



Business Affairs Committee
November 19, 2019

MINUTES

MEMBERS PRESENT: David Sprinkle, Chair; Vanessa Carroll (via phone), Mae Douglas, Brad Hayes, Betsy Oakley (via phone), Ward Russell

MEMBER NOT PRESENT WITH NOTICE: Elizabeth C. Phillips, Linda Sloan

OTHERS PRESENT: Chancellor Gilliam, Jr.; Dana Dunn, Provost; Charles Leffler, Interim Vice Chancellor for Business Affairs; Greg Hodges, Committee Liaison & Associate Vice Chancellor, Planning & Performance Management; Scott Milman, Associate Vice Chancellor, Campus Enterprises and Real Estate; Sameer Kapileshwari, Associate Vice Chancellor, Facilities; Lauren Cox, Assistant Vice Chancellor, Foundation Finance; Steve Honeycutt, Director of Financial Planning & Budgets, Waiyi Tse, Chief of Staff; Karen McCormick, Executive Assistant to the Vice Chancellor for Business Affairs; Kelly Harris, Assistant Secretary to the Board of Trustees; and other members of staff and the public.

PRECEEDINGS:

Chair David Sprinkle called the meeting to order at 8:05 a.m.

Roll call was read and quorum was confirmed.

Chair Sprinkle first welcomed Interim Vice Chancellor Charles Leffler to his first official committee meeting. Leffler began serving in the interim capacity as of October 1, 2019 until completion of the search for a permanent Vice Chancellor.

Minutes of the September 24, 2019 Business Affairs Committee meeting were approved without additions or corrections.

Action Items

Chair Sprinkle then recognized Associate Vice Chancellor Sameer Kapileshwari to present the following action items:

BAC-1 Moore Strong Roof Replacement

This project seeks approval of a capital improvement project to replace this residence hall roof, which is over 20 years old and nearing the end of its useful life. The replacement will prevent the risk of loss of assets

and/or emergency repairs and will utilize an upgraded architectural shingle on the sloped roof. The membrane in the flat gutter section will be replaced and fall protection anchors will be provided. This project is being funded through the Housing Auxiliary Trust Funds.

Following discussion, Chair Sprinkle invited a motion to approve a capital improvement project in the amount of \$380,000 to replace the Moore-Strong Residence Hall Roof. Trustee Ward Russell made the motion, which was seconded by Trustee Mae Douglas. The motion carried unanimously.

BAC-2 Phillips-Hawkins Residence Hall Roof Replacement

The Phillips-Hawkins Residence Hall roof is over 20 years old and nearing the end of its useful life. As with the Moore Strong project, this replacement will prevent the risk of loss of assets and/or emergency repairs and will utilize an upgraded architectural shingle on the sloped roof. The membrane in the flat gutter section will be replaced and fall protection anchors will be provided. This project is also being funded through the Housing Auxiliary Trust Funds.

Following discussion, Chair Sprinkle invited a motion to approve an increase in authority for this capital improvement project from \$370,000 to the amount of \$480,000 to replace the Phillips-Hawkins Residence Hall Roof. Trustee Betsy Oakley made the motion, which was seconded by Trustee Linda Sloan. The motion carried unanimously.

BAC-3 Designer Selection for the Sullivan Teaching Greenhouse

In September 2019, the Committee and Full Board approved the Sullivan Teaching Greenhouse renovation project, which is now at the designer selection phase. Three firms presented their qualifications to the pre-selection committee, which recommended Engineered Designs, Inc. (“EDI”) of Cary, NC as the preferred designer. EDI has significant experience with similar projects, presented the most well-thought plan of action, had a thorough Advanced Planning Study for the project, and as a Woman Owned Business presents the highest level of inclusion & HUB participation. The second and third choice firms are NV5 of Morrisville and Affiliated Engineers, Inc. of Chapel Hill.

Following discussion, Chair Sprinkle invited a motion to approve Engineered Designed, Inc (EDI) as the designer for the Sullivan Teaching Greenhouse project, with the proviso that if agreeable terms cannot be met, the administration is authorized to negotiate terms with the second and third choice firms in ranking order. Trustee Linda Sloan made the motion, which was seconded by Trustee Ward Russell. The motion carried unanimously.

BAC-4 Steam Plant Control Systems Upgrade Project

The existing Steam Plant Control System is old, inefficient, and unreliable. The project will provide new controlling equipment and direct digital controls which will substantially improve reliability, operability, and efficiency of the campus heat system. The scope of this project includes integration into the university’s Building Automation System, four individual boiler control cabinets with touch screen displays, a new master control cabinet with touch screen display, five variable frequency drives for forced draft fans and for feed water pump, new wall mounted monitors for the operator’s control room, new UPS system for the steam

plant control system, new site glasses and level controls for the de-aerator and condensate tanks, along with training for all operators. This project is being funded through the Utility Savings Carry Forward.

Following discussion, Chair Sprinkle invited a motion to approve a capital improvement project in the amount of \$500,000 to upgrade the Steam Plant Control Systems. Motion was second, none opposed. All in favor. Trustee Linda Sloan made the motion, which was seconded by Trustee Ward Russell. The motion carried unanimously.

BAC-5 Acceptance of Completed Projects

Chair Sprinkle noted that item BAC-5, which was included in the Committee's pre-meeting materials, contained a list of 35 buildings and projects that were completed in fiscal year 2018-2019. Committee members also had a printed copy of the item at their seats.

Following discussion, Sprinkle invited a motion to approve final acceptance of the capital improvement projects identified in agenda item BAC-5. Trustee Mae Douglas made the motion, which was seconded by Trustee Linda Sloan. The motion carried unanimously.

Chair Sprinkle then recognized Associate Vice Chancellor Scott Milman to present the following action items:

BAC-6 Authorization for Lease of New Space for University Advancement

Approximately 7,698 square feet of office space needs to be leased in downtown Greensboro to house University Advancement staff currently occupying the facility located at 821 S Josephine Boyd. This move will free up on-campus space needed to accommodate new academic degree programs and will also provide additional space for the Graduate School. The move also aligns with the university's adopted model to concentrate academic programming and student services near central campus, as well as the goal of establishing a presence in downtown Greensboro. Consequently, space in that area is being sought for a lease term of three to five years, with renewal options.

Following discussion, Chair Sprinkle invited a motion to approve the lease of approximately 7,698 square feet of office space for University Advancement at a cost in excess of \$25,000 annually and a proposed initial term of between three and five years, with the option for renewals as appropriate, based on available funding, and to authorize the administration to work with the State Property Office and adhere to Board of Governors regulations in finding appropriate space. Trustee Mae Douglas made the motion, which was seconded by Trustee Linda Sloan. The motion carried unanimously.

BAC-7 Authorization for Lease of New Space for Art Department

BAC-7 is a similar request for approval of a lease of new space downtown for the Art Department's Greensboro Project Space (GPS). GPS is an off-campus contemporary art center downtown that acts as a bridge between students, faculty, and the Greensboro community. The Art Department has leased space in Downtown Greensboro since 2016 for GPS art exhibitions and performances. At the end of this calendar

year, the space will no longer be available – the Forge will use the space to expand. We need alternate space in downtown to keep the university connected with the broader community through the arts.

Following discussion, Chair Sprinkle invited a motion to approve the leasing of up to 3,000 square feet of new space in downtown Greensboro for the Art Department at an annual cost in excess of \$ 25,000 and a proposed initial term of between three and five years, with renewal options as appropriate and based on available funding, and to authorize the administration to work with the State Property Office and adhere to the Board of Governors regulations to lease appropriate space. Trustee Betsy Oakley made the motion, which was seconded by Trustee Vanessa Carroll. The motion carried unanimously.

As recommended by the Committee, this item will be presented for approval by the full board at the November 22, 2019 meeting.

BAC-8 Authorization for Ground Lease of Millennial Campus Property to The Endowment Fund

BAC-8 is a request for authorization of a ground lease of millennial campus property to the Board of Trustees of the UNCG Endowment Fund. The university has identified approximately 23 acres of property within the Millennial Campus that is suitable for development. In order to provide for additional flexibility in the development of the university’s Millennial Campus and improve the university’s responsiveness to potential business partners, the university proposes to seek a ground lease of the identified Millennial Campus land to The Board of Trustees of the Endowment Fund of The University of North Carolina at Greensboro. The Endowment Fund would then be able to enter into sub-ground leases with third parties to finance and construct buildings and other improvements on the Millennial Campus that align with the university’s needs and its strategic plan.

Following discussion, Chair Sprinkle invited a motion to approve a ground lease of approximately 23 acres of Millennial Campus property for a term of ninety-nine (99) years and at an annual lease rate of \$0 to The Board of Trustees of the Endowment Fund of The University of North Carolina at Greensboro, and to authorize the administration to seek approvals from the Board of Governors as required under Board of Governors’ regulations and state law. Trustee Vanessa Carroll made the motion, which was seconded by Trustee Ward Russell. The motion carried unanimously.

As approved by the Committee, all action items will be presented to the full board for approval at the November 25, 2019 meeting.

Information Items

BAC-9 Tuition & Fee Recommendations preview

Charlie Leffler gave a brief preview of the tuition and fee recommendations presentation to be presented to the full board at the November 25, 2019 meeting.

Chair Sprinkle referenced the remaining information items, BAC-10 through BAC-15, which were included in the pre-meeting materials:

BAC-10 Spring Garden Apartments Elevators and Generator

BAC-11 Blackboard Control Access - Budget Development

BAC-12 Facilities Design and Construction Updates

BAC-13 Repairs and Renovations Priorities

BAC-14 Quarterly Enrollment and Tuition Dashboard as of October 28, 2019

BAC-15 University Investment Fund (UIF) Board Update

There were no questions or comments about any of the items.

There being no further business, the meeting was adjourned at 9:06 am.

Respectfully submitted,



Kelly Harris

Assistant Secretary to the Board of Trustees