

Clemson University
Clemson, South Carolina

MINUTES

of the meeting of
THE CLEMSON UNIVERSITY
BOARD OF TRUSTEES

Held in the Board Room, Sikes Hall

April 15, 1978

The Board convened at 9:00 a.m. with the following members present: Paul W. McAlister, Chairman, presiding; Robert R. Coker, T. Kenneth Cribb, W. G. DesChamps, Jr., Lewis F. Holmes, William N. Geiger, Jr., W. Gordon McCabe, Jr., Thomas B. McTeer, Jr., Paul Quattlebaum, Jr., James C. Self, D. Leslie Tindal and James M. Waddell, Jr.

Others present were: Robert C. Edwards, Melvin E. Barnette, Walter T. Cox, Victor Hurst, Stanley G. Nicholas, E. N. Tyndall, Ben W. Anderson, George H. Aull, Jr., Davis T. Moorhead, Raymond Noblet, William F. Steirer, Jr., Michael M. Ozburn, Melvin C. Long and Joseph B. McDevitt, Secretary.

Item 1. Minutes

The minutes of the regular meeting of January 14, 1978, heretofore submitted by mail to all members of the Board, were approved as submitted. The minutes of the special meeting of March 23, 1978, were read and approved.

Item 2. Policy on Solicitation of Gifts to Clemson University

Statement: The Development Committee believes that wider understanding of the various means which are utilized to encourage gifts to the University will lead to the enhancement of its programs of private support and minimize duplication of fund-raising efforts.

Recommendation: That the following policy on solicitation of gifts be adopted and disseminated:

"Policy on Solicitation of Gifts to Clemson University"

"A. Introduction

To help Clemson University maintain its margin of excellen through gifts from the private sector, it is essential that every reasonable effort be made to secure the support of alumni, faculty and staff, parents, business, industry, foundations, organizations and individual friends of Clemson who are interested in her achievements.

The purpose of these policies on solicitation of gifts to Clemson is not to stifle the requests for financial support, but rather to insure that they are made in the manner that will be most advantageous to the University.

"B. Organization

There are two separate divisions at Clemson University charged with the responsibility for seeking gifts (not to be confused with grants for research or projects which are of a contractual nature--see section VII). The Office of the Vice President for Student Affairs seeks gifts for athletic grants-in-aid and related activities. The Office of the Vice President for Development seeks gifts for educational and general purposes.

1. The IPTAY Club solicitations are conducted under the direction of the Executive Secretary of IPTAY by the Athletic Department and a volunteer organization.
2. The Alumni Loyalty Fund (Alumni), the University Fund (Non-Alumni) and the Clemson University Foundation are established fund-raising organizations coordinated through the Vice President for Development. Gifts to these programs are solicited by Development Office Professionals and by volunteer groups of alumni and non-alumni. Endowment gifts are assigned to the Clemson University Foundation for prudent investment management.

"C. Policy of Development Office

1. Alumni

The fund-raising philosophy of the Clemson Alumni Loyalty Fund is encompassed within an annual giving program.

The primary thrust of this program is to seek unrestricted gifts on an annual basis to support ongoing projects of the Association and to serve the University by supporting Clemson's most urgent needs. Restricted gifts will be

accepted by the annual fund and are credited through the fund only when the program or project involved is sanctioned by the university administration and is given an official university account number.

The annual fund seeks gifts from alumni, parents and friends of the Association. Solicitation efforts are coordinated by the Director of Alumni Relations.

Fund solicitation of alumni by any other institutional entities shall be conducted only through official cooperative efforts with the Department of Alumni Relations.

"2. Business, Industry, and Foundations

When the home office of any corporation or foundation is to be solicited for a contribution to Clemson, coordination with the Office for Development should be effected prior to the contact. The Office for Development maintains files on corporations and foundations which contain a record of prior contacts in person or by mail. The main purpose of this requirement is to avoid multiple, concurrent and uncoordinated solicitations of one firm or foundation. The secondary purpose is to maintain a file of information which will be helpful to anyone making a request for a contribution.

This requirement does not apply to solicitations from small local business and industrial firms or from local plants or corporations where the solicitation is for a modest contribution and is based on personal relationships with company officers or plant managers. However, a written report on all solicitations from corporations and foundations should be sent to the Office for Development for inclusion in the appropriate files.

"3. Deferred Gifts

Deferred gifts to Clemson are usually established through life income gifts, gifts in trust, bequests in wills or gifts of life insurance. As they are established by means of a legal agreement or contract, it is important that such documents are properly worded. The Director of Deferred Gifts and Estate Planning in the Office for Development is specially trained in such matters and his help should be sought in developing and consummating such gifts from prospective donors. Even though the document will be drawn by the donor's attorney, it is important that the donor be advised of the proper wording to accomplish his objective in helping Clemson University."

Board Action: Adopted.

Item 3. Establishment of a Department of Engineering Technology

Statement: First initiated in 1968 as a Technical Operations Program and later in 1972 designated as Engineering Technology, this program escalated in recent years at a very rapid pace. Currently there are two-hundred and ten (210) students enrolled in the program with nine (9) faculty members. The faculty have been spread among various departments and it is now the belief of the Educational Policy Committee that the program should become administratively identified as a department. This move would provide appropriate recognition of the program and its students and will allow for administrative identification for proper costing and control.

Recommendation: That effective July 1, 1978, a Department of Engineering Technology be formed in the College of Engineering.

Board Action: Approved.

Item 4. Department of Interdisciplinary Studies

Statement: In order to more accurately describe the true administrative position of Interdisciplinary Studies, the Educational Policy Committee supports the request of the Dean of the University to designate Interdisciplinary Studies as a department rather than as a division. No other changes would be effected other than a change in name.

Recommendation: That effective July 1, 1978, the Division of Interdisciplinary Studies become the Department of Interdisciplinary Studies in the College of Engineering.

Board Action: Approved.

Item 5. Appointment of the Dean of the College of Forest and Recreation Resources

Statement: The Administration, Faculty and Students in the College of Forest and Recreation Resources recommended to the Dean of the University and the President of the University the appointment of Dr. Benton H. Box as Dean of the College of Forest and Recreation Resources, to succeed Dean W. H. D. McGregor, to become effective on July 1, 1978. The Dean of the University and the President of the University concurred in this recommendation.

By mail ballot of March 6, 1978, the Board of Trustees approved the appointment.

Recommendation: That the mail ballot action of the Board of March 6, 1978, be confirmed and ratified.

Board Action: Confirmed and ratified.

Item 6. Five Year Plan

Statement: On October 27, 1977, the Budget and Control Board directed that all state agencies and institutions develop a 5-year Plan setting forth current and projected programs and the planned financing thereof. The Plan was due to be presented to the State Planning Office on March 15. The Administration prepared a comprehensive 6-volume plan covering Education and General, Experiment Station, Extension Service, Livestock-Poultry Health, Regulatory and Public Service Programs, and Forest and Recreation Resources. The Plan for years 1979-80 through 1983-84 was submitted on the requested date.

Recommendation: That the Board accept the 5-year Plan as an information item and commend the Administration for its outstanding effort in meeting the requirement of the Budget and Control Board in timely manner. Further, that the Board members individually study the Plan and use it as a guide in the planning of future Board policies.

Board Action: Approved.

Item 7. Fraternity and Sorority Housing

Statement: The Interfraternity Council of Clemson University has requested that the Board of Trustees set aside land for chapter houses of national college social fraternities and sororities. If land is provided, the Council further requests that at least 10 years from the date of approval be given to start construction on chapter houses.

Recommendation: That the Board of Trustees authorize the Administration to have the Master Planners of the University study the availability of University lands for such a project with the report to be brought back to the Board of Trustees with appropriate recommendations for its consideration.

Board Action: Approved.

Item 8. Revised Faculty and Staff Housing Policy

Statement: A revised Faculty and Staff Housing Policy was recommended by an Ad Hoc Study Committee to the President's Cabinet which recommended its adoption to the Student Affairs Committee. The following would be the major changes to the existing policy:

1. A statement of purpose was developed reflecting how faculty and staff housing would be utilized for maximum benefit to the University.
2. A deposit of \$50 would be required with all applications. (No deposit was required in the past).

3. Priority for assignment would be given to incoming faculty and staff and priority of married couples and heads of household over single applicants.
4. Occupancy would be limited to five years.
5. Provisions would be made for widows or widowers of active employees to occupy University housing for one year after the spouse's death.
6. Rent would be paid through payroll deduction.

It is intended that the five year limit not be imposed on those presently occupying University housing. All other provisions would apply, as appropriate, to both present and future occupants.

Though not incorporated within the policy statement, the Ad Hoc Committee recognized the increasing number of problems stemming from permitting pets in family housing. It was the feeling of the Committee that serious consideration should be given to the prohibition of pets in both faculty/staff housing and married student housing.

Recommendation: To ensure that faculty and staff housing serves the best interest of the University, it is recommended that the "General Policies" drafted by the Committee be adopted. It is further recommended that the Administration take whatever action is deemed necessary to eliminate the problems presently being encountered with the ownership of pets by residents of both faculty/staff housing and married student housing.

Board Action: Adopted.

Item 9. Solar Research Houses

Statement: Bids for two Solar Research Houses were opened publicly in Room 300, Sikes Hall, at 2:00 p.m., March 28, 1978. The low bid was determined to be within available funds.

By mail ballot of April 4, 1978, the Board approved award of the contract to the low bidder, Aztec Solar Homes, Athens, Georgia in the amount of \$97,500.00.

Recommendation: That the mail ballot approval of the Board of April 4, 1978, be confirmed and ratified.

Board Action: Confirmed and ratified.

Item 10. Jeremiah Milbank Bequest

Statement: Jeremiah Milbank of Greenwich, Connecticut, died on March 22, 1972, leaving a Will which provided a legacy, among

several, bequeathing to Clemson University the sum of \$25,000 to be used by the institution in projects designed to advance agriculture, particularly in the coastal area of South Carolina, similar to projects to which the deceased had contributed during his lifetime. A check in the amount of \$25,000.00 in full payment of the legacy was accepted by the Board of Trustees at its meeting on March 23, 1973. There was no stipulation in the Will as to whether the funds should constitute an endowment with only the income being utilized or whether the entire sum was to be expendable. None of the funds have been utilized to date and the balance of the account on April 1, 1978 was \$32,345.17, including investment income of \$7,345.17, which has been added to the principal since 1973.

Recommendation: (1) That \$5,000 of the accrued income be added to the \$25,000 Bequest and that \$30,000 be established effective April 1, 1978 as an endowment with the future income therefrom being used in projects to advance agriculture in particular, but not limited to, the coastal area of South Carolina; (2) that the \$2,345.17 remainder of the accumulated investment income realized as of the date the endowment is established be immediately utilized for such projects; and (3) that the specific projects to be funded be designated by the President of the University from a list of priority needs prepared by the Dean of the College of Agricultural Sciences in consultation with the Department Heads of that College.

Board Action: Approved.

Item 11. Statutory Roll Call Vote

Resolution: RESOLVED, that all measures and recommendations made at this, the April 15, 1978 meeting, which according to the By-Laws require a roll call vote of nine or more members, be hereby adopted and confirmed, and that the Vice President for Business and Finance be authorized to issue his checks for all expenditures authorized at this meeting.

Board Action: The resolution was adopted with twelve members present voting "Aye."

Item 12. Adjournment

There being no further public business, the meeting of the Board was adjourned.

Respectfully submitted


Joseph B. McDevitt
Secretary of the Board of Trustees