



**The University of North Carolina at Charlotte
Board of Trustees**

Audit, Compliance, and Enterprise Risk Management Committee Meeting
Tuesday, November 27, 2018
UNC Charlotte Center City, Room 1102

Open Session

Present

Laura A. Schulte, Chair
Mary Ann Rouse
Michael L. Wilson
Joe L. Price, *ex officio*

Absent

Teross W. Young Jr.

Staff/Guests in Attendance

Philip L. Dubois, Chancellor
Kim Bradley, Chief of Staff and Assistant Secretary to the Board of Trustees
Sue Burgess, Chief Compliance Director
Tina Dadio, University Public Records Officer/Paralegal
Katherine Hall-Hertel, Associate Dean for Graduate Academic and Student Affairs
Beth Hardin, Vice Chancellor for Business Affairs
Jesh Humphrey, Vice Chancellor for Institutional Integrity and General Counsel
Joan Lorden, Provost and Vice Chancellor for Academic Affairs
Katie Monte, ADA Project Coordinator, Office of Disability Services
Karen Morgan, American Council on Education Fellow
Michelle Reinken, Title IX Coordinator
Amanda Simpson, Paralegal
Gena Smith, Director, Office of Disability Services
Lee Snodgrass, Interim AVC Safety and Security, Director of Facilities Operations
Brad Trahan, Assistant General Counsel for Office of Legal Affairs
Jennifer Walker, Chief Audit Officer

Call to Order. Ms. Schulte called the meeting to order and reminded Committee members of their duty to avoid conflicts of interest and appearances of conflicts of interest under the State Government Ethics Act, in accordance with Chapter 138A of the North Carolina General Statutes and advised the Committee members to notify her immediately if anyone should become aware of a conflict of interest or the appearance of a conflict of interest during the meeting. No conflicts were reported.

Approval of Minutes. Ms. Schulte requested action on the October 2, 2018, Audit, Compliance, and Enterprise Risk Management Committee meeting minutes.

Action. On a motion by Mr. Wilson, seconded by Mr. Price, the Committee approved the October 2, 2018, Audit, Compliance, and Enterprise Risk Management Committee minutes.

Internal Audit Update. Ms. Walker updated the Committee on the FY 2019 Audit Plan. Ms. Walker provided a summary of the Internal Audit Reports issued since October 2018 and reported that Internal Audit completed the Vivarium Operations audit with no significant findings and the Building Access Controls audit with only three findings. Ms. Walker also reported that the Scholarships and Restricted Gifts audit is near completion and that any findings will be reported at the next Committee meeting.

Ms. Walker reported that one of the Buildings Access Controls audit's principle findings was that there is no approved University policy that addresses access. Ms. Walker indicated that a Corrective Action Plan was proposed by the interim associate vice chancellor (AVC) for Facilities and that a permanent AVC has been hired and will start work on December 1, 2018, at which time Internal Audit will review this plan with the new AVC.

Ms. Walker updated the Committee on the Internal Audit Findings Exception Report regarding outstanding items from the Environmental Health and Safety office (EHSO) audit. Ms. Walker reported to the Committee that a fire safety training module has been developed and implemented for new employees but that the annual training module for all existing employees has not yet been implemented because the procedures for monitoring participation are being developed. Ms. Burgess indicated that the University's Human Resources Office is looking into a user-friendly education platform that may have a tracking functionality component within the system that can be utilized as part of the module training.

Ethics and Compliance Update. The Committee received an educational presentation about UNC Charlotte's ADA and Section 504 compliance programs and activities. The presenters were Ms. Burgess; Ms. Smith, Director of the Office of Disability Services; Dr. Hall-Hertel, Associate Dean for Graduate Academic and Student Affairs; and Ms. Monte, Project Coordinator, Office of Disability Services.

Dr. Hall-Hertel spoke about the Campus Accessibility and Advisory Committee (CAAC), which she chairs, and its mission as an advisory committee that actively promotes accessibility initiatives on campus and recommends improvements and enhancements to the Chancellor that support these initiatives. Dr. Hall-Hertel highlighted several projects funded by the CAAC in FY 2018 that improved accessibility in classroom buildings, parking sites, and campus walkways.

Ms. Monte described her role as Project Coordinator in which she works with Facilities Management, building contractors, and subcontractors so that construction adheres to federal and state accessibility standards; provides education, outreach, and consultative services to the campus; and works on *ad hoc* projects, such as ensuring campus access to the CATS Blue Line Extension.

Ms. Smith presented an overview of the Office of Disability Services (ODS), its mission, and its organization. Ms. Smith briefly described UNC Charlotte's regulatory obligations under the ADA and Section 504, the applicable University policies and the services ODS makes available to students. Ms. Smith cited national figures to show that the number of undergraduates who identified as having a disability was approximately 6 percent during the 1990s but has increased to 11 percent in recent years. Mr. Smith noted that factors contributing to the increase are more types of disabilities identified, complicated or multiple diagnoses, greater intricacy required to design student accommodations, and more students identifying with mental health diagnoses. Ms. Smith reported that in Fall 2018, 700 students were actively working with ODS and that the most frequent accommodation provided were related to testing (e.g. extended time, lower distraction, assistive technology, etc.). Ms. Smith also indicated that the top three disabilities seen by ODS staff are attention deficit hyperactivity disorder (ADHD), other types of psychological disabilities, and chronic medical illness. Lastly, Ms. Smith spoke about ODS' involvement with service animals, emotional support animals, and University Policy 704, *Animals on Campus*.

Department of Insurance Fire and Safety Inspection Update. Ms. Hardin introduced Mr. Snodgrass, who provided an overview of the Department of Insurance (DOI) Fire and Safety Inspection report. Mr. Snodgrass stated that the University is required to have an inspection of each state-building to identify conditions that may be a safety concern. Mr. Snodgrass reported that a new DOI inspector performed an extensive, thirteen-week inspection. Mr. Snodgrass reported that the majority of the report consisted of minor deficiencies and that since receiving the report, the EHSO has divided the data into three categories: minor, moderate, and major. Mr. Snodgrass reported that there were nine major findings primarily related to structural deficiencies and the installation of new sprinkler systems. Ms. Hardin noted that the University is effectively working to resolve the minor deficiencies within thirty days and that some funding will be required for the resolution of the major deficiencies.

Other Business. Mr. Humphrey noted that the Audit, Compliance, and Enterprise Risk Management Committee calendar is included in the materials for review and that the Committee completed each agenda item included in the calendar. Mr. Humphrey noted that these calendar items form the agenda for each meeting and that he hopes to develop an educational presentation calendar item for future tracking purposes.

Motion to Convene in Closed Session. Mr. Price called for a motion to convene in closed session.

Action. On a motion by Mr. Price, seconded by Ms. Rouse, the Board convened in closed session pursuant to the following General Statutes of the State of North Carolina:

- a. *N.C.G.S. §143-318.11(a)(1), to prevent the disclosure of information that is privileged or confidential pursuant to the laws of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes, such privilege or confidential arising under the Family Educational Rights and Privacy Act (20 U.S.C. §1232g) or N.C.G.S. Ch. 126, Art. 7; and*
- b. *N.C.G.S. §143-318.11(a)(3), to consult with and receive advice from counsel; and*
- c. *N.C.G.S. §143-318.11(a)(6), to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual, public officer or employee, prospective public officer or employee.*

Ms. Schulte excused all attendees except the Committee members, Chancellor Dubois, Ms. Bradley, Ms. Hardin, Ms. Lorden, Mr. Humphrey, Ms. Reinken, Ms. Walker, Ms. Burgess, Mr. Trahan, Ms. Dadio, and Ms. Simpson.

Closed Session

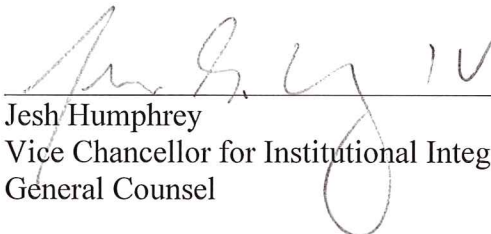
Closed session minutes are filed in the office of the Assistant Secretary to the Board of Trustees.

Open Session

Motion to Adjourn. Ms. Schulte requested a motion to adjourn.

Action. On a motion by Mr. Wilson and seconded by Mr. Price, the meeting was adjourned.

Submitted:

 10 2/19/19

Jesh Humphrey Date
Vice Chancellor for Institutional Integrity and
General Counsel

Approved:

Laura A. Schulte Date
Chair
Audit, Compliance, and Enterprise Risk
Management Committee



**The University of North Carolina at Charlotte
Board of Trustees**

Executive Committee Meeting
Tuesday, November 27, 2018
UNC Charlotte Center City, Room 1102

Open Session Minutes

Present

Joe L. Price, Chair
Susan D. DeVore
Theresa J. Drew
Dhiaa Jamil
Mary Ann Rouse
Laura A. Schulte
Michael L. Wilson

Staff /Guests in Attendance

Philip L. Dubois, Chancellor
Kim Bradley, Chief of Staff and Assistant Secretary to the Board
Susan Burgess, Chief Compliance Officer
Betty Doster, Special Assistant to the Chancellor for Constituent Affairs
Beth Hardin, Vice Chancellor for Business Affairs
Jesh Humphrey, Vice Chancellor for Institutional Integrity and General Counsel
Jeanne Madorin, Executive Director of Human Resources for EPA Non-faculty Administration,
Employee Relations, and Compliance
Karen Morgan, American Council on Education Fellow
Rich Leeman, Faculty Council President
Joan Lorden, Provost and Vice Chancellor for Academic Affairs
Judy Rose, Director of Athletics
Darin Spease, Senior Associate Athletic Director for Business Affairs
Gary Stinnett, Vice Chancellor for Human Resources
Jennifer Walker, Chief Audit Officer
Jennifer Ward, Liaison to the Board of Trustees and the Cabinet
Leslie Zenk, Assistant Provost, Academic Affairs

Call to Order. Mr. Price called the meeting to order and reminded Committee members of their duty to avoid conflicts of interest and appearances of conflicts of interest under the State Government Ethics Act, in accordance with Chapter 138A of the North Carolina General Statutes, and advised the Committee members to notify him immediately if anyone should become aware of a conflict of interest or the appearance of a conflict of interest during the meeting. No conflicts of interest were reported.

Approval of Minutes. Mr. Price requested action on the October 2, 2018, Executive Committee meeting minutes.

Action. On a motion by Ms. DeVore, seconded by Mr. Jamil, the Committee approved the October 2, 2018, meeting minutes.

Department of Defense Resolution. Chancellor Dubois reviewed the Department of Defense Resolution excluding Trustees and senior University staff from security clearance requirements for classified research. Mr. Price called for a motion to approve the Resolution for Exclusion of Certain Directors or Officers of the University of North Carolina at Charlotte.

Action. On a motion by Mr. Wilson, seconded by Ms. DeVore, the Committee approved the resolution.

UNC Charlotte Employee Engagement Survey. Mr. Stinnett provided background on a UNC System employee survey and then presented the results specifically from UNC Charlotte. Mr. Stinnett noted that UNC Charlotte had higher response rates and very positive responses relative to those from other UNC institutions. Mr. Stinnett and Ms. Madorin discussed UNC Charlotte's next steps in analyzing the survey results.

Approval of Loy H. Witherspoon Distinguished Professorship in Christian Origins. Dr. Lorden provided background on the planned professorship in honor of longtime UNC Charlotte faculty member Loy Witherspoon. Mr. Price stated that the professorship is an appropriate way in which to honor Dr. Witherspoon's service to UNC Charlotte. Mr. Price requested a motion to approve the plan for the professorship as discussed.

Action. On a motion by Mr. Wilson, seconded by Ms. Schulte, the Committee unanimously approved the plan for the professorship.

SPX Distinguished Professorship in Engineering. Dr. Lorden reviewed the plan to revise the SPX Distinguished Professorship in Engineering. Dr. Lorden state that no formal vote on the revision was required.

Motion to Convene in Closed Session. Mr. Price requested a motion to convene in closed session.

Action. On a motion by Ms. Rouse, seconded by Ms. Schulte, the Committee convened in closed session pursuant to the following General Statutes of the State of North Carolina:

- a. *N.C.G.S. §143-318.11(a)(6), to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; and*
- b. *N.C.G.S. §143.318.11(a)(2), to prevent the premature disclosure of an honorary degree, scholarship, prize, or similar award.*

Closed Session

Closed session minutes are filed in the office of the assistant secretary to the Board of Trustees.

Open Session

Approval of Petition Regarding Political Activity. Mr. Price requested a motion to approve the Petition Regarding Political Activity as discussed.

Action. On a motion by Mr. Wilson, seconded by Ms. Schulte, the Committee approved the Petition for Political Activity as presented.

Action on Athletics Employment Agreement. Mr. Price requested a motion on the Athletics employment agreement as discussed.

Action. On a motion by Mr. Wilson, seconded by Ms. Schulte, the Committee approved the amendment to the Athletics employment agreement as presented.

Adjourn. There being no further business before the Committee, Mr. Price adjourned the meeting.

Submitted: Kim S. Bradley 2/19/19
Kim S. Bradley Date
Assistant Secretary
UNC Charlotte Board of Trustees

Approved: Joe L. Price 19-FEB-19
Joe L. Price Date
Chair
UNC Charlotte Board of Trustees



UNC CHARLOTTE

The University of North Carolina at Charlotte
Board of Trustees

Academic and Student Affairs Committee Meeting
Tuesday, November 27, 2018
UNC Charlotte Center City, Room 1102

Minutes

Present

Michael Wilson, chair
J. Brett Keeter
Mary Ann Rouse

Staff in Attendance

Philip L. Dubois, Chancellor
Kevin Bailey, Vice Chancellor for Student Affairs
Susan Burgess, Chief Compliance Officer
Richard Buttimer, Professor of Real Estate, Professor of Finance, Director of the Childress Klein Center for Real Estate
C. Philip Byers, Member, UNC Board of Governors
Betty Doster, Special Assistant to the Chancellor for Constituent Relations
Shari Dunn, Senior Executive Assistant to the Chancellor
Jose Gamez, Director, School of Architecture, and Associate Professor of Architecture and Urban Design
Aimee Hawkins, Director of Communications, Academic Affairs
Jacob Huffman, Student, School of Architecture
Richard Leeman, Faculty Council Chair
Joan F. Lorden, Provost and Vice Chancellor for Academic Affairs
Karen Morgan, American Council on Education Fellow
Jay Raja, Senior Vice Provost
James Scruggs, Student, Belk College of Business
Elizabeth Stearns, Professor of Sociology and Undergraduate Coordinator, Department of Sociology
Rick Tankersley, Interim Vice Chancellor for Research and Economic Development
Peter Wong, Associate Professor of Architecture
Leslie Zenk, Assistant Provost

Call to Order. Michael Wilson called the meeting to order and reminded members of the Board of their duty to avoid conflicts of interest and appearances of conflicts under the State Government Ethics Act in accordance with Chapter 138A of the North Carolina General Statutes and advised the Trustees to make him aware of any conflict of interest or any appearance of a conflict of interest with respect to any matters coming before the Board at any time during the meeting. No conflicts of interest were reported.

Approval of Minutes. Mr. Wilson requested action on the minutes of the October 2, 2018, Academic and Student Affairs Committee meeting.

Action. On a motion by Mr. Keeter, seconded by Ms. Rouse, the Committee approved the October 2, 2018, meeting minutes.

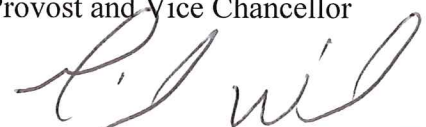
Research Spotlight. Dr. Tankersley introduced Dr. Stearns, who described two new programs that support transfer students in the biological sciences. Externally funded by the National Science Foundation (NSF) and the National Institutes of Health, the SPARC4 and Bridges to the Baccalaureate programs support academic and research efforts for students throughout their time at partner community colleges and at UNC Charlotte. Each project features collaboration with Gaston College and Rowan-Cabarrus Community College. Both are associated with an ongoing research program in the Department of Sociology, led by Dr. Stearns, Dr. Martha Bottia, Dr. Roslyn Mickelson, and Dr. Stephanie Moller, that has examined the roots of disparities in STEM degree declaration and attainment with funding from NSF since 2010.

Center City Programs: Childress Klein Center for Real Estate. Dr. Buttimer, Director of the Childress Klein Center for Real Estate, discussed the effect the Center is having on the Charlotte real estate community. Dr. Buttimer described the Center's community engagement activities, such as its recent Real Estate Capital Markets Symposium, and its applied research activities, including the forthcoming "State of Housing in Charlotte" report and the State of Housing in Charlotte Summit that it will host in February. In addition, Dr. Buttimer discussed the Master of Science in Real Estate program and the effect that it is having on the Charlotte real estate community. Graduate student James Scruggs shared his experience with the program, including his upcoming studies at Kingston University London.

Center City Programs: School of Architecture. Jose Gamez, Associate Director of the School of Architecture, provided highlights of academic programs and research being conducted in the Center City Building (CCB). Gamez provided general context for Architecture's role off campus and at CCB historically. He introduced Peter Wong, Graduate Programs Director and DesignLAB faculty member, to discuss CCB as a venue to attract graduate students, a site for the fifth-year capstone studio, and the location of faculty/student activity through DesignLAB. Graduate student Jacob Huffman discussed the work of the CityBuildingLab located at CCB and its proximity to various neighborhoods, research sites, and city partners.

Adjourn. There being no further business before the Committee, Mr. Wilson adjourned the meeting.

Submitted:  2/19/2019
Joan F. Lorden Date
Provost and Vice Chancellor

Approved:  04.12.19
Michael Wilson Date
Chair
Academic and Student Affairs Committee



UNC CHARLOTTE

The University of North Carolina at Charlotte
Board of Trustees

Athletics Committee Meeting
Tuesday, November 27, 2018
UNC Charlotte Center City

Minutes

Present

Susan D. DeVore
Niayai L. Lavien
Joe L. Price, *ex officio*
Laura A. Schulte
Teross W. Young, Jr.

Staff in Attendance

Kim Bradley, Chief of Staff
Chris Everett, Director of Student Athlete Development
Jesh Humphrey, Vice Chancellor for Institutional Integrity and General Counsel
Allison Roach, Executive Assistant
Darin Spease, Deputy Athletic Director
Jennifer Walker, Chief Audit Officer

Call to Order. Ms. DeVore called the meeting to order and reminded Committee members of their duty to avoid conflicts of interest and appearances of conflicts of interest under the State Government Ethics Act, in accordance with Chapter 138A of the North Carolina General Statutes, and advised the Committee members to notify her immediately if anyone should become aware of a conflict of interest or the appearance of a conflict of interest during the meeting. No conflicts of interest were reported.

Approval of Minutes. Ms. DeVore requested action on the November 27, 2018, Athletics Committee meeting minutes

Action. On a motion by Mr. Price, seconded by Ms. Schulte, the Committee approved the October 11, 2017, meeting minutes.

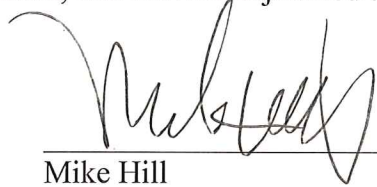
SAAC Cares. Ms. Everett presented an overview of SAAC Cares, a student-athlete development program that allows student-athletes to choose which community agencies they support with their volunteer efforts. Ms. Everett noted that UNC Charlotte's student-athletes performed more than 7,000 hours of community service in the 2017-2018 academic year. Ms. Everett stated that one

student-athlete is gaining management and administrative experience by running the SAAC Cares program. Mr. Price suggested that the campus Habitat for Humanity housebuilding projects would be a good outlet for student-athlete volunteer time.

Athletic Department Update. Mr. Spease reported on football coaching and staffing changes and on the hiring of Assistant Athletic Director for Facilities Cass Ferguson. Mr. Spease reported that Let Me Play has raised \$166k in 2018 and has been renamed the Judy Rose Let Me Play Event. Mr. Hill presented an overview of fall sports records. Mr. Hill also discussed the University's choices for its next Title IX Sport and noted that lacrosse and beach volleyball are emerging sports in Conference USA.

Adjournment. There being no further business, Ms. Devore adjourned the meeting.

Submitted:



2.19.19

Mike Hill
Director of Athletics

Date

Approved:



4-12-19

Susan D. DeVore
Chair
Academic and Student Affairs Committee

Date



**The University of North Carolina at Charlotte
Board of Trustees**

Facilities and Physical Properties Committee Meeting
Tuesday, November 27, 2018
UNC Charlotte Center City, Room 1106

Open Session Minutes

Present

Theresa J. Drew, Chair
Dennis N. Bunker III
Dhiaa Jamil
Fred W. Klein

Staff/Guests in Attendance

Beth Hardin, Vice Chancellor for Business Affairs
Bart Bruchok, Director of Capital Projects
Richard LaLiberte, Real Estate Manager
Nelda Tatum, Board and Committee Specialist
Anna Clark, Chancellor's Office

Call to Order. Ms. Drew called the meeting to order and reminded the Committee members of their duty to avoid conflicts of interest and appearances of conflicts of interest under the State Government Ethics Act, in accordance with Chapter 138A of the North Carolina General Statutes, and advised the Committee members to notify her immediately if anyone should become aware of a conflict of interest or the appearance of a conflict of interest during the meeting. No conflicts of interest were reported.

Approval of the Minutes. Ms. Drew requested approval of the October 2, 2018, minutes of the Facilities and Physical Properties Committee (FPPC).

Action. On a motion by Mr. Jamil, seconded by Mr. Bunker, the Committee unanimously approved the minutes of the October 2, 2018, meeting.

Request for Approval of Disposition of Real Estate by Lease—Popp Martin Student Union—Campus Salon, LLC. Mr. LaLiberte stated that Campus Salon, LLC, a full-service salon for students, faculty, and staff, has been a tenant in the Popp Martin Student Union for nine years and had requested an extension of its lease for another three-year period.

Mr. Klein asked if the University had received a report from the salon regarding sales profits. Richard LaLiberte stated that a sales report has not been requested or given. Mr. LaLiberte and

Ms. Hardin shared with the committee the Student Union structure for retail outlets. Ms. Hardin stated that Campus Salon, LLC, reports to Student Affairs.

Mr. LaLiberte stated that rent for the first year of the proposed three-year term is \$10,016.59, and that the annual rent will increase three percent (3%) at the beginning of the second year and will increase on each anniversary thereafter.

Action. On a motion by Mr. Klein, seconded by Mr. Jamil, the Committee recommended that the Board authorize the University to Dispose of Real Property by Lease to Campus Salon, LLC, for a period of three years with two three-year options to renew.

Request for Authorization to Dispose of Real Estate by Lease—Extended Campus-wide Coverage. Ms. Hardin stated that the University plans to have a 160-foot University cell tower (standard height) installed adjacent to the Motorsports Research Building and the football stadium. Ms. Hardin stated that the University requests a ground lease of 110 ft. x 75 ft. (0.19 acres) for the project. Ms. Hardin stated that a cell tower lease advisor was consulted in preparation for this project. Ms. Hardin stated that Celco Partnership (dba Verizon Wireless) will construct, install, and maintain cellular communication equipment to boost cellular signals and increase capacity. Ms. Hardin noted that the lease is for an initial term not to exceed 10 years and that ground rent for the initial term shall be \$30,000 per year, escalating by two percent (2%) annually.

Mr. Klein asked if there was any provision in the lease to relocate the tower in case the University wanted to use this location for a different purpose. Mr. LaLiberte stated there is a restoration clause in the lease. Mr. LaLiberte also stated that the University has limited the time on the lease to five years plus five years (five years with an option to renew for an additional five years), for a period of ten years total.

Action. On a motion by Mr. Jamil, seconded by Mr. Bunker, the Committee recommended the Board authorize the University to Dispose of Real Property by Ground Lease to extend cellular (communications) coverage and capacity.

Request to Dispose of Real Estate by Land Exchange Hotel-Conference Center Land Exchange. At the April 18, 2018, Board of Trustees meeting, the Board authorized the University to dispose of seven-tenths of an acre (0.7 acres) of remnant real property by gift to the UNC Charlotte Foundation at no cost to support the hotel-conference center project. As staff moved the through the process, the North Carolina State Property Office (NCSPO) recommended that the University instead exchange land of equal value for this project.

Ms. Hardin stated that the Foundation parcel of equal value chosen for exchange is located under the Charlotte Research Institute parking deck. Ms. Hardin stated that the entire hotel-conference center site will be Foundation land.

Action. On a motion by Mr. Jamil, seconded by Mr. Klein the Committee recommended that the Board authorize the University to dispose of seven-tenth-acre (0.7 acres) of remnant real property by equal value exchange with the UNC Charlotte Foundation in support of the hotel-conference center.

Capital Project Update. Mr. Bruchok updated the Committee on the following projects: Intercollegiate Swim Upfit, Residence Hall Phase XVI—Moore/Sanford Hall, Admissions and Visitors Center, Academic Complex Renovation, and the Health and Wellness Center.

Intercollegiate Swimming Upfit. Athletics has placed this project on hold, pending an Athletics master plan currently in development.

Residence Hall XVI (Moore/Sanford). Mr. Bruchok stated that Moore Hall will be demolished in January 2019. The demolition contractor is preparing his contract for submission to the State Construction Office (SCO), and the construction document (CD) drawings for the new building will be submitted to SCO on December 3 and new construction will begin in July. Ms. Hardin stated that the Chancellor is considering using Sanford Hall for instructional and administrative space.

Admissions and Visitors Center. Mr. Bruchok reported that interior work continues and site work has resumed following inclement weather. Mr. Bruchok reported that the project is one month behind but that completion is scheduled for March 2019.

Academic Complex Renovation. Mr. Bruchok reported that interior and exterior work continues at Winningham, as well as in the complex courtyard, and that completion is scheduled for April 2019. Mr. Bruchok noted that the academic core is the campus’s most active area and that all offices in the complex were relocated before this project began.

Health and Wellness Center. Mr. Bruchok stated that completion of the roof and installation of windows is ongoing and is very critical to interior progress. Mr. Bruchok noted that weather and technical challenges have delayed the project by approximately one month, and that University staff members have met with the construction firm to discuss the University’s dissatisfaction with the progress as well as an expectation for schedule improvement. Mr. Bruchok stated that the University is awaiting submission of a revised schedule.

Ms. Hardin stated that, going forward, the University will not get the support from the state for state-appropriated buildings. Ms. Hardin stated that the University has nearly maxed out its debt capacity and that capital project requests are not being made this year, only repair and renovation of present projects.

Adjournment. With no further business, the meeting was adjourned.

Submitted: _____
Elizabeth A. Hardin Date
Vice Chancellor for Business Affairs

Approved: _____
Theresa Drew Date
Chair, Facilities and Physical Properties Committee



**The University of North Carolina at Charlotte
Board of Trustees**

Wednesday, November 27, 2018
UNC Charlotte Center City

Open Session Minutes

Presiding: Joe L. Price, Chair
Assistant Secretary: Kim S. Bradley, Chief of Staff

Present

Dennis N. Bunker III
Sharon A. Decker
Susan D. DeVore
Theresa J. Drew
Dhiaa Jamil
J. Brett Keeter
Fred W. Klein Jr.
Niayai L. Lavien
Mary Ann Rouse
Laura A. Schulte
Michael L. Wilson
Teross W. Young Jr. (via conference call)

Staff and Guests in Attendance

Philip L. Dubois, Chancellor
Kevin Bailey, Vice Chancellor for Student Affairs
Susan Burgess, Director of University Compliance
Philip Byers, Member, Board of Governors
Rob Bryan, Member, Board of Governors
Jerry Coughter, Executive Director, UNC Charlotte Center City
Anna Clark, Executive Assistant to the Chief of Staff
Celeste Corpening, Staff Council Chair
Betty Doster, Special Assistant to the Chancellor for Constituent Relations
Shari Dunn, Senior Executive Assistant to the Chancellor
Beth Hardin, Vice Chancellor for Business Affairs
Mike Hill, Director of Intercollegiate Athletics
Jesh Humphrey, Vice Chancellor for Institutional Integrity and General Counsel
Melva Jenkins, Administrative Support Associate, Chancellor's Office
Richard Leeman, Faculty Council President
Karen Morgan, American Council on Education Fellow

Joan Lorden, Provost and Vice Chancellor for Academic Affairs
Paul Nowell, Senior Communications Manager
Niles Sorensen, Vice Chancellor for University Advancement
Ken Smith, University Budget Director
Darin Spease, Senior Associate Athletic Director for Business Affairs
Rick Tankersley, Interim Vice Chancellor for Research and Economic Development
Jennifer Ward, Liaison to the Board of Trustees and the Chancellor's Cabinet
Leslie Zenk, Associate Provost

Call to Order. Mr. Price called the meeting to order and reminded members of the Board of their duty to avoid conflicts of interest and appearances of conflicts under the State Government Ethics Act in accordance with Chapter 138A of the North Carolina General Statutes and advised the Trustees to make him aware of any conflict of interest or any appearance of a conflict of interest with respect to any matters coming before the Board at any time during this meeting. No conflicts of interest were reported.

Introductions and Announcements. Mr. Price congratulated Ms. DeVore on her induction into the North Carolina Business Hall of Fame. Mr. Price reminded the trustees about several upcoming events, including fall commencement on December 14 and 15, 2018, and the next Board of Trustees meeting, February 19, 2019. Mr. Price also encouraged the trustees to consider attending the 2019 Association of Governing Boards National Conference on Trusteeship in Orlando, Florida, April 14-16, 2019

Remarks from Board of Governors Liaison. Mr. Byers discussed UNC President Margaret Spellings' recent resignation and the challenges she had faced during her three years as president. Mr. Byers stated that the Board of Governors is functioning well and is continuing to examine several issues important to the UNC campuses, including carryforward funding, lab school changes, campus flexibility on salaries and positions, and capital authority. Mr. Bryan expressed support for the appointment of Dr. Bill Roper as interim president. Mr. Bryan stated that the Board of Governors' Educational Planning, Policies, and Programs Committee, of which he is a member, is working on issues including summer school funding.

Approval of Minutes. Mr. Price requested action on open and closed session minutes of the October 2, 2018, meeting of the Board of Trustees.

Action. On a motion by Mr. Wilson, seconded by Ms. DeVore, the Trustees approved the October 2, 2018, meeting minutes.

Remarks by the Chancellor. Chancellor Dubois reported that offices and work spaces that previously were at the site of the new Science Building have been relocated to the new Facilities Operations and Parking Services facility near the North Parking Deck. The Chancellor also reported that clearing of the Science Building site will begin soon to make way for construction of the Science Building as well as the new Regional Utility Plant and the new Data Center. Chancellor Dubois also updated the trustees on progress on the University Recreation Center.

The Chancellor noted that the new Belk Plaza was dedicated on November 16, 2018, and that two grandchildren of Belk founder William Henry Belk attended the ceremony.

The Chancellor discussed very preliminary plans to develop a second Center City facility largely focused on the Belk College of Business and the University's Big Data Initiative. The Chancellor stated that facility is conceptualized as a public-private partnership that would involve University resources only to the extent necessary to operate the University's portion of the building. The Chancellor stated that actual construction costs would be borne by private sector partners in the form of advanced lease payments and that the total scope of the project is about \$25 million.

The Chancellor stated that he is very pleased with the design team for the hotel-conference center that he and Mr. Sorensen have been actively engaged in reviewing all of the key decisions about interior and external design. Chancellor Dubois stated that consultant Stormont Hospitality has encouraged the University to accept competitive bids from three firms, including its original construction partner Balfour Beatty, once the construction drawings are complete, which he said is expected to be mid-January. The Chancellor stated that the University is considering expanding the number of rooms to be built to 276 (50 more than originally planned) to generate greater revenue and consequently decrease the debt that the Foundation is incurring to build the hotel-conference center. The Chancellor also discussed a land swap that the trustees will be asked to approve. The Chancellor stated that the Council of State has recommended an equal value land swap rather than an outright gift of University land.

Chancellor Dubois stated that the University's 2018-19 budget was stronger than expected, largely thanks to the Board of Governors' funding of campuses in arrears based on actual credit hours generated in the fall semester. The Chancellor stated that Budget Officer Ken Smith reexamined the University's budget assumptions and that the addition of new faculty and staff positions may be possible and that one-time funding for minor renovation projects, equipment purchases, and increased expenditures on marketing and branding will be available.

The Chancellor discussed President Spellings' decision to leave the University System and the transition to Dr. Roper's leadership. The Chancellor stated that Dr. Roper will be a force for calm and stability.

The Chancellor stated that UNC Charlotte will participate as requested in the formulation of the System's budget request and the policy agenda that will be submitted to the General Assembly in the upcoming session. The Chancellor stated that the largest issue for UNC Charlotte will be the funding of a substantial Repair and Renovation budget so that the University can begin planning the renovation of Burson once the new Science Building is occupied.

The Chancellor stated that the major policy issues that concern the University relate to the extent of a Chancellor's authority to approve capital projects, which he stated should be raised to \$1 million, and the expansion of carryforward authority from 2.5 percent to 5 percent. The Chancellor stated that during his tenure 85 percent of repair and renovation funding has come from campus resources, and most of that from carryforward.

The Chancellor stated that he has been President Spellings' designated chancellor to represent intercollegiate athletics before the Legislative Commission on the Fair Treatment of Student-Athletes. The Chancellor reported that the Commission is interested in studying the treatment of student-athletes, including health and safety, prevention and treatment of injuries, academic support, and student-athletes compensation beyond scholarships. The Chancellor stated that the Commission has held two of four planned hearings.

The Chancellor also stated that President Spellings has asked him to serve as the system's Chancellor as part of a system-wide study of state-funded financial aid. The Chancellor stated that several sources of funding have been dedicated to supporting students and that campuses are interested in determining whether the system of applying for and receiving state aid can be made simpler and more effective.

The Chancellor reported that several of the staff members on the University Communications team were nominated for three regional Emmy awards for their productions featuring the marching band's trip to Normandy, Light Rail, and the University's internal fundraising campaign, Niner Nation Gives. The Chancellor stated that the Emmy award winners will be announced in the spring.

2019-2020 Fee Adjustments. Chancellor Dubois presented proposed fee adjustments for 2019-2020. Mr. Price requested a motion to approve the fee adjustments.

Action. On a motion by Ms. DeVore, seconded by Mr. Young, the Board of Trustees unanimously approved the 2019-2020 fee adjustments.

Legislative Update. Ms. Doster updated the Board on North Carolina legislative elections. Ms. Doster reported that the University has a number of opportunities to work with new legislators.

Budget Status/Outlook (Education). Ms. Hardin provided a broad comparison of UNC Charlotte's budget to those of several other UNC institutions and discussed revenue sources, budget factors, and challenges. Chancellor Dubois stated that one challenge is to ensure that appropriations are keyed to enrollment growth. The Chancellor stated that UNC Charlotte has long been fourth from the bottom in appropriations despite tremendous enrollment gains. The Chancellor noted that Ms. Hardin conveyed that UNC Charlotte is heavily reliant on appropriations, tuition, and fees, and he stated that certain other campuses, such as NC State and Chapel Hill, rely heavily on endowment gifts.

UNC Charlotte Center City (Education). Dr. Lorden introduced Mr. Coughter. Mr. Coughter reviewed UNC Charlotte Center City's mission, its facilities, programs based in the building, student data including enrollment in Center City-based programs, the number of courses offered in the facility, yearly event totals, continuing education programs, classrooms. Mr. Coughter also discussed plans to develop a strong experiential learning community at Center City and to provide greater support for students returning to the University through the Partway Home program.

Report of the University Faculty Council. Dr. Leeman presented the report of the Faculty Council as included in the Trustees' boardbook.

Report of the University Staff Council. Ms. Corpening presented the report of the Staff Council as included in the Trustees' boardbook.

Report of the Executive Committee. Mr. Price reported that the Executive Committee had approved the annual Department of Defense Resolution. Mr. Price stated that Associate Vice Chancellor Gary Stinnett and Human Resources Executive Director Jeanne Madorin had presented a summary of UNC Charlotte employee responses to a recent UNC System-wide employee engagement survey. Mr. Price noted that UNC Charlotte employee feedback was largely positive

compared to that of other campuses and that UNC Charlotte's participation rate was very high. Mr. Price also reported that the Committee had approved the plan for the Loy H. Witherspoon Distinguished Professorship in Christian Origins and had approved revisions to the plan for the newly renamed SPX Distinguished Professor in Engineering. Mr. Price stated that he would review the Committee's closed session items in closed session.

Report of the Academic and Student Affairs Committee. Mr. Wilson reported that Sociology Professor Elizabeth Stearns had provided an overview of efforts to engage with community college students interested in STEM fields. Mr. Wilson noted that UNC Charlotte is collaborating with Gaston and Rowan-Cabarrus Colleges to create a bridge for high-achieving biology, pre-biology, and biomedical sciences students to transfer to UNC Charlotte after completing their community college programs.

Mr. Wilson also reported that Jose Gamez, director of the School of Architecture, had discussed architecture programs off-campus and at the Center City Building.

Report of the Athletics Committee. Ms. DeVore stated that Director of Student Athlete Development Chris Everett had discussed student-athlete volunteerism through the SAAC Cares program and that Senior Associate Athletic Director Darin Spease had updated the Committee on Athletics Department activities.

Report of the Facilities and Physical Properties Committee. Ms. Drew presented a motion from the Committee to approve the disposal of real estate by lease for the Campus Salon LLC, housed in Popp Martin Student Union, for a period of three years with two three-year options to renew.

Action. The Board unanimously approved the disposal of real estate by lease for the Popp Martin Student Union—Campus Salon LLC.

Ms. Drew presented a motion from the Committee to approve the disposal of real estate by ground lease to extend cellular communications coverage and capacity.

Action. The Board unanimously approved the disposal of real estate by ground lease to extend cellular communications coverage and capacity.

Ms. Drew presented a motion from the Committee to dispose of seven-tenths of an acre of remnant real property by equal-value exchange with the UNC Charlotte Foundation in support of the hotel-conference center project.

Action. The Board unanimously approved the disposal of seven-tenths of an acre of remnant real property by equal-value exchange with the UNC Charlotte Foundation in support of the hotel-conference center project.

Report of the Audit, Compliance, and Enterprise Risk Management Committee. Ms. Schulte stated that Ms. Walker had reviewed the status of the FY 2018 Audit Plan, summarized Internal Audit reports issued since October 2018, and reviewed the Internal Audit budget. Ms. Schulte also stated that Chief Compliance Officer Sue Burgess, Associate Dean Katherine Hall-Hertel, Office of Disability Services Director Gena Smith, and ADA Project Coordinator Katie Montie had

presented an overview of the University's ADA compliance program. Ms. Schulte also reported that staff from Facilities Operations and Environmental Health and Safety had updated the Committee on a recent fire and safety inspection.

Report of the Student Government Association. Ms. Lavien presented her report as included in the trustees' boardbook.

Motion to Convene in Closed Session. Mr. Price called for a motion for the Board to convene in closed session.

Action. On a motion by Mr. Wilson, seconded by Ms. DeVore, the Board convened in closed session pursuant to the following General Statutes of the State of North Carolina:

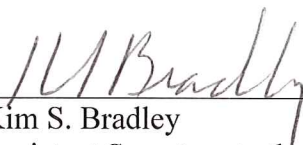
- a. *N.C.G.S. §143-318.11(a)(1), to prevent the disclosure of information that is privileged or confidential pursuant to the laws of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes, such privilege or confidentiality arising under the Family Educational Rights and Privacy Act (20 U.S.C. §1232g) or N.C.G.S. Ch. 126, Art. 7; and*
- b. *N.C.G.S. §143-318.11(a)(3), to consult with and receive advice from counsel.*


Closed Session

Closed session minutes are filed in the office of the assistant secretary to the Board of Trustees.

Open Session

Adjournment. There being no additional items, Mr. Price adjourned the meeting.

Submitted:  2/19/19
Kim S. Bradley Date
Assistant Secretary to the Board
UNC Charlotte Board of Trustees

Approved:  19-FEB-19
Joe L. Price Date
Chair
UNC Charlotte Board of Trustees