



Finance and Administration Committee
April 1, 2025

DRAFT MINUTES

MEMBERS PRESENT: Tim Rice, Chair; Oita Coleman, Tim Sessoms, Amber Fairchild, SGA President

MEMBERS ABSENT WITH NOTICE: Anita Bachman, George Hoyle

OTHERS PRESENT: Chancellor Frank Gilliam; Alan Boyette, Provost and Executive Vice Chancellor; Bob Shea, Vice Chancellor for Finance and Administration; Tina McEntire, Vice Chancellor for Enrollment Management; Jerry Blakemore, Vice Chancellor for Institutional Integrity and General Counsel; Scott Milman, Associate Vice Chancellor for Finance; Sameer Kapileshwari, Associate Vice Chancellor for Facilities; Patricia Lynch, Interim Vice Chancellor for Human Resources; Zach Smith, Associate Vice Chancellor for Campus Enterprises and Real Estate; Chris Jasso, Chief of Police; Waiyi Tse, Chief of Staff; Ghazala Bibi, University Controller; Michele Laudenbacher, Budget Director; Enyonam Williams, Associate General Counsel; Chuck Bolton, Faculty Senate Chair, Kimberly Mazingo, Staff Senate Co-Chair; Juan Pleitez, Director of External Relations; Kelly Harris, Assistant Secretary to the Board of Trustees

PROCEEDINGS:

Chair Tim Rice called the meeting to order at 9:00 am and read the Conflict of Interest (COI) statement from the State Government Ethics Act. None were identified.

Roll call was read, and a quorum was confirmed.

The minutes of the February 4, 2025 committee meeting were unanimously approved without additions or corrections.

Vice Chancellor Shea introduced Chris Jasso as the new Chief of Police and gave a high-level overview of the six-year Capital Improvement Plan submitted to the System Office.

Action Items

FAC-1 Designer Selection – Campus Steam and Condensate Infrastructure Improvements

The project's scope is to replace and renew critical portions of the existing steam distribution system. Many of these piping systems are over 50 years old and need replacement. Failures have become more frequent due to the age of piping. Construction is envisioned to be sequenced to limit the overall disruption to the campus while piping sections are replaced. The total funding approved for this project is \$16,330,438.

The University of North Carolina System website advertised the request for qualifications and letters of interest for engineering services for this project. Three (3) firms submitted letters of interest, none from Guilford County.

The Selection Committee reviewed the letters of interest and invited three firms to interview and present their qualifications. The committee recommended the following in ranking order.

1. RMF Engineering Inc., Raleigh, NC
2. DSA Engineering, PC, Durham, NC
3. Wiley | Wilson, Raleigh, NC

RMF Engineering Inc. demonstrated the best understanding of the project phases and the most significant familiarity with our underground utilities. Their team demonstrated expertise and success in working on similar complex, phased projects and presented the strongest approach for maximizing value for the authorized budget. RMF also presented the most cohesive approach for minimizing disruption to the campus while construction is underway.

Trustee Oita Coleman moved to approve RMF Engineering as the Steam and Condensate Infrastructure project designer and to authorize the administration to negotiate with the other firms in ranking order if agreeable terms cannot be met with RMF. Trustee Sessoms seconded, and the motion carried.

FAC – 2 Designer Selection – Spring Garden Apts. HVAC and Roof replacement

Spring Garden Apartments were built in 2005. The building's HVAC system comprises individual heat pumps for each apartment unit. The typical life of such equipment is around 15-17 years. These heat pumps are aging, having operational challenges, and needing replacement. The roof is 20 years old and shows significant degradation, particularly in the flat portion that accommodates the heat pumps. The project scope is to combine the flat portion of the roofing and rooftop HVAC unit replacement to limit building disruption as much as possible. The design is to be completed in time so that bidding, contracting, and material procurement can facilitate construction in the summers of 2026 and 2027 when the apartments are unoccupied. The total funding approved for this project is \$4,615,000.

The University of North Carolina System website advertised the request for qualifications and letters of interest for engineering services for this project. Nine (9) firms submitted letters of interest, two (2) from Guilford County.

The Designer Selection Committee reviewed the letters of interest and invited three firms to interview on March 24, 2025, to present their qualifications and recommend the following in ranking order.

1. Sigma Engineered Solutions, PC, Raleigh, NC
2. Raymond Global, Inc., Raleigh, NC
3. SKA Consulting Engineers, Inc., Greensboro, NC

Sigma Engineered Solutions, PC demonstrated the highest level of preparation related to the project budget analysis and presented cost management ideas and realistic budget expectations. Their design team illustrated the most significant familiarity with schedule constraints on state university housing projects. Moreover, the composition of the Sigma team with mechanical as the lead is best suited for the nature of this project, and Sigma presented the most experience with similar mechanical renovations projects.

Trustee Fairchild moved to approve Sigma Engineered Solution as the Spring Garden Apartment HVAC and Roof replacement project designer and to authorize the administration to negotiate with the other firms in ranking order if agreeable terms cannot be met with Sigma. Trustee Coleman seconded, and the motion carried.

FAC – 3 All Funds Budget Fiscal Year 2026 Preview

In September 2021, the Board of Governors (BOG) directed all UNC System campuses to develop a comprehensive, all-funds budget for FY 2023 and annually thereafter as a means of accounting for both General Fund (state appropriations and tuition) revenues and the Institutional Trust Funds (revenues from auxiliary enterprises, federal grants and contracts, donor funds, and student fees) which now comprise half of System revenues. The System and campuses collaborated to develop a common budget template and standard budgeting conventions for this annual all-funds budget requirement.

Vice Chancellor Shea previewed UNCG’s All-Funds Budget for fiscal year 2026, which will be presented in full for approval at the April 3, 2025 Board of Trustees meeting.

**UNC Greensboro
FY 2025-26 All-Funds Budget**

		General Fund	Auxiliary & Other Trust Funds	Overhead/F&A Receipts	Restricted Trust Funds	Total
Revenues	State Appropriations	\$ 208,216,000	\$ -	\$ -	\$ -	\$ 208,216,000
	Tuition & Fees	\$ 88,545,000	\$ 32,714,000	\$ -	\$ -	\$ 121,259,000
	<i>Less Discounts and Allowances</i>	\$ (10,321,000)	\$ (5,561,000)	\$ -	\$ (47,620,000)	\$ (63,502,000)
	Sales & Services	\$ 94,000	\$ 74,946,000	\$ -	\$ 492,000	\$ 75,532,000
	Patient Services	\$ -	\$ -	\$ -	\$ -	\$ -
	Contracts & Grants	\$ 139,000	\$ 2,634,000	\$ 8,429,000	\$ 122,371,000	\$ 133,573,000
	Gifts & Investments	\$ -	\$ 7,247,000	\$ -	\$ 8,932,000	\$ 16,179,000
	Other Revenues	\$ 2,010,000	\$ 2,534,000	\$ -	\$ 310,000	\$ 4,854,000
Revenues Total		\$ 288,683,000	\$ 114,514,000	\$ 8,429,000	\$ 84,485,000	\$ 496,111,000
Expenses	Salaries and Wages	\$ 184,655,000	\$ 35,132,000	\$ 1,195,000	\$ 26,044,000	\$ 247,026,000
	Staff Benefits	\$ 53,038,000	\$ 11,240,000	\$ 397,000	\$ 7,986,000	\$ 72,661,000
	Services, Supplies, Materials, & Equip.	\$ 39,150,000	\$ 36,036,000	\$ 6,837,000	\$ 35,641,000	\$ 117,664,000
	Scholarships & Fellowships	\$ 10,321,000	\$ 5,561,000	\$ -	\$ 62,434,000	\$ 78,316,000
	<i>Less Discounts and Allowances</i>	\$ (10,321,000)	\$ (5,561,000)	\$ -	\$ (47,620,000)	\$ (63,502,000)
	Debt Service	\$ -	\$ 19,808,000	\$ -	\$ -	\$ 19,808,000
	Utilities	\$ 11,840,000	\$ 4,598,000	\$ -	\$ -	\$ 16,438,000
	Other Expenses	\$ -	\$ 511,000	\$ -	\$ -	\$ 511,000
Expenses Total		\$ 288,683,000	\$ 107,325,000	\$ 8,429,000	\$ 84,485,000	\$ 488,922,000

FAC-4 through 7: Additional Information Items

Vice Chancellor Shea updated the committee on the transition status of the move from Cambridge Associates to Blackrock. The transition to Blackrock was completed on March 3, 2025. The Committee was provided with additional agenda items as informational reports included in the pre-meeting materials. There were no questions or comments, and the meeting subsequently adjourned.

Respectfully submitted,

Kelly Harris
Assistant Secretary to the Board of Trustees