



UNIVERSITY OF NORTH CAROLINA
CHARLOTTE

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

Audit, Compliance, and Enterprise Risk Management Committee Meeting

Thursday, September 15, 2022, 8:00 – 9:00 a.m.

Popp Martin Student Union, Room, Multipurpose, Room 340-I

Open Session

Present:

Christine Katziff, Chair
Sasha Weintraub, Vice Chair
Dennis Bunker III
Sharon Decker (*via Zoom*)
Susan DeVore, *ex officio*

Staff/Guests in Attendance (including via Zoom)

Sharon Gaber, Chancellor
Rich Amon, Vice Chancellor for Business Affairs
John Bogdan, Associate Vice Chancellor for Safety and Security
Kim Bradley, Chief of Staff and Assistant Secretary to the Board of Trustees
Tina Dadio, University Public Records Officer/Paralegal
Shari Dunn, Senior Executive Assistant to the Chancellor
Steven Dunham, Chief Risk Officer
Jesh Humphrey, Vice Chancellor for Institutional Integrity and General Counsel
André Lindsay, Associate General Counsel (*via Zoom*)
Joan Lorden, Provost and Vice Chancellor for Academic Affairs
Brian Mosley, Technology Analyst
Mark Price, Manager, Desktop Support, OneIT
Michelle Reinken, Director of Civil Rights and Title IX/Title IX Coordinator
Beth Rugg, Assistant Vice Chancellor for Client Management, OneIT
Amanda Simpson, Paralegal
Erica Solosky, Associate General Counsel and Interim Director of Ethics, Policy, & Compliance
Sean Stallings, ITV Classroom Engineer/Content Producer
Jennifer Walker, Chief Audit Officer
Nikita Williams, Graduate Student, Chancellor's Office

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 April 13, 2022, Audit, Compliance, and

Enterprise Risk Management Committee meeting minutes.

Action. On a motion by Mr. Bunker, seconded by Dr. Weintraub, the Committee approved the April 13, 2022, Audit, Compliance, and Enterprise Risk Management Committee minutes.

Division of Institutional Integrity and ACERM Calendar Update. Mr. Humphrey provided a brief overview of the ACERM Calendar and the Institutional Integrity organization chart. The notable changes include the Title IX Office adding responsibilities related to civil rights and a new Associate Director position to supervise three case managers. Additionally, the Ethics and Compliance Office added responsibilities to include policy development, review, and communication, and an Interim Director was appointed on August 15, 2022. Mr. Humphrey introduced Associate General Counsel Erica Solosky as the Interim Director of Ethics, Policy and Compliance.

Ms. Katziff noted the new shortened meeting format for the Committee, and encouraged members of the Committee to pre-read meeting materials to ensure a more efficient conversation and productive dialogue.

Internal Audit Update. Ms. Walker provided a brief overview of the Internal Audit reporting process for the new members of the Committee. Ms. Walker also provided the Internal Audit update for the FY22 and FY23 audit plans and a summary of internal audit reports issued this period, with no major findings reported.

Enterprise Risk Management (ERM) Update. Mr. Dunham provided the Committee with an update on the university's Enterprise Risk Management program, including a summary of the feedback from the individual ACERM member meetings that took place in May. Mr. Dunham introduced and reviewed the new Key Enterprise Risk Dashboard and provided a closer look at inflation. Mr. Dunham reported that going forward he will be providing ACERM updates twice a year rather than four times a year. Mr. Dunham confirmed that he will update the new Key Enterprise Risk Dashboard for each meeting. In his next presentation, scheduled for April 2023, Mr. Dunham will provide the Committee with a closer look at employee recruitment and retention risk.

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

Action. On a motion by Dr. Weintraub, seconded by Mr. Bunker, 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, Mr. Amon, Ms. Bradley, Ms. Dadio, Mr. Dunham, Mr. Humphrey, Dr. Lorden, Mr. Price (*IT/AV Support*), Dr. Reinken, Ms. Simpson, Ms. Solosky, Mr. Stallings (*IT/AV Support*) 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 Dr. Weintraub, seconded by Mr. Bunker, the meeting was adjourned.

Submitted:

 11/29/22

Jesh Humphrey Date
Vice Chancellor for Institutional Integrity and
General Counsel

Approved:

 11/29/22

Christine Katziff Date
Chair
Audit, Compliance, and Enterprise Risk
Management Committee



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

Executive Committee Meeting

Thursday, September 15, 2022 9:05–10:05 a.m.
Popp Martin Student Union, Room 300 A-F

Open Session Minutes

Present

Susan DeVore, Chair
John Bailey
Dennis Bunker III
Christine Katziff
Brett Keeter
Fred Klein Jr.
Tatiana Larson
David Mildenberg
Teross W. Young Jr.

Staff/Guests in Attendance

Sharon Gaber, Chancellor
Rich Amon, Vice Chancellor for Business Affairs
Kim Bradley, Chief of Staff and Assistant Secretary to the Board
Anna Clark, Executive Assistant to the Chief of Staff
Beth Crigler, Interim Vice Chancellor for University Advancement
Betty Doster, Special Assistant to the Chancellor for Constituent Relations
Mike Hill, Director of Athletics
Lauren Huitt, EMC/AISLE – Off-Site Zoom Support
Jesh Humphrey, Vice Chancellor for Institutional Integrity and General Counsel
Joan Lorden, Provost and Vice Chancellor for Academic Affairs
Beth McGuire, EMC/AISLE – Off-Site Zoom Support
Brian Mosley, OneIT, Technology Analyst
Marcus Pena, Emerging Media Communications, Videoconferencing Coordinator
Mark Price, OneIT, Desktop Support, Manager
Erica Solosky, Associate General Counsel
Sean Stallings, Emerging Media Communications, ITV Classroom Engineer/Content Producer
Natasha Stracener, Emerging Media Communications, EMC Manager
Will Wright, EMC/AISLE – Off-Site Zoom Support

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 Executive Committee meeting minutes from April 13, 2022, May 31, 2022, and June 17, 2022, as distributed.

Action. On a motion by Mr. Bunker, seconded by Mr. Keeter, the Committee unanimously approved the April 13, 2022, May 31, 2022, and June 17, 2022, meeting minutes.

University Policy 101.1, Tuition and Fees Privileges for Eligible Faculty and Staff. Jesh Humphrey provided proposed revisions to University Policy 101.1 which addresses tuition waivers for certain faculty and staff. UNC System and statutory policy changes in 2021 extend the tuition waiver to cover tuition and fees for law enforcement officers.

Action. On a motion by Ms. Katziff, seconded by Mr. Bunker, the Committee unanimously approved the revisions to University Policy 101.1.

Motion to Convene in Closed Session. Ms. DeVore requested a motion to convene in closed session.

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

- a. *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);*
- b. *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

Action on Request for EHRA Non-Faculty Salary Action and Adjustment. Ms. DeVore requested a motion to approve the EHRA Non-Faculty Salary Action and Adjustment as presented in closed session.

Action. On a motion by Mr. Bunker, seconded by Mr. Young, the Committee unanimously approved the EHRA Non-Faculty Salary Action and Adjustment as presented in closed session.

Adjourn. There being no other business, Ms. DeVore adjourned the meeting.

Submitted: Kim S. Bradley 11/29/22
Date
Assistant Secretary to the Board
UNC Charlotte Board of Trustees

Approved: Susan DeVore 11-29-22
Date
Chair
UNC Charlotte Board of Trustees



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

Advancement and Public Relations Committee Meeting

Wednesday, September 15, 2022, 10:10 – 11:10 a.m.

Popp Martin Student Union, Room 265

Open Session Minutes

Present

Susan DeVore, Board Chair

Teross Young Jr., Committee Chair

Fred Klein, Jr.

Wendy Grubbs

Dontá Wilson

Dennis Bunker III

John Bailey

Brett Keeter

David Mildenberg

Staff/Guests in Attendance

Sharon Gaber, Chancellor

Betty Doster, Special Assistant to the Chancellor for Constituent Relations

Beth Crigler, Interim Vice Chancellor for University Advancement

Jen Ames Stuart, Associate Vice Chancellor of University Communications

Laura Sharpe, Senior Director of Special Projects

Beth McGuire, EMC/AISLE – Off-Site Zoom Support

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

Committee Focus Areas and Discussion. Mr. Young provided an overview of focus areas of the Advancement and Public Relations Committee. The focus areas included development, public relations, corporate and community relations, alumni affairs, and communications and marketing. Discussion areas identified for future meetings included funding initiatives, major (\$25,000+) and principal (\$500,000+) gift prospects, prospective corporate partners, impact reporting, campaign planning and execution, corporate affinity networks, affinity-based alumni networks, alumni participation, university brand awareness, University publications, and reputation building. Mr. Young invited committee members to provide additional future discussion topics. Ms. Crigler will create a calendar of topics to provide reports and discuss.

Advancement Updates and Goals. Ms. Crigler presented University Advancement's strategic goals in alignment with the University's strategic plan. These goals are to advance the University's reputation; maximize public and private funding opportunities; strengthen student, alumni, faculty, and staff engagement; and define and build a distinctive University brand. She shared that the current annual fundraising total is nearing \$7 million, a significant increase over the same time period last year. Ms. Crigler provided an overview of the planning process for a comprehensive capital campaign scheduled to publicly launch in 2024. Discussion ensued regarding the last campaign and prospective donors.

Corporate Engagement. Ms. Crigler presented a new funding initiative focused on social mobility, *Upward: Charlotte's Promise*. Discussion ensued regarding the elements of *Upward*, UNC Charlotte's unique position in regards to social mobility, and corporate engagement for Niner Nation Week.

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

Action. On a motion by Mr. Klein, seconded by Mr. Wilson, 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);*



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

Academic and Student Life Committee Meeting
Thursday, September 15, 2022, 10:40-11:40 a.m.
Popp Martin Student Union, Room 261

Minutes

Present

Brett Keeter, Chair
Sasha Weintraub, Vice Chair
John Bailey
Tatiana Larson
Susan DeVore, *ex officio*

Staff in Attendance

Kevin Bailey, Vice Chancellor for Student Affairs
Sarah Edwards, Senior Associate General Counsel
Mike Hill, Director of Athletics
Ragean Hill, Executive Associate Athletic Director
Yvette Huet, Interim Vice Chancellor for Research and Economic Development
Jesh Humphrey, Vice Chancellor for Institutional Integrity and General Counsel
Kaela Lindquist, Associate Dean, Director of Student Accountability and Conflict Resolution
Joan Lorden, Provost and Vice Chancellor for Academic Affairs
Carl Maher, Interim Vice Chancellor for Research and Economic Development
Michelle Reinken, Director of Civil Rights and Title IX/Title IX Coordinator
Nikita Williams, Graduate Student, Organizational Science, Chancellor's Office
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 April 13, 2022 Academic and Student Affairs Committee meeting.

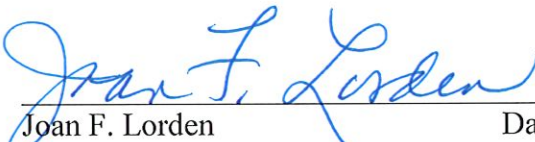
Action. On a motion by Mr. Weintraub, seconded by Ms. Larson, the Committee unanimously approved the April 13, 2022 meeting minutes.

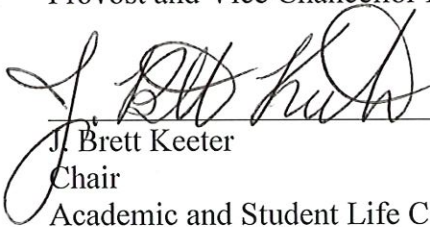
Academic and Student Life Committee Introduction. Mr. Keeter welcomed everyone to the first meeting of the newly created Academic and Student Life Committee. He asked committee members to contact him with suggested or desired topics for the Committee.

Appellate Officer Training. As the appellate body for student appeals of sexual or interpersonal misconduct cases (including sexual assault, dating/domestic violence, and stalking), the Academic and Student Life Committee receives annual training on the university's student accountability process, the unique dynamics of these cases, and the parameters of the committee's review when a case is brought to it. Sarah Edwards, Senior Associate General Counsel; Dr. Michelle Reinken, Director of Civil Rights and Title IX/Title IX Coordinator; and Kaela Lindquist, Associate Dean of Students and Director of Student Accountability and Conflict Resolution, provided an in-person presentation for the committee members.

College Athletics Landscape; Entry Into American Athletic Conference. Mike Hill, Director of Athletics, updated the committee on the transition into the American Athletic Conference during Summer 2023, changes to the college football playoff structure from four teams to 12 teams, and upcoming major NCAA Division I rule changes.

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

Submitted:  11/29/22
Joan F. Lorden Date
Provost and Vice Chancellor for Academic Affairs

Approved:  11/29/2022
J. Brett Keeter Date
Chair
Academic and Student Life Committee



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

Finance and Physical Properties Committee Meeting

Wednesday, September 15, 2022
Popp Martin Student Union, 340-I

Open Session Minutes

Present

Fred Klein, Chair
David Mildenberg
Dennis Bunker
Christine Katziff

Staff/Guests in Attendance

Rich Amon, Vice Chancellor Business Affairs
Kevin Bailey, Vice Chancellor for Student Affairs
Betty Doster, Special Assistant to the Chancellor for Constituent Relations
Sharon Gaber, Chancellor
Anne Brown, Associate Vice Chancellor for Finance
Katharina Findlater, Senior Executive Assistant
Kathryn Horne, Director of Planning, Design and Construction
Rich Steele, Associate Vice Chancellor for Facilities Management
Greg Verret, Director of Treasury Services
Nelda Tatum, Board and Committee Specialist

Call to Order. Mr. Klein 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.

Approval of the Minutes. Mr. Klein requested approval of the April 13, 2022, minutes of the Finance and Physical Properties Committee (FPPC).

Action: On a motion by Mr. Bunker, seconded by Ms. Katziff, the Committee unanimously

approved the minutes for the April 13, 2022, FPPC meeting.

Nonrefundable Housing Application Fee. Dr. Bailey proposed a change of the current \$200 refundable housing deposit to a nonrefundable housing application fee of \$100. At the December 15, 2021, meeting, the housing rate structure was reduced from 31 to 14 rates, reducing the highest cost option by 2.1% and with no change in the lowest rate.

Dr. Bailey explained that UNC Charlotte is the outlier in the UNC System charging a refundable housing deposit. The estimated annual revenue from the nonrefundable application fee is \$410,000. Dr. Bailey also noted that students receiving Pell Grants are able to waive the application fee.

Action: On a motion by Mr. Bunker, seconded by Ms. Katziff, the Committee unanimously recommends the Board approve a nonrefundable housing application fee of \$100 to begin in FY24.

Capital Projects Process and Timelines. Dr. Amon and Mr. Steele shared with the Committee the role of the FPPC in capital projects from project authorization, designer approval/ratification to construction manager at risk ratification. They also shared the average time required for completion of each project phase, including the mandatory reviews and approvals required for all projects. Questions were posed regarding any buildings that are “end of life.” Mr. Steele stated that all projects are thoroughly vetted before they are included in the capital plan for the university.

Request for Authorization for Advance Planning. Mr. Steele presented three projects to the Committee for approval: Greek Village HVAC System and Kitchen Upgrades, Smith Building Comprehensive Renovation, and the Upper Prospector Dining Renovation.

Mr. Steele stated the HVAC system in the Greek Village has reached the end of its useful life and does not function efficiently or effectively. The mechanical systems in this project will be updated and air quality concerns will be addressed.

Mr. Steele stated that the Smith Building was built in 1966. This renovation project will repair/replace the mechanical, electrical, plumbing, lighting, and fire protection systems and address other ADA and building code deficiencies.

The Upper Prospector Dining Renovation will create a new food hall configuration to provide additional seating capacity for students and a reservable space for special events. New food concepts will be introduced and ADA and other building code deficiencies addressed.

Action: On a motion by Mr. Bunker, seconded by Mr. Mildenberg, the Committee unanimously recommends the Board approve the following projects for advance planning.

Greek Village HVAC System Upgrades and Kitchen Renovations with a budget of \$100,000

Smith Building Comprehensive Renovation with a budget of \$400,000
Upper Prospector Dining Renovation with a budget of \$750,000

Request for Authorization for Capital Projects. Mr. Steele presented eleven capital projects to the Committee for approval; seven will be presented to the Board of Governors for approval at future meetings this fiscal year.

The Cameron Roof and Window Replacement project will improve energy efficiency and reduce the building operating costs. A condition assessment identified the Cameron roof as a top priority based on its age and condition. This scope was cut from the project in 2019 during advance planning for budgetary reasons.

Cameron Second Floor Lab Upfits project will fund build-out of approximately 4-5 labs to complete the second-floor renovation of Cameron. The increased cost is based on the designers updated estimate as of June 2022.

Campus Roadway Repairs project will include multiple locations on campus that need repair and resurfacing.

Cone Center North Roof Replacement project will allow the north roof of the Cone Center to be replaced as it has reached the end of its useful life.

Multiple Elevator Upgrades are needed across campus. These upgrades were identified through the Facility Condition Assessment and operational data.

Richardson Stadium Video Board Replacement project is a full replacement for the existing board at the stadium. The present video board has reached the end of its useful life and parts and components are not available for replacement.

Robinson Hall project requires a partial roof replacement because of water intrusion and leaks within causing damage to the interior of the building.

Multiple Roof Replacements project requires that approximately 95,600 square feet of roofs be replaced on multiple buildings on campus.

Rowe Arts Building Exterior Envelope Repairs will address the water damage in the interior of the building, damaged masonry wall paint finishes, and asbestos fillers. A study was completed in 2021 identifying these issues.

South Village (SoVi) Deck Elevator Repairs are needed because of moisture intrusion.

West Deck Elevator Replacement is needed because of its unreliability. This elevator was built in 1997.

Motion: On a motion by Mr. Mildenberg, seconded by Mr. Bunker, the Committee

unanimously recommends the Board approve the following projects;
Cameron Roof and Window Replacement with a budget of \$2,500,00
Cameron Second Floor Lab Upfits with a budget of \$5,000,000
Campus Roadway Repairs with a budget of \$750,000
Cone Center North Roof Replacement with a budget of \$1,000,000
Elevator Upgrades – Multiple Buildings with a budget of \$500,000
Richardson Stadium Video Board Replacement with a budget of \$1,700,000
Robinson Hall Roof Replacement with a budget of \$750,000
Roof Replacements – Multiple Buildings with a budget of \$2,300,000
Rowe Arts Building Exterior Envelope Repairs with a budget of \$1,250,000
South Village (SoVi) Deck Elevator Repairs with a budget of \$500,000
West Deck Elevator Replacement with a budget of \$1,000,000.

Request for Approval of Capital Project Designer Selections – Open-end Professional Services. Mr. Steele stated that the Optima Engineering company was inadvertently omitted from the list of pre-selected firms presented at the April 2022 Board of Trustees meeting to be granted a one-year extension of open-end professional services agreements. Optima Engineering's category is for mechanical/electrical and plumbing.

Action: On a motion from Mr. Mildenberg, seconded by Mr. Bunker, the Committee unanimously recommends the Board approve the extension of open-end professional services agreements for Optima Engineering for Fiscal Year 2023.

Request for Designer Approval or Ratification. Mr. Steele presented to the Committee two projects for designer selection - Atkins Library Tower ADA and Fire/Smoke System Upgrades for ratification and the Burson Renovation and Expansion for approval.

On September 9, 2022, the selection team interviewed three firms for ratification for the Atkins Library project. C Design was the selected designer with BHDP, PLLC and 310 Architecture + Interiors as first and second alternates respectively.

On August 18, 2022, the selection team, with Dennis Bunker, vice chair of the Board of Trustees serving as the selection team chair, interviewed three firms for approval for the Burson Renovation project. EYP Architecture and Engineering was the selected designer with first and second alternates McMillan Pazdan Smith Architecture and The FWA Group Architects respectively.

Action: On a motion by Mr. Mildenberg, seconded by Mr. Bunker, the Committee unanimously recommended the Board approve the following:

Ratify the selected designer, C Design, Inc. and first and second alternates, BHDP, PLLC, 310 Architecture + Interiors, respectively, for the Atkins Library Tower ADA and Fire/Smoke Systems Upgrade with a budget of \$13,500,000, and the selected designer, EYP Architecture and Engineering, and first and second alternates, McMillan Pazdan Smith Architecture and The FWA Group Architects respectively for the Burson Renovation and Expansion project with a budget of \$55,900,000.

Six-Year Capital Plan. Dr. Amon and Mr. Steele presented to the Committee a preliminary six-year capital plan for the University. The presentation shared general fund projects for advanced planning and repair and renovations as well as non-general fund projects such as auxiliary, donor, and student affairs funding.

Several of the projects are being voted on at this meeting and will be presented to the Board of Governors as required based on the budget. Projects have been reviewed with academic units and shared also with the Chancellor.

Some projects are included in the six-year capital plan for multiple cycles before funding becomes available. Guidance will be received from the System Office soon on how the six-year capital plan should be presented this year.

Capital Improvement Projects Update. Mr. Steele stated there continues to be a struggle with supply chain, cost escalation, delays and labor shortages.

Phase XVI had a few glitches but they were resolved to keep the project on schedule.

The Remembrance Memorial had one bidder and was 50% over budget. Negotiated scope reductions were completed and construction began in early August.

Cameron Second Floor cost estimate is 25% over budget. A follow-on project for lab fit-out will be required to meet the needs of the campus.

Projects completed since the last Board meeting include Bioinformatics Fourth Floor Renovation, Union Deck elevator replacement, Student Government Office renovations, and Lot 25 renewal.

Financial Dashboard. Dr. Amon stated that Fall 2022 student enrollment declined 2.9% from prior years. The university is working to understand the effect on the funding formula.


The endowment fund finished the fiscal year with an overall gain of 2.9%. The fund is currently at \$11,600 per student.

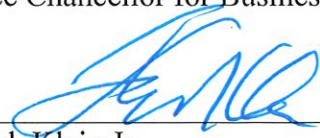
Student housing continues to be strong, with the fall occupancy at nearly full capacity.

University Budget Update. Dr. Amon provided the operations budget as of August. The report shows the University's operating budget compared to the annual and forecasted budget for the general fund, housing, athletics, parking, and dining. All budgets are in a positive position.

Consulting Services Contracts FY22. Dr. Amon shared the consulting services contracts list for FY22 that is provided to the UNC System Office yearly.

Adjourn. With no further business the meeting was adjourned 12:12pm.

Submitted:  _____
Rich Amon Date
Vice Chancellor for Business Affairs

Approved:  _____
Fred Klein Jr Date
Chair, Finance and Physical Properties Committee



UNIVERSITY OF NORTH CAROLINA
CHARLOTTE

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

Thursday, September 15, 2022
Popp Martin Student Union, Room 300 A-F

Open Session Minutes

Present

Susan DeVore, Chair
John Bailey
Dennis Bunker III
Sharon Decker (via Zoom)
Wendy Grubbs
Christine Katziff
J. Brett Keeter
Fred Klein Jr.
Tatiana Larson
David Mildenberg
Sasha Weintraub
Dontá Wilson
Teross Young Jr.

Staff/Guests in Attendance

Sharon Gaber, Chancellor
Rich Amon, Vice Chancellor for Business Affairs
Kevin Bailey, Vice Chancellor for Student Affairs
Brad Bowen, Digital Media Communications – Video Support
Kim Bradley, Chief of Staff and Assistant Secretary to the Board
Mike Carlin, Vice Chancellor for OneIT and Chief Information Officer
Anna Clark, Executive Assistant to the Chief of Staff
Beth Crigler, Vice Chancellor for University Advancement
Betty Doster, Special Assistant to the Chancellor for Constituent Relations
Shari Dunn, Senior Executive Assistant to the Chancellor
Susan Harden, Faculty Council President
Harrison Hieb, Digital Media Communications, Video Support
Mike Hill, Director of Athletics
Yvette Huet, Co-Interim Vice Chancellor for Research and Economic Development
Jesh Humphrey, Vice Chancellor for Institutional Integrity and General Counsel
Joan Lorden, Vice Chancellor for Academic Affairs
Carl Mahler, Co-Interim Vice Chancellor for Research and Economic Development
Marcus Pena, Emerging Media Communications, Videoconferencing Coordinator
Brenda Shue, Executive Assistant to the Chancellor and Division Budget Manager
Natasha Stracener, Emerging Media Communications, EMC Manager

Rich Steele, Associate Vice Chancellor for Facilities Management
Jen Ames Stuart, Associate Vice Chancellor for University Communications
Brandon Wolfe, Chief Diversity Officer

Call to Order. Ms. DeVore 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. Ms. DeVore welcomed Trustees and guests, and then shared several announcements and upcoming events. She congratulated Mr. Young on receiving the Georgia Food Industry Association's 2022 Legacy Award from Ahold Delhaize USA. She also recognized Mr. Klein for being honored at the upcoming Belk College of Business annual awards luncheon.

Approval of Previous Meeting Minutes. Ms. DeVore requested action on the minutes of the April 13, 2022, July 12, 2022, and August 23, 2022, Board of Trustees meetings as distributed, as well as the minutes of the April 13, 2022 meeting of the former Athletics Committee.

Action. On a motion by Mr. Bunker, seconded by Dr. Weintraub, the Board unanimously approved the minutes of the April 13, 2022, July 12, 2022, and August 23, 2022, meetings as distributed.

Remarks by the Chancellor. Chancellor Gaber shared several updates with the Board.

She reported that Governor Kellie Hunt Blue has been appointed to serve as our new Board of Governors liaison. She plans to be present for our next Board of Trustees meeting.

Chancellor Gaber provided an update on total enrollment, which shows that we are down slightly from last year (29,551 vs. 30,448). She reported that nearly every university in the UNC system is experiencing a similar downturn. Chancellor Gaber indicated that the most significant drops in our enrollment came in the new transfer and continuing undergraduate categories. Discussion ensued concerning particular segments that melted at a higher-than-usual rate. Dr. Gaber reported that UNC Charlotte remains #3 in the UNC system in total enrollment and #2 in undergraduate enrollment.

Next, Chancellor Gaber reported on the status of several key leadership searches.

- The Provost search will be wrapping up soon and we have three strong finalists for the position. We anticipate making a decision within the next three weeks. The Chancellor and Chair DeVore expressed appreciation to the trustees who have participated in the on-campus interviews with the finalists.
- An additional search is underway for the Dean of the College of Computing and Informatics, with interviews anticipated for early October. The goal is to have a slate of finalists for the next Provost to consider.
- An internal search is underway for an Interim Dean of the Graduate School. The plan is to have the Interim Dean in place for an 18-month term beginning in January 2023.
- A leadership transition has also occurred in the Office of Research and Economic Development. Chancellor Gaber introduced Dr. Yvette Huet and Dr. Carl Mahler, who have assumed the roles of Co-Interim Vice Chancellors for Research and Economic Development to keep operations moving forward on a temporary basis until a longer-term Interim Vice

Chancellor can be named. That is expected to happen by October.

- And finally, a search has just begun for an Associate Vice Chancellor for Human Resources. We anticipate hiring this person in January to allow ample time for transition and consultation with the current AVC, who is expected to retire in April 2023.

Chancellor Gaber shared an update on our rankings in the 2023 US News & World Report. She reported that we have moved up eight spots from last year, putting us in the top half of national universities for the first time. We ranked #66 in Best Undergraduate Teaching, tied with UNC Chapel Hill. She shared that we continue to be ranked among the top national universities for social mobility, and we also ranked for the first time in the following categories: best colleges for veterans, best colleges for ethnic diversity, and best value.

Next, Chancellor Gaber shared a timeline for our 10-year facility master planning process. She reported that the master plan should be ready to present to the Board of Trustees for approval in early 2024 and that Trustee Klein will serve on the Steering Committee and Trustee Bunker will serve on the Working Group.

Lastly, Chancellor Gaber reported that construction is underway on the April 30 Remembrance Memorial and it should be completed by April 30, 2023.

Strategic Plan. Chancellor Gaber shared an update on the first year of implementation of our strategic plan. She presented baselines, year-one progress, and ten-year goals for the high-level success metrics specified in the Plan.

Discussion ensued around our long-term goals, particularly as they are likely to be impacted by the drop we have experienced in enrollment. Chancellor Gaber stated that our plan is aggressive but doable.

Chair DeVore stated that this plan and its metrics seem to cover the important items that the Trustees wanted to be able to track. In talking about the most critical things that we need to focus on early in the process, the Chancellor pointed out that the Strategic Plan website shows a timeline for each metric. Chair DeVore anticipates we will be prepared next year to articulate drivers to help move the mark on the various metrics.

BOT Bylaws Revision. Ms. DeVore shared proposed revisions to the Board of Trustees Bylaws, initiated by feedback at the recent Board of Trustees retreat. Discussion ensued on some of the proposed revisions.

Ms. DeVore requested a motion to approve the proposed revisions to the Board of Trustees Bylaws.

Action. On a motion by Mr. Keeter, seconded by Mr. Bunker, the Board unanimously approved the proposed revisions to the Board of Trustees Bylaws.

Diversity and Inclusion Annual Update. Dr. Wolfe provided the annual update from the University's Office of Diversity and Inclusion (ODI), including the Diversity and Inclusion Annual Report to Board of Trustees for the FY '21, as required by UNC Policy Manual Sections 300.85 and 300.8.5[R]. Dr. Wolfe is to guide our campus toward "Inclusive Excellence." Dr. Wolfe shared some of the efforts underway to help Charlotte achieve inclusive excellence. He reported that the ODI has awarded 19

Inclusive Excellence grants this year and that the University was named a 2022-23 HEED Award recipient, one of three schools in the system to receive the award.

Dr. Wolfe shared a diversity snapshot from 2021 outlining diversity stats for the University, which indicates that statistics for the student population appear strong in terms of diversity. Dr. Wolfe advised that the ODI will soon launch a campus climate survey to identify issues and improve retention efforts within our underrepresented populations. He stated that this will be a helpful tool in identifying gaps and measuring our progress.

Report of the Finance and Physical Properties Committee. The FPPC report was moved up in the agenda due to a scheduling conflict for Mr. Klein. Mr. Klein reported that the Committee received updates on the financial dashboard and University budget.

Mr. Klein reported that the Committee had several recommendations to bring forward for approval.

Financial Action Item. Mr. Klein reported that the Committee received a request to implement a \$100 nonrefundable housing application fee, in place of the \$200 refundable housing deposit that we currently charge. This change would take effect with the FY2024 housing application process.

Ms. DeVore requested action on the Committee's recommendation for the Board to approve the implementation of a \$100 nonrefundable housing application fee, effective FY2024.

Action. The Board unanimously approved the implementation of a \$100 nonrefundable housing application fee, effective FY2024.

Advance Planning. Mr. Klein presented requests for authorization for advance planning for three projects, including:

1. Greek Village HVAC System Upgrades and Kitchen Renovations (\$100,000)
2. Smith Building Comprehensive Renovation (\$400,000), and
3. Upper Prospector Dining Renovation (750,000)

Ms. DeVore requested action on the Committee's recommendation for the Board to approve authorization for advance planning for the capital projects for Greek Village, Smith Building, and Upper Prospector.

Action. The Board unanimously approved authorization for advance planning for the capital projects for Greek Village, Smith Building, and Upper Prospector.

Capital Projects. Mr. Klein presented requests for authorization for the following capital projects with budgets as noted:

1. Cameron Roof and Window Replacement (\$2,500,000)
2. Cameron Second Floor Lab Upfits (\$5,000,000)
3. Campus Roadway Repairs (\$750,000)
4. Cone Center North Roof Replacement (\$1,000,000)
5. Elevator Upgrades – Multiple Buildings (\$500,000)

6. Richardson Stadium Videoboard Replacement (\$1,700,000)
7. Robinson Hall Partial Roof Replacement (\$750,000)
8. Roof Replacement – Multiple Buildings (\$2,300,000)
9. Rowe Arts Building Exterior Envelope Repairs (\$1,250,000)
10. South Village Deck Elevator Repairs (\$500,000)
11. West Deck Elevator Replacement (\$1,000,000)

Ms. DeVore requested action on the Committee's recommendation for the Board to approve authorization to undertake the capital projects listed above with budgets as noted.

Action. The Board unanimously approved authorization to undertake the capital projects listed above with budgets as noted.

Open-End Professional Services. Mr. Klein stated that one firm was inadvertently left off of the list that was approved in April. The Committee recommends that the Board approve the extension of an open-end professional service agreement for Optima Engineering for FY2023.

Ms. DeVore requested action on the Committee's recommendation for the Board to approve the extension of an open-end professional service agreement for Optima Engineering for FY2023.

Action. The Board unanimously approved the extension of an open-end professional service agreement for Optima Engineering for FY2023.

Designer Selection Ratification. Mr. Klein presented requests for designer selection approvals for the Atkins Library Tower ADA and Fire/Smoke System Upgrades and the Burson Renovation and Expansion Project, as follows:

Atkins Library Tower

Selected: C Design, Inc.
1st Alternate: BHDP, PLLC
2nd Alternate: 310 Architecture + Interiors

Burson

Selected: C Design, Inc.
1st Alternate: BHDP, PLLC
2nd Alternate: 310 Architecture + Interiors

Ms. DeVore requested action on the Committee's motion for the Board to approve the designer selections for the Atkins Library Tower ADA and Fire/Smoke System Upgrades and the Burson Renovation and Expansion Project.

Action. The Board unanimously approved the designer selections for the Atkins Library Tower ADA and Fire/Smoke System Upgrades and for the Burson Renovation and Expansion Project.

Report of the Student Government Association. Ms. Larson provided an update on the recent activities and priorities of the Student Government Association. She spoke about the New Student Convocation and University Convocation events as well as a recent SGA retreat. She also highlighted the main

goals and initiatives of the SGA for this academic year, many of which center around enhancing students' connections and sense of community.

Report of the University Staff Council. No report was made at the meeting. A written report was submitted in advance and is in the Board Book. Celeste Corpening's term as staff council chair has expired; however, she will continue to serve until a new chair has been elected.

Report of the University Faculty Council. Dr. Susan Harden expressed her appreciation to the Board of Trustees for broadcasting their meetings on YouTube. The faculty sincerely appreciates the increased transparency of being able to watch these meetings. She also expressed gratitude to the Chancellor and Provost for their responsiveness and decisive actions in identifying and addressing problems. She appreciates the great relationship between faculty and administration.

Dr. Harden reported that faculty members are proud of our continued improvement in the US News and World Report rankings, and they recognize and acknowledge the critical role they play in making that happen. Dr. Harden expressed concern with portions of the Enterprise Risk Management report that was presented today, particularly as it relates to faculty retention and recruitment. Inadequate healthcare benefits and enrollment trends also pose a serious concern for the faculty.

Report of the Executive Committee. Ms. DeVore reported on this morning's meeting of the Executive Committee. She shared that the Executive Committee had had a busy summer, meeting on a few occasions since the last Board meeting in April. She reported that on May 17, the Committee held an email vote to approve the hiring of Brandi Fontaine to be our women's soccer head coach. On June 3, another email vote was held whereby the Committee unanimously approved the hiring of Clare Short as our women's lacrosse head coach. Ms. DeVore also reported that during today's committee meeting, they unanimously approved revisions to University Policy 101.1 – Tuition and Fees Privileges for Eligible Faculty and Staff. Lastly, Ms. DeVore reported that the Committee unanimously approved the EHRA salary action discussed in closed session.

Report of the Audit, Compliance, and Enterprise Risk Management Committee. Ms. Katziff reported that the Committee received an internal audit update for FY22 and 23, and that they reviewed the ACERM calendar as it aligns to the Bylaws that were reviewed and approved today. They also were provided with an overview of the organizational chart for the Division of Institutional Integrity which reflects a few key changes in the offices of Title IX and Ethics and Compliance. They also received an Enterprise Risk Management (ERM) update and dashboard.

Report of the Academic and Student Life Committee. Mr. Keeter reported that the Committee received annual training on the Title IX Appeals process. He reported that the Committee also received an update from Mike Hill regarding the landscape of college athletics/conference realignment and UNC Charlotte's entry into the American Athletic Conference.

Report of the Advancement and Public Relations Committee. Mr. Young reported that the Advancement and Public Relations Committee met for the first time today. He reported that they discussed the Committee's focus areas – development, corporate/community relations, alumni engagement, and communications/Marketing. Mr. Young also reported that the Committee received updates on advancement goals, Charlotte Promise (corporate engagement), brand building, and Niner Nation Week (October 17-23).

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

Action. On a motion by Ms. Grubbs, seconded by Mr. Bunker, the Board 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)(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;

Closed Session

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

Open Session

Adjourn. There being no further business to come before the Board, the meeting was adjourned at 3:17 p.m.

Submitted:

 11/29/22
Kim S. Bradley Date
Assistant Secretary to the Board
UNC Charlotte Board of Trustees

Approved:

 11-29-22
Susan DeVore Date
Chair
UNC Charlotte Board of Trustees