

**Wilson University**  
**Board of Trustees**  
**Special Meeting Minutes**  
**August 24, 2016**

1. **Welcome and Prayer** – Chair Barry Sutton called the meeting to order at 10:05am. He welcomed everyone and began with prayer.
  
2. **Roll Call** – DeVon Mills was absent, so Jennifer Butts conducted the roll call in his place. Trustees present included Chad Adair, Ryan Babineau, Theresa Blash, James Corbitt, Marty Heede, Judy King, Ellen Mayo, Barry Sutton, Nathaniel Urshan, Nathaniel Wilson, and Curtis Young. Absent members included Vonde McClure, DeVon Mills, Jennifer Rosinko, Rick Treece, and Myles Young.
  
3. **New Business and Action Items**
  - a. Student headcount demographic data 2015-2016: Jennifer Butts shared some demographic data about the student body (including the certificate programs) in the 2015-2016 year. The data confirms that Wilson University serves a non-traditional population in which the average age is 37 years old, and approx. 30% of the students are married. In terms of diversity in the student body, approx. 58% are Caucasian (non-Hispanic) and the remaining students are other races/ethnicities. The Hispanic population has grown in the past year so progress has been made in reaching this population primarily through recruitment to the Apostolic Foundations Certificate. Strengthening the diversity of the student body and all aspects of the university (Board of Trustees, faculty, staff, etc.) continues to be an important goal and will be included in the new Strategic Plan. Dr. Wilson mentioned that there are many small, black Pentecostal fellowships, and the University is trying to make contact with them. Some initial contact has been made with the Pentecostal Assemblies of the World (PAW) organization, which is a predominantly black organization.
  - b. Associated Student Body (ASB) charter and officers: The Board of Trustees reviewed the proposed charter for the establishment of the Associated Student Body. Theresa Blash suggested that verbiage be added to accommodate faculty nominations, although the nominees will still need to meet the academic criteria for eligibility. Jennifer Butts drafted the adjusted verbiage to be added to Article IV:
    - i. Nominations

1. All students who meet the academic eligibility criteria will be notified in writing and may choose to self-nominate.
2. Faculty will be solicited for nominations. Students nominated by faculty will have their eligibility confirmed based on the academic criteria prior to the notification.
  - ii. Candidacy – Students who are nominated (by self or faculty) will become official candidates when they submit the required application packet.
  - iii. Election – All eligible students will vote for one candidate per office.

Theresa Blash made a motion to approve the charter with the amended language; Judy King seconded the motion. The motion passed with a unanimous vote. The Board also discussed the first officers. Staff has notified academically eligible students and solicited election packets from them. Unfortunately, only one student applied to be the president and one student applied to be the secretary. Due to the low response, the ASB Staff Liaison suggested that Dr. Wilson be given the authority to appoint the first two officers for this time only. Once the ASB becomes active and more well known, there should be sufficient interest for future elections. Ellen Mayo made a motion that Dr. Wilson be permitted to appoint the president and secretary of the ASB for this year only; Nathaniel Urshan seconded the motion. The motion passed unanimously.

- c. Policies: Jennifer Butts shared with the trustees that there will be a number of policies presented in the coming months for their review and approval as the University moves toward independence from Hope International University. Two new financial policies were presented at this meeting.
  - i. AFC/CCC Tuition and Fee Payment Policy: This policy pertains to the payment schedule and the payment procedures for the Apostolic Foundations Certificate (AFC) and Congregational Care Certificate (CCC) programs. The Board members reviewed it. Marty Heede made a motion to accept the policy; Ryan Babineau seconded the motion. The motion passed unanimously.
  - ii. Donor Perfect: Donor Perfect is the new online service used by the University to track and correspond with donors. The Board reviewed the procedures. Marty Heede made a motion to accept the policy; Judy King seconded it. The motion passed unanimously.
- d. University name: Barry Sutton led a discussion about the name of the University. The name was originally selected several years ago after input was solicited from stakeholders. The preferences were predominantly for Wilson University and Wilson Pacific University. Other suggestions included a religious term, and although the University is faith-based, a religious term was specifically not chosen because words such as “apostolic” and “Pentecostal” mean different things to different people, especially nationally and internationally. The University’s mission statement was read to the Board members. There was consensus that the term “Pacific” has no relevance to the mission and seems to unnecessarily narrow the University to a particular

geographic locale, whereas the mission is definitely national and international in scope, and the online modality enables this broad mission. Barry Sutton also shared information from several marketers and branding experts, and based on their suggestions, Wilson University seemed like the appropriate choice. The Board members discussed whether or not further research was needed, but those that spoke up expressed confidence that the decision was clear. Ellen Mayo made a motion to change the name of the University from Wilson Pacific University to Wilson University; Theresa Blash seconded the motion. The motion passed unanimously. Jennifer Butts will notify the WSCUC liaison, and the accreditation self-study report and evidences will be revised to reflect the new name.

- e. Annual Conflict of Interest and Affirmation of Service: Barry Sutton reminded the Board members that these documents need to be signed annually. Jill Lewis will be sending them electronic copies in the week of August 29, and the Board members need to return both as soon as possible.
- f. Evaluations: Barry Sutton reminded the Board members that two evaluations will be occurring in August. The Board will be conducting the first annual evaluation of the President and the Board. The results will be discussed at the Annual Planning Conference in September and used to make improvements in the current year.
  - i. President's Evaluation: The President's Evaluation will be provided as an online anonymous survey. Board members will receive it on August 24, and it will be due August 26.
  - ii. Board Self-evaluation: The Board members will receive an online anonymous self-evaluation on August 29, which will be due August 31.

4. **Adjourn** – Ellen Mayo made a motion to adjourn the meeting; the motion was seconded by Marty Heede. The meeting adjourned at 11:27am.