. Dr. Angle responded that was a little harder; most students in the CNA program, except UTC undergraduates, mainly pre-meds, are getting the CNA certifications so that they can work hands-on with patients in a health care environment which may help them with their medical school applications. Otherwise, the companies are sponsoring the students and paying the students and their tuition to go full-time. Those kinds of partnerships will become more important.

(19:09) Mr. LeRoy noted he is glad to see the university taking a hard inner look along the way about the decline in enrollment and to find different pathways for students. Mr. Womack asked if the university tracks at graduation how many students end up in local jobs and how soon they get a job. Dr. Freeman shared that it is around 60% that end up staying here, depending on if they go directly to work or if they decide that they want to go on to professional school or graduate school. Mr. Womack then asked how long it normally takes for a student to get a job. Dr. Freeman responded it is around six months after graduation. Mr. Womack asked if we are coordinating with the business community to make sure we are producing the kind of graduates that get jobs. Dr. Angle responded that business and engineering are two areas that we hope the students finish and get their diploma as they often have the job lined up, particularly in engineering and computer science. We tried to go to some companies and ask those questions in HR. At Unum, they wanted somebody who could use technology and understand it but has a history degree or sociology so they can communicate, write papers, express concepts clearly and work with others. They could train them on the details because they have the background from the college education to be ready to do that. Healthcare organizations said they need more BSN graduates immediately, so we got an accelerated BSN program approved and the first class will start in August and will have three classes of 16, graduating 48 additional BSN nurses in a year. It is an intense program and is meant

for people coming back with a college degree; we had students lined up trying to get into that program. We are using business forecasting to try to better serve the needs of the community. Mr. Womack wondered if having someone at the table with the Chamber, the city, the county when they are giving recruitment pushes would be helpful, finding out what they need from the university. That might be another place where you could really link students and business together. Dr. Angle responded we have done that through the deans and academic department heads at the table with the Chamber as they recruit businesses. The role we have played is how can we help keep talent. To be near campus for internships is something we really want to step up, as that helps students see relevance. Service learning is another area that helps to connect the students to the community and encourages them to stay in Chattanooga. Dr. Freeman noted that one of the biggest impediments he hears from students is about affordable housing. We need affordable housing for first time graduates so they can afford to stay in Chattanooga and not have to go back home to stay with mom and dad.

V. ACADEMIC AFFAIRS UPDATE

(30:58) Provost Hale provided an update on our SACS/COC reaffirmation, stating that UTC received only three recommendations out of 72 standards:

6.2a – Faculty Credentialing (three faculty)

8.2a – Assessment of Student Learning Outcomes

7.2 – Feedback on “A Mocs First Year,” our Quality Enhancement Plan (QEP)

Dr. Hale stated that overall the visit went well, and he does not anticipate any problems being reaffirmed at the December SACSCOC meeting.

Dr. Hale then shared information on two new academic programs hopefully launching this fall – the MS in Management and the ABSN in Nursing. The MS in Management will be on the agenda for approval at THEC’s meeting this Friday. The instruction for this program will all be online, and we think this will appeal to working professionals. The Accelerated BSN is launching in the fall with the first cohort of 16 students. It will admit multiple cohorts during the year, and we believe that we will be able to make significant inroads for the community in terms of workforce development and helping to supply the quantity of nurses that we need here locally. Mr. LeRoy asked if THEC approval was required for the Management program before the Board of Trustees could vote on it; Dr. Hale responded that after the site visit, the proposal will go to the Board of Trustees, but the program is still not approved until after the THEC meeting.

University High is beginning this fall as the Chancellor mentioned earlier. We are hoping that the students will decide to stay at UTC after they graduate from high school and pursue a four-year degree. We had many more applicants than spots available. Ms. Swafford asked how many students were anticipated for the second cohort; Dr. Hale responded we had targeted fifty per cohort. Because of the quality of the applicants and the space we had available, we took 58.

VI. ENROLLMENT MANAGEMENT AND STUDENT AFFAIRS UPDATE

Vice Chancellor Freeman shared an update on enrollment.

Our reach goal for our campus for fall enrollment is 10,230. Our goal for new freshmen is 2,268; so far we are at 2,039. As of May 22, we are 288 students above where we were this same time last year. For new transfer students, our goal was 730 students; we are at 344. We are 68 students above where we were this same time last year. Out of the 409 other type of admission (meaning readmission, transient, etc.), 94 of those students have registered so far. Coincidentally, we surpassed our spring enrollment goal of new students by almost 40 students. For returning undergraduate students, we are at 6,030, up to the 6,823.

We have several campaigns going on right now, one being a re-enrollment campaign reaching out to currently enrolled students who have not registered yet. And we have a re-admit campaign for students who have been with us in the last year who have not enrolled. (52:45) Dr. Swafford asked where the 6,823 compares to students who actually came back the year before. Dr. Freeman responded that is what he was comparing this to – for four years in a row he can tell between 61% and 63% of our students returned one fall to the next fall. So that number is the average of those students who come back. He is looking at four years because that gives us some perspective pre-COVID, then through COVID and then hopefully rising above where we were. So, with 10,230, our progress so far is 6,187, in terms of getting new students enrolled and registered in class; that does not count the freshmen and transfer students yet because we pre-register them in summer orientation sessions starting the first week in June. The first four of the seven orientation sessions are already full with 350 students and 450 parents.

We have 3,518 total rentable beds available on campus, excluding the 100 resident assistants that we have. This fall, so far we have 4,750 applications for housing on campus. We have had 814 cancelled applications so far. The numbers will continue to change over the summer. (54:38) 161 of those beds are first-time freshmen; 257 of those are returning students and transfers. It is very clear that we need additional housing on our campus. We have done a market study to look at rental rates around this area; the average within a five mile radius of campus is around \$1,300/month for a one-bedroom place. Our rents are right at around \$900/month, so it is extremely affordable. What we have found is more upperclassmen are staying on campus rather than moving off as well as an increase in first-time freshmen. We are going through a programming study right now to be able to get housing up and going as quickly as we can. We have one residence hall at the end of its life, so we will have to deal with that piece as we go forward; we desperately need additional housing to keep up with the enrollment demand that is coming at us. Mr. Decosimo noted we could add beds, as we have done before. Dr. Freeman agreed, noting that we have already added some. RA's will have roommates this year. In West Campus the study spaces were built so that we could convert them to bedrooms as well; we are having to convert them on each floor to get some additional beds. Mr. Womack asked if Douglas Heights was still an option; Dr. Freeman responded that Douglas Heights is full. Dr. Angle added that we will work with any developer that is willing to look at a good price point for affordable housing without gouging students. Douglas Heights is walkable so students can still participate in the life of the campus. Mr. Decosimo asked about the safety of Douglas Heights. Dr. Freeman responded that we have been working very closely with them when we have issues with UTC students that have occurred there. Mr. Decosimo asked if we would have to house any students off campus. Dr. Freeman responded that we probably will; it looks right now that we will need at least 100 beds, so we are working right now to identify where we might post students. Because we have a live on requirement for first time freshmen, our goal is to make sure we can at least accommodate all of the freshmen students and then find resources to refer our upperclassmen to places off campus that would be reasonable and safe.

Dr. Freeman share that our Blue and Gold Day brought in over 1,300 people visiting us on that one day. We also had a Power C Tour for high school students in Memphis, Nashville, Knoxville and Chattanooga that was very successful. We also gave some on-the-spot \$1,000 Power C scholarships to students in each area. We met with the Hamilton County Schools and had a “Middle School to Mocs” promotion –visiting every middle school and offering eighth grade students being promoted to high school a reserved seat for the class of 2027. They are getting an acceptance letter, a certificate and a Power C key chain. Mr. Decosimo asked how far we send recruiters. Dr. Freeman responded we cover all of Tennessee and regional states – all the states that touch Tennessee. Dr. Garland shared that she got to watch the eighth grade graduation and thought it was a very good recruiting tool and mentioned that we need to make sure they are given opportunities to get them interested in UTC, like mentoring, shadowing, scholarships, etc., noting that students want hands-on now and want to be made to feel special. Dr. Freeman agreed, noting that we do have every Hamilton County school come to campus for lunch and a tour.

VII. FINANCIAL REPORT

Vice Chancellor Brent Goldberg shared a slide presentation showing where we are today with the budget. We are at total 99% of revenues and at 104% of tuition and fees. We have some more state money coming in, so we will have a little more revenue. From the expense side, you can see we are about 77% across the board on expenses. We have a balance of \$40 million; we also have almost \$42 million encumbered, including the salaries that we expect to pay out through the end of the fiscal year. He noted that this looks really good and is where we expected to be; we did have the benefit of using some HERF money to offset some revenue loss, so even though we had a little enrollment decline in fiscal year 23, we were able to offset some of that.

(1:10:34) There are four focus areas of our strategic plan, so everything in our budget ties back to one of these areas. State appropriations are one of the larger variables we have to deal with as we don’t know when the budget process starts where we are going to be from a state appropriations level. Tuition and fees is also something we have to think about, whether there will be an increase or not. Also this year we had to think about the fact that HERF funding has expired, so we no longer have any of the subsidized money available from the federal government. And the environment that we are in with enrollment fluctuations, but we are seeing some very positive traction right now. Student retention, hyperinflation – we are all experiencing inflation with meal plans, maintenance costs, construction costs, just general everyday purchases that you have to have in business. Interest rates have been increasing. THEC recommendations are always part of our planning process, so we know what that THEC recommendation is and then we start preparing a budget around it, knowing that it is not going to be exactly what comes in, but it is a guiding tool for us to prepare a budget. Some of the internal things we have to deal with are managing our reserves the best way possible so that we have funding available campus-wide for things that come up; we have system-wide initiatives that we participate in as well. A good example of that is our ERP upgrade that we are going to – that is a system-wide process that doesn’t have a lot of recurring costs but there are some one-time costs that we have to absorb to transfer our human resources/finance applications to a newer, better system. We are always looking for reduction/reallocation opportunities, especially coming out of the past couple of years where we have had to do non-recurring budget reductions in order to make everything balance.

THEC recommended (1:14:23) an almost \$7.3 million state appropriation for growth and productivity funding; on top of that, they had a binding range recommendation of 0-3%. Last year the binding range recommendation was 0%. Funding was fully funded at the recommended level plus they gave us money for a salary pool on top of that. For this year, the productivity and growth funding is just under \$2 million combined compared to the \$7.3 million that was recommended. On top of that we did get some salary pool funding but in order for us to fund what we need to do from a salary pool perspective, we are going to use more than 90% of the money from the , all combined, on compensation. We did get \$7.3 million in the appropriation for capital maintenance. We submitted four phases of building envelope repairs; roof, walls, brick – those kinds of issues that really need to be taken care of before we do anything else. We got two phases funded out of the four. From a tuition and fees standpoint (1:15:39), we are recommending a 3% increase for both maintenance fees and mandatory fees.

Focusing on compensation, the State provided a 5% salary pool. We are looking to increase minimum wage to \$15/hour; just two calendar years ago we were at \$10.10/hour, so this is going to represent a 48.5% increase. When we increase minimum wage, it creates compression through out the pay ranges. We also have funding for further compression adjustments. The total we are putting in this year is \$600,000. Faculty promotions is around \$300,000; the remainder of the money would go to a 4% market merit increase. That is a 4% increase to all employees as long as they are in good standing. As we are potting over 90% of our new state revenue into compensation, that leaves some other things that we need some revenue for; those are strategic investments and unavoidable costs. (1:18:21) University High and the Quality Enhancement Plan have already been mentioned. Quantum initiatives and the UTC Research Institute are also strategic for us from an investment standpoint. And there are a couple of things that are unavoidable. The UT System charges each campus; that increases each year and is an unavoidable cost. Property insurance has increased for a couple of years in a row. Utilities is another cost that is our largest outlier in terms of budget variance. We are obviously a heavy utility user in the city, but our usage is actually down year to year. We had some mild weather in the winter and spring, so when we look at our usage, we have actually decreased year to year but our cost has gone up over a million dollars and that is all rate increases that we neither can control nor avoid, so those are costs that we have to have funding to pay for.

(1:19:34) At the beginning of fiscal year 22, we went from \$10.10 to \$11.30 and then at the beginning of fiscal year 24, which will be July 1, we will be at \$15/hour. We are also going to apply the 4% on top of that because if we don't, we are automatically in the hole when we move to \$15/hour. That will let us be competitive with the people we are competing with at that salary range. For the compression, we are going to put \$600,000 in for this fiscal year; we have identified \$1.9 million plus, roughly \$2 million, of funding that we are going to need over four years to address compression. There is no rational way to do it all at one time; we just don't have the resources available so this is something we will have to do over a multi-year approach – we think it will be over four years, including fiscal year 24 – that would be our goal. There are 572 employees, which is 67% of the staff population (not faculty) that would need a compression adjustment that we have identified, and that is both because of minimum wage and because of the market. So the investment we have in this budget for \$600,000, that would impact 250 of those employees, and the new market range entry level would be established, so when we bring the bottom one up to \$15/hr, we increase the entry level for every market range and that is where we start addressing compression through that methodology.

Currently in the market from a tuition and fee standpoint, we are in the middle at just under \$10,000 total for tuition and fees. Tennessee State is doing a 2.5% increase; Austin Peay is doing 2.9%; MTSU is doing 3%; ETSU is doing 2.99%. We are at 3%; Martin and Southern are at 3%; Memphis is 2.8%; Knoxville is the only one that is not increasing tuition. From a market perspective, we will stay pretty much exactly where we are in the middle with a 3% increase in tuition. (1:22:58) The Board will remember from our previous meeting that we proposed a decrease in out of state tuition so that we had one out of state rate. The Board of Trustees did pass this in February so that we could start using it for the fall. We were at \$25,966 for non-border states; when you look at our THEC-defined peer public institutions, we would have been at the high end before the change. We are now at the low end, which really helps us from a recruiting standpoint and makes us more competitive in the market. So with the 3% fee change that we are proposing, undergraduate maintenance fees would go up \$240; the mandatory fees would go up \$56. That is a \$296 a year per student increase and that would generate about \$3 million from an undergraduate perspective. Meals plans and residence halls are recommended a 5% increase. Inflation, just from a food standpoint, is 14%, so this is far less than what we are seeing from an inflationary standpoint, but we felt that 5% will get us in a better place and not create more affordability issues for students. Parking we have at a 3% increase. When you look at the mandatory fee comparison, the current is \$1,856 and the proposal is to go to \$1,912. We are only going to increase three of those fees, two of which are debt service and transportation. Transportation is fully geared toward us generating funds to have the capacity to pay debt service on a new parking structure on campus. We continue to see a huge demand for mental health support, so the health services fee is increasing to \$10. Overall, tuition increases to \$10,134 with the 3% increase. On-the-border and out-of-state tuition will be the same, so going forward we will have just three tuition rates: in-state, out-of-state and international. For graduate school, that 3% increase looks \$314 across the board; the undergraduate and graduate structure will now pretty much match in terms of tuition structure.

VIII. FY24 BUDGET

(1:27:09) This budget proposal - with state appropriations, 3% tuition increase, 3% mandatory fee increase, all the differential fees, lab fees, and program fees and our auxiliaries – that total is just over \$14.7 million, an approximate 6.5% increase from last year. \$3.4 million of the revenue is coming from reserves to balance the budget and things we are investing in. That is strategic and is all non-recurring and matches. Under Academic Affairs, a lot of the recurring funds are those differential and lab fees that are passing through to the expense side because those have to be spent on very specific things. The \$200,000 non-recurring goes back to what the Chancellor mentioned earlier about having a business forecasting center; that is start-up money for a business forecasting center in the College of Business. Communications and Marketing – that non-recurring is money for marketing materials and advertisements; all of that is geared toward recruiting more students to campus. Mr. Womack asked if this might include a website refresh. Mr. Goldberg responded that it does include some money for website refresh but deferred additional comments to Mr. Steele or Chancellor Angle. Mr. Steele shared that Vice Chancellor Farnsworth is absent from this meeting as this is the only chance she has to deal with the people doing the web audit, so it is very much on the radar. Mr. Goldberg continued, noting that it is the same thing with non-recurring for Enrollment Management; those are also recruitment and advertising related. We are heavily investing on a non-recurring basis; once we develop some of the collateral and materials we need, costs decrease over time, but we really needed to refresh what we are doing from a recruitment

standpoint and what materials we have. For the Graduate School Research and Graduate School, a million of the \$1.2 million is quantum. That is another strategic non-recurring investment going into quantum. Institutional, our largest “bucket,” \$5 million of the \$8 million is compensation. Also on a recurring basis for institutional, utilities has a \$1.5 million increase included. That is also where we have the QEP and some other things located.

(1:32:26) In terms of new revenue, most of it still comes from state appropriations. So even though it was not what THEC recommended and what we had hoped for, it is still a large investment into the university from the state budget. Tuition represents the next largest. The use of reserves is fairly significant; we have built up some reserves over the past couple of years for strategic purposes. Mr. Decosimo asked what are the total reserves. Mr. Goldberg responded there would be a slide coming up that shows our fund balance. As a reminder, we used \$12.6 million of the institutionally expended funds for revenue loss, \$4.4 million for refunds/reimbursements, and \$10.7 million went to operations. (1:35:54) Nearly half that money was disbursed to students. Our tuition as a state is generally higher than other states, but we are also a high aid state – with the Hope Scholarship. While our tuition may be a little higher, we also have things like the Hope Scholarship that offsets a lot of that cost, so if you look at the net price summary by income quartiles, the highest (if you have a family income of over \$160,000) it still only costs \$4,000 on an average to come to UTC. That is pretty remarkable compared to the sticker price. For a low income family (under \$41,000), we will pay you a couple of thousand dollars to come to UTC once all your aid is processed. The next slide showed the fund balance. We had more reserves, which are year-to-year surpluses by college, by unit and then some institutional funds. This is really what we track and report to THEC; they have ranges that we have to stay in. E&G is 2-5%; Auxiliary is 3-5%. So you can see where with 4.59% and 4.71% we are at the top of the range. We have built up over the past few years to get from \$7 million in 2018 to \$9.25 million in now, and we have gotten Auxiliary up to over \$1 million. That is a true rainy day fund.

(1:35:23) When we look on the debt side, we actually have low debt compared to most universities our size. You can see a spike in 2019 and then it started coming back down. The West Campus Housing was probably the largest project we have ever bonded. One thing to note is coming in next year we are going to start looking at bonding out the arena addition as well as the University Center renovations, so that is going to be another almost \$60 million in debt. So while this looks really good under \$100 million, especially for a university our size, this is going to go up to over \$150 million in the next maybe two years. The balances for the \$97 million, what the annual debt service is, the residence halls and West Campus is the largest and that costs us \$4 million/year. That comes out of housing fees. The ARC, parking and smaller projects all have remaining balances, but this dictates what we can do on campus in terms of building buildings and residence halls in particular, and all the non-educational buildings. The state appropriations that we have gotten over the past few years have been great for the Health Sciences building, for 540 McCallie renovations and Brock Hall renovations. We are also hopeful to get money next year for the College of Business addition. This is great news from the state appropriation standpoint, but when we think about residence halls, parking, etc., we really have to make sure we have done our due diligence on the fee side of things to make sure we can pay for those things. Finley Stadium will term out in 2028 and that will free up more money to use in Athletics.

The UC Foundation endowment as of March 31 of this year had a total value of just over \$179 million, which is fantastic for an institution of our size. The Foundation provides critical support for scholarships, academic support, professorships, etc. Have a \$6.6 million from the endowment

is really critical for us, especially for a campus our size. The Foundation is also fully renovating all the south campus housing.

Mr. LeRoy thanked Mr. Goldberg for his work and asked if there were any questions. Dr. Garland congratulated Mr. Goldberg and his staff for their efforts in getting the minimum wage rate raised to \$15/hr. Mr. Womack asked if we could go beyond the range of 0-3%. Dr. Angle responded it is capped. Mr. Goldberg noted that it is relevant that at the THEC meeting two weeks ago that he and Dr. Angle attended, at which our master plan was approved, THEC staff recommended that the cap be increased to 5.5% but the commission voted fairly quickly and unanimously to leave it at 3%. Mr. Womack also asked if it was a new requirement to go through the state appropriations/UT ask to request federal dollars. Dr. Angle responded that we have two asks that are approved and that made it to Congressman Fleischmann's list that were supported by Randy Boyd. One was to upgrade the test track and one was for quantum.

Mr. Decosimo asked about plans for the State Office Building. Dr. Angle responded there is a \$40 million renovation project that we will do in two phases to upgrade all of the building systems. If our renovations for the business building are approved, the Development House would go away, and the Advancement operation would be moved into the State Office Building. At some point, they may want to rent or build their own space but providing them with a location right now rent free so that they can pay off the renovations on student housing would be a great help. The UC ' impact on our campus and our ability to offer affordable, high quality programs is directly related.

Mr. Goldberg also noted that the Board members had an additional page that shows the tuition and fees; that is technically what the Board will be voting on. Mr. LeRoy asked for a motion to approve the budget recommendation to be presented to the UT Board of Trustees for final approval. Mr. Womack made a motion to approve; Dr. Swafford seconded. The motion passed unanimously following a roll call vote.

IX. APPOINTMENT OF STUDENT MEMBER

(1:53:02) Mr. LeRoy noted the SGA had three people who qualified: Clayton Tyner, Bailey Cupperson and Joshua Love. Of the three, Mr. Tyner was the one they gave a favorable recommendation to.

A motion to approve Mr. Tyner was made by Dr. Swafford, with a second by Dr. Garland. The roll call vote was unanimous to approve Mr. Tyner as the student member of the UTC Advisory Board for the coming term.

X. REVIEW OF PROPOSED 2023-2024 MEETING SCHEDULE

Mr. Steele passed out copies of the proposed meeting schedule for next year. No action is required; Mr. LeRoy asked the board members to review them and let Mr. Steele know of any conflicts.

XI. OTHER BUSINESS

There was no other business.

XII. CLOSING REMARKS

Chancellor Angle and Mr. LeRoy thanked everyone for their time and participation.

XIII. ADJOURNMENT

A motion to adjourn was made by Mr. Decosimo and seconded by Dr. Swafford.

The roll call vote was unanimous, and the meeting was adjourned at 5:00pm.

DRAFT