



ALABAMA STATE UNIVERSITY BOARD OF TRUSTEES

FULL BOARD MINUTES

DUNN-OLIVER ACADOME BOARDROOM
FRIDAY, SEPTEMBER 25, 2015
1:00 P.M.

I. Call to Order

The Full Board meeting of the Alabama State University Board of Trustees was called to order by Board Chair Locy L. Baker at 1:00 P.M.

II. Invocation

The invocation was given by Dr. Gwendolyn Boyd, president of Alabama State University and secretary of the Board of Trustees.

III. Pledge of Allegiance

The Pledge of Allegiance was led by Board Chair and recited by all.

IV. Establishment of Quorum

Upon the voice roll call of Board Secretary President Gwendolyn E. Boyd, a quorum was affirmed. Board members present were: Governor Robert Bentley attended electronically, Locy L. Baker, Alfreda Green, Robert Gilpin, Taylor Hodge, Darrell Hudson, Bobby Junkins, Angela McKenzie, James McNeil, Kimberly Rucker, Ralph Ruggs, Pamela Ware, Joe Whitt Sr. and Herbert Young. No Board members were absent.

V. Adoption of Agenda

- It was moved and properly seconded to approve the agenda as presented. The motion was carried by a unanimous roll call vote.

VI. Adoption of Minutes

- It was moved and properly seconded to approve the May 8, 2015 and June 19, 2015 minutes. The motion was carried by a majority roll call vote, with Trustee Taylor Hodge abstaining.

VII. Reports

- **Executive Committee**

- 1. OTS Backup and Restore Policy**

- It was moved and properly seconded to approve the OTS Backup and Restore Policy. The motion was carried by a unanimous roll call vote.

- 2. OTS Disaster Recovery Plan Policy**

- It was moved and properly seconded to approve the OTS Backup and Restore Policy. The motion was carried by a unanimous roll call vote.

- 3. HR Manual Modifications**

- It was moved and properly seconded to approve the HR Manual with the following modifications:
 - 2.3.4 Delete the last sentence
 - 3.1.4 (b) Change the first sentence to “The employee must use compensatory time worked within 90 days of the ending of the pay period in which it was earned. The employee will lose all time not used within that period.”
 - 3.5 (b) Change the second sentence in the last paragraph to “within 12 months *shall* be restored unused sick leave.”

The motion was carried by a majority roll call vote. Governor Bentley and Vice-Chair Alfreda Green abstained.

- 4. RESOLUTION - Roll Call Voting**

- It was moved and properly seconded to approve the roll call vote Resolution utilizing electronic participation. The motion was carried by majority roll call vote, with Governor Robert Bentley abstaining.

- 5. Executive Session Procedure**

- It was moved and properly seconded to approve the Executive Session Procedure. The motion was carried by a majority roll call vote, with Governor Robert Bentley and Vice-Chair Alfreda Green abstaining.

- 6. 3 Year Contract Extension**

- Trustee Angela McKenzie made a motion to extend the president's existing contract for 1 year, with the opportunity to extend for 2 additional years pending successful removal from SACSCOC Warning Status, without the progression to SACSCOC Probation Status. The motion was properly seconded by Trustee Pamela Ware. The motion failed by a majority roll call vote as follows:

NAME	YEA	NEA
BENTLEY		X
BAKER		X
GREEN		X
GILPIN		X
HODGE	X	
HUDSON	X	
JUNKINS		X
McKENZIE	X	
McNEIL		X
RUGGS		X
RUCKER		X
WARE	X	
WHITT		X
YOUNG	X	
Total:	5	9

- Trustee Robert Gilpin made a motion to extend the president's existing contract for 3 years. The motion was seconded by Trustee Ralph Ruggs. The motion carried by a majority roll call vote as follows:

NAME	YEA	NEA
BENTLEY	X	
BAKER	X	
GREEN		X
GILPIN	X	
HODGE		X
HUDSON		X
JUNKINS	X	
McKENZIE		X
McNEIL	X	
RUGGS	X	
RUCKER	X	
WARE		X
WHITT	X	
YOUNG		X
Total:	8	6

- Governor Robert Bentley left the meeting @ 2:00 P.M.

- **Development Committee**

- 1. RESOLUTION- Sanders**

- It was moved and properly seconded to accept the Sanders Resolution. The motion was carried by a unanimous vote.

- **Athletic Committee**

- ❖ There was no action by the Committee, but an action item was requested in the Athletic Committee by Trustee Angela McKenzie

- **Athletic Committee**

- ❖ There was no action by the Committee, but an action item was requested in the Athletic Committee by Trustee Angela McKenzie on August 28, 2015. Committee Chair Joe Whitt explained the information would be forwarded soon.
- ❖ Trustee Pamela Ware requested for all Trustees to have Athletic Credentials by the next home football game.

- **Student Affairs Committee**

1. **Gender Base Misconduct Policy (“The Pilot”)**

- It was moved and properly seconded to accept the Gender Base Misconduct Policy. The motion was carried by a unanimous vote.

- **Property Committee**

1. **Montgomery Housing Authority Letter of Intent**

- It was moved and properly seconded to permit President Boyd to forward the Montgomery Housing Authority a Letter of Intent to express the University’s interest in purchasing the adjacent Patterson Court property. The motion was carried by a unanimous vote.

- **Academic Affairs Committee**

1. **New Definition of Credit Hour Policy**

- It was moved and properly seconded to accept the New Definition of Credit Hour Policy. The motion was carried by a unanimous vote.

2. **Continuous Enrollment Policy**

- It was moved and properly seconded to accept the Continuous Enrollment Policy. The motion was carried by a unanimous vote.

3. **Graduate Course Repeat Policy**

- It was moved and properly seconded to accept the Graduate Course Repeat Policy. The motion was carried by a unanimous vote.

• **Audit Committee**

- ❖ No action by the Committee. The Committee Chair Angela McKenzie informed the Board that Warren Averrett has been chosen by the administration as the fiscal contractor to conduct the university’s fiscal audits for the next 3 years. Subsequently, a recommendation is before the Board to amend the bylaws and require Board approval for Audit contractor services.

• **Bylaws Committee**

1. Bylaw Amendments

- It was moved and properly seconded to accept Alternative #1 to the Alabama State University Bylaws. The motion failed by a majority vote as follows:

NAME	YEA	NEA
BAKER		X
GREEN	X	
GILPIN		X
HODGE	X	
HUDSON		X
JUNKINS		X
McKENZIE	X	
McNEIL		X
RUCKER	X	
RUGGS		X
WARE		X
WHITT		X
YOUNG (Abstained)		
Total:	4	8

- It was moved and properly seconded to accept Alternative #2 to the Alabama State University Bylaws. The motion carried by a majority vote as follows:

NAME	YEA	NEA
BAKER	X	
GREEN		X
GILPIN	X	
HODGE		X
HUDSON	X	
JUNKINS	X	
McKENZIE	X	
McNEIL	X	
RUCKER	X	
RUGGS	X	
WARE	X	
WHITT	X	
YOUNG (Abstained)		
Total:	10	2

- It was moved and properly seconded to accept the submitted changes to the Alabama State University Bylaws with the inclusion of Alternative #2. The motion carried by a unanimous vote.

- **Finance Committee**

- 1. Resolution for 2015 - 2016/ 2016 - 2017**

- It was moved and properly seconded to accept the Amendment of the Budget submitted. Wanda Smith, vice-president of Business and Finance presented to the Board.

- It was moved and properly seconded to accept the Resolution for the 2015 – 2016 amended Budget to include the increase in Student Fees. The motion carried by a majority vote as follows:

NAME	YEA	NEA
BAKER		X
GREEN		X
GILPIN	X	
HODGE		X
HUDSON		X
JUNKINS	X	
McKENZIE	X	
McNEIL	X	
RUCKER	X	
RUGGS	X	
WARE		X
WHITT	X	
YOUNG		X
Total:	7	6

- It was moved and properly seconded to accept the Resolution for the two signature lines to authorize a line of credit. The motion carried by a unanimous vote.

VIII. Executive Session

- Board Chair Locy L. Baker called for a motion to enter Executive Session due to pending litigation.
- University Legal Counsel Atty. Kenneth Thomas, licensed in the State of Alabama to practice Law, presented a written declaration of determination stating the matter is appropriate for executive session under Section (7)(a)(3) of Act No. 2005-40 of the Open Meetings Act.

- Trustee Darrell Hudson made a motion to enter Executive Session with University Legal Counsel due to pending litigation; Trustee Pamela Ware seconded the motion.
- The roll call vote was as follows:

NAME	YEA	NEA
BAKER	X	
GREEN	X	
GILPIN	X	
HODGE	X	
HUDSON	X	
JUNKINS	X	
McKENZIE (Absent for vote)		
McNEIL	X	
RUCKER	X	
RUGGS	X	
WARE	X	
WHITT	X	
YOUNG	X	

Total: 12

- The motion was carried by a unanimous vote.
- Chairman Lucy L. Baker stated the session is expected to last for approximately 10 minutes, after which the board will reconvene.
- The Open Meeting was recessed for Executive Session @ 3:52 P.M.

- The reconvened Full Board meeting of the Alabama State University Board of Trustees was called to order by Board Chair Locy L. Baker @ 4:23 P.M.
- No Report from Executive Session.

IX. Personnel Actions

- ❖ Trustee Pamela Ware requested for the Non-Instructional Staff New Hires to include the department they are being recommended for.
- It was moved and properly seconded to vote individually for the Academic New Hire and Non-Instructional Staff New Hire sections of the HR Report. The motion was carried by a unanimous vote.
- Each number in the report was moved and properly seconded individually, the recorded votes for each was as follows:

ACADEMIC NEW HIRE

- 1) Motion carried by unanimous vote
- 2) Motion carried by unanimous vote
- 3) Motion carried by unanimous vote
- 4) Motion carried by unanimous vote
- 5) Motion carried by unanimous vote

NON-INSTRUCTIONAL STAFF NEW HIRE

- 1) Motion carried by majority vote
(Trustee Alfreda Green Abstained)
- 2) Motion carried by unanimous vote
- 3) Motion carried by majority vote
(One No vote by Trustee Alfreda Green)
- 4) Motion carried by majority vote

The Roll Call Vote for number 4 under Non-Instructional Staff New Hires was as follows:

NAME	YEA	NEA
BAKER	X	
GREEN		X
GILPIN	X	
HODGE		X
HUDSON		X

JUNKINS	X	
McKENZIE		X
McNEIL	X	
RUCKER	X	
RUGGS	X	
WARE (Abstained)		
WHITT	X	
YOUNG		X
Total:	7	5

- 5) Motion carried by unanimous vote
- 6) Motion carried by unanimous vote
- 7) Motion carried by unanimous vote
- 8) Motion carried by majority vote

The Roll Call Vote for number 8 under the Non-Instructional Staff New Hires was as follows:

NAME	YEA	NEA
BAKER		X
GREEN	X	
GILPIN	X	
HODGE		X
HUDSON	X	
JUNKINS	X	
McKENZIE (Abstained)		
McNEIL	X	
RUCKER	X	
RUGGS	X	

WARE		X
WHITT	X	
YOUNG (Abstained)		
Total:	8	3

- 9) Motion carried by unanimous vote
- 10) Motion carried by unanimous vote
- 11) Motion carried by unanimous vote
- 12) Motion carried by unanimous vote
- 13) Motion carried by unanimous vote
- 14) Motion carried by unanimous vote
- 15) Motion carried by unanimous vote
- 16) Motion carried by unanimous vote
- 17) Motion carried by majority vote
(One Abstention by Trustee McKenzie)
- 18) Motion carried by unanimous vote
- 19) Motion carried by unanimous vote
- 20) Motion carried by unanimous vote
- 21) Motion failed by majority vote

The Roll Call Vote for number 21 under the Non-Instructional Staff New Hires was as follows:

NAME	YEA	NEA
BAKER		X
GREEN		X
GILPIN (Abstained)		
HODGE		X
HUDSON (Abstained)		
JUNKINS		X
McKENZIE		X
McNEIL (Abstained)		
RUCKER		X
RUGGS		X

WARE (Abstained)		
WHITT		X
YOUNG		X

Total: 9

- 22) Motion carried by unanimous vote
- 23) Motion carried by unanimous vote
- 24) Motion carried by majority vote
- ("No" Votes: Trustees McKenzie, Green and Young)
- (Abstentions: Trustees Ware and Rucker)
- 25) Motion carried by unanimous vote
- 26) Motion carried by unanimous vote
- 27) Motion carried by unanimous vote
- 28) Motion carried

The Roll Call Vote for number 28 under the Non-Instructional Staff New Hires was as follows:

NAME	YEA	NEA
BAKER	X	
GREEN		X
GILPIN	X	
HODGE		X
HUDSON (Abstained)		
JUNKINS (Abstained)		
McKENZIE (Abstained)		
McNEIL (Abstained)		
RUCKER	X	
RUGGS (Abstained)		
WARE	X	
WHITT		X

YOUNG (Abstained)		
--------------------------	--	--

Total: 4 3

OTHER EMPLOYMENT ACTIONS

- 1) Motion carries by majority vote
("No" Votes: Trustees Young and Hudson)

HR REPORT

- It was moved and properly seconded to approve all remaining sections of the report. The motion was carried by a unanimous vote.

X. President's Report

XI. SGA

XII. Non-Instructional Staff

XIII. Faculty Senate

XIV. Other Business

- ❖ Trustee Herbert Young reiterated his request for the Resolution for the naming of the locker room after Mr. (Peter Rabbit) Malone, and the Official Dedication of the naming of the Graduate School after Judge Murphy.



Data Backup and Restoration Policy

Introduction

There is always a risk that systems and/or procedures will fail resulting in loss of access to information, data and systems, despite the implementation of best practices. ASU has taken steps to ensure that the University's information and data is backed up and restored securely in the most efficient manner possible:

Policy Statement

Alabama State University has a duty to ensure that all information and data which it is responsible for is securely and routinely backed up; additionally, the University is responsible for ensuring that the backed up data can be restored in the event of deletion, loss, corruption and damage or made unavailable due to unforeseen circumstances.

Purpose

The purpose of this policy is to identify and establish processes, procedures and good working practices for the backup and timely recovery of the University's information and data existing in both electronic and physical form.

Scope

The scope of this policy extends to the back-up of all important information and data regardless of the form it takes - including the recovery of IT systems and supporting infrastructure.

IT SYSTEMS/DATA BACKUPS

- The University's IT administrators are responsible for providing system support and data backup tasks and must ensure that adequate backup and system recovery practices, processes and procedures are followed in line with the University's Disaster Recovery Procedures and departmental data retention policies.
- All IT backup and recovery procedures must be documented, regularly reviewed and made available to trained personnel who are responsible for performing data and IT system backup and recovery.
- All data, operating systems/domain infrastructure data and supporting system configuration files must be systematically backed up - including patches, fixes and updates which may be required in the event of system re-installation and/or configuration.
- Where ever practicable backup media (e.g. tape) must be encrypted and appropriately labeled. Any system used to manage backed-up media should enable storage of date/s and codes/markings which enables easy identification of the original source of the data and type of backup used on the media. All encryption keys should be kept securely at all times with clear procedures in

Alabama State University

Technology Services
Disaster Recovery
Plan

September 2015

ALABAMA STATE UNIVERSITY

HUMAN RESOURCES

**POLICIES AND PROCEDURES
MANUAL**

Approved by the ASU Board of Trustees ~~September 27, 2013~~ 2015

RESOLUTION
ALABAMA STATE UNIVERSITY BOARD OF TRUSTEES
ROLL CALL VOTE

Whereas, on June 24, 2015, Governor Robert Bentley approved Act. No. 2015-340 amending sections of the Open Meetings Act of 2015;

Whereas, subsequently, SB 42 was introduced in the Alabama Senate. SB 42 states that under the Alabama Open Meetings Act members of governmental bodies may participate in meetings and deliberation electronically;

Whereas, SB 42 was approved by the Alabama Senate on August 5, 2015 and the House of Representatives on August 11, 2015;

Whereas, on August 11, 2015, SB 42 was assigned Act No. 2015-526;


Whereas, on August 14, 2015, Act No. 2015-526 was signed by Governor Robert Bentley;

Whereas, Act No. 2015-526 will become effective on November 1, 2015; and

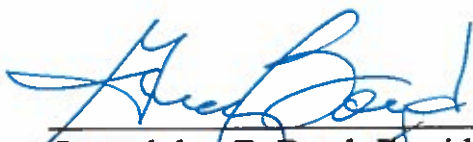
Whereas, as a state agency subject to the Alabama Open Meetings Act, Alabama State University must comply with Act No. 2015-526.

Now, Therefore, Be It Resolved, Alabama State University hereby agrees to abide by the terms of Act No. 2015-526. Thus, "any vote taken at a meeting utilizing the equipment contemplated by subsection (a) [of Act No. 2015-526] shall be taken as a roll call vote that allows each participant to vote individually in a manner audible to all persons participating or present at the physical location provided for in subsection (b) [of Act No. 2015-526]." See Section 1(f) of Act No. 2015-526.

Done on this 25th day of September, 2015.



Lucy L. Baker, Chair
Alabama State University
Board of Trustees



Gwendolyn E. Boyd, President
Alabama State University
Secretary, Board of Trustees



ALABAMA STATE UNIVERSITY BOARD OF TRUSTEES

Procedure Title:	Executive Session Procedure	Full Board Approval Date:	
Standard, Law, or Regulation:	The Alabama Open Meetings Act Act No. 2005-40 & 2015-340	Code of Alabama 1975 Reference Number:	§36-25A1-11
		ASU Legal Review Date:	8/20/2015

Procedure Guidelines:

1. Purpose

The Alabama State University Board of Trustees has the responsibility to ensure compliance according to the Alabama Open Meetings Act requirements for convening Executive Sessions. In doing so, the Code of Alabama § 36-25-A-8 states: In addition to any existing applicable immunity, members of a governmental body and any of its employees participating in a meeting conducted in conformance with this chapter shall have an absolute privilege and immunity from suit for any statement made during the meeting which relates to an action pending before the governmental body.

2. Prerequisites

In order to convene an Executive Session, the Code of Alabama 1975 §36-25-A-7 (b) mandates the following prerequisites:

- 1) A quorum of governmental body must first convene a meeting as defined in Sections 2 (6) a.1 and 2.
- 2) A majority of the members of the governmental body present must adopt, by recorded vote, a motion calling for the executive session and setting out the purpose of the executive session, as provided in subsection (a). If subsection (a) requires an oral or written declaration before the executive session can begin, such oral or written declaration shall be made, prior to the vote.
- 3) The vote of each member shall be recorded in the minutes.
- 4) Prior to calling the executive session to order, the presiding officer shall state whether the governmental body will reconvene after the executive session and, if so, the approximate time the body expects to reconvene.
- 5) Only those members physically present may participate in executive session

FIRST ADDENDUM TO THE PRESIDENT'S EMPLOYMENT CONTRACT

This **FIRST ADDENDUM TO THE PRESIDENT'S EMPLOYMENT CONTRACT** is agreed and entered into on this the 26 day of October, 2015 by and between the **BOARD OF TRUSTEES FOR ALABAMA STATE UNIVERSITY** (hereinafter referred to as the "Board") and **DR. GWENDOLYN E. BOYD** (hereinafter referred to as the "President").

WHEREAS, the Board and the President entered into an Employment Contract on the 2nd day of January, 2014, regarding the employment of the President by the Board;

WHEREAS, the January 2, 2014 employment contract provided that President was to be employed by the Board for the period of February 1, 2014 through January 31, 2016;

WHEREAS, the Board at its September 25, 2015 meeting voted to extend the term of the President's contract for an additional three (3) years;

NOW THEREFORE, it is hereby understood and agreed by the Board and President that the President's Employment Contract be amended as follows:

1. The President's term of employment shall continue through January 31, 2019.
2. All other terms and conditions as set forth in the January 2, 2014 Employment Contract shall remain unchanged.

IN WITNESS WHEREOF, the Board and the President have hereunto set their hands this the 26 day of October, 2015.

BOARD OF TRUSTEES FOR ALABAMA STATE UNIVERSITY

BY: Locy A. Baker, Chairman
LOCY BAKER

PRESIDENT OF ALABAMA STATE UNIVERSITY

Gwendolyn E. Boyd
GWENDOLYN E. BOYD

**Alabama State University
Board of Trustees**

**Resolution Naming the Abernathy Hall Doctoral Program
Computer Lab Faculty/Student Lounge**

WHEREAS, Drs. Johnny and Rubye Sanders are alumni (1970 and 1971, respectively) of Alabama State University; and,

WHEREAS, Drs. Johnny and Rubye Sanders were highly successful in the field of education prior to their retirement; and,

WHEREAS, Dr. Johnny Sanders is an award-winning educator who dedicated 33 years of his life to the fields of secondary and higher education as an educator/administrator; and,

WHEREAS, during his distinguished career, Dr. Johnny Sanders received several citations and awards, including the prestigious 2008 Counselor Educator of the Year Award from the South Carolina School Counseling Association; and,

WHEREAS, Dr. Rubye Sanders has devoted her life to helping others achieve their goals in life; and,

WHEREAS, Dr. Rubye Sanders, as an educator, endeavored to instill in her students a desire to maximize their potential in order to live successful lives; and,

WHEREAS, Dr. Rubye Sanders has served as a consultant and lecturer on the local, state, regional, national and international levels during her distinguished career; and,


WHEREAS, Drs. Johnny and Rubye Sanders have established a \$50,000 partnership for the Dr. Johnny Sanders and Dr. Rubye Sanders Endowed Education Fund to support the College of Education through lectureships, student/faculty travel needs related to research/educational presentations and conferences;

NOW THEREFORE, BE IT RESOLVED that in appreciation of Drs. Johnny and Rubye Sanders' partnership with the University, that the faculty/student lounge and the Doctoral Program Computer Lab henceforth will be known as the Dr. Johnny Sanders, Jr. College of Education Faculty/Student Lounge and that the Dr. Rubye Coleman Sanders College of Education Doctoral Program Computer Lab.

Executed the 25th Day of September 2015.



Lucy L. Baker, Chair
Alabama State University Board of Trustees



President Dr. Gwendolyn E. Boyd, Secretary
Alabama State University Board of Trustees

Gender Based Misconduct Policy

POLICY STATEMENT

Alabama State University is committed to providing a learning and working environment that is free from discrimination on the basis of race, religion, color, physical disability, national origin, gender, marital status, political affiliation or age in any of its programs, including admission of students or employment. In matters regarding gender-based misconduct or discrimination, ASU complies with Title IX of the Education Amendments of 1972. Title IX is a federal law which prohibits discrimination on the basis of sex in education programs or activities. ASU's Policy on Gender Equity applies regardless of the complainant's or respondent's race, gender, disability, age, marital status, religion, color, national origin, sexual orientation or other personal characteristics. ASU's Policy on Gender Equity provides guidance for individuals who may be the victim of gender-based misconduct or discrimination.

Alabama State University has a zero tolerance stance against sexual misconduct in all forms. ASU is firmly committed to providing a safe environment for all students. Sexual misconduct of any form is a violation of the ASU student Code of Conduct. The University will not tolerate domestic violence, dating violence, sexual assault, or stalking and will enlist all available resources in order to provide assistance, aid, and comfort to the survivor, while pursuing all available avenues of sanctions against the respondent. Students found responsible for violating this policy will face disciplinary sanctions, up to and including dismissal from the University.

DEFINITIONS AND EXAMPLES

1. **Gender-Based Discrimination:** A decision regarding the participation in educational programs and activities that is based upon one's gender.

2. **Gender-Based Harassment:** Verbal and nonverbal acts used to create intimidation, hostility or humiliation based upon one's gender that has the purpose or effect of unreasonably interfering with an individual's academic performance or learning environment. Gender-based harassment may include:

a. **Domestic/Dating Violence:** A pattern of controlling, abusive, and aggressive behavior by one or both partners in a romantic or intimate relationship such as marriage, dating, family or cohabitation.

b. **Sexual harassment:** Unwelcomed advances, requests for sexual favors and other verbal sexual nature when sexual
or physical conduct of a

i.

ii. standard; or
submission to or rejection of such conduct by an individual is for employment



ALABAMA STATE UNIVERSITY

GWENDOLYN E. BOYD
OFFICE OF THE PRESIDENT

September 25, 2015

Evette Hester
Executive Director
Montgomery Housing Authority
525 South Lawrence Street
Montgomery, Alabama 36104

Director Hester,

Thank you for sharing information regarding the Montgomery Housing Authority's (MHA) current and proposed redevelopment activities with us here at Alabama State University (ASU). Paterson Court has been home to many over the years and the social and economic impacts respectively, are immensely valuable to the local and greater Montgomery community.

As stated in your correspondence, Alabama State is one of the most historically -relevant educational institutions, in the country, and particularly in the south. ASU has students from 41 different nations around the world and many representing various regions in the United States. As our student population continues to grow we have a need to expand our reach to accommodate our population. As a result, we gladly ask that you accept this as a formal submission of our intent to consider the Paterson Court parcels as we review future university expansions.

We look forward to a mutually beneficial and successful partnership with our respective institutions. Should we need to discuss this letter of intent further, please do not hesitate to contact me. I can be reached by phone at 334-229-4202 and by email address at presgboyd@alasu.edu.

Sincerely,

Dr. Gwendolyn Boyd, President
Alabama State University

cc: Chairman Lucy Baker, Board of Trustees, ASU
Trustee Ralph Ruggs, Property Committee Chair, Board of Trustees, ASU
Bernard Houston, Chief of Staff, ASU
Eric Thornton, Director of Physical Plant, ASU

ALABAMA STATE UNIVERSITY
Board of Trustees
Resolution to Approve Revised Credit Hour Policy

WHEREAS, The Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) has expectations that accredited institutions create policy regarding credit hours and to set forth the federal regulations regarding the award of credit hours; and


WHEREAS, Alabama State University is accredited by the SACSCOC; and

WHEREAS, Alabama State University proposes changes in its Credit Hour Policy to ensure that the various academic conditions found in curricula are consistent with SACSCOC and Federal expectations; and

WHEREAS, the Academic Affairs Committee of the Board of Trustees met on August 28, 2015, and voted to forward the proposed revised Credit Hour Policy to the full Board for approval;

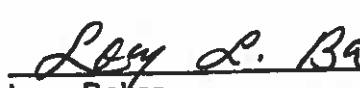
NOW, THEREFORE, BE IT RESOLVED THAT, the Board of Trustees of Alabama State University hereby adopts the revised Credit Hour Policy, effective September 25, 2015.

Executed this 25th day of September, 2015



Gwendolyn E. Boyd
President, Alabama State University
Secretary, Board of Trustees

10/3/15
Date



Lucy Baker
Chair, Board of Trustees
Alabama State University

10-3-15
Date

**ALABAMA STATE UNIVERSITY
Board of Trustees**

Resolution to Approve a Revised Course Repeat Policy for Graduate Students

WHEREAS, The Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) has expectations that accredited institutions will make available to students and the public its current policies; and

WHEREAS, Alabama State University is accredited by the SACSCOC; and

WHEREAS, Alabama State University proposes a revised Course Repeat Policy for graduate students consistent with SACSCOC Comprehensive Standards (CS) and Federal Requirements (FR); and

WHEREAS, Alabama State University's graduate faculty members propose this revised policy to encourage graduate students to be more focused on maintaining good academic standing in their graduate program of study and to have an academic standing Course Repeat Policy that is consistent with best practices in graduate education; and

WHEREAS, the Academic Affairs Committee of the Board of Trustees met on August 28, 2015, and voted to forward the revised proposed Course Repeat Policy for graduate students to the full Board of Trustees for approval;

NOW, THEREFORE, BE IT RESOLVED THAT, the Board of Trustees of Alabama State University hereby adopts the revised Course Repeat policy for graduate students effective September 25, 2015.

Executed this 25th day of September, 2015



Gwendolyn E. Boyd
President, Alabama State University
Secretary, Board of Trustees

10/3/15
Date



Lucy Baker
Chair, Board of Trustees
Alabama State University

10-3-15
Date

**BYLAWS OF THE BOARD OF TRUSTEES OF
ALABAMA STATE UNIVERSITY**

ARTICLE I. OFFICERS OF THE BOARD

Section 1. The officers of the Board shall be ex officio President; Chairperson (President Pro Tem); Vice Chairperson (Vice President Pro Tem); and Secretary.

Section 2. The term of office for the Chairperson and Vice-Chairperson shall be for two (2) years. They may be reelected for consecutive terms but not serve beyond their terms as members of the Board. In addition, no Chairperson or Vice-Chairperson shall serve in such role for more than [two (2)] consecutive full terms.

Section 3. At the expiration of the terms of the Chairperson and the Vice Chairperson, the Board shall elect, at its regular May meeting, from among its own membership, the Chairperson and the Vice Chairperson, who shall serve until their successors are elected. Such election shall be by written ballot, and the affirmative vote of the majority of the members present, in person or by electronic means (as defined in Article IV, Section 16), shall be required to elect. Any board member attending on the telephone shall submit a written signed ballot to the President of the University before the vote for such officers. Any board member attending by electronic means shall confirm by voice at the meeting their selection as the ballots are reported to the full Board.

Section 4. The President of the University shall be ex officio Secretary of the Board.

Section 5. ~~Alternative #1: In the event the ChairmanChairperson resigns, becomes incapacitated or otherwise cannot complete the term of office, the Vice ChairmanChairperson shall assume the office of ChairmanChairperson and complete the unexpired term. If the Vice ChairmanChairperson declines to assume the office, the Board shall, at any regular or special meeting, fill the position for the unexpired term. A vacancy occurring in the office of the Vice ChairmanChairperson of the Board shall be filled, for the unexpired term of such officer, by the Board at any regular or special meeting. The vacancy in the office of Vice Chairperson shall be filled by the Board in accordance with the procedures for electing the officers initially as set forth in Section 2 of this Article I.~~

Alternative #2: In the event the Chairperson resigns, becomes incapacitated, or otherwise cannot complete the term of office, the Vice-Chairperson shall assume the office of Chairperson until the next full meeting of the Board or special called meeting to elect a new Chairperson who shall serve the unexpired term. The new Chairperson shall be elected in accordance with the procedures for electing the officers initially as set forth in Section 2 of this Article I.

Section 6. The Secretary shall give a fidelity bond in the amount prescribed by the Board.

Section 7. The Board may remove any appointed member of the Board with cause and by fair process. For purposes of this section, any one or more of the following shall constitute grounds

RESOLUTION 2015-2016

**ALABAMA STATE UNIVERSITY
MONTGOMERY, ALABAMA**

APPROVAL OF 2015-2016 OPERATING BUDGET

WHEREAS, Alabama State University has completed its budget preparation process and;

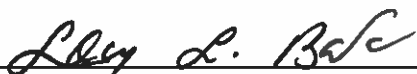
WHEREAS, the University has considered all the basic needs of the University and;

WHEREAS, the University has reviewed all available resources in support of this recommended budget and;


WHEREAS, the Finance Committee of the Board of Trustees for Alabama State University recommends to the full Board of Trustees the 2015-2016 Operating Budget for approval and;

THEREFORE BE IT RESOLVED: That the Finance Committee recommends and the Board of Trustees approves the University's 2015-2016 Operating Budget for Alabama State University.

APPROVED:



Honorable Lucy Baker, Chairman
Alabama State University Board of
Trustees



Dr. Gwendolyn E. Boyd, President
and Secretary to the Alabama State
University Board of Trustees

9/25/2015

Date

Resolution of the Board of Trustees of Alabama State University Approving a Revolving Line of Credit and Financing Documents in Connection Therewith

WHEREAS, under Alabama law, the Board of Trustees of Alabama State University, an Alabama public corporation (the "Board"), has exclusive jurisdiction, power, and authority with regard to the supervision, management, and control of Alabama State University (the "University");

WHEREAS, in order to finance its working capital needs from time to time, the governing body of the Board desires to issue a line of credit note (the "Promissory Note");

WHEREAS, the Promissory Note will be issued pursuant to a line of credit agreement (the "Credit Agreement", together with the Promissory Note and all other documents described in, or contemplated by, the Credit Agreement, the "Financing Documents") between the Board and Regions Bank, an Alabama banking corporation;

WHEREAS, the essential terms of the Promissory Note are expected to be as follows: (i) principal amount not to exceed \$7,000,000, (ii) interest payable monthly, principal due at maturity; (iii) term not to exceed 12 months; (iv) floating interest rate equal to 30-day LIBOR plus 275 bps; (v) unused fee of 35 bps; and (vi) pledge of student revenues (the "Credit Terms").

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD, as follows:

1. The Board does hereby approve, authorize, ratify and confirm (a) the issuance of the Promissory Note subject to the Credit Terms, (b) the execution and delivery of the Financing Documents by the parties to such instruments, (c) the procurement and payment of the Promissory Note, and (d) the consummation of all other transactions described in the recitals to this resolution and contemplated by the Financing Documents (the "Plan of Financing"), consistent with applicable law.

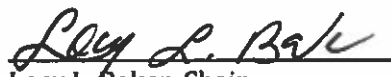
2. The President of the University is hereby authorized and directed to execute and deliver the Financing Documents to which the Board will be a party in substantially the form presented to the Board at this meeting with such changes, additions or deletions from the Credit Terms as the President of the University shall approve, which approval shall be conclusively evidenced by her execution of such instruments. The Secretary or any Assistant Secretary of the Board is hereby authorized and directed to affix the corporate seal of the Board to such instruments and to attest the same.

3. The officers of the Board and the University and any person or persons designated and authorized by any officer of the Board or the University to act in the name and on behalf of the Board, or any one or more of them, are authorized to do and perform or cause to be done and performed in the name and on behalf of the Board such other acts, to pay or cause to be paid on behalf of the Board such related costs and expenses, and to execute and deliver or cause to be executed and delivered in the name and on behalf of the Board such other notices, requests, demands, directions, consents, approvals, orders, applications, certificates, agreements, further assurances, or other instruments or communications, under the corporate seal of the Board, or otherwise, as they or any of them may deem necessary, advisable, or appropriate in order to (a) complete the Plan of Financing, (b) carry into effect the intent of the provisions of this resolution and the Financing Documents, and (c) demonstrate the validity of the Financing Documents, the absence of any pending or threatened litigation with respect to the Financing Documents and the Plan of Financing, and, if applicable, the exemption of interest on the Promissory Note from federal and State of Alabama income taxes.

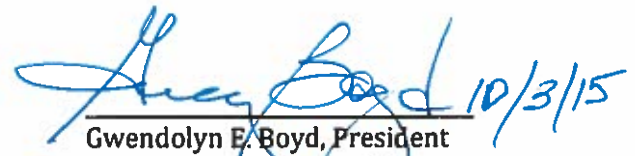
4. Each act of any officer or officers of the Board or the University or any person or persons designated and authorized to act by any officer of the Board or the University, which act would have been authorized by the foregoing provisions of this resolution except that such action was taken prior to the adoption of this resolution, is hereby ratified, confirmed, approved and adopted.

Adopted by formal action of the Board of Trustees of Alabama State University this 25th day of September, 2015.

Attest:



Lucy L. Baker, Chair
Alabama State University
Board of Trustees



Gwendolyn E. Boyd, President
Alabama State University
Secretary, Board of Trustees



OFFICE OF GENERAL COUNSEL

M E M O R A N D U M

To: Board of Trustees for Alabama State University

From: Kenneth L. Thomas/*klt* *KL*
Alabama State Bar Number: ASB-3924-M69K

Re: Executive Session to Discuss Pending/Threatened Litigation

From: September 25, 2015

This letter is to advise the Board of Trustees of Alabama State University (“the Board”) that I have reviewed the matter upon which it is considering convening an executive session for discussion with legal counsel. I have determined that this matter is appropriate for executive session under Section (7)(a)(3) of Act No. 2005-40.

Pursuant to the Act, a copy of this letter should be attached to the Minutes of the Executive Committee Meeting wherein the Executive Committee has considered and approved a Motion to Convene for Executive Session.

:sgs

**ALABAMA
STATE
UNIVERSITY**

P.O. Box 271
MONTGOMERY,
ALABAMA
36101-0271
334.229.1465
334.277.2301
www.alasu.edu