



**Finance and Administration Committee
Virtual Meeting – September 22, 2020**

MINUTES

MEMBERS PRESENT: Ward Russell, Acting Chair; Mae Douglas, Brad Hayes, Betsy Oakley, Ward Linda Sloan

MEMBER ABSENT WITH NOTICE: David Sprinkle, Vanessa Carroll, Elizabeth C. Phillips

OTHERS PRESENT: Chancellor Frank Gilliam; Bob Shea, Vice Chancellor for Finance and Administration; Jim Coleman, Provost and Executive Vice Chancellor; Jerry Blakemore, General Counsel; Donna Heath, Vice Chancellor for Information Technology Services; Tina McEntire, Vice Chancellor for Enrollment Management; Waiyi Tse, Chief of Staff; Karen McCormick, Executive Assistant to the Vice Chancellor of Finance and Administration; Kelly Harris, Assistant Secretary to the Board of Trustees; and other members of the staff and general public.

PROCEEDINGS:

Acting Chair Ward Russell called the meeting to order at 8:02 am and read the Conflict of Interest statement. No conflicts or appearance of conflict were identified.

Roll call was read and a quorum was confirmed.

The November 19, 2019 minutes were unanimously approved via roll call vote without additions or corrections.

Acting Chair Russell welcomed Bob Shea to his first official meeting of the Finance and Administration Committee, noting the challenges of starting as the new CFO in the midst of a pandemic, and thanking him for his expertise and leadership.

Shea thanked the Acting Chair and members of the committee and forecast the information to be covered during the meeting, including how Finance and Administration is operating in COVID, preparing to operate in that environment going forward, and preparing for the future. Good organizations adapt to the situation at hand. The meeting will also cover the current state of parking on campus as well as what the future may look like with an overview of our master plan.

DISCUSSION ITEMS:

FAC-1 Parking Operations and Campus Access Management

Associate Vice Chancellor Scott Milman presented an overview of parking on campus, paraphrasing Clark Keer in saying that the dissatisfaction with parking is the only thing you can get the university community to agree on.

Parking Operations & Campus Access Management (POCAM) provides the campus community a menu of commuting alternatives including pedestrian, bicycle, and transit facilities and services. Travel Demand Management (TDM) is an essential component of the overall sustainable transportation solution for the University. UNCG has a balanced, multimodal transportation system that promotes choices for ridership and influences the demand for an improved transit and parking system. Using TDM, UNCG provides information and education concerning transit options. Furthermore, the University offers incentives and programs that discourage single occupant vehicle travel.

POCAM's adherence to use of TDM is outlined in the original Transportation Master Plan and subsequent updates, assisting the University in meeting System Sustainability Policy requirements as well as those of a signatory on the American College & University President Climate Commitment. We are in the process of updating our transportation plan as part of the University's Campus Master Plan Update.

Per North Carolina General Statute and UNC System Code, the Board of Trustees is required to approve parking rates, fines and regulations.

Demand and supply are always in flux, changing on a daily basis.

We have an award-winning parking program at UNCG that boasts the best workplace for commuters and is a bicycle friendly campus. In fact, UNCG has won the Best University and Best Workplace for Commuters categories twice during the last ten years.

Our population has increased but demand for parking has gone down. Rates have only increased twice in the last ten years, the most recent increase being in 2017.

POCAM is a self-supported auxiliary with three sources of revenue: permit sales, fines (which must be sent to the NC Department of Revenue), and parking deck revenue. For fiscal year 2020, 11,049 citations were issued for \$ 192,756 in revenue. By contrast, in 2000 parking generated \$503k in parking fines.

Two-thirds of parking revenue goes to debt services and other construction/repair renovation projects. The remainder funds personnel and other operating expenses.

Given COVID, utilization is about 55% and we are down 1100 parking permits from last year. The new Nursing Instructional Building will add 175 parking spaces and a lot expansion pending for Board approval will add approximately 300 new spaces. An assessment is currently ongoing to determine lots in most need of repair, and repairs to the Walker Deck are planned for summer 2021 with a project cost of approximately \$550K.

In response to questions, Milman explained that monies collected from fines must be turned over each month to the State Office of Management which in turn sends the funds to the Department of Instruction as mandated by the North Carolina Constitution. We do not subsidize parking from other sources – it stands on

its own bottom line. There are many years that we run parking at a loss, but overall, it is financially sound given that the fund balances are strategically used to generate operating costs.

No rate or regulation changes are currently being proposed, but there may be a need in the future to do so.

FAC-2 Preview: Campus Master Plan

Associate Vice Chancellor Sameer Kapileshwari gave a brief review of the Master Plan presentation that will be given to the full board on September 24. Our last master plan was completed in 2014 (typically done every five years). The pending capital improvement master plan project was approved by the Board in July 2019 in the amount \$450,000. The Board subsequently approved the firm of SASAKI as the designer for the Campus Master Plan Update and Space Assessment Study.

This Master Plan study consists of an assessment of current campus spaces and provides an intensive study for future development in support of the strategic vision for UNC Greensboro. This is not a static document but is designed to help the university navigate the changes ahead and be prepared to serve a more diverse student population in new and innovative ways. It is a long-term vision for development with necessary flexibility to guide us over time. We are aptly naming this master plan update “Stepping Forward.”

The update includes academic and research initiatives, strategic partnerships, campus life and planning, landscape preservation and enhancement, approaches to sustainability, utilities and infrastructure, transportation planning, and campus expansion. The update is guided by stakeholder interviews as well as a space inventory analysis of existing space data, scheduling information, and space and technological limitations used to provide recommendations for improved space utilization over time.

Pursuant to the UNC Code and Policy Manual requirement that campus boards are responsible for approving capital improvement projects funded entirely with non-General Fund money that are projected to cost less than \$750,000, a full presentation will be delivered by SASAKI for the Board’s consideration and approval.

Information Items

FAC-3 Quarterly Facilities Design and Construction Update

FAC-4 Annual Report on Property Purchased and/or Leased 7/1/19 through 6/30/20

FAC-5 Quarterly Enrollment and Tuition Dashboard

FAC-6 University Investment Fund (UIF) Board Update (June 2020)

The remaining agenda items were informational in nature and were included in the pre-meeting materials. There were no questions about those items.

There being no further business, the meeting was adjourned at 8:51 am.

Respectfully submitted,



Kelly Harris
Assistant Secretary to the Board of Trustees