MINUTES
The University of North Carolina at Greensboro
Board of Trustees

September 11, 2015

MEMBERS PRESENT: Susan Safran (Chair), Charles Blackmon, Frances Bullock, Brittany Hudson, Randall Kaplan, Elizabeth Phillips, Dean Priddy, and David Sprinkle.

MEMBERS PRESENT BY PHONE: Ward Russell

MEMBERS ABSENT: Vanessa Carroll, Mona Edwards, Brad Hayes and Betsy Oakley

Chancellor Frank Gilliam, Assistant Secretary to the Board of Trustees Bonita Brown, Interim General Counsel Betsy Bunting, and other members of the administration, faculty, staff, students and general public were present.

Chair Susan Safran called the meeting to order at 8:35 am.

In accordance with the UNC Board of Governors, Chair Safran then read the following statement:

“As chair of the Board of Trustees, it is my responsibility to remind all members of the board of their duty under the State Government Ethics Act to avoid conflicts of interest and appearances of conflict of interest as required by this Act. Each member has received the agenda and related information for this Board of Trustees’ meeting. If any board member knows of any conflict of interest or appearance of conflict with respect to any matter coming before the Board of Trustees at this meeting, the conflict or appearance of conflict should be identified at this time.”

No conflicts were noted.

Roll call was then read by Bonita Brown and quorum was confirmed.

WELCOME:

Chair Safran welcomed new trustees Elizabeth Phillips, Dean Priddy and Brittany Hudson who were present, and recognized Mona Edwards and Betsy Oakley as the other new trustees who were not able to attend this meeting. She also welcomed Chancellor Gilliam, as this is his first full board meeting.

Safran recognized all Vice Chancellors and all members of the Executive Staff for their dedication and hard work over the course of the past year. She presented a Board resolution honoring Provost and Executive Vice Chancellor Dana Dunn for her outstanding leadership as Acting Chancellor from March 23, 2015 – September 7, 2015. The Resolution was unanimously approved.

On behalf of Brad Hayes, Chair of the Aycock Naming Subcommittee, Safran reported on the first meeting of the committee on July 23, 2015. Hayes has been working on building the committee to include members from faculty, staff and community, as well as the four trustees. The committee does not want to rush the opportunity to hear from experts and constituents, therefore the earlier timeline for a December recommendation to the Board may be adjusted. The next committee meeting will be September 24, 2015 and will include a panel of experts to inform about Aycock’s political and social influence.
In an effort to raise the visibility of the Board to the wider campus, Safran introduced an initiative to assign a trustee to each unit or college of the university as a Board liaison to that unit. More than one trustee would be assigned to the College of Arts & Sciences. In this role, trustees would meet with the Dean, perhaps attend a few staff meetings, meet Associate and Assistant Deans, department chairs and view department areas. They would then be the “expert” to the Board about that unit on matters that might come before the Board. One proviso would be that trustees are assigned to units that are not in their own sphere of education or profession.

REMARKS BY CHANCELLOR GILLIAM:

Chancellor Gilliam thanked the Board and the Chancellor Search Committee for their work over the past months, which resulted in him joining UNCG. He personally recognized Dunn for her interim leadership and graciousness during his transition.

In addition to fulfilling the mandated business of board meetings, his goal for the Board is that the university engages each trustee to obtain their best thinking and advice for best practices. He will work with the trustees and his staff to find the most effective and productive way to help generate this engagement.

Gilliam outlined what he plans to accomplish in his first 100 days.

1. Build a strong leadership team. The first attention will be to fill interim and/or vacant positions in General Counsel, University Relations (communications), Human Resources and Government Relations. His UNC Chancellor mentor is Chancellor Randy Woodson from NC State with whom he has had discussions about effective methods for attracting the best team.
2. Build an infrastructure. The biggest challenge is to encourage cross-campus and cross-unit collaboration to increase the capacity of the organization.
3. Develop the “vision”. The organization needs to be ready to implement the vision with the best people and infrastructure. The vision planning process needs to clearly articulate the mission, value proposition, goals and metrics of the university. The vision has to be authentic and resonate with who we are and our contribution to the region and to the state. We also need to develop the meta-narrative or “our story” to show what we are about.
4. Visit alumni and friends across the state. There are 13 Meet the Chancellor events planned during the fall semester from the mountains to the coast of North Carolina.
5. Introduce fun. The chancellor will have an electric car to travel around campus and give lifts to students, faculty and staff and hear their thoughts about UNCG. The car will have a twitter account and a student competition will help choose the decoration for the car. He will also do “cubicle raids” to connect with staff around campus.

PRESENTATIONS:

The Board heard two excellent presentations on current research undertaken by faculty. Dr. Heidi B. Carlone, Professor of Science Education presented “Working Toward an Equitable Science Education”, and Dr. Christopher K. Rhea, Assistant Professor, Kinesiology presented “Enhance traditional physical therapy - Emphasis on balance and gait disorders”.

APPROVAL OF MINUTES:

The board approved the minutes of the May 7, 2015 and July 2, 2015 meetings.
Chair Safran reported the business before the EQFA committee on the previous day:

The EQFA committee met yesterday and heard presentations from Provost and Executive Vice Chancellor Dana Dunn and Vice Chancellor for Business Affairs Charlie Maimone.

Dunn gave an exciting enrollment report that showed a significant increase in enrollment with a head count of 19,398. This is an increase of 781 students from last year which represents a 4.03% increase. The Board also emphasized that of that total number only about 2,100 are part time students. In addition:

- First time freshman enrollment is up from 2,593 in 2014 to 2,774 in 2015, which is a 6.9% increase
- Transfer numbers are also up 14%
- Graduate student numbers showed a slight decrease, which Dunn indicated is a national trend and is a result of the lack of graduate fund stipends.

The Board thanked Associate Vice Chancellor for Enrollment Management Bryan Terry and his staff for their excellent work in increasing the overall student numbers. The increase in students will result in increased funding to the university.

Maimone then provided a budget overview and discussed the projected budget for the current year based on last year’s budgets and known cuts. The Budget cannot be finalized until budget work is completed at the legislative level and he will keep the board updated as the process progresses.

Maimone gave an endowment policy update. Over the summer, the Board was presented with the option of adding an endowment fee in an effort to identify funding to support advancement in the event the legislature institutes a cap on the amount of state funding that could be used for Advancement purposes. He indicated that discussions had been held with the Alumni Association and the University Investment Fund about adding an endowment fee.

The University Investment Fund (UIF) discussed two options. First option was for each affiliated entity to revise its bylaws to add an administrative fee. The second option was to allow the UIF to adopt the fee that would be applied to all affiliated entities and then distribute the funds to Advancement. Those discussions will continue and options will be presented to the Board after additional meetings with all affected entities.

The Board then discussed the current NC Capital Bond project and how to proceed in order to get UNCG’s project included on the list.

**ACTION ITEMS:**

The board then moved on the following action items:

1. It is recommended that the Board of Trustees of The University of North Carolina at Greensboro approve the awarding of degrees and certificates to candidates as specified in the document, “Candidates to be Awarded Degrees and Certificates, August 2015” and delegated to the Chancellor the authority to act on additions to and deletions from the list as may be appropriate.

Blackmon made the motion to approve and Bullock seconded. All approved and the motion carried.
2. The Bryan School of Business and Economics requested establishment of a research center entitled the North Carolina Sales Institute (NCSI) housed within the Bryan School of Business. There are currently no existing structures within the School or UNCG that focus on sales and there is no comparable center or institute in the UNC System. It is recommended that the Board of Trustees of The University of North Carolina at Greensboro approve the establishment of the North Carolina Sales Institute.

Kaplan made the motion to approve and Priddy seconded. All approved and the motion carried.

3. It is recommended that the Board of Trustees of The University of North Carolina at Greensboro approve the discontinuation of the Center for Geographic Information Science. Any ongoing future activities previously associated with the center will be planned and organized within the Department of Geography.

Blackmon made the motion to approve and Hudson seconded. All approved and the motion carried.

4. It is recommended that the Board of Trustees of The University of North Carolina at Greensboro approves the firm of Clark Nexsen, Inc., Charlotte, NC as the Designer for the Cone Residence Hall Renovation project. If agreeable terms cannot be met with the recommended firm, then the Board authorizes the administration to negotiate terms with the other firms in ranking order.

Kaplan made the motion to approve and Blackmon seconded. All approved and the motion carried.

REPORT OF THE UNIVERSITY ADVANCEMENT COMMITTEE: - Bullock

On behalf of the committee, Frances Bullock gave the University Advancement Committee report. For the period July 1, 2014 – June 30, 2015 the reported total dollars received was $10.9M which includes outright gifts, grants, pledge payments and irrevocable testamentary giving. This is an increase of $.5M from the same period last year. The Annual Fund increased by 19.1% in dollars and 19.8% in donors, which is greatly attributed to the increase in dollars and donors through direct mail. Vice Chancellor Zink reported to the committee that there was a 22% increase in the productivity of Advancement Staff. The national Alumni Participation Rate (APR) is 9% (6% public; 19% private institutions). At the end of this fiscal year, the UNCG APR has increased to 5.85%.

An alumni attitude survey shows that 95% of respondents rated their decision to attend UNCG as ‘good’ or ‘great’. The majority opinion of the university from respondents is ‘good’ or ‘excellent’ and they do not feel that they are being contacted too often. In fact 20% said that they are open to being contacted more, including being asked more often for their financial support.

Campaign preparations are on track, with the exception of personnel recruitment to redesign the Advancement website. Zink is confident that as University Relations builds the division staff, the talent will be found.

Meet the Chancellor events are scheduled across the state during the Fall semester.

REPORT OF THE ATHLETICS COMMITTEE: - Chair Blackmon

Committee Chair Blackmon gave a report from the Athletics Committee that met the day before. The committee received an update from Director of Intercollegiate Athletics Kim Record. Record provided an update on the NCAA Case to inform us of what has transpired since the initial report.
She provided a color coded document to indicate the status of the requirements stemming from the Infractions case. Four of the requirements have been completed; four items are still in progress, and one item, by definition, is to be addressed in 2016 and 2017.

The committee commended Record and the Athletics staff for the management and communication of the incident and cooperation with the NCAA. Record also provided a document which provided a summary of the vacated records sport by sport and described what that will mean in regards to individual coaches records.

Finally, Record indicated that the semester is off to a good start academically and athletically.

Since 2013-14, GA has required that Athletic Directors present an annual overview of the Athletics Survey to the Board of Trustees. Record presented the 2014-15 survey summary to the Board. She explained that the draft materials presented to the trustees will be finalized and submitted to GA in October. She summarized the reportable categories of Admissions Exceptions, Majors, Graduation Success Rate, Academic Integrity, GPA’s, Reporting Lines for Compliance and Academics, Effective Practices, Spartan Club, and Audit. The final documents will be provided to the trustees at the December meeting. The Board had no questions regarding the draft Athletics Survey.

**REPORT OF THE AUDIT COMMITTEE: – Safran**

On behalf of Audit Committee Chair Russell, committee member Safran reported the Audit Committee teleconference meeting from September 9, 2015.

Director of Internal Audit Don Skeen reported on the internal and external audits that had been taken place over past few months. For internal reviews, the Weatherspoon Art Foundation audit reviewed the internal control over the art collection inventory. Random samplings of art were examined to see if art was properly inventoried. There were no audit findings.

The second internal audit involved fixed assets—machinery and equipment. There were no audit findings.

For external Audits, there was an audit performed on SERVE, Inc. The audit was conducted by an external firm. The independent auditor indicated that the financial statements were presented properly and that there were no significant audit findings.

The second external audit involved the Financial Aid program. The NC State Education Assistance Authority performed the audit to ensure that state funds are spent in accordance with the purposes for which they were appropriated. There were no findings.

Skeen then reviewed the internal audit plan and audit summary for the 2015-16 fiscal year.

Vice Chancellor for Business Affairs Charlie Maimone presented information on the University’s Enterprise Risk Management program which will be led by Rollin Donelson. The program plan will engage the entire campus in identifying risk and determining how to remove or manage the risks. Chancellor Gilliam indicated that this is also a System level discussion and that UNCG seemed to be a little ahead of the curve on this effort.

**INFORMATION ITEMS:**

The following information items were distributed to board members to review in advance of the meeting, and come to the meeting with any comments or questions. There were no questions or comments.
1. Additions/Deletions to the May 2015 Degree Candidates  
2. Employment of Related Persons Annual Report  
3. Office of Research and Economic Development Update  
4. UNCG Investment Fund Update  
5. Quarterly Facilities Design and Construction Update  
6. Architects & Engineers Appointed by Chancellor  
   6.1 Moore Strong Fire Alarm Replacement  
   6.2 Coleman Building Water Heater Replacement  
7. Architects & Engineers Appointed by CFF  
8. Quarterly Enrollment and Tuition Update  
9. Annual Report on Property Purchased and/or Leased

Blackmon moved that the board go into Closed Session to prevent the disclosure of privileged personnel information under Chapter 126 of the North Carolina General Statutes and to prevent the premature disclosure of honors or awards and to consult with University Counsel in order to preserve the attorney-client privilege with regard to the handling of a claim.

Priddy seconded the motion and all approved.

CLOSED SESSION:

Personnel Update - Head Coaches Reappointments

At the February 19, 2015 meeting the Board approved for the Director of Athletics to have the flexibility to reappoint head coaches whose contracts are set to expire on June 30, 2015 to either a 1 (one) or 2 (two) year extension. Record reported to the Board the reappointments that have occurred since February 2015 and the anticipated reappointments up for consideration during the current 2015-16 academic year.

APPROVAL OF MINUTES:

The board approved with no changes the Closed Session minutes of
   • Subcommittee on Personnel of October 10, 2014
   • Chancellor Search Committee Meetings of April 11 & 12, 2015 and April 27, 2015
   • Full Board Meeting of April 28, 2015

5. It is recommended that the Board of Trustees of The University of North Carolina at Greensboro approve the Personnel Report dated August 17, 2015.

All approved and the motion carried.

6. It is recommended that the Board of Trustees of The University of North Carolina at Greensboro approve the naming as detailed in the materials.

All approved and the motion carried.

Interim General Counsel Betsy Bunting reported on current personnel matters.

The Board moved to return to Open Session.
OPEN SESSION:

Chair Safran reminded the Board of the UNC Boards of Trustees workshops on September 16, 2015 at WSSU. She encouraged other trustees to serve as a judge for the Graduate School research awards, as she and Bullock did last year.

Kaplan moved for adjournment, it was seconded and all approved.

ADJOURNMENT:

The meeting was adjourned at 11:29 am

Respectfully submitted,

[Signature]
Julia Jackson-Newson
Assistant Secretary to the Board of Trustees, Interim