Draft

Business Affairs Committee
UNCW Board of Trustees
Thursday, October 14, 2021 at 1:00 p.m.

MINUTES

The Business Affairs Committee of the UNCW Board of Trustees met on Thursday, October 14, 2021 at 1:00 p.m. Members present at the meeting were: Mr. Jeff Clark (Chair), Mr. Carlton Fisher, Mr. Chip Mahan, Mr. Hank Miller, and Mr. Bob Rippy.

Mr. Clark called the meeting to order and read the required ethics statement from the State Government Ethics Act. No conflicts were identified.

Mr. Clark asked for a motion to approve the minutes of the July 15, 2021 meeting. Mr. Rippy made a motion to “approve the minutes of the July 15, 2021 meeting as presented.” Mr. Miller seconded the motion and the motion carried.

Next, Ms. Feletia Lee, Recycling Coordinator for UNCW, began with a Recycling Services update.

Ms. Lee discussed UNCW’s efforts to enhance recycling activities on campus while simultaneously navigating through an increasingly turbulent market for recyclable commodities. Specifically, Ms. Lee described how campus revamped its approach to processing recyclable materials – which has enabled the university to expand the types of materials it accepts while also achieving greater participation among campus stakeholders. These efforts have significantly reduced the amount of recyclable material that is sent to the landfill from the campus community.

Endowment Board Appointments Action Item:
Following Ms. Lee’s presentation, Mr. Miles Lackey, Vice Chancellor for Business Affairs provided a brief overview of the Endowment Board structure and its purpose. Mr. Lackey then requested Board of Trustee approval for the election of the following individuals to the Endowment Board for the terms as specified:

- **Mr. Carlton Fisher:** For an additional term consisting of calendar year 2022.
Mr. Miller made a motion to approve the appointment of Mr. Carlton Fisher. Mr. Rippy seconded the motion and the motion carried.

- **Mr. Malcom Coley**: For an additional term consisting of calendar years 2022 and 2023.

Mr. Miller made a motion to approve the appointment of Mr. Malcom Coley. Mr. Rippy seconded the motion and the motion carried.

- **Ms. Donis Smith**: For a new term consisting of calendar years 2022 through 2024.

Mr. Fisher made a motion to approve the appointment of Ms. Donis Smith. Mr. Rippy seconded the motion and the motion carried.

**Clear Run Branch Easement and related Millennial Campus Expansion Action Items:**
Next, Mr. Lackey provided an overview of the “Clear Run Branch Drainage Improvement project” being administered by the City of Wilmington. Specifically the project is intended to address flooding issues along New Centre Drive and other areas north of campus, while also addressing corresponding water quality issues in Bradley Creek.

The project’s first phase involves installing large pipes to channel storm water under College Acres Drive and Mallard Street. This phase also includes streambank restoration and floodplain creation activities to increase the flood capacity of Clear Run Branch.

Expanding the floodplain requires the City to obtain easements from approximately 50 properties, primarily from the backyards of properties along Clear Run Drive, in addition to 4.82 acres located on the northeast portion of UNCW’s campus. Of the 4.82 acres, 3.66 acres would be for a permanent drainage easement, and 1.16 acres would be for a temporary construction easement. The City of Wilmington has offered UNCW $210,000 in exchange for the aforementioned easements.

The University believes the Clear Run Branch project offers many direct and indirect benefits to campus, including – but not limited to:
1. Improving access to campus during major rain events,
2. Improving the water quality of Bradley Creek,
3. Enhancing the attractiveness of the northeast portion of campus adjacent to the stream, and
4. Providing a source of funding to improve walking paths in the area.

Mr. Lackey explained that UNCW (like most campuses in the UNC system), is not permitted to keep the proceeds of the sale of state property or easements, unless the property carries a special designation known as “Millennial Campus property.”

To address this issue, Mr. Lackey said the University is also seeking Trustee approval to designate the easement area, in addition to 13.18 acres adjacent to the easement area as Millennial Campus property.

With Millennial Campus designation, UNCW is allowed to keep the proceeds associated with the sale of the Clear Run Branch easements and use them to pay for improvements located on the Millennial Campus property.

Mr. Lackey then requested Board of Trustee approval to expand Millennial Campus designation to encompass all 4.82 acres included in the Clear Run Branch easements, plus an additional 13.18 acres which adjoins the easement property.

Mr. Fisher made a motion to approve the above action item. Mr. Rippy seconded the motion and the motion carried.

Mr. Lackey then requested Board of Trustee authorization to enter into an agreement or agreements with the City of Wilmington which consummates the sale and purchase of the Clear Run Branch easements for $210,000, provided that said agreement, or agreements are not executed prior to the Board of Governors providing final approval for the preceding action item.

Mr. Rippy made a motion to approve the above action item. Mr. Miller seconded the motion and the motion carried.

Following Mr. Lackey’s presentation, Mr. Clark called on Mr. Mark Morgan, Associate Vice Chancellor for Facilities, to present the following Action Items:

**Facilities Action Item #1: Outdoor Recreation Fields and Facilities Improvements, Phase I & II Design/Build Team Approval**
The University requested Board of Trustee approval of the prioritized order of professional Design/Build firms provided below to lead the Outdoor Recreation Fields and Facilities Improvements, Phase I & II Design/Build effort.

1. Monteith Construction / LS3P Architects
2. Balfour Beatty Construction / Moseley Architects
3. Muter Construction / BMH Architects

Mr. Rippy made a motion to approve the above action item. Mr. Miller seconded the motion and the motion carried.

**Facilities Action Item #2: Lumen Technologies, Inc. Fiber Optic Easement Approval**

The University requested Board of Trustee approval for a designated easement to be issued to Lumen Technologies Inc. in support of the installation of fiber optic infrastructure beginning at the intersection of South College Road and Randall Drive and continuing to the existing MCNC network at the intersection of Randall Drive and Racine Drive.

This action will allow for upgrades to the campus Voice Over Internet Phone (VOIP) system and improve and enhance communication services on campus.

Mr. Miller made a motion to approve the above action item. Mr. Fisher seconded the motion and the motion carried.

Following the action items, Mr. Morgan provided an update on recently completed capital projects – specifically: The New Student Housing Village and The Shore Dining Facility. Mr. Morgan then provided an update on current capital projects, including: the Coastal Engineering Facility, the Randall Library Renovation and Expansion project, and the Veterans Hall Cadaver Laboratory.

Following Mr. Morgan’s presentation, Mr. Lackey provided the Vice Chancellor for Business Affairs Update. First, Mr. Lackey provided an update pursuant to the state budget and UNCW’s legislative priorities which include:

1. Salary increases for faculty and staff,
2. Enrollment growth funding,
3. Building reserve funding, and
4. Construction funding for the Randall Library Renovation and Expansion Project.
Mr. Lackey explained that no budget deal had been reached yet for FY22, and that until such time, the state would continue to operate at prior year budget levels.

Next – Mr. Lackey provided an overview of the guidance that the System Office had recently issued to campuses concerning tuition and fee increases for the next academic year. In summary, no tuition increases will be permitted for in-state students. Tuition increases for out-of-state students will be permitted, but must be informed by market considerations. Increases to mandatory fees are permitted, but are highly restricted pursuant to the recently released guidelines.

Mr. Lackey indicated that any adjustments to tuition or fees would be brought back to the Trustees for consideration at the special board meeting scheduled for December 10th.

Lastly, Mr. Lackey provided the committee with a brief overview of the all-funds-budget process which is being implemented at UNCW and across all UNC-System campuses. As part of the update, Mr. Lackey provided a preliminary timeline for the all-funds planning process.

There being no further business, the meeting was adjourned.