



UNIVERSITY OF NORTH CAROLINA
CHARLOTTE

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

Audit, Compliance, and Enterprise Risk Management Committee Meeting

Wednesday, December 15, 2021, 8:00 - 9:30 a.m.
Popp Martin Student Union, Third Floor, Room A-F

Open Session

Present:

Christine Katziff, Chair, *Via Zoom*
Carlos Sanchez, Vice Chair, *Via Zoom*
Dennis Bunker III
Sasha Weintraub

Staff/Guests in Attendance

Sharon Gaber, Chancellor
Isabel Adele, Assistant General Counsel
Brad Bowen, Digital Media Communications-Video Support
Kim Bradley, Chief of Staff and Assistant Secretary to the Board of Trustees
John Bogdan, Associate Vice Chancellor for Safety and Security
Susan Burgess, Chief Compliance Officer
Anna Clark, Executive Assistant to the Chief of Staff
Tina Dadio, University Public Records Officer/Paralegal
Shari Dunn, Senior Executive Assistant to the Chancellor
Steven Dunham, Chief Risk Officer
Susan Hardin, Faculty Council President
Harrison Hieb, Digital Media Communications-Video Support
Jesh Humphrey, Vice Chancellor for Institutional Integrity and General Counsel
Melva Jenkins, Administrative Liaison for University Governance
Larry Kelley, Interim Vice Chancellor for Business Affairs
Joan Lorden, Provost and Vice Chancellor for Academic Affairs
Marcus Pena, AISLE Offsite Zoom Support
Michelle Reinken, Director of Title IX Compliance/Title IX Coordinator
Sam Sears, Associate Vice Chancellor and Deputy General Counsel
Brenda Shue, Executive Assistant to the Chancellor and Division of Budget Manager
Natasha Stracener, AISLE Onsite Zoom Support
Jenn Ames Stuart, Associate Vice Chancellor of University Communications
Jennifer Walker, Chief Audit Officer

Call to Order. Ms. Katziff 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 and advised 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. Katziff requested action on the October 6, 2021, Audit, Compliance, and Enterprise Risk Management Committee meeting minutes.

Action. On a motion by Mr. Weintraub, seconded by Mr. Bunker, the Committee approved the October 6, 2021, Audit, Compliance, and Enterprise Risk Management Committee minutes.

Internal Audit Update. Ms. Walker provided the Internal Audit update for the FY22 Audit Plan, and a summary of internal audit reports issued this period, with no high-risk findings reported. Ms. Walker also provided a review of the Internal Audit Findings Exception Report and reported that the College of Engineering is working with OneIT to formalize its change management process to align with OneIT's enterprise practices. Ms. Walker then provided a review of the Internal Quality Assessment of the Internal Audit Department for Fiscal Year 2021, with no significant issues or concerns identified. Ms. Walker also reported that both the Internal Audit Manager and the Senior Internal Auditor have recently accepted offers with a local bank. The two open positions are expected to be posted in early January 2022. Ms. Walker is evaluating the impact that these vacancies will have on the FY 2022 Audit Plan and will provide an update at the February 2022 ACERM Committee meeting.

Safety Training Update: Ms. Walker introduced Mr. Kelley, who provided a brief Safety Training update. He was pleased to report that 96% - 97% of all employees completed both the Building Emergency Evacuation and Fire Safety online trainings. Mr. Kelley thanked Mr. Bogdan and his group for monitoring this training program and its successful completion rates.

Enterprise Risk Management (ERM) Update. Mr. Dunham provided the Committee with an update on the University's Enterprise Risk Management program, including an overview of security risk dashboards for both Student Safety & Security and Campus Safety & Security. Mr. Dunham reported that during the next meeting in February, he will continue with his dashboard reporting to include the risk assessment work currently underway regarding Auxiliary Financials and Information Security.

Motion to Convene in Closed Session. Ms. Katziff called for a motion to convene in closed session.

Action. On a motion by Mr. Bunker, seconded by Mr. Sanchez, 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)(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. Katziff excused all attendees except the Committee members, Chancellor Gaber, Ms. Bradley, Ms. Burgess, Ms. Dadio, Mr. Dunham, Mr. Humphrey, Dr. Lorden, Dr. Reinken, Ms. Sears, Ms. Stracener, and Ms. Walker.


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. Katziff requested a motion to adjourn.

Action. On a motion by Mr. Weintraub, seconded by Mr. Bunker, the meeting was adjourned.

Submitted:  2/16/2022
Date
Jesh Humphrey
Vice Chancellor for Institutional Integrity and
General Counsel

Approved:  2/16/22
Date
Christine Katziff
Chair
Audit, Compliance, and Enterprise Risk
Management Committee



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

Executive Committee Meeting

Wednesday, December 15, 2021 9:35–10:35 a.m.
Popp Martin Student Union, Room A-F

Open Session Minutes

Present

Dennis Bunker III, Acting Chair
Dick Beekman
Christine Katziff
Brett Keeter
David Mildenberg
Teross Young Jr.

Absent

Susan DeVore, Chair
Fred Klein Jr.
Carlos Sanchez

Staff/Guests in Attendance

Sharon Gaber, Chancellor
Brad Bowen, Digital Media Communications – Video Support
Kim Bradley, Chief of Staff and Assistant Secretary to the Board
Sue Burgess, Chief Compliance Officer
Anna Clark, Executive Assistant to the Chief of Staff
Susan Harden – Faculty Council President
Harrison Hieb – Digital Media Communications – Video Support
Jesh Humphrey, Vice Chancellor for Institutional Integrity and General Counsel
Melva Jenkins, Administrative Liaison for University Governance
Larry Kelley, Vice Chancellor for Business Affairs
Joan Lorden, Provost and Vice Chancellor for Academic Affairs
Emily Parker – AISLE – Off-Site Zoom Support
Niles Sorensen, Vice Chancellor for Advancement
Natasha Stracener, AISLE – On-Site Zoom Support
Jen Ames Stuart, Interim Chief Communications Officer/Associate Vice Chancellor for University Communications
Leslie Zenk, Assistant Provost

Call to Order. Mr. Bunker 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. Mr. Bunker requested action on the October 6, 2021, Executive Committee meeting minutes as distributed.

Action. On a motion by Mr. Keeter, seconded by Mr. Beekman, the Committee unanimously approved the October 6, 2021, meeting minutes.

Approval of New Plan to Establish Spangler Distinguished Professor of Early Child Literacy – Cato College of Education. Provost Lorden presented the new plan to establish an endowed professorship in Early Child Literacy in the Cato College of Education for the Committee's approval. Provost Lorden reported that Anna Nelson, on behalf of the Spangler Foundation, pledged \$2,000,000 to the University to establish the professorship.

Mr. Bunker requested a motion to approve the new plan to establish the Spangler Distinguished Professor of Early Child Literacy – Cato College of Education.

Action. On a motion by Mr. Keeter, seconded by Mr. Beekman, the Committee unanimously approved the new plan to establish the Spangler Distinguished Professor of Early Child Literacy – Cato College of Education.

Approval of Revised Plan for the Bank of America Distinguished Professor in Computing and Informatics. Provost Lorden presented the request from the System Office to modify the title of the Bank of America Distinguished Professor in Computing and Informatics. The title will change from "Endowed Professor" to "Distinguished Professor".

Action. On a motion by Mr. Keeter, seconded by Mr. Beekman, the Committee unanimously approved the revised plan for the Bank of America Distinguished Professor in Computing and Informatics.

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

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

- a. *Pursuant to 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. *prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes pursuant to N.C.G.S. §143-318.11 (a)(1);*

- c. *establish, or to instruct the public body's staff concerning the amount of compensation and other material terms of an employment contract or proposed employment contract pursuant to N.C.G.S. §143-318.11 (a)(5);*

Closed Session

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

Open Session

Adjourn. There being no other business, Mr. Bunker adjourned the meeting at 9:52 a.m.

Submitted: Kim S. Bradley 2/16/22
Date
Kim S. Bradley
Assistant Secretary to the Board
UNC Charlotte Board of Trustees

Approved: Susan D. DeVore 2-16-22
Date
Susan DeVore
Chair
UNC Charlotte Board of Trustees



**The University of North Carolina at Charlotte
Board of Trustees
Academic and Student Affairs Committee Meeting
Wednesday, December 15, 2021, 10:40-11:40 a.m.
Popp Martin Student Union, Room 261**

Minutes

Present

Brett Keeter, Chair
Wendy Grubbs
Dontá Wilson

Staff in Attendance

Ishwar Aggarwal, Research Professor, Department of Physics and Optical Science
Kevin Bailey, Vice Chancellor for Student Affairs
Shari Dunn, Senior Executive Assistant to the Chancellor
Shannon Faulcon, AISLE Offsite Zoom Support
Tino Hofmann, Assistant Professor, Department of Physics and Optical Science
Joan F. Lorden, Provost and Vice Chancellor for Academic Affairs
Marcus Pena, AISLE Onsite Zoom Support
Mari Ross, Associate Vice Chancellor for Health and Wellbeing
Rick Tankersley, Vice Chancellor for Research and Economic Development
Leslie Zenk, Assistant Provost

Call to Order. Mr. Keeter called the meeting to order and reminded members of the Committee 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 Committee at any time during the meeting. No conflicts of interest were reported.

Approval of Minutes. Mr. Keeter requested action on the minutes of the October 6, 2021 Academic and Student Affairs Committee meeting.

Action. On a motion by Mr. Wilson, seconded by Ms. Grubbs, the Committee unanimously approved the October 6, 2021 meeting minutes.

UNC Charlotte Health and Wellbeing. Dr. Ross was introduced by Dr. Bailey and gave a presentation on holistic student health and wellbeing. She provided usage and participation numbers from the four health and wellbeing units - Counseling and Psychological Services (CAPS), University Recreation, the Center for Wellness Promotion, and the Student Health Center. She described the “Amplify Your Wellness Campaign” which is a peer-to-peer marketing campaign conceptualized and developed by students that will launch in Spring 2022.


The campaign communicates eight elements of holistic student health and wellness and describes the intersection with all four health and wellbeing units. Finally, she provided a glimpse of future projects including a health and wellbeing advisory board and looking at employee wellness.

Industry Engaged Research and Industry/University Cooperative Research Centers (IUCRC), featuring the [Center for Metamaterials](#). The Center for Metamaterials is a National Science Foundation (NSF) supported Industry-University Collaborative Center (IUCRC). In the IUCRC model, NSF provides administrative support and industry partners fund research projects jointly selected by industry and university participants. The Center is one of only two single-institution IUCRCs nationwide to have achieved NSF Phase-III funding. Metamaterials are engineered materials that affect the speed, direction, or wavelength of mechanical or electromagnetic waves to create new properties for use in many applications, including stealth technology. The presentation outlined the Center's operation and impact on the University community. Drs. Aggarwal and Hofmann presented on the scientific mission of the Center, its economic and educational goals, highlights some of the Center achievements over the last decade, and its focus: well-educated students sought for in high-tech and emergent markets.

Future Topics. Mr. Keeter asked committee members to contact him with suggested or desired topics for the Academic and Student Affairs Committee.

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

Submitted:  2/16/22
Joan F. Lorden Date
Provost and Vice Chancellor for Academic Affairs

Approved:  2-16-2022
J. Brett Keeter Date
Chair
Academic and Student Affairs Committee



The University of North Carolina Charlotte
Board of Trustees
Athletics Committee Meeting
Wednesday, December 15, 2021
Popp Martin Student Union, Room 265

Present

Teross Young Jr., Chair
Dick Beekman
Sharon Decker
Sasha Weintraub

Staff in Attendance

Susan Burgess, Chief Compliance Officer
Anna Clark, Executive Assistant to the Chief of Staff
Mike Hill, Director of Athletics
Ragean Hill, Executive Associate Athletic Director
Brenna Murray, SAAC President
Emily Parker, AISLE Offsite Zoom Support
Allison Roach, Athletic Executive Assistant
Sean Stallings, AISLE Onsite Zoom Support
Robert Woodard, Head Baseball Coach

Call to Order. Mr. Young called the meeting to order and reminded the committee members of their obligation under the State Government Ethics Act as stated in Chapter 138A of the N.C. General Statutes. No member indicated any conflict of interest with respect to any matter coming before the Committee during this meeting.

Approval of Minutes. Mr. Young requested action on the October 6, 2021 Athletics Committee meeting minutes.

Action. On a motion by Mr. Weintraub, seconded by Mr. Beekman, the Committee unanimously approved the October 6, 2021 Athletics Committee meeting minutes.

Baseball Preview. Coach Woodard reviewed the expectations and schedule for the 2022 season. He reported that coming off of the first post season invitation since 2011, the upcoming spring season schedule will present nine teams who participated in the 2021 NCAA Baseball College World Series.

SAAC Update. Ms. Hill gave an overview of the responsibilities of the Director of Student-Athlete Development, Nishia McRay. Ms. McRay was not able to attend the meeting due to illness. Ms. Hill reported that upon arrival at Charlotte, Ms. McRay and fellow employees created the All-In C Program, the three pillars of which focus on cultivate, collaborate, and celebrate.

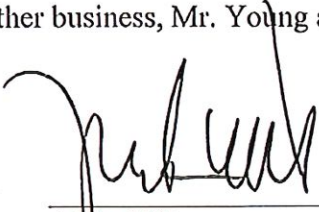
Ms. Murray, a junior on the women’s soccer team, reported on the Niner Fire initiative, All-in C Program, Athletes Backing Athletes, Name, Image, and Likeness (NIL), Community Service and Student Athlete Advisory Committee (SAAC) Olympics. Ms. Murray stated that SAAC became an official student organization in the 2021-22 academic year. She explained how our SAAC ties in directly with Conference USA and the NCAA National SAAC Board. Ms. Murray introduced several SAAC Cares Initiatives including: Niners in the Community, Feeding Charlotte, Freedom School Partners, Second Harvest, and the Boys and Girls Club.

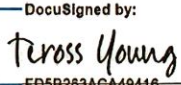
Niner Varsity Club Profile. Ms. Hill provided an overview of the creation and implementation of the Niner Varsity Club for former student-athletes. She described the goals of the Club as membership, communication, events, fundraising, and mentorship.

Conference Update. Mr. Hill discussed the stature of the AAC, including the fact that every school in the conference, with the exception of ECU, is metropolitan based. He added that ECU brings us an in-state conference rivalry. Mr. Hill also reported that it remains unclear when membership will actually begin, but it could be as early as 2023. He added that Charlotte’s television exposure will be much more prominent.

Other Business. None.

Adjournment. There being no further business, Mr. Young adjourned the meeting.

Submitted:  2.16.22
 Mike Hill Date
 Director of Athletics

Approved:  2.21.22
 DocuSigned by: Teross W. Young Date
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 Chair



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

Finance and Physical Properties Committee Meeting
Wednesday, December 15, 2021
Popp Martin Student Union, Room I

Open Session Minutes

Present

David Mildenberg
Dennis Bunker

Absent

Christine Katziff
Fred Klein

Staff/Guests in Attendance

Rich Amon, Vice Chancellor Business Affairs (Zoom)
Sharon L. Gaber, Chancellor
Kevin Bailey, Vice Chancellor for Student Affairs
Kim Bradley, Chief of Staff
Anne Brown, Associate Vice Chancellor for Finance
Betty Doster, Special Assistant to the Chancellor for Constituent Relations
Jesh Humphrey, Vice Chancellor of Institutional Integrity and General Counsel
Kathryn Horne, Director of Planning, Design and Construction
Larry Kelley, Interim Vice Chancellor for Business Affairs
Rob Sewell, Director of Business Services for Housing and Residence Life
Ken Smith, Chief Budget Officer
Rich Steele, Interim Associate Vice Chancellor for Facilities Management
Casey Tullos, Associate Vice Chancellor for Housing and Residence Life
Nelda Tatum, Board and Committee Specialist

Call to Order. Mr. Bunker, Vice Chairman for the Board of Trustees 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 interests were reported.

Mr. Kelley introduced Dr. Rich Amon, the new vice chancellor for business affairs. Mr. Kelley reported that Dr. Amon will be joining UNC Charlotte on January 4. Dr. Amon commented that he considers it a privilege to be coming to UNC Charlotte and looks forward to working with the University community.

Approval of the Minutes. Mr. Bunker requested approval of the October 6, 2021, minutes of the Finance and Physical Properties Committee (FPPC).

Action: On a motion by Mr. Mildenberg, seconded by Mr. Bunker the Committee unanimously approved the minutes for the October 6, 2021, FPPC meeting.

All Funds Budget Update. Mr. Smith provided an overview of the process to develop an all funds budget, which will be presented to the Board of trustees for approval at its April meeting, is to be presented to the Board of Trustees for approval and then forward it to the Board of Governors May 2022.

Financial Dashboard. Mr. Kelley stated that the purpose of a financial dashboard is to give the Board of Trustees a concise and clear set of data relating to the financial status of the University. Mr. Kelley stated the operational dashboard will be shared with the Board of Trustees twice a year and may be compared to other institutions and national standards.

University Budget Update. Mr. Smith shared the operating budget for the first quarter ending September 30, 2021. Mr. Smith explained that one of the reasons that the fund balance still had a healthy balance was due to the allocation of HEERF money that was given out at the end of the year.

2022-23 Tuition and Fees Recommendations. Mr. Kelley stated that there are no proposed increases for resident undergraduate and graduate tuition rates, per UNC Board of Governors' guidelines. He then presented the proposed increases of \$690 and \$711 to non-resident undergraduate and graduate, respectively. He then presented the \$26 increase to the campus security fee, being proposed to bring the fee to the Board of Governors' approved rate of \$60. He then presented the proposed school-based tuition increments: \$8,790 for the Belk College of Business Online Master of Business Administration and \$1,800 for the William States Lee College of Engineering Master of Science in Computer Engineering. Lastly, he presented the proposed \$300 pass-through assessment fee for the edTPA portfolio assessment.

Action: On a motion by Mr. Bunker, seconded by Mr. Mildenberg, the Committee recommends the Board approve the recommended tuition and fees for the academic year 2022-2023.

2022-23 Parking Rates Recommendations. Mr. Kelley reported that the parking rate for the academic year 2022-23 will remain at \$480 for the year, representing the fourth year that there has been no increase in parking rates.

Action: On a motion by Mr. Bunker, seconded by Mr. Mildenberg, the Committee recommends the Board approve the recommended parking rates for the academic year 2022-2023.

2022-23 Housing Rates Recommendations. Mr. Kelley reported that the housing rate structure is being reduced from 31 to 14 rateour. The new rate structure is revenue neutral allowing us to maintain the lowest rate of \$3380 and reduce the highest rate by 2.1%.

Mr. Kelley stated that a consultant recommended the consolidation of housing facilities operations into facilities management, bringing multiple trades, software, and expertise together. The savings will be \$1.3M per year for housing. Next year will be the first year that this consolidation is fully implemented. All persons involved are thanked and appreciated for acceptance of the change. With this consolidation there were no job losses but some vacant positions were not filled.

2022-23 Dining Rates Recommendations. Mr. Kelley stated that the dining prices have been particularly challenging during the pandemic. Food cost and labor rates have increased. There are tremendous supply chain challenges which have reduced the supply of food available, contributing to the increase in food costs. Mr. Kelley reported that there are three dining programs: unlimited plan (78% of plans), 160 block plan and 100 block plan. There is no increase in the unlimited plan rate. There is a \$19 (2%) increase in the 160 block plan, and a \$46 (3.5%) increase in the 100 block plan. Mr. Kelley stated that in order to hold prices, the University will defease existing debt and continue to work with Chartwells to keep operating costs low and service strong.

Request for Ratification of Construction Manager at Risk - Popp Martin Dining Renovation. Mr. Steele stated that the Crown Commons is an all-you-care-to eat dining venue in the Popp Martin Student Union. He reported that the renovation project will replace food service equipment, finishes, lighting, and furniture in the Crown Commons dining hall.

On December 9, 2021, three teams were interviewed for this project. The selection committee recommends ratification for the following:

Selected: The Whiting-Turner Contracting Company
1st Alternate: Elford, Inc.
2nd Alternate: Barton Malow Builders

Action: On a motion by Mr. Bunker, seconded by Mr. Mildenberg the Committee recommends Board approve ratification of the selected designer, The Whiting-Turner Contracting Company, with first and second alternates, Elford, Inc., and Barton Malow Builders, respectively.

Request for Ratification for Designer Selection Advance Planning - Softball Locker Rooms and Offices. Mr. Steele stated that the softball program has grown tremendously. He reported that the softball coaches have been moved from their offices and now located in the baseball suites. He further reported that the footprint of the space will be expanded by 50-feet, allowing space for future women's sports to help comply with Title IX division regulations. On December 2, 2021, the selection committee interviewed three firms and based on the selection criteria recommend ratification of the following:

Selected: Jenkins Peer Associates
1st Alternate: C Design
2nd Alternate DLR Group

Action: On a motion by Mr. Bunker seconded by Mr. Mildenberg, the Committee recommends the board ratify selected designer Jenkins Peer Associates, with first and second alternates, C Design and DLR Group respectively.

Request for Ratification of Designer Selection - Atkins Café Renovation. Mr. Steele reported that the population of the Atkins Library has grown significantly, explaining that renovation of the café space will triple the capacity to accommodate this growth. Mr. Steele reported that the proposed renovation will feature a new layout with upgraded finishes, food service equipment, and furniture. Starbucks will replace the Peet's concept in the café.

On November 17, 2021, the selection committee interviewed three firms and recommends the following:

Selected: biloba Architecture + Interiors
1st Alternate: KC Studio
2nd Alternate: 310 Architecture + Interiors

Action: On a motion by Mr. Bunker seconded by Ms. Mildenberg, the Committee recommends the Board ratify the selected designer biloba Architecture + Interiors, with first and second alternates, KC Studio and 310 Architecture + Interiors.

Capital Improvement Projects Update. Mr. Steele provided an update on the following capital improvement projects:


Science Building


The Science Building received its final inspection on December 1.

Update on Capital Appropriated Projects. Mr. Kelley shared with the Committee the list of capital appropriated projects for repair and renovations. Legislative appropriations received were \$87. Projects include work at Atkins Library, Burson, Cameron and multiple minor projects to replace roofs, HVAC and controls systems.

Adjourn

With no further business the meeting was adjourned.

Submitted:  2/16/22
Rich Amon Date
Vice Chancellor for Business Affairs

Approved: 
Fred W. Klein Date 2/18/22
Chair, Finance and Physical Properties Committee



UNIVERSITY OF NORTH CAROLINA
CHARLOTTE

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

Wednesday, December 15, 2021
Popp Martin Student Union, Room A-F

Open Session Minutes

Present

Dennis Bunker, Acting Chair
Dick Beekman
Sharon Decker
Wendy Grubbs
Christine Katziff
J. Brett Keeter
David Mildenberg
Sasha Weintraub
Dontá Wilson
Teross Young Jr.

Absent

Susan DeVore
Fred Klein Jr.
Carlos Sanchez

Staff/Guests in Attendance

Sharon Gaber, Chancellor
Rich Amon, Vice Chancellor for Business Affairs (effective 1/4/22)
Kevin Bailey, Vice Chancellor for Student Affairs
Jeffrey Baker, Chief, UNC Charlotte Police
Brad Bowen, Digital Media Communications – Video Support
Kim Bradley, Chief of Staff and Assistant Secretary to the Board
Sue Burgess, Chief Compliance Officer
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
Sarah Edwards, Senior Associate General Counsel
Susan Harden, Faculty Council President
Anna Helms, Assistant Director of Constituent Relations
Harrison Hieb, Digital Media Communications, Video Support
Mike Hill, Director of Athletics
Jesh Humphrey, Vice Chancellor for Institutional Integrity and General Counsel
Melva Jenkins, Administrative Liaison for University Governance
Lawrence Kelley, Vice Chancellor for Business Affairs

Joan Lorden, Vice Chancellor for Academic Affairs
David Maxwell, AGB Consultant
Marcus Pena, AISLE – Off-site Zoom Support
Ken Smith, Chief Budget Officer
Niles Sorensen, Vice Chancellor for Advancement
Natasha Stracener, AISLE – On-Site Zoom Support
Jen Ames Stuart, Interim Associate Vice Chancellor for University Communications
Rick Tankersley, Vice Chancellor for Research and Economic Development
Jennifer Walker, Chief Audit Officer
Brandon Wolfe, Associate Vice Chancellor for Diversity and Inclusion and Chief Diversity Officer
Leslie Zenk, Assistant Provost

Call to Order. Mr. Bunker called the meeting to order and reminded 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.

Introductions and Announcements. Mr. Bunker welcomed Trustees and guests, and then shared several announcements and upcoming events.

Approval of Previous Meeting Minutes. Mr. Bunker requested action on the minutes of the October 6, 2021, meeting as distributed.

Action. On a motion by Dr. Weintraub, seconded by Mr. Wilson, the Board unanimously approved the minutes of the October 6, 2021, meeting as distributed.

Mr. Bunker announced that Governor Mark Holton was unable to join the meeting due to an unscheduled BOG meeting that he needed to attend.

Remarks by the Chancellor. Chancellor Gaber began by reiterating her excitement for the approved state budget, sharing that UNC Charlotte will receive \$134 million in funding. Dr. Gaber thanked the trustees for their advocacy, particularly for the salary increase of 2.5% for faculty and staff for each of the next two years. She also announced that in addition to the 5% across-the-board increase, the University will be implementing merit increases for EHRA staff and faculty and market increases for SHRA staff.

Next, Chancellor Gaber introduced Brandon Wolfe, the new Associate Vice Chancellor for Diversity and Inclusion, and Rich Amon, the new Vice Chancellor for Business Affairs who will begin his tenure on January 4.

Chancellor Gaber then updated the board on the status of campus operations, including COVID-19 rates and trends, vaccination rates, campus testing, the campus mask mandate, the status of vaccine mandates for federal contract employees, and flu attestation requirements for employees and students.

She reported that the first Niner Nation Week that was held to celebrate the connection between UNC Charlotte and the greater Charlotte community was a resounding success. She stated that this event will become a hallmark tradition for the University.

Chancellor Gaber then updated the board on the ongoing provost search, stating that the anticipated announcement of the new provost is scheduled for March with a start date of July 1, 2022.

Next, Chancellor Gaber reviewed recent changes to Board of Governors policies. The first change delegates to the Boards of Trustees the approval of a comprehensive, “all-funds” budget, beginning with the 2022-23 fiscal year. The second change to policy is expected to be adopted in January 2022 and authorizes Boards of Trustee to set housing and dining rates.

Lastly, Chancellor Gaber updated the board on the hotel and conference center’s status of operations and financing, ownership and governance structure, and University use of the conference center.

Board Self-Assessment. Ms. Bradley introduced David Maxwell, the AGB Senior Consultant, who will be facilitating the board’s self-assessment. Dr. Maxwell provided the board with the framework and timeline of the self-assessment process, including a written survey and individual interviews. He confirmed that he will provide a summary report at the February meeting, and facilitate a discussion about the areas of concern identified by the Board in the interviews and survey.

Athletics Conference Update. Mr. Hill provided an update on the move to the American Athletic Conference. Mr. Hill stated that the timing of the move has not been determined due to a number of external factors. He reiterated that joining The American will bring significant exposure to the athletics program, as well as provide a transformational opportunity for the University.

Clery Act Requirements and Campus Safety (Education) and Clery Report. Ms. Edwards reviewed the background, context, requirements, and procedures of the Clery Act. She reviewed the four requirements of the Act, including annual disclosure, ongoing disclosures, education programs, and grievance procedures. Ms. Edwards reported that Police and Public Safety compiles the Annual Security Report (ASR) each year with input from Legal Affairs, Dean of Students Office, Title IX Office, CAPS, and numerous others on campus.

Next, Chief Baker discussed the statistical data and trends from the 2020 Annual Security Report. Discussion ensued as Chief Baker responded to questions about the data.

Mr. Bunker then informed the Board that John Bogdan, Associate Vice Chancellor for Safety and Security, and Chief Baker will present a more comprehensive safety and security update at the February meeting.

Legislative Update. Ms. Doster thanked the Trustees, Chancellor, Cabinet, faculty and staff for their engagement with elected officials, and recognized members of the NC General Assembly who have been strong champions for UNC Charlotte. Ms. Doster then provided a summary of the approved state budget’s historic \$137 million investment in UNC Charlotte, as well as the approved BOG policy items.

Report of the University Faculty Council. Ms. Harden began her report by attesting to the successful fall semester, despite it starting with uncertainty. She then commended the faculty for managing classes during this difficult time, stating that the performance report will show the results. Ms. Harden then stated that investments in faculty and staff yield a high return, emphasizing the necessity for multi-year and multi-source investments in personnel to close pay gaps and ensure long-term viability. Ms. Harden reiterated excitement for the legislative raises and merit increases. She thanked the Chancellor and Provost, and the Board of Trustees for hearing the concerns and advocating for the faculty. Ms. Harden

concluded by reiterating that faculty are seeking a long-term plan from UNC Charlotte leaders to improve faculty and staff compensation, bringing attention to the significant issue that salary compression is the second highest faculty concern, following the lack of raises.

Report of the University Staff Council. Ms. Corpening thanked Chancellor Gaber, Ms. Doster, and Ms. Helms for the work they have done in advocating for staff. Ms. Corpening next reported that the Staff Council has worked with University Communications to update branding materials. She then summarized the topics discussed at the Staff Assembly and Staff Relations Committee meetings. Ms. Corpening reported that the Operations Committee will provide results of the teleworking survey to the administration to inform the new telework policies and procedures and the ad-hoc Salary Compensation Sub-Committee will request an annual 5-year report regarding staff salaries.

Report of the Student Government Association. Mr. Beekman reported that the Student Government Association's (SGA) and Graduate Professional Student Government Association (GPSG) recently held a joint reception with the Chancellor's Cabinet and deans to network and introduce newer members of the SGA and GPSG to University administrators. Next, Mr. Beekman reported that the SGA is partnering with Niner Finances to develop programming and enhance awareness of the financial literacy services available to students. He also reported about SGA's work in assisting students to understand the distribution of the second wave of HEERF III funds. Lastly, Mr. Beekman reported on academic affairs topics that the SGA has been working on, including support of a pass/no credit deadline extension to the withdrawal deadline, summer honors recognition, the Annual Academic affairs survey, and advocating for making Veterans Day a non-instructional day.

Report of the Executive Committee. Mr. Bunker reported that the Executive Committee unanimously approved plans to revise the Bank of America Distinguished Professor in Computing and Informatics and to establish the Spangler Distinguished Professor of Early Child Literacy in the Cato College of Education.

Report of the Audit, Compliance, and Enterprise Risk Management Committee. Ms. Katziff reported that the Committee received an update of the FY22 internal audit plan, and a summary of internal audit reports issued this period, which had no major findings. She reported that there was one exception on the internal audit findings exception report, related to the College of Engineering's change management. Ms. Katziff then reported that the Committee received an update on the Internal Audit Quality Assessment Review (QAR) for 2021 which had no significant issues or concerns. Ms. Katziff also reported that Ms. Walker is assessing the potential impact of recent department resignations/vacancies on the FY2022 Audit Plan, and will bring an update in February after posting for the positions in early January. Ms. Katziff then reported that the Committee received a brief safety training update from Mr. Kelley, which indicated that 96-97% of all employees have completed the building emergency evacuation safety and fire safety online training courses. Lastly, Ms. Katziff reported that the Committee received an Enterprise Risk Management overview on campus and student safety and security.

Report of the Academic and Student Affairs Committee. Mr. Keeter reported that the Committee received a presentation on holistic student health and wellbeing, including an overview of the four health and wellbeing units: Counseling and Psychological Services (CAPS), University Recreation, the Center for Wellness Promotion, and the Student Health Center. Mr. Keeter also reported that the Committee received information on the "Amplify Your Wellness Campaign", which was designed by students. Mr. Keeter next reported that the Committee received a presentation on the Center for Metamaterials, a National Science Foundation supported Industry-University Cooperative Research Center (IUCRC). The

Center for Metamaterials is one of only two single institution IUCRC's nationwide to have achieved NSF Phase III funding. Mr. Keeter reported that the presentation outlined the Center's operation and impact on the University community, its scientific mission, and its economic educational goals.

Report of the Athletics Committee. Dr. Weintraub provided the report on behalf of Mr. Young, who was called away due to an emergency. Dr. Weintraub reported the Committee received an update on the baseball program. He then reported that the Student-Athlete Advisory Committee (SAAC) presented its effort to provide student-athletes with support and mentorship across all of the athletic programs. Dr. Weintraub also reported that the Committee received an overview of the Niner Varsity Club, which provides connections, mentorship, and long-term engagement of student athletes once they leave the program. Lastly, Dr. Weintraub reported that Mr. Hill discussed the move to the American Athletic Conference (AAC).

Report of the Finance and Physical Properties Committee. Mr. Bunker provided the report on behalf of Mr. Klein who was unable to join the meeting. Mr. Bunker reported that the Committee received an overview of the all funds budget process, that is inclusive of all of the University's sources of funds, including general funds, capital funds, endowment funds, and institution trust funds. Mr. Bunker referred to Chancellor Gaber's earlier report, that the Boards of Trustees will be responsible for submitting an approved all funds budget beginning with the 2022-23 fiscal year. Mr. Bunker stated that Board will vote on the all funds budget at the April 2022 meeting. Mr. Bunker then reported that the Committee also received an overview of the elements of a proposed financial dashboard that once finalized will be shared with the Board of Trustees twice a year. Next, Mr. Bunker stated that the Committee received an update on the University budget before considering and approving recommendations for tuition and fees for FY2022-23.

Tuition and Fees Recommendations. Mr. Bunker asked Mr. Kelley to give a summary of the tuition and fees recommendations.

Mr. Kelley stated that there are no proposed increases for resident undergraduate and graduate tuition rates, per UNC Board of Governors' guidelines. He then presented the proposed increases of \$690 and \$711 to non-resident undergraduate and graduate, respectively. He then presented the \$26 increase to the campus security fee, being proposed to bring the fee to the Board of Governors' approved rate of \$60. He then presented the proposed school-based tuition increments: \$8,790 for the Belk College of Business Online Master of Business Administration and \$1,800 for the William States Lee College of Engineering Master of Science in Computer Engineering. Lastly, he presented the proposed \$300 pass-through assessment fee for the edTPA portfolio assessment.

Mr. Bunker requested action on the Committee's motion for approval of the recommended tuition and fees for the academic year 2022-23.

Action. The Board unanimously approved the recommended tuition and fees for the academic year 2022-23.

Parking Rate Recommendations. Mr. Bunker reported that the Committee considered and approved the recommended parking rate for the academic year 2022-23, stating that the parking rate will remain at \$480 for the year, representing the fourth year that there has been no increase in parking.

Mr. Bunker requested action on the Committee's motion for approval of the recommended parking rate

for the academic year 2022-23.

Action. The Board unanimously approved the recommended parking rates for the academic year 2022-23.

Next, Mr. Bunker reported that the Committee received overviews of the proposed dining and housing rates for next year. He informed the Board that the information was being brought forward for information only. He then asked Mr. Kelley to provide a summary of the 2022-23 dining and housing rates.

Mr. Kelley reported that there are three dining programs: unlimited plan (78% of plans), 160 block plan and 100 block plan. Despite the challenges of increased food costs, increased labor rates and supply chain issues, there is no increase in the unlimited plan rate. There is a \$19 (2%) increase in the 160 block plan, and a \$46 (3.5%) increase in the 100 block plan. Mr. Kelley stated that in order to hold prices, the University will defease existing debt and continue to work with Chartwells to keep operating costs low and service strong.

Mr. Kelley reported that the new housing rate structure includes 14 rates versus 31 in the current structure. The new rate structure reduces the highest cost option by 2.1% and has no change in the lowest rate.

Lastly, Mr. Bunker reported that the Committee had considered and approved a number of ratifications related to construction projects and received updates on capital improvement projects and capital appropriated projects.

Motion to Convene in Closed Session. Mr. Bunker called for a motion to convene in closed session, welcoming Cabinet members to stay.

Action. On a motion by Dr. Weintraub, seconded by Mr. Keeter, the Board convened in closed session pursuant to the following General Statues of the State of North Carolina:

- a. *Pursuant to 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;*
- b. *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 pursuant to N.C.G.S §143-318.11 (a)(6);*
- c. *establish, or to instruct the public body's staff concerning the amount of compensation and other material terms of an employment contract or proposed employment contract pursuant to N.C.G.S. §143-318.11 (a)(5);*

Closed Session

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


Open Session

Other Business. Mr. Mildenberg expressed his desire to bring attention to a press release that underlines Chancellor Gaber's great work and strategic plan. He suggested that writing a letter is a good way of alerting community leaders to the good things going on at the University.

Mr. Mildenberg proposed sending a letter that he drafted to selected community leaders to show social mobility of the University. The Board unanimously supported sending a letter and directed the Chancellor to have staff copy edit and format the letter.

Adjourn. There being no further business to come before the Board, the meeting was adjourned at 3:10 p.m.

Submitted:



Kim S. Bradley
Assistant Secretary to the Board
UNC Charlotte Board of Trustees

2/16/22

Date

Approved:



Susan DeVore
Chair
UNC Charlotte Board of Trustees

2-16-22

Date