

## MINUTES

### The University of North Carolina at Greensboro Board of Trustees

December 6, 2013

**MEMBERS PRESENT:** David Sprinkle (Chair), Crystal Bayne, Charles Blackmon, Frances Bullock, Linda Carlisle, Vanessa Carroll, Nathan Duggins, Lee McAllister, Ward Russell, Susan Safran, Harriett Smalls

**MEMBERS ABSENT WITH NOTICE:** Randall Kaplan, Martin Weissburg

**OTHER STAFF MEMBERS/GUESTS:** Nikki Baker, Betty Betts, Alan Boyette, Linda Brady, Bonita Brown, Cherry Callahan, Imogene Cathey, Maggie Chrismon, James Clotfelter, Rollin Donelson, Michael Garrett, Helen Hebert, Mike Byers, Cherry Callahan, Sarah Carrigan, Imogene Cathey, Edna Chun, Jim Clotfelter, Jeff Collins, Kathy Fair, Mike Harris, Jamie Herring, Steve Honeycutt, Celia Hooper, Lise Keller, Ed McMahan, John Newsom, Lee Odom, Fred Patrick, David Perrin, Jorge Quintal, Kim Record, Cindy Reed, Steve Rhew, Betsi Robinson, David Schaefer, Debbie Schallock, Jim Settle, Terri Shelton, Patti Sink, Don Skeen, Mike Tarrant, Reade Taylor, Bryan Terry, Tolly Tollefson, Bill Wiener, Rod Wyatt, Jan Zink, Kim Zinke

Chair David Sprinkle called the meeting to order at 8:31 a.m.

#### **WELCOME:**

Chair Sprinkle welcomed members of the Board of Trustees and invited guests.

In accordance with the UNC Board of Governors, Chair Sprinkle 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, assistant secretary.

Chair Sprinkle introduced Ed McMahan, UNCG’s liaison with the UNC Board of Governors, visiting from Charlotte, NC. Mr. McMahan greeted board members on behalf of Chair Peter Hans of the Board of Governors and UNC System President Tom Ross.

Chair Sprinkle then announced to board members that trustee Martin Weissburg will be stepping down from the board as of the June 2014 meeting due to a promotion with Volvo Corp. that will involve relocation.

## **REMARKS BY CHANCELLOR LINDA BRADY:**

Chancellor Brady welcomed board members and began by mentioning that this is the time of year for celebration. On Wednesday this week, UNCG celebrated its UNCG Guarantee scholars and the donors and mentors who support the success of these students.

The Chancellor highlighted two important initiatives that are designed to reinforce our commitment to providing settings within which quality learning experiences can occur both inside and outside the classroom.

One initiative is the Campus Master Plan. During the last year, the university has solicited input from the campus community on how we can continue to plan for an engaging, collaborative learning environment that is consistent with our mission, vision, and strategic plan. The results of campus surveys highlight several student priorities, including the importance of green spaces and pedestrian walkways, including connections from the main campus to the Lee Street Corridor; good-quality, affordable housing on campus; additional dining options on Tate and Lee Streets, as well as more spaces for student unions and group activities; an enhanced commitment to sustainability and a renewed focus on personal safety. The proposed Master Plan will reinforce our north/south corridor from Moran Commons to Lee Street, as well as provide for a library addition.

A second major initiative designed to enhance the quality of education, as well as address critical space needs for the Nursing program, was announced last night. The Downtown University Campus, when fully developed, will serve all of Greensboro's seven colleges and universities. The first building which is planned for completion in the fall of 2016 will house healthcare education programs for every level of nursing education, including the RN degree, the Bachelor of Science in Nursing, Doctoral nursing study, and continuing education. UNCG's partners in phase I of the project include NC A&T State University, Guilford Technical Community College, and Cone Health.

Brady said that these two initiatives continue UNCG's history of providing physical environments that are conducive to learning, as well as our commitment to partnering with others in the public and private sector to ensure that we continue to meet the needs of our students and the broader community.

## **PRESENTATION:**

2013 Campus Master Plan Update – Jorge Quintal, associate vice chancellor for facilities, explained that one of the important responsibilities of the Board of Trustees is to update the Campus Master Plan for the institution. He added that the Master Plan is a decision making tool that will guide campus development in the future. It is also a document that is periodically updated and adjusted to reflect priorities, funding, and other external factors. Mr. Quintal then introduced Greg Havens with Sasaki Associates, a nationally-recognized master planning firm and the consultant to UNCG in our master planning process.

Mr. Havens mentioned that the process began in February, 2013 and is close to conclusion. He added that the main goal of the Master Plan is for an engaging, collaborative learning environment that aligns with the UNCG strategic direction, mission, and vision. The process was open and inclusive, including a series of public forums, a website, and a survey conducted on the website. Responses from the survey showed that green spaces and pedestrian malls are important to the campus character. Students want good quality, affordable housing on campus, more dining options on Tate and Lee Streets, more places for meeting, and better connectivity among the dining hall, library, and Elliott University Center. Students value the campus landscape and want it pulled across to the Lee Street Corridor. They value sustainability on campus and want to see more sustainability efforts. Students are most concerned about safety at the periphery of campus.

Mr. Havens then gave a presentation of the draft master plan.

**APPROVAL OF MINUTES:**

The Board approved the minutes of the August 29, 2013 meeting.

**OPEN FORUM:**

Chair Sprinkle explained that prior to today’s meeting, requests were received from the campus and surrounding communities to speak to the board with regard to the proposed new student recreation center. Requests were honored and 30-minutes have been allocated for comments. Speakers were required to sign up in advance and have been advised that each may speak for up to three minutes. We will hear from as many speakers as possible during the 30 minutes. It will be a listening session only, without questions and answers or responses to comments. Bonita Brown, Assistant Secretary to the Board of Trustees, will call the names of speakers in the order in which requests to speak were received. Each speaker will be made aware when 30 seconds remains, as well as when the allotted three minutes has ended.

List of Speakers:

1. Dhruv Pathak
2. Katie Marshall
3. Ashley Frazier
4. Mark Ramsey
5. Johnathan Lyle
6. Nancy Lenk
7. Lynn Johnson
8. Sophia Lucente
9. Juan Miranda (Turned his time over to Sue Dennison)
10. Nancy Poole
11. Brian Higgins
12. Stephen Layson
13. Sue Dennison
14. Bulent Bidez

Board members heard remarks of both concern and support from current and former UNCG students, faculty, staff, and members of the Glenwood community. In order to hear from all speakers on the sign-up list, Chair Sprinkle extended the time beyond 30 minutes. Upon conclusion, members of the Glenwood Neighborhood Association presented board members with a signed petition.

**ACTION ITEMS:**

The board then moved on the following actions items:

1. Proposed Campus-Initiated Tuition Increase (CITI) 2014-15: It is recommended that the Board of Trustees of The University of North Carolina at Greensboro approve the following tuition increases and resulting rates for 2014-15, as well as the proposed allocations of tuition revenue as described.

	2013-14 Tuition Rates, by Category	Amount of Increase (\$)	2014-15 Tuition Rates, By Category	Percentage Increase
In-State Undergraduate	\$3,932	\$0	\$3,932	0.0
In-State Graduate	\$4,541	\$100	\$4,641	2.2
Out-of-State Undergraduate	\$17,730	\$1,064*	\$18,794	6.0
Out-of-State Graduate	\$17,990	\$100	\$18,090	0.6

All approved and the motion carried.

2. Proposed Fee Increase 2014-15: It is recommended that the Board of Trustees of The University of North Carolina at Greensboro approve changes for 2014-15 in the Athletics Fee, Student Activities Fee, Health Services Fee and Educational & Technology Fee.

<u>Required Fees</u>	<u>Current Rate</u> <u>2013-14</u>	<u>Proposed</u> <u>2014-15</u>
Athletics Fee	\$ 622	\$ 696
Student Activities Fee	402	378
Health Services Fee	273	275
Educational & Technology Fee	386	397
Student Facilities Fee	<u>707</u>	<u>707</u>
 Total Required Fees	 <u>\$2,390</u>	 <u>\$2,453</u>
 Undergraduate Application Fee	 \$55	 \$55
Graduate Application Fee	\$60	\$60

All approved and the motion carried.

3. Requests for Differential Tuition Increases 2014-15: It is recommended that the Board of Trustees of The University of North Carolina at Greensboro approve the 2014-2015 differential tuition rates proposed for the Master of Arts in Communication Sciences and Disorders program, Master of Science in Genetic Counseling program, Master of Science in Athletic Training program, and Doctor of Nursing Practice program.

All approved and the motion carried.

4. Proposed Special Fee Requests 2014-15: It is recommended that the Board of Trustees of The University of North Carolina at Greensboro approve the proposed special fees as presented.

All approved and the motion carried.

5. Authorization for Lease of Space in the Downtown University Campus: It is recommended that the Board of Trustees of The University of North Carolina at Greensboro authorize administration to proceed with the development of a Downtown University Campus in collaboration with other Greensboro institutions and to lease space in the Downtown University Campus, as needed at any time in the future, authorizing the administration to seek approvals from the President/Board of Governors and work with the State Property Office as required under State law and Board of Governors regulations.

All approved and the motion carried.

6. Reimbursement Resolution: It is recommended that the Board of Trustees of The University of North Carolina at Greensboro approve the resolution declaring intent to cause the University of North Carolina at Greensboro to be reimbursed for capital expenditures incurred in connection with the construction of the new student recreation center from the proceeds of certain tax-exempt obligations.

All approved and the motion carried.

7. Designer Selection for Soccer Stadium and Field Repairs: It is recommended that the Board of Trustees of The University of North Carolina at Greensboro approve the firm of CHA Consulting, Cary, NC as the Designer for the Soccer Stadium and Field Repairs project. If agreeable terms cannot be met with the recommended firm, then the Board authorizes the administration to negotiate terms with the second and third ranked firms respectively.

All approved and the motion carried.

8. **Increase Chancellor Delegation for Appointment of Designers for Projects with Authorized Funding of \$2,000,000 or Less:** It is recommended that the Board of Trustees of The University of North Carolina at Greensboro increases delegation of the Chancellor to appoint designers and architects for projects with authorized funding of \$2,000,000 or less and authorize the Chancellor to report all such appointments to the Board at its next meeting.

All approved and the motion carried.

9. **Designer Selection for Roof Replacement: Ferguson Building, Financial Aid Building and University Graphics and Printing Building:** It is recommended that the Board of Trustees of The University of North Carolina at Greensboro approves the firm of Stafford Consulting Engineers, Inc., Charlotte, NC as the Designer for the Roof Replacement. If agreeable terms cannot be met with the recommended firm, then the Board authorizes the administration to negotiate terms with the second and third ranked firms respectively.

All approved and the motion carried.

10. **Candidates to be Awarded Degrees and Certificates December 2013:** It is recommended that the Board of Trustees of The University of North Carolina at Greensboro approves the awarding of degrees and certificates to candidates as specified in the document, "Candidates to be Awarded Degrees and Certificates," and delegate to the Chancellor the authority to act on additions to and deletions from the list as may be appropriate.

All approved and the motion carried.

11. **Recommended Appointments and Reappointments to the Board of Directors of The Weatherspoon Arts Foundation:** It is recommended that the Board of Trustees of The University of North Carolina at Greensboro approves the appointment of John W. Davis, III, Doris Deal, David J. Freilich, Jeanette Cone Kimmel, and Laurie Nehmen Lloyd; and the reappointment of Adair Armfield, to The Weatherspoon Arts Foundation Board for a three-year term beginning on April 1, 2014 and ending on March 31, 2017 unless otherwise noted.

All approved and the motion carried.

12. **Recommended Appointments to the Board of Directors of the Capital Facilities Foundation, Inc.:** It is recommended that the Board of Trustees of The University of North Carolina at Greensboro approves the appointment of Mike Byers, Jim Settle, Jorge Quintal, Tim Johnson and M. Lee McAllister as Directors of the Capital Facilities Foundation, Inc. for one year appointments beginning January 1, 2014 and ending December 31, 2014.

All approved and the motion carried.

13. **Recommended Reappointments and Appointments to the Board of Directors of The UNCG Human Environmental Sciences Foundation:** It is recommended that the Board of Trustees of The University of North Carolina at Greensboro approves the reappointment of Ken Tutterow to serve a term beginning November 1, 2013 and ending June 30, 2015; and the appointment of Anna Marshall-Baker to serve a term beginning July 1, 2013 and ending June 30, 2015.

All approved and the motion carried.

**REPORT OF THE EDUCATIONAL QUALITY AND FISCAL AFFAIRS COMMITTEE: – Chair Sprinkle**

Committee Chair Sprinkle reported that the committee met on December 5, 2013 to discuss the enrollment plan and tuition and fees. A four-year enrollment plan was presented that should bring enrollment back to 18,000 students by 2017. The plan includes strategies to target growth in undergraduate, graduate, and international student populations. At the meeting, Provost Perrin introduced Dr. Bryan Terry, the new enrollment manager who joins UNCG from Montclair University. Dr. Terry mentioned that based on his preliminary work with the staff, he believes that best practices are being used at UNCG, and he will work to coordinate efforts in a more strategic manner. The committee then heard a presentation on tuition and fee proposals for 2013-14. The campus requested a tuition increase of \$0 for in-state and out-of-state undergraduate students and \$100 for in-state and out-of-state graduate students. Funds will be used to support graduate tuition awards and waivers, and for faculty recruitment and retention. A fee increase of \$63 was requested, and those funds will be used to support student activities, athletics educational and technology services, and health and facility fees. The committee was also presented with differential tuition increase requests and special fee requests. Lastly, Kim Record, Director of Intercollegiate Athletics, provided an update on progress that has been made on developing a strategic plan for Athletics as requested by the board.

**REPORT OF THE UNIVERSITY ADVANCEMENT COMMITTEE: - *Lee McAllister***

In the absence of committee chair Martin Weissburg, Lee McAllister reported on the University Advancement Committee meeting from December 5, 2013. He said that Jan Zink, Vice Chancellor for University Advancement, presented a fundraising report for the period July 1, 2013 through October 31, 2013. Total cash received was \$1.9 million which is \$1.4 million below the amount of cash received for the same time last year. The difference was \$1.6 million in bequests received last year. The committee also viewed a video that is being emailed to alumni to raise money to support veteran students at UNCG. Findings of the campaign feasibility study that was completed in 2012 were reviewed. Two critical tasks must be accomplished before UNCG launches its next campaign, including adopting a feasibility study that refers to a grand vision for the university; and identifying and engaging a broader circle of donors.

**REPORT OF THE ATHLETICS COMMITTEE: - *Chair Blackmon***

Committee Chair Blackmon reported on information items from the Athletics Committee meeting. He said that Kim Record provided a summary of fall program results, as well as post-season highlights of cross country athletes Paul Katam and Paul Chelimo competing in the NCAA Cross Country Championships. Record told committee members that UNC and the City of Greensboro have selected to host the Division III Soccer National Championships for 2016 and 2017. Spartan Club fundraising is up 16% in cash and 39% in donors for the athletic scholarship fund. The committee then heard a report from Faculty Athletic Representative (FAR) Dr. David Wyrick who provided an overview regarding the role of the FAR as defined by the Athletic Director and the Chancellor. At minimum, the FAR plays an integral role in maintaining the integrity of academics. Dr. Wyrick also provided an update on the newly created Institute for Student Athlete Health and Wellness at UNCG and spoke about his work with the alcohol education and prevention program at UNCG that is being incorporated by a number of other institutions. Lastly, committee members heard from student athletes representing the executive board of the Student Athlete Advisory Council, a leadership group of student athletes.

**REPORT OF THE AUDIT COMMITTEE: - *Chair McAllister***

Committee Chair McAllister reported on the Audit Committee meeting from December 4, 2013. The committee reviewed a number of audits, the most noteworthy being the annual North Carolina Office of the State Auditor audit of the financial statements of the university. The audit concluded in November and was submitted to us for review a week ago. There were no reportable findings. An audit of departmental deposits was also conducted, producing one minor finding involving monies that were not deposited in a timely manner. University policy requires that monies received must be deposited daily with the Cashier's Office. Also discussed were seven entities that are included in the basic financial

statements, including The UNCG Excellence Foundation, The Endowment Fund of UNCG, The UNCG Investment Fund, The UNCG Human Environmental Sciences Foundation, Weatherspoon Art Museum Association, Capital Facilities Foundation, and Gateway University Research Park. They also produced no reportable findings.

**INFORMATION ITEMS:**

The following information items were distributed to board members for review in advance of the meeting.

1. UNCG Investment Fund Update
2. Report of Additions to and Deletions from the August 2013 Degree Candidates List
3. Update on Research and Community/Economic Engagement
4. Audit Review for Board of Trustees

**CLOSED SESSION:**

Linda Carlisle 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. Susan Safran seconded, and the board went into Closed Session.

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 approves the Personnel Report dated November 20, 2013.

All approved and the motion carried.

2. It is recommended that the Board of Trustees of The University of North Carolina at Greensboro approves the awarding of the Charles Duncan McIver Medal for distinguished public service to the nominee presented.

All approved and the motion carried.

3. It is recommended that the Board of Trustees of The University of North Carolina at Greensboro approves the awarding of the Adelaide F. Holderness/H. Michael Weaver Award for distinguished public service to the nominee presented.

All approved and the motion carried.

Following further discussion of the awarding of the Charles Duncan McIver Medal, Linda Carlisle moved that the vote for awarding this Medal be rescinded. The motion was seconded by Frances Bullock. All approved and the vote was rescinded. Board members discussed the qualifications of two runners-up for the award. Nathan Duggins then moved to nominate one of the runner-up candidates. The motion was seconded. All approved and the motion carried. It was agreed that Jan Zink will present the board's decision to the McIver award nominating committee. She will also work on revamping the nominating process for future awards.

Provost David Perrin then presented a Management Flexibility Annual Report. There were no questions from the board.

The board then heard from Chancellor Brady regarding a personnel matter.

David Sprinkle recommended the board return to Open Session, Lee McAllister seconded and the board returned to Open Session.

**OPEN SESSION:**

Bonita Brown, Chief of Staff and Assistant Secretary to the Board, introduced Kathy Fair, the new board liaison in the Chancellor's Office who will assist with the coordination of board meetings.

Chair Sprinkle solicited feedback from board members regarding the current committee structure and meeting format. Linda Carlisle expressed concern regarding topics of discussion in committee meetings not being specific enough. Susan Safran and Harriett Smalls spoke in favor of the current discussion-based structure as opposed to the former structure that did not allow for detailed discussion. It was agreed that the format will remain the same for the next meeting, and the board will continue to evaluate it.

Discussion took place regarding fundraising and the fact that UNCG needs to identify its main strengths and develop a fundraising strategy around those points. It was agreed that a discussion of strategic priorities would be very helpful. Chancellor Brady indicated that a series of meetings around strategic priorities will begin in January, and hopefully agreement will be reached by the end of the academic year on a limited set of priorities for the next strategic plan. Linda Carlisle suggested that it might be beneficial to utilize an outside consultant to assist with the process of identifying strategic priorities. Lee McAllister expressed concern about continued discussions around identifying priorities and stated that a deadline should be established for creating and executing a vision and strategy immediately. Chancellor Brady mentioned the importance of the Board of Trustees being more engaged in the strategic planning process than in past years. She said that she communicated her vision for UNCG in her acceptance speech five years ago and has continued to reiterate those points. She added that there is a difference between not having a vision and having a vision that people do not buy into. David Sprinkle recommended that a task force consisting of trustees and community members (with an outside consultant) be established to gather and organize facts and determine a direction for the university. Further discussion is needed to identify a task force leader, etc.

**ADJOURNMENT:**

David Sprinkle recommended that the meeting be adjourned. Linda Carlisle seconded, and the meeting ended at 12:56 p.m.

Respectfully submitted,



Bonita J. Brown  
Assistant Secretary to the Board of Trustees



**BOARD OF TRUSTEES  
THE UNIVERSITY OF NORTH CAROLINA AT GREENSBORO**

December 6, 2013

**ACTION ITEM:** Increase Chancellor delegation for appointment of designers for projects with authorized funding of \$2,000,000 or less

**BACKGROUND INFORMATION:**

The University of North Carolina System Policy Manual, Appendix 1, Property and Buildings, indicates that the Board of Trustees are responsible for the appointment of architects and engineers for buildings and improvements requiring such professional services.

The University of North Carolina System Design and Construction Guidelines, section III - Selection of Designer, encourages Boards of Trustees to adopt procedural steps or delegations of authority to campus administrators to expedite designer selection and to approve selections on a timely basis to assure that projects proceed expeditiously. Further, these guidelines state that G.S. 143-135.26 establishes a 60-day time limit from funding authorization to selection of designer and that all campuses should take steps to assure that these limits are met.

At the November 9, 1995 meeting of the Board of Trustees, the Board authorized the Chancellor, ex-officio, to appoint architects and engineers for projects with authorized funding of \$500,000 or less, and requires the Chancellor to report all such appointments to the Board at its next meeting. Appointment of architects and engineers for projects with authorized funding greater than \$500,000 rests with the Board of Trustees.

The purpose of the request for the increase in delegation to the Chancellor for appointment of architects and engineers for projects with authorized funding less than \$2,000,000 is to reduce the designer appointment time which in turn will reduce the project implementation time.

Most of the projects with authorized funding of \$2,000,000 are repair and renovation type projects.

**Considerations:**

The UNCG BOT meets four times per year, in September, December, February and May.

The University of North Carolina System developed Design and Construction Guidelines indicate that the designer selection process closely follows the North Carolina Administrative Code (NCAC) requirements.

The pre-selection process indicated in the NCAC for projects with funding greater than \$500,000 requires among other items: 1) creation of a pre-selection committee for review and evaluation of letters of interest submitted by interested firms; 2) advertisement of a solicitation for professional architectural and or engineering services for no less than 15 days, except for emergencies; 3) the pre-selection committee to conduct interviews with no less than three firms and prepare a

recommendation for appointment by the Board. This is a six week process and the start of the process depends on key factors such as when funding is received for the project and the project schedule, including the desired construction time frame.

The current process for preparation and review of materials to be submitted to the Board for appointment of architects and engineers requires that the designer pre-selection process is completed approximately three weeks before the date of the BOT meeting.

Therefore in instances in which the pre-selection process started at such time that it can be completed three weeks prior to the Board meeting, the appointment of designers for projects with funding between \$500,000 and \$2,000,000 is a nine week process. However, when the pre-selection process starts at other times, the appointment of designers for these projects might last as long as 12 weeks.

Increasing the Chancellor's delegation to appoint designers and architects for projects with authorized funding of \$2,000,000 or less, would result in reducing the schedule for appointment of designers to approximately six weeks and allow UNCG to execute these projects in a more efficient manner.

**RECOMMENDED ACTION:**

The Board of Trustees of The University of North Carolina at Greensboro increases the delegation of the Chancellor to appoint designers and architects for projects with authorized funding of \$2,000,000 or less and authorized the Chancellor to report all such appointments to the Board at its next meeting.



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Reade Taylor  
Vice Chancellor for Business Affairs